# ACADEMIC BULLETIN

## 2026-2027

# WITHOUT RISK THERE IS NO GAIN.

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# General Information

The Tiffin University Academic Bulletin is published annually. The Academic Bulletin is intended for use from May 2026 through April 2027. The University may modify the curriculum during the year. The provisions of this Academic Bulletin are not to be regarded as an irrevocable contract between the student and Tiffin University.

Failure to read this Academic Bulletin does not excuse students from the requirements and regulations described herein. Although every effort is made to provide accurate and current information, the University reserves the right to make and designate the effective date of changes in policies, procedures, programs or people at any time such changes are considered desirable or necessary.

**ACCREDITATION**

Tiffin University is accredited by **The Higher Learning Commission** 30 North LaSalle St., Suite 2400
Chicago, IL 60602-2504
Phone: 312.263.0456
www.ncahlc.org

Academic programs at Tiffin University are authorized by the
**Ohio Department of Higher Education**
25 South Front Street
Columbus, OH 43215-3414
Phone: 614.466.6000

BBA and MBA degrees offered by Tiffin University are accredited by the
**Accreditation Council for Business Schools and Programs (ACBSP)**
7007 College Blvd., Suite 420
Overland Park, Kansas 66211 www.acbsp.org

**NOTICE OF PRIVACY RIGHTS (FERPA)**

This institution is covered by the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended, which is designed to protect the student's rights with regard to educational records maintained by the institution. Under this Act, a student has the following rights:

- The right to inspect and review educational records maintained by the institution that pertain to the student;
- The right to challenge the content of records on the grounds that they are inaccurate, misleading or a violation of privacy or other rights; and
- The right to control disclosures from the educational records with certain exceptions.

Tiffin University, in accordance with FERPA, has designated the following categories of information about students as public or directory information: name, address, email address, telephone numbers (home and work), major, participation in officially-recognized activities, dates of attendance, degrees and awards received (including honors), and most recent previous educational institution attended.

Any student has the right to have directory information withheld from the public by notifying the Office of Registrar in writing.

A written policy detailing how Tiffin University will comply with the provisions of the Act is on file in the Office of the Registrar. Students also have the right to file written complaints with The Family Policy Compliance Office, U.S. Department of Education, 600 Independence Ave. SW, Washington, DC 20212-4605, regarding alleged violations of the Act.

**STUDENT COMPLAINT STATEMENT**

**Policy Statement**

The Tiffin University Student Complaint Policy is available to students who wish to resolve a concern or concerns regarding services affecting their role as students and must be based on a claimed violation of a rule, policy or established practice of the university. This Policy is also available for use by students who wish to resolve a concern or concerns regarding a process or person of the university community not covered by existing policies (such as grade appeals and academic grievance procedures).

The objective of this Policy is to resolve concerns as quickly and efficiently as possible at the level closest to the student. This Policy provides two avenues for pursuing a complaint: an Informal Resolution Procedure and a Formal Resolution Procedure. Students may utilize one or both procedures.

**POLICY STATMENT: TITLE IX & CIVIL RIGHTS**
Tiffin University affirms its commitment to promote the goals of fairness and equity in every aspect of the educational enterprise. The brief descriptions of the policies below are subject to resolution using Tiffin University's Title IX & Civil Rights Policy. Each description in its entirety may be found in the Title IX & Civil Rights Policy by visiting https://www.tiffin.edu/about/title-ix|.

**TITLE IX & CIVIL RIGHTS - POLICY OVERVIEW**
Tiffin University is committed to providing a workplace and educational environment, as well as other benefits, programs and activities that are free from discrimination, harassment and retaliation. To ensure compliance with federal and state civil rights laws and regulations and to affirm its commitment to promoting the goals of fairness and equity in all aspects of the educational enterprise. Tiffin University has developed internal policies and procedures that will provide a prompt, fair and impartial process for those involved in an allegation of discrimination or harassment on the basis of protected class status. Tiffin University values and upholds the equal dignity of all member of its community and strives to balance the rights of the parties in the grievance process during what is often a challenging time for all those involved.

**TITLE IX & CIVIL RIGHTS - UNIVERSITY STATEMENT ON NONDISCRIMINATION**
Tiffin University is committed to a policy of nondiscrimination and equal opportunity for employees, applicants for employment, students or applicants for admission, and access to educational opportunities on the basis of race, religion, personal appearance, color, sex, pregnancy, political affiliation, social-economic class, place of business, residence, religion, creed, ethnicity, national origin (including ancestry), citizenship status, physical or mental disability, age, marital status, family responsibilities, sexual orientation, gender, gender identity, gender expression, veteran or military status (including special disabled veteran, Vietnam-era veteran, or recently separated veteran), predisposing genetic characteristics, domestic violence victim status or any other protected category under applicable local, state or federal law, including protections for those opposing discrimination or participating in any resolution process on campus or within the Equal Employment Opportunity Commission or other human rights agencies.

This policy covers nondiscrimination in employment and in access to educational opportunities. Therefore, any member of the campus community who acts to deny, deprive, or limit the educational, employment, residential and/or social access, benefits and/or opportunities of any member of the campus community, guest, or visitor on the basis of their actual or perceived membership in the protected classes listed above is in violation of the University policy on nondiscrimination.

**TITLE IX & CIVIL RIGHTS - PROHIBITED CONDUCT**
Tiffin University reserves the right to address offensive conduct and/or harassment that does not rise to the level of creating a hostile environment, or that is of a generic nature and not based on sex and/or perceived or actual membership to a protected class. Such incidents may be referred to the Office of Student Affairs for students and the Office for Human Resources for employees, if it is not addressed under this Policy.

Federal regulations provide for certain procedures that must be used in the case of conduct that meets the definition of sexual harassment under Title IX. However, where conduct does not meet certain threshold requirements under Title IX, the same or similar conduct is still prohibited by the University. Prohibited conduct under the Title IX & Civil Rights Policy includes conduct falling within the scope of sexual harassment, discriminatory harassment, and other civil rights offenses. For a full list of prohibited conduct, see the Title IX & Civil Rights Policy at https://www.tiffin.edu/about/title-ix/.

**TITLE IX & CIVIL RIGHTS** - Reporting Discrimination, Harassment, and/or Retaliation Notice or complaints of discrimination, harassment, and/or retaliation may be made using any of the following options:

**TANGI RITCHIE**
**TITLE IX COORDINATOR**
419-448-3421
ritchiet@tiffin.edu
Center for Compliance, Accessibility, Resources & Education (CARE)

**KELSEY KUZMA**
**DEPUTY TITLE IX COORDINATOR**
419-448-3332
kuzmak@tiffin.edu
Center for Compliance, Accessibility, Resources & Education (CARE)

**JAMIE LODERMEIER-FAY**
**DEPUTY TITLE IX COORDINATOR**
419-447-3171
Lodermeierfayjl@tiffin.edu
Center for Compliance, Accessibility, Resources & Education (CARE)

**NADIA LEWIS**
**DEPUTY TITLE IX COORDINATOR**
419-448-3433
lewisna@tiffin.edu
Office for Human Resources

**ONLINE REPORT FORM:**
https://cm.maxient.com/reportingform.php?TiffinUniv&layout_id=40

All incidents of crime must be reported to Campus Safety and Security by calling 419-934-0721 or visiting the Campus Safety and Security office located in the Gillmor Student Center.

**TITLE IX & CIVIL RIGHTS - MANDATED REPORTING**
All employees of Tiffin University (including student employees), with the exception of those who are designated as Confidential Resources, are Mandated Reporters and must promptly share with the Title IX Coordinator all known details of a report made to them in the course of their employment.

**TITLE IX & CIVIL RIGHTS - CONFIDENTIAL RESOURCES**
If a Complainant would like the details of an incident to be kept confidential, the Complainant may speak with:

**MERCY HEALTH- TIFFIN UNIVERSITY HEALTH CLINIC**
419-448-3429
healthcenter@tiffin.edu Friedley Hall

**COUNSELING AND WELLNESS**
419-448-3578
counseling@tiffin.edu Friedley Hall

All of the above-listed individuals will maintain confidentiality when acting under the scope of their licensure, professional ethics, and/or professional credentials, except in extreme cases of immediacy of threat or danger or abuse of a minor/elder/individual with a disability, or when required to disclose by law or court order.

UNIVERSITY HEALTH CENTER

TIFFIN UNIVERSITY

A PARTNER OF MERCYHEALTH

# MESSAGE FROM THE PRESIDENT

On behalf of the faculty and staff, it is my pleasure to welcome you to Tiffin University. Our motto, "SINE AUDACIA NULLUM PRAEMIUM" – translated as: "without risk, there is no gain" is the motivator for all that we do. Our Guiding Principles contain our seal in which our motto is written. This document serves as the framework for why and how we live by our motto. It clearly states our Purpose, Mission and Vision, our strategic priorities, and most importantly our ICARE Values. This set of principles guides what we do each and every day at Tiffin University. We hope you embrace our Guiding Principles as much as we do.

At Tiffin University our students learn from faculty who are experts in their fields. TU faculty members serve as mentors and advisers and help students select the most effective courses of study. They also provide internship, experiential and career opportunities with national and global industry partners, federal agencies, corporations and entrepreneurial organizations.

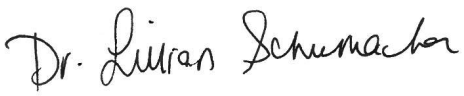
Students of Tiffin University are encouraged to make powerful, life-long connections as they engage with a diverse population of students from across the United States and the globe. Today, there are 150 international students attending TU, representing more than 30 countries. Tiffin University is proud of its growing diversity that goes well beyond the classroom. Further, TU is a place where every student has a voice, can feel free to be themselves, be valued and celebrate their culture and their uniqueness, and this is a distinction that is felt across our university, on campus, online or at a distance. Inclusion and belonging, known at Tiffin University as Celebrating CulTUral Uniqueness or CCU@TU, is prominent, and infused throughout our university community through our curriculum, extracurricular activities, programming, food, arts and entertainment during each and every academic year.

Additionally, on campus, TU students participate in Engaged Fridays, Division II Athletics, Greek Organizations, Performing, Visual & Media Arts activities, International Organizations and Cultures, Special Interest Groups and Religious Organizations. These are just some of the co-curricular activities we have at TU, designed to balance in and out of the classroom experiences for our students.

In the classroom, academic achievement is paramount. Tiffin University believes a college degree is earned, not rewarded. We also believe in linking theory to practice as much as possible by offering opportunities for experiential, hands on, learning. As a student of Tiffin University, we will expect more from you and you will learn to expect more from yourself.

Striving for education--for improvement of your mind--should not be an unchartered journey toward any definite goal, but a gratifying and fortifying broadening of one's consciousness and an enrichment of one's possibilities of life and happiness.

As TU's sixth President, I look forward to meeting you! It is an honor to welcome you to our very exceptional institution of higher learning, and I wish you a very enriching collegiate experience while at TU.



Dr. Lillian Schumacher
President

**HISTORY OF THE UNIVERSITY**

Tiffin University, established in 1888, offers nationally accredited graduate and undergraduate degrees in business administration, top-notch academic programs in criminal justice and social sciences, and distinctive degrees in the arts and sciences. All through its history, the University has nurtured a learning-centered setting and a sense of community for its students, faculty and staff. The campus at Tiffin is a blend of traditional historic and modern buildings that create a vibrant and warm home for an educational community. In addition to the growth at Tiffin, graduate and undergraduate programs of the University are offered online and in several areas of Ohio. Master's degrees are offered in several foreign countries.

# GUIDING PRINCIPLES

## PURPOSE

*What we are about:*
Transforming lives through education.

## MISSION

*What we do:*
Educate students by linking knowledge to professional practice.

## VISION

*What we want to be:*
A premier university for challenging students to enhance their global competencies and 21st century skills, for success in a diverse world.

## STRATEGIC PRIORITIES

*Where we will focus:*

- Create an environment focused on *student success.* (Students)
- Grow innovative *academic programs.* (Academics)
- Optimize our *organizational capacity.* (People)
- Strengthen and increase *institutional financial sustainability.* (Finances)
- Enhance our *critical infrastructure.* (Facilities and Technology)

## VALUES

*How we behave* – **ICARE**

**Interdependence**
We are an inclusive and caring community that emphasizes service as a foundation of success.

**Communication**
We engage in authentic dialogue, timely exchanges of information, and fact-driven discussion, civil debate, and decision-making.

**Accountability**
We make ethical, responsible decisions that have a high degree of integrity, are data-informed, and are results-oriented.

**Respect**
As a portal of equal access to education and information, we model civility and compassion; we embrace diversity as an essential component of creating a rich university experience for everyone.

**Entrepreneurship**
We prize innovation and creative thinking as hallmarks of successful participation in the global marketplace.

TIFFIN UNIVERSITY

**CAMPUS AND PROGRAM LOCATIONS**
Academic programs are offered by Tiffin University at the following locations:

**ROMANIA (BA, BBA, MBA)**
Tiffin University offers its BBA and MBA degrees, taught in English, in Romania.

**SWITZERLAND (BBA, MBA)**
Tiffin University offers its BBA and MBA degrees, taught in English, in partnership with The American University in Switzerland, a private university in La Tour-de-Peilz, Switzerland.

**AVENU DIPLAMATO, (BA, BBA, BCJ, BS, MBA, MH, MeD, and MS)**
A partnership program with AVENU Learning offering online degrees translated and localized to the language and culture in Latin America.

**TIFFIN UNIVERSITY ONLINE (BA, BBA, BCJ, BS, MBA, MEd, MH, MS, DCJ and Ph.D.)**
Tiffin University offers the BA, BBA, BCJ, BS, MBA, MEd, MH, MS, DCJ and Ph.D. in an online format. The online programs offer students nationwide and around the world the opportunity to obtain an accredited degree from Tiffin University.

**ADMISSION POLICIES**
**ID Verification**
To ensure the integrity of Tiffin University's enrollment process and to protect the institution from fraudulent activity, all applicants selected for identity verification are required to successfully complete the ID Verification Process. Any applicant who fails to complete this process or who completes the process but does not receive a passing verification result will be deemed ineligible for admission. If an applicant has already been admitted but subsequently fails or does not complete the requirement verification their admission will be rescinded.

**Felony**
Applicants are required to disclose any felony convictions as part of the admissions process. Failure to provide complete and accurate information or the discovery of information that was omitted or misrepresented may result in the denial of admission or the recession of an admission decision regardless of enrollment status. The University reserves the right to review felony disclosures on a case-by-case basis and make admissions decisions accordingly.

**FINANCIAL AID POLICIES**
To qualify for federal and/or state financial aid, students must complete the Free Application for Federal Student Aid (FAFSA), be enrolled in, or admitted to, a degree-granting program and registered for at least half time. It is necessary to complete the FAFSA each year in order to receive assistance. The FAFSA school code for Tiffin University is 003121. All Tiffin University grants and scholarships, including athletics, can only be used for tuition, fees and on-campus room and board charges. Students must be meeting all Federal and/or State aid requirements, complete all required documents and have aid eligibility as determined by the FAFSA in order to receive Federal and/or State financial aid.

Please go to www.tiffin.edu/finaid for more information and policies on Satisfactory Academic Progress, Return of Federal Financial Aid, Scholarship and Grants, and Student Loans, or visit the Office of Financial Aid.

Financial Aid
155 Miami St.
Tiffin, OH 44883
Hours: Monday - Friday: 8am - 5pm
Phone: 419.448.3279, Toll-free: 800.968.6446, Fax: 419.443.5025
Email: finaid@tiffin.edu
Website: www.tiffin.edu/finaid

**VETERAN AND MILITARY RESOURCE CENTER (VMRC)**
The Veteran and Military Resource Center (VMRC) assists veterans, active military, and spouses of current service members in utilizing their education benefits. VMRC provides information regarding benefit processes and procedures, as well as support in navigating the transition from military to academic life by facilitating connections with the appropriate support services on campus. Contact Beth Leary, School Certifying Official at 419.448.3314 (tuveterans@tiffinedu) for assistance.
Veteran and Military Resource Center can be found at www.tiffin.edu/va

## VETERANS BENEFITS AND TRANSITION ACT OF 2018 (VBTA)

### VBTA Policy

Tiffin University in accordance with the Veterans Benefits and Transition Act of 2018 will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of a payment by the U.S. Department of Veteran Affairs. This policy is limited to tuition funds paid by the U.S. Department of Veteran Affairs.

*The individual may be assessed late fees, or restricted from future class registration if the student has a balance beyond VA funding.

Tiffin University awards credit for educational experiences during military service according to the recommendations of the American Council on Education as published in "The Guide to the Evaluation of Military Experiences in the Armed Services". Students who wish to establish credit for educational experiences in the military should submit the following documents to the Office of The Registrar, 155 Miami Street, Tiffin Ohio 44883.

**Army, Navy, Coast Guard, and Marine Corps:** Submit an official Joint Services Transcript. To request a Joint Services Transcript be sent electronically to the University.

**Air Force personnel and Veterans:** Request an official transcript from the Community College of the Air Force for work taken as an undergraduate, or from the Air University for work taken as a graduate student. Community College of the Air Force transcripts my be ordered by sending a request in writing to: CCAF/RRR, 130 West Maxwell Blvd, Maxwell AFB AL 36112-6613, 334.953.2794 (DSN 493-2794). You may also visit Air University (AU). Air University transcripts may be obtained by writing to the Registrar's Office, 50 South Turner Blvd., Maxwell AFB-Gunter Annex AL 36118-5643.

**DANTES/USAFI:** Students may also request a transcript from DANTES (Defense Activity for Non-Traditional Education Support) or USAFI (United States Armed Forces Institute- tests taken prior to July 1,1974). Many tests taken under the auspices of DANTES or USAFI carry American Council on Education credit recommendations recognized by the University. Official DANTES transcripts can be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604, 877.471.9860 (toll free). A transcript of USAFI courses or tests completed prior to July 1,1974 may be obtained from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6605.

The policies governing the acceptance of credit awarded for military experience toward satisfying degree requirements vary among the degree-recommending colleges of the University.

Questions concerning the evaluation of educational experiences in the armed services should be directed to the Office of the Registrar.

### VETERANS' BENEFITS:

Tiffin University assists veterans and dependents of veterans who are entitled to V.A. educational benefits under Chapter 30,31,33 or Chapter 35 of Title 38, U.S Code, or Chapter 1606. Tiffin University participates in the Yellow Ribbon Program for qualified Chapter 33 recipients. Anyone needing information on Veterans' Benefits is advised to contact tuveterans@tiffin.edu or visit the website.

V.A. students with previous post-secondary educational training/experience must request an official transcript(s) be sent to the university. If the transcript has not been received prior to the end of the students' initial semester, or as specified in the guidelines under the program he/she is enrolled in, the Veterans' Affairs Office will not re-certify the student for V.A. educational benefits. The Veterans' Affairs Office may re-certify the student after the transcript has been received.

The V.A. students' previous training and/or experience will be evaluated by the university. Should credit(s) be accepted and/or awarded, the V.A. student's tuition and training time may be reduced proportionally. The V.A. and the student will receive a written notice of the credit(s) allowed.

### STANDARDS OF PROGRESS POLICY FOR VETERANS:

Satisfactory progress is indicated by a Satisfactory Progress Average (SPA), which is a variation of the Grade Point Average (GPA). The SPA is computed by the following formula:

| Grade | Grade Point Average |
|---|---|
| A | 4 |
| B | 3 |
| C | 2 |
| D | 1 |
| WD | 0 |
| WF | 0 |

When a course is dropped with a grade of "WD", the V.A. requires a student to repay any benefits received for that course unless the V.A. determines there are mitigating circumstances involved.
Benefits will not be paid for courses in which a student receives a WD or classes that do not convert to a letter grade.
*A GPA of 2.0 or greater for undergraduate students, or 3.0 or greater for graduate students, is satisfactory progress.
*Less than 2.0 for undergraduate, and less than 3.0 for graduate students, is not satisfactory.
*The GPA is non-cumulative. It is computed each term on a one-term basis.
*Any term a student's GPA is less than 2.0 for undergraduate or 3.0 for graduate, he/she will be notified that he/ she is not making satisfactory progress. He/she will be certified, in a probationary status, for only one additional semester.
*If, at the end of this additional semester, his/her GPA for that semester is still below the satisfactory level, the V.A. will be notified of the unsatisfactory progress and his/her educational benefits will be terminated.
*A student whose V.A. educational benefits have been terminated for unsatisfactory progress and may petition the Veterans'' Affairs Office to be recertified after one semester has elapsed. Please address your request to:

VA Certifying
Official Tiffin
University
155 Miami Street
Tiffin Ohio 44883

*The Veterans' Affairs Office may re-certify the student for V.A. educational benefits only if there is a reasonable likelihood that the student will be able to attain and maintain satisfactory progress for the remainder of the program.

**VETERANS CLASS ATTENDANCE AND ABSENCES:**
*Regular and punctual class attendance are vital for all students.
* It is the student's responsibility to know the instructor's policies regarding examinations, penalties for absences, and late work.
*A copy of the student's transcript will be placed in the student's permanent file maintained by the Veterans' Affairs Office.

Because of the far-reaching effects of these revisions in the V.A. educational benefits program, it is suggested that you exercise care and judgment in your program planning and in the selection of your courses. V.A. educational benefits will only pay for courses that are toward the program in which you are enrolled.

Veterans and children of deceased or totally disabled veterans receive training allowance in proportion to the schedule carried. The full load required to receive allowance is 12 credits in undergraduate school (8 credits in Graduate school).

**VETERANS TUITION & FEE DEPARTMENT BENEFIT:**
Eligible beneficiaries of Department of Veterans Affairs Education or Military Tuition Assistance benefits will receive a deferment each semester enrolled, which differs from the payment of tuition and fees until the last day of the semester. Students may continue to receive bills to update them on payment expectations, by with the Tuition & Fee Deferment Benefit those enrolled will defer any payment until the last day of the semester. Please contact our office if you have any questions regarding the deferment process by email to tuveterans@tifin. edu or call 567.268.6053.

**VETERAN AND MILITARY RESOURCE CENTER (VRMC)**
The Veteran and Military Resource Center assists veterans, active military, and spouses of current service members in utilizing their education benefits. VMRC provides information regarding benefit processes and procedures, as well as support in navigating the transition from military to academic life by facilitating connections with the appropriate support on campus. Contact Veterans & Military Services at tuveterans@tiffin.edu for assistance. Veteran and Military Resource Center can be found at www.tiffin.edu/va

**VETERANS BENEFITS AND TRANSITION ACT OF 2018 (VBTA):**
Tiffin University in accordance with the Veterans Benefits and Transition Act of 2918 will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a Chapter 31 or Chapter 33 recipient borrow additional funds to cover the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of payment by the U.S. Department of Veteran Affairs. This policy is limited to tuition funds paid by the U.S. Department of Veteran Affairs.
*The individual may be assessed late fees, or restricted from future class registration if the student has a balance beyond VA funding.

**ACADEMIC SUPPORT FACULTY ADVISING**
Faculty Advisors assist students with learning the expectations and requirements of their major, providing career and internship guidance, and discussing graduate school opportunities. Students are required to meet with their Faculty Advisor each semester. Students who build a relationship with their Faculty Advisor are more likely to persist to graduation and develop life-long skills necessary for a successful career and/or for furthering their education.

**STUDENT SUCCESS ADVISING**
The Student Success Advisors serve as one of the primary intervention staff members for students. The Student Success Advisors are advocates for new and continuing students, assisting them not only with course scheduling, curriculum and career planning, but also with the development of life and academic skills for success in and out of the classroom.

Student Success Advisors provide holistic support and outreach, as follows:

- Serve as main point of contact for students to resolve questions and concerns
- Provide assistance with curriculum planning and course registration
- Guide students through career and major exploration in pursuit of academic and professional goals
- Assist in changing major, adding minor and dropping/adding classes
- Communicate important deadlines and tasks
- Inform students of opportunities for engagement on campus and within the community

The goal of the Student Success team is to develop and execute strategies to consistently achieve retention standards, while providing a high level of student satisfaction as it relates to advising support and student services. The Office of Student Success is responsible for the implementation of a comprehensive University retention plan in collaboration and partnership with Athletics, Admissions, Career Services, Financial Aid, University Academic Support, Residence Life, and Student Engagement.

Student Success Advisors provide specific outreach to students demonstrating risk factors presented in the campus early-alert system, daily attendance reporting and TUacts committee (mental health concerns). The Office of Student Success also coordinates and organizes all facets of the First-Year Experience including orientation, welcome weekend, peer mentorship, parent and family communication, and assistance with the Dragon Education Core curriculum.

**UNIVERSITY ACADEMIC SUPPORT**
The University Academic Support Office (UAS), located in the Murphy Academic Support Center, assists both undergraduate and graduate students with comprehensive academic support. The center provides peer-to-peer tutoring (online and in-person), group tutoring, student assisted review (Dragon StAR) for selected courses, writing assistance, study skills development, and additional support free of charge to all currently enrolled students. The UAS also provides quiet study areas for students and monitors study tables for teams and organizations with mandatory study table hours. Students may contact the UAS Office at any time for assistance by calling 419.448.3324 or by emailing tutor@tiffin.edu.

**CAREER SERVICES**
The Career Services Office, located on the first floor of Murphy Academic Support Center, offers a variety of services and resources for on-campus students, online students, and alumni. Email careerservices@tiffin.edu for assistance in choosing a major or career; improving resume and interviewing skills; job and internship search resources; preparing for graduate and professional school; and connecting with employers. Participation in Career Service in-person and virtual events can provide students and alumni a competitive advantage in achieving their career goals.

**INTERNSHIPS**
Tiffin University internship programs require students to apply their learning in a real work setting. A faculty member and a site coordinator supervise interns. It is the responsibility of the student to obtain an internship and students are encouraged to seek out resources from Career Services, faculty, and personal and professional networks. The minimum requirements of an internship include a log of internship hours, a daily journal of activities, an updated resume, a final evaluative paper relevant to the intern's field of study, and a site supervisor evaluation. Students in the Bachelor programs must have completed thirty (30) credit hours prior to the start of the internship and be in good academic standing (2.50 cumulative grade point average) to enroll for an internship. Credit hours from previous institutions will be used in the total hours, which will qualify students for internships. Students must complete at least one semester at Tiffin University prior to being eligible to complete an internship. To Comply with F-1 visa regulations, international students must complete a minimum of two full-time semesters at Tiffin University before starting an internship. Internship requirements are applicable to double degree and/or double majors. Additional requirements may be determined by departments. The internship application must be submitted to the Internship Coordinator and approved for registration prior to beginning an internship. Application, requirements and processes can be found in the Tiffin University Internship Procedure Guide at https://www.tiffin.edu/careers/internships.

**FELLOWSHIPS**
Fellowships provide valuable opportunities for students, faculty, and professionals to advance their academic, research, and leadership goals through financial support, mentorship, and specialized experiences. Available across a wide range of disciplines and career stages, fellowships may fund graduate study, research projects, teaching, professional development, public service, or international experiences. In addition to financial assistance, many fellowship programs offer networking opportunities, leadership training, and access to communities of scholars and practitioners. Pursuing a fellowship can enhance academic and professional growth while helping recipients make meaningful contributions to their fields and communities.

**ACCESSIBILLITY SERVICES**
Tiffin University is committed in policy and practice to providing an educational experience and environment that is equally accessible for all, including those with a documented disability, so that individuals with disabilities have equal access and opportunity to learn and achieve based on their innate abilities and are not inhibited by barriers created by the interaction between their disability and the institutional environment and/or academic requirements.

TU's Office for Accessibility Services supports this institutional commitment to diversity by providing educational opportunities for qualified individuals with disabilities through accessible programs and services in compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act of 1990, as amended (ADAAA). In addition, the Office serves as a resource to the University community by providing consultation and advocacy services related to compliance.

Individuals with qualifying disabilities can start or renew the accommodation approval process by filling out the online Accessibility Services Registration Form to access more information, you may use the following options:

*In-person at the Accessibility Services, a division of the Center for Compliance, Accessibility, Resources and Education (CARE) located in Friedley Hall
*Call or Email the Coordinator for Accessibility Services at 419.448.3021 or accessibilityservices@tiffin.edu

To access more information, you may use any of the following options:*in-person at the Office for Accessibility Services, a division of the Center of Compliance, Accessibility, Resources and Education (CARE) located in Friedley Hall
*Call or email the Coordinator for Accessibility Services at 419.448.3021 or accessibilityservices@tiffin.edu
*Visit https://www.tiffin.edu/about/center-for-care/accessibility-services/

**WELLNESS AND COUNSELING SERVICES**
Tiffin University operates a Wellness and Counseling Center on campus staffed by licensed counselors who specialize in the well-being and treatment of college students whether they are living on-campus, commuting, or taking online classes. In addition, the Office of Student Affairs will assist any student who seeks counseling or will assist the student in making counseling referrals. The Office of Student Affairs is committed to providing a safe and open platform for all students who may be in need of mental health services.

**UNIVERSITY HEALTH SERVICES**
Tiffin University has established a health clinic on campus staffed by a licensed nurse practitioner and support staff. The dedicated staff work to maintain a state of optimum physical and emotional health in the student body, staff, and faculty and to educate each about proper attitudes and habits regarding personal and community health. Some of the services available include: diagnosis and treatment of common illnesses; routine preventative care; physicals; allergy shot administration; immunizations; sexually transmitted disease diagnosis; and a variety of health education and prevention materials.

## INFORMATION TECHNOLOGY SERVICES

Tiffin University has a state-of-the-art IT network with networked and multimedia classrooms, computer laboratories, a media lab, and internet and intranet sites. All faculty, staff, and students have network, email, and portal accounts. The residence halls have network connections for students to gain access to the campus network and to the internet. Wireless connectivity is available in the classroom buildings, student center, and other locations across campus.

## PFEIFFER LIBRARY

As members of OhioLINK, Pfeiffer Library provides all students with 24/7 access to millions of electronic journals and eBooks to support research and scholarship. Ohio-based students may choose from thousands of print books held at any OhioLINK institution for pickup. The campus library collection contains thousands of print titles for research or leisure reading, including special collections focused on diversity, student success and career readiness. Campus students may utilize the equipment in the print center, including a poster printer, Cricut machine and a 3D printer, for class projects. Private and group study rooms and laptops are also available.

Students are encouraged to visit the library's website at https://library.tiffin.edu to view our contact information, hours of operation, programming schedule and a robust collection of tutorials to support research, citation and writing resources.

## TRANSCRIPT REQUESTS

An official transcript shall be issued at a charge of $8.00 if all financial obligations to the University have been satisfied. Students requesting transcripts sent must submit the online Transcript Request Form. The Transcript Request Form can be found at https://exchange.parchment.com/send/adds/index.php?main_page=login&s_id=SWpERFYYZMunWjpw. Payment must be made before transcripts will be sent. Unofficial copies may be requested for a $6.00 fee. Unofficial copies are only available by email and/or fax.

### Providing Transcripts When Disciplinary Holds Are Present

The Office of the Registrar must seek the explicit permission of the Dean of Students (or designee) for student conduct violations (excluding Title IX violations) and the Title IX Coordinator (or designee) for Title IX violations for each official transcript request, in order to release transcripts where a disciplinary hold is present. There are no exceptions to this policy. Official transcripts cannot be sent directly to students when a disciplinary action is pending.

## REFUND POLICIES

When a student officially notifies Tiffin University of their intent to withdraw from a course or courses, refund of tuition and fees will be computed based on the student's last date of attendance for seated courses or last date of participation or submission of work for online courses.

| If the last date of attendance or participation was: | The |
|---|---|
| refund will be: Before the start of the course: | 100% |
| During the first calendar week of classes: | 100% |
| During the second calendar week of classes: | 25% |
| After the second calendar week of classes: | No Refund |

Some states may have alternative refund policies to which TU adheres. Please contact the Office of the Registrar for information.

## AUDITING COURSES

Auditing a course permits a student to enroll in a class and to attend its sessions without having to submit assignments or take examinations. The fee is 50% of normal tuition charges, but students receive neither grade nor credit for the course. If a student wishes to convert to credit status before the midterm of the course, permission must be sought from the Registrar and the balance of the regular tuition must be paid.

## GRADUATION APPLICATION

Each student must declare his or her intention to graduate by completing and submitting an application for graduation by the given semester deadline, to be approved as a degree candidate. The application for graduation must be submitted to the Office of the Registrar by the deadline posted for his or her expected graduation date in order to receive a graduation audit, be approved by the faculty, and presented to Tiffin University's Board of Trustees for conferral of degrees. Graduation application deadlines are October 1st (fall), February 1st (spring and summer).

Students earning a second Bachelor Degree will receive a Tiffin University diploma and official transcript; however, those students are not eligible for participation in the ceremony or academic honors.

**COMMENCEMENT ELIGIBILITY**
No students with more than 2 courses remaining to complete their degree shall be permitted to participate in the Commencement Ceremony. Exceptions will be considered by written petition to the Office of the Registrar, on or before the last day prior to spring break. No appeals for participation in the commencement ceremony will be considered after the posted due date.

**POSTHUMOUS DEGREE POLICY**
A deceased student may be considered a candidate for a posthumous degree when minimum academic degree requirements have been verified and approved. Posthumous degrees may be awarded at any degree level.

**COMMENCEMENT ELIGIBILITY**
No students with more than 2 courses remaining to complete their degree shall be permitted to participate in the Commencement Ceremony. Exceptions will be considered by written petition to the Office of the Registrar, on or before the last day prior to spring break. No appeals for participation in the commencement ceremony will be considered after the posted due date.

**POSTHUMOUS DEGREE POLICY**
A deceased student may be considered a candidate for a posthumous degree when minimum academic degree requirements have been verified and approved. Posthumous degrees may be awarded at any degree level.

**REQUIREMENTS**:
- A student must have been in good academic standing with Tiffin University at the time of death. Good standing is defined as not being academically deficient (probation or dismissal). A posthumous degree may not be awarded if the death was due to an unlawful activity.
- Student must have been enrolled at the time of death (summer excluded) or their continuous enrollment was interrupted by their injury, illness, deployment, etc.
- An undergraduate student must have been within one semester (15 semester hours) of degree requirements completed to be nominated for a posthumous degree.
- A graduate student must have been within 9 semester hours of degree completion to be nominated for a posthumous degree.

**APPROVAL PROCESS:**
- Tiffin University must be notified by the deceased family or by a representative of the University to recommend the deceased student for a posthumous degree.
- This recommendation is suggested to the Dean of the appropriate discipline school for consideration and to begin the formal process.
- The student's degree audit will be verified by the Office of the Registrar.
- The Dean of the school in which the student was enrolled will recommend the candidate for a posthumous degree in writing to the Provost. The request must include the deceased student's name, the program/degree/curriculum to be awarded and the recommended semester for degree conferral.

If supported by the Provost, the Provost will submit a recommendation to the President for formal approval. If approved by the President, the Provost will notify the Office of the Registrar to begin the process for degree posting and commencement proceedings. The Provost will notify the Dean to inform the immediate family of the university's decision and desire to recognize their student with this honor (this process should be kept confidential until or unless approved at all levels). The name of the deceased student will be included in the printed Commencement program, and the diploma will be mailed to the appropriate member of the deceased student's family.

**WITHDRAWAL POLICIES**
**WITHDRAWING FROM A COURSE – ALL CAMPUS LOCATIONS**
A student may withdraw from a course before the last date to withdraw without a failing grade to receive a grade of "WD" in the course. All classes withdrawn after the withdrawal date will carry a grade of "WF" (Withdraw Failing).

**TIFFIN SEATED PROGRAMS**
A Drop Request form must be completed by the student and the instructor of the course the student wishes to drop from their schedule. The drop form must indicate a last date of attendance in the course and can be signed by the instructor. All other signatures are required before submitting the drop form to the Office of the Registrar.

**ONLINE & EXTENDED LEARNING PROGRAMS**
A student must submit the Drop Request form to their program advisor. The program advisor will verify the

last date of documented academically related activity in accordance with the Department of Education regulations (this does not include logging into an online class without active participation) on the Drop Request form and forward to the Office of the Registrar to process.

**ALL PROGRAMS**
When a student officially notifies the college of his or her intent to withdraw, any refund of tuition will be computed from the last date of participation in the class. Any form of withdrawal may result in recalculation of Federal Financial Aid in accordance with the Return of Title IV Funds Policy. Institutional Financial Aid may be adjusted based on enrollment status.

**ADMINISTRATIVE WITHDRAWAL POLICY – ALL CAMPUS LOCATIONS**
Under certain circumstances, Tiffin University may administratively withdraw a student from a single class or multiple classes. There are five classifications of administrative withdrawals: Academic, Disciplinary, Medical, Excessive Absence and Active Military Call-up.

**STATEMENT OF POLICY**
An administrative withdrawal for non-attendance of a student from a course(s) is based on failure to attend prior to the census date. The census date has traditionally been the fourteenth calendar day after the start of the semester.

In combination with the professor of record, the Office of the Registrar will notify the student in writing of the administrative withdrawal process and will send an official notification to the student when the procedure is concluded.

**APPEAL PROCESS**
A student must appeal in writing and attach supporting documentation (via email) within three (3) business days of receipt of the completed notification from the Office of the Registrar. The Registrar will make a decision within three business days and inform the student in writing (electronic notification). Only one level of appeal is allowed and, therefore, the decision of the Registrar is final.

- **Academic withdrawal** - The Office of the Registrar may administratively withdraw or drop a student from a course or courses for academic reasons such as, but not limited to, Academic Probation, Academic Dismissal, unapproved credit overload, and prerequisites not satisfactorily completed.
- **Conduct withdrawal** - As a result of college judicial proceedings, a student may be dismissed from Tiffin University. In such cases, regardless of the timing during the semester, the student is withdrawn from classes; the grade of "WD" or "WF" will be based on last date of participation in the classes and earns no credit for the semester. Any form of conduct withdrawal may result in recalculation of Federal Financial Aid in accordance with the Return of Title IV Funds Policy. (Refer to https://www.tiffin.edu/finaid/forms).
- **Medical withdrawal** - As a result of medical necessity, a student may be withdrawn from a class or classes. Such withdrawals will only be granted based on appropriate medical documentation attached with the drop form. A grade of "WD" will be assigned. Where appropriate, and with an instructor's permission, a student could receive a grade of "I" (Incomplete) in one or more classes. Any form of medical withdrawal may result in recalculation of Federal Financial Aid in accordance with the Return of Title IV Funds Policy. Refer to https://www.tiffin.edu/ finaid/forms.
- **Excessive absence withdrawal** - Tiffin University believes that class attendance and learning are related; therefore, students are expected to attend and participate in all scheduled classes and to abide by the University's drop/withdrawal policies.
    - *Tiffin campus programs* - Faculty must notify the Director of Undergraduate Advising that a student should be administratively withdrawn from their seated course if they do not attend scheduled class meetings and do not participate in an academic related activity for 14 consecutive calendar days or until the 60% point of the term/semester. *The final grade will be based on the last date of attendance. The student's financial aid will be recalculated based on the last date submitted on the drop form and may result in repayment as stated in the Return of Title IV Funds Policy. If the student has participated within the last 14 days of term/semester, a grade will be earned. .
    - *Online programs* - For online courses, students will be administratively withdrawn if they do not demonstrate attendance by participating in an academically related activity by the 10 day census or for 14 consecutive calendar days (this does not include logging into an online class without active participation).
    - *The final grade will be based on the last date of documented academically related activity. The student's financial aid will be recalculated based on the last date submitted on the drop form and may result in repayment as stated in the Return of Title IV Funds Policy. *If the student has participated within the last 14 days of term/semester, a grade will be earned.

- **Withdrawal for Active Duty** - Students must provide documentation of their call-up to active duty to the Office of Registration and Records. A student who does not have time to make the necessary arrangements may authorize another person to act on the student's behalf. A letter signed by the student or a power of attorney is required. Students enrolled in courses through a traditional academic year (Fall and Spring semesters) may complete course requirements early upon making individual arrangements with faculty members. Final grades for course work completed prior to reporting to duty will be reported by the faculty members.

Active duty students also have the following options:

- Complete course requirements at a later date. The student may take an "I" in a course(s) and complete coursework upon release from active duty.
- Course completion may be accomplished by independent study upon consultation with the appropriate faculty member.
- If a student has completed the majority of the course work for the semester, "I"s may be given for ALL of the classes. For instance, if registered for five classes, the student cannot take "I"s in two classes and then drop the remaining 3 classes.
- A student enrolled in an online or extended learning program may have already completed 3 or 4 courses and could receive an "I" for the 4th or 5th. It would be recommended that if the student has not started a course, that the student be completely withdrawn from the course(s).
- Withdraw from all classes for the semester. Each class will be dropped from the student's record with notation made on the transcript for the semester: "WD"/Student called to serve in the military.

If a student is called for active duty and subsequently released in a manner that would allow him/her to re-enroll during the semester in which they withdraw, Tiffin University will make every effort to accommodate the request. Individual contact with appropriate faculty will determine return to a course.

The standard refund policies will be used. In most cases, students will be withdrawn from their classes and "'WD'/ Student called to serve" in the military will appear on the transcript. The student's financial aid will be reviewed by the Financial Aid Office. Refunds for tuition and fees will be reviewed and calculated by the Office of Student Accounts.

- If a student is the recipient of federal and state financial aid, Tiffin University will use the standard federal return of funds calculation policy. If calculation of the federal return of funds calculation policy would result in the student owing money to Tiffin University, this repayment will be waived.
- Students who are not receiving any federal or state aid will be withdrawn from classes and 100% of the tuition will be refunded.

**DISCONTINUED PROGRAMS**

Tiffin University reserves the right to discontinue or teach out an academic program at any time. In the event that a program is being discontinued, admission to that program will cease and current students will be notified.

Once it has been determined that a program will be discontinued:

- A teach out date will be determined and current students will be notified. All enrolled students will be required to complete the degree within the time determined. If the degree is not completed, a different program of study will be selected.
- Only students with continuous enrollment will be eligible to receive a diploma from a discontinued degree.
- Students re-enrolling to Tiffin University will be required to select and gain admission to a different program of Study.

**GRADE APPEAL PROCESS**

If a student believes that a course grade has been assigned in a capricious, unfair, or erroneous manner, the student may appeal the grade. A general dislike of or disagreement with the grade received does not constitute proper foundation for a grade appeal. The student should be able to provide suitable evidence to support the claim that the course grade was assigned in a capricious, unfair, or erroneous manner. Grades for specific assignments within a course are not appealable.

The grade appeal process must be started by the end of the second class week of the next semester, following assignment of the grade. For individuals enrolled in courses completed in less than a semester length (7-week terms for online classes), the appeal process must be started by the midpoint of the next regularly scheduled series of classes following assignment of the grade.

The appeal begins with the faculty member(s) who assigned the grade. The student submits a written

appeal (or an email), with justifications for the appeal, to the faculty member(s). The faculty member(s) must respond to the appeal in writing to the student within one week of the receipt of the appeal. Should the faculty member(s) grant the appeal, a change of grade form should be submitted to the Office of the Registrar. The student will receive a letter from the faculty member(s) indicating the decision.

If the appeal is not resolved at the faculty level, the student may appeal, in writing, to the Dean of the School in which the course was offered. The student shall have two weeks, after being notified by the faculty member, to submit his or her appeal to the Dean. Should the Dean be a party to the appeal, the Provost will name an alternate (either another Dean or a senior faculty member within the school) to hear the appeal. The Dean will
hear the student's appeal, consult the faculty member(s) who assigned the original grade, and respond in writing to the student and the faculty member(s) within two weeks of the receipt of the appeal, as to the validity of the appeal. Should the Dean find that there are not sufficient grounds for an appeal, the Dean will inform the student and faculty member. Should the Dean find that the grade was in fact given in a capricious, unfair or erroneous manner, the Dean may recommend to the Provost that the grade be changed.

The student may appeal the decision of the Dean by communicating their intent to the appeal to the Academic Standards and Policies Committee within 3 business days of the Dean's written decision. The Academic Integrity Sub-Committee of the Academic Standards and Policies Committee will hear and adjudicate the case. In the hearing, the sub-committee will hear from the student, the instructor, and the School Dean prior to rendering its final decision.

**ACADEMIC INTEGRITY – UNDERGRADUATE, GRADUATE, AND DOCTORAL PROGRAMS**

Academic institutions have the responsibility to promote and inculcate the highest standards of ethics among students. Therefore, Tiffin University places the highest value on academic integrity, which includes the fundamental values of honesty and personal responsibility.

Administrators and faculty will support students to understand the principles of academic integrity. The following actions represent academic misconduct, which is a failure to act with academic integrity. These actions and definitions are only examples and should not be considered an exhaustive list of actions or behaviors that represent academic misconduct.

**A. Cheating**

Cheating is defined as obtaining or attempting to obtain, or aiding another to obtain credit for work or improvement in evaluation of performance by any dishonest or deceptive means. Cheating includes but is not limited to:

1. The unauthorized use of any external assistance on any in-class or take home examination such as tutors, books, notes, computers, etc. without faculty permission
2. Copying from or using another student's work
3. Falsification of papers, records or official results
4. Submission of work for credit that has been used or will be used for another course without explicit permission of both instructors
5. The use of purchased materials or papers or files of papers prepared by other people

**B. Fabrication**

Fabrication is the intentional falsification or invention of research, data, citations or other information. Fabrication includes but is not limited to:

1. Citing information not taken from the indicated source
2. Listing sources in a reference list that were not used
3. Inventing or altering data or source information for research or other academic work
4. Falsifying any academic record
5. Taking a test or other form of evaluation for someone else or allowing someone else to permitting someone else to take a test or other form of evaluation for oneself

**C. Plagiarism**

Plagiarism is the intentional or unintentional practice of taking someone else's work and using it as one's own. If the work of another is used, the student must acknowledge the original source through a recognized, scholarly reference practice. Quotation marks must be used if work is copied verbatim.

Students will acknowledge the work of others in the following circumstances. These examples are meant to be illustrative in nature and do not identify all instances of plagiarism:

1. Whenever one uses another person's words

2. Whenever one uses another person's ideas, opinion or theory even if it is completely paraphrased in your own words
3. Whenever one borrows facts, statistics, or other illustrative materials, unless such information is of such common knowledge as not to be questioned.

**Consequences of Academic**

**Misconduct Definitions:**
*Academic Integrity Sub-Committee - A sub-committee of the Academic Standards and Policies Committee consisting of a chair and two members for the express purpose of adjudicating student and instructor-initiated appeals stemming from Academic Misconduct allegations and Grade Appeals.*

*Academic Misconduct - Cheating, fabrication, and plagiarism as defined in the Academic integrity section of the Academic Bulletin.*

*Censure - A written reprimand (warning) for actions which constitute academic misconduct.*

*Egregious Level of Academic Misconduct - Academic misconduct that rises to the level of flagrant, wanton, and intentional disregard of basic academic standards, regardless of whether the violation occurred in or outside of the course in question.*

*Reduction of Grade for Specific Assignment - Treating as unsatisfactory any assignment that is a product of academic misconduct. Reduction of grade may include the assignment of an "F" for that specific work. The student may be permitted to withdraw from the course within the approved withdrawal period.*

*Failing Grade for the Course - The awarding of an "F" for the course. The student will not be permitted to withdraw from the course.*

*Formal Charges of Academic Misconduct - Charges of academic misconduct (see definition above) leveled by a faculty member against a student to the School Dean due to behavior within a course that rises to level egregiousness in severity.*

**Levels of Disciplinary Action:**

1. Issuance of a Censure
2. Issuance of a Reduction of Grade for an Assignment within the course
3. Formal charges of Academic Misconduct

**Policy:**
In the event of an act of academic misconduct, the course instructor may decide the appropriate avenue of pursuit for the alleged violation as outlined above under Levels of Disciplinary Action. The instructor should consider the severity of the alleged misconduct and whether it is a recurring issue for the student when determining the appropriate course of action. The instructor may consult with the School Dean for guidance in determining the appropriate level of disciplinary action to be taken.

**Issuance of Censure:** The course instructor, at their discretion, may issue the student a written warning (usually via email) to serve as a censure, describing the nature of the academic misconduct and the reason behind the censure. The written warning should be viewed as a learning opportunity for the student; however, the student should be duly advised in the written warning that a subsequent act of academic misconduct could result in more severe disciplinary action including the receiving of a failing grade for the assignment or the course. The instructor, at their discretion, may direct the student to enroll in the Academic Integrity Development (AID) program through the Pfeiffer Library. The student may not appeal the instructor's decision to censure.

**Issuance of Reduction of Grade for an Assignment:** The instructor, at their discretion, may reduce the grade for the specific assignment in question to a lower grade including the grade of "F" or "zero" for the assignment. The instructor may do this in conjunction with the issuance of a censure. The student may not appeal the instructor's decision to reduce the grade of an assignment.

**Formal Charges of Academic Misconduct:** In the event of a subsequent act of academic misconduct occurring in the same course, or if in the instructor's opinion the alleged violation rises to the level of

egregious academic misconduct, the instructor may petition the School Dean that the student be brought up on Formal Charges of Academic Misconduct. The instructor will provide the School Dean with evidence of their allegation at this time along with a proposed resolution. If the School Dean concurs with the instructor's decision that formal academic misconduct charges are warranted, the instructor will notify the student and the registrar of the following via email:

1. The nature of their alleged academic misconduct including the instructor's supporting evidence and their recommendation to the School Dean.
2. That the matter has been referred to the School Dean for adjudication.
3. That the student, if so desired, has three business days to respond to the allegation directly to the School Dean, informing the Dean of their intent to challenge the instructor's allegation.

The student may contest the charges of academic misconduct by contacting the School Dean via email within three business days of the instructor's notice to them. In the email, the student must state their intent to contest the charges. Should the student not respond to the allegation within the three business-day time limit or admit responsibility and/or complicity in the alleged academic misconduct, the School Dean may uphold the instructor's petition for charges of academic misconduct or may discuss with the instructor alternative courses of action as may be dictated by the nature of the case.

Should the student respond to the School Dean within the 3-day time limit wishing to challenge the instructor's allegation, the School Dean will direct the student to provide suitable evidence mitigating the instructor's allegation of academic misconduct. The School Dean, within a one-week period of receiving the student's evidence, will consider the evidence presented by the instructor and the student and render a decision on the instructor's allegation.

After thorough consideration, if the School Dean does NOT concur with the instructor's petition for Formal Charges of Academic Misconduct, the School Dean will recommend to the instructor an appropriate course of action. If the School Dean upholds the instructor's petition for Formal Charges of Academic Misconduct, the School Dean, in consultation with the Provost, will adjudicate the matter to include the possibility of the student receiving a failing grade for the course. The School Dean will inform the student and faculty member of their final decision. The Provost may also determine that dismissal of the student from the university is warranted and may take such action.

**Further Appeal Procedure:** The student can appeal the Dean's decision by petitioning the Academic Standards and Policies Committee for a hearing. The student may appeal the decision by communicating via email to the Chair of the Academic Standards and Policies Committee their intent within three business days of the Dean's written decision. In this instance, the Academic Integrity Sub-Committee of the Academic Standards and Policies Committee will hear and adjudicate the case. In the hearing, the sub-committee will hear from the student, the instructor, and the School Dean prior to rendering its final decision.

# Tiffin University Artificial Intelligence (AI) Principles Statement

**GUIDING THE ETHICAL AND LITERATE USE OF ARTIFICIAL INTELLIGENCE IN ACADEMIC LIFE**
Tiffin University embraces the transformative potential of artificial intelligence (AI) when used ethically, thoughtfully and responsibly. AI offers anew opportunities to enhance learning, foster creativity and prepare students for success in a rapidly evolving academic and professional landscape. By promoting responsible AI use, Tiffin University aims to strengthen critical thinking, innovation and academic integrity across all areas of university life.

Tiffin University affirms the importance of academic integrity and the responsible use of emerging technologies, including artificial intelligence (AI), in learning, teaching, research and professional development. As AI tools have become increasingly integrated into higher education and professional life, we are committed to fostering AI literacy, ethical engagement and discipline-specific guidance that support our values of critical thinking, personal responsibility and scholarly excellence.

**1. Academic Integrity**
All use of AI tools - such as ChatGPT, Grammarly or generative image software - must uphold the University's standards for academic honesty.

Students and faculty should:

- Clearly distinguish between original work and content generated or assisted by AI
- Acknowledge and document the use of AI where appropriate (e.g., Design Statements, Reflection papers)
- Avoid using AI to misrepresent understanding, fabricate data or citations or bypass the learning process
- Not submit AI – generated work as entirely their own with proper disclosure
- **Not input another person's work (e.g., peer writing, student papers or creative content) into AI tools without that individual's explicit permission.** This protects academic ownership, creative rights and privacy.

Use of AI that compromises the integrity of academic work may be treated as a violation of Tiffin University's academic honesty policy.

**2. AI Literacy**
Tiffin University is committed to developing students' and instructors' understanding of AI through a framework of AI literacy, which includes:

- Critical awareness of how AI tools function and their limitations
- Evaluation skills to assess the quality, accuracy and bias of AI-generated content.
- Reflective practices that encourage ethical reasoning and informed decision-making.

AI literacy also entails knowing when not to rely on AI – for example, in situations requiring original analysis, empathetic understanding or the use of peer-reviewed scholarly research.

**3. Ethical Use and Practices**
Responsible engagement with AI requires an ethical foundation that respects human dignity, privacy, intellectual property and social accountability. As such:

- AI use should complement, not replace, human learning and creativity
- Users should not input sensitive or personally identifiable information into AI tools that lack clear privacy guarantees
- Students and faculty must exercise care not to use AI in ways that violate copyright or intellectual property laws
- Instructors are advised not to input student writing into AI tools for grading, editing or evaluation without that student's informed consent, as such use may involve data sharing or compromise authorship integrity

**The use of AI must also comply with applicable laws.** Several states have passed legislation regulating AI use. To remain informed, faculty and students may consult the National Conference of State Legislatures (NCSL) tracker for AI-related legislation: NSCL AI Legislation. https://www.ncsl.org/technology-and-communication/artificial-intelligence-2025-legislation

**4. Instructor and Discipline-Specific Frameworks**

Recognizing the diversity of academic disciplines, faculty members will provide clear expectation for AI use in their courses. Each field has unique standards for knowledge expectations for AI use in their courses. Each field has unique standards for knowledge production and communication. Therefore:

- Instructors may define course-specific AI guidelines aligned with disciplinary goals
- Students are responsible for understanding and following these expectations.

In all academic fields, students are expected to support their work with credible, scholarly sources – especially peer-reviewed research and academic databases – rather than relying solely on AI-generated or general web content, which may lack rigor or reliability.

Tiffin University encourages ongoing dialogue about AI across the academic community. Our goal is not only to encourage compliance and academic integrity but also to empower students and faculty to engage thoughtfully with AI in ways that promote innovation, ethical leadership and academic excellence.

# Undergraduate Degree Program Information

**ADMISSION REQUIREMENTS FOR FIRST-YEAR STUDENTS**
First-Year students are described as students who have no more than 11 transferable credit hours, with the exception of students who completed those credit hours while attending high school. To be considered for acceptance as a First-Year student, an applicant must submit an undergraduate application for admission and an official copy of their high school transcript or GED certificate.

Tiffin University requires official final transcripts from all previously attended institutions. All undergraduate students that have not earned an associate's degree after graduating high school are required to submit an official final
high school transcript. All official final documents must be received at Tiffin University prior to the first day of class or students will be withdrawn from their classes. Tiffin University reserves the right to accept official supporting documents that verify degree and/or academic status required for admission until the official final documents are received. These documents must be reviewed in addition to standardized test scores, high school transcripts and a writing sample to determine a student's acceptance.

**First-Year students should have:**
- A minimum cumulative high school grade point average (GPA) of 2.0 for all high school coursework
- An ACT or SAT score for placement purposes. Standardized test scores may be requested for review for special consideration of acceptance; for example, if a student's cumulative GPA does not meet the 2.0 standard. However, the ACT or SAT scores are not required for traditional acceptance. If a student does not have an ACT or SAT, the Accuplacer may be given to the student for placement purposes.

Applications are reviewed and admissions decisions are made immediately. Each student's application is reviewed on an individual basis and, if more information is required, the student may be asked to provide a writing sample, letter of recommendation, personal interview or placement test.

Applications for students who have not met the minimum standards will be reviewed by the Undergraduate Admissions Committee for a decision. Students may be required to submit additional information.

**ADMISSION REQUIREMENTS FOR BACHELOR'S DEGREE TRANSFER STUDENTS**
Transfer students seeking admission with 12 or more transferable credits will be required to submit their previous college transcripts.
*If an Associate degree is not earned students who have completed 12 or more transferable credits earned after high school graduation do not need to submit a high school transcript*Applicants should submit SAT/ACT scores if they are available
Submit a completed application www.tiffin.edu/apply.
- Applicants with fewer than 12 transferable credits (excluding College Credit Plus) are also required to submit an official high transcript
- A 2.0 Cumulative GPA is required. If a student fails to meet this requirement, they will need to submit their high school transcript and may be required to provided additional admissions requirements for eligibility review.
- Transferable credits must be earned from regionally accredited institutions of higher education

**TRANSFER OF CREDITS FROM OTHER INSTITUTIONS**
Students may transfer credits from other institutions and be eligible for the appropriate degree of the University, within the following constraints:
- A student must complete a minimum of 48 semester hours of course work at an accredited, 4-year college or university. In addition, a student must complete a minimum of 30 semester hours at Tiffin University in order to receive a Bachelor degree.

**TRANSFER OF MILITARY CREDITS**
Students may transfer in credits earned while serving in the military. In order for credit to be awarded, you must request your Joint Services Transcript to be sent to Tiffin University during the admissions process.

**WAIVER OF TRANSCRIPT/CREDIT EVALUATIONS**
Tiffin University requires all final, official transcripts from any previously attended institutions indicated on a prospective student application. By omitting a previously attended institution from the application, the prospective student understands that they waive the ability to be granted any and all credit for courses completed at the omitted institution. A "Waiver of Transcript/Credit Evaluation" form will be provided to the student. Tiffin University reserves the right to request the omitted documents, should there be a reason to question.

**CONDITIONAL ADMISSION**

Conditional admission is available for First-Year and transfer students who are recommended for admission, but are unable to provide Tiffin University with official transcripts of their high school or college performance at the time of application. Students are conditionally admitted based on self-reported high school or college grade point average and standardized test scores. They are conditionally admitted on the condition that they provide the Office of Undergraduate Admissions or the Office of Registration and Records with official transcripts prior to the start of the semester/term. If a student is unable to comply, the students will be placed on inactive/withdrawn status until the required transcripts are provided.

**HOME SCHOOLED STUDENTS**

Tiffin University adheres to the National Center of Home Education's Recommended College Admissions Policies.

1. Home school graduates seeking admission are recommended to take one of the two major college entrance exams for placement purposes, the SAT or ACT, and submit an official copy of the score reports to Tiffin University. Home schooled graduates are not required to score any higher than graduates do from public or private high schools.
2. Home schooled students are required to produce a transcript demonstrating completion of high school. A Tiffin University Home School Credit Evaluation form may be completed in lieu of a transcript.
3. Home schooled students are recommended to meet the following course requirements:
   - 4 units of English
   - 4 units of Math
   - 3 units of Science
   - 3 units of Social Studies
4. Home schooled students are required to submit a writing sample
5. The subject of the writing sample is at the discretion of the student.
6. Home schooled students are required to submit a résumé that encompasses a reading list, educational travel, extracurricular activities and any employment information. Home schooled students are eligible to compete for both academic and talent-based scholarships. Students' ACT or SAT scores can help qualify them for scholarships.

**CHARTER SCHOOLS**

Charter schools are public schools with no specific religious affiliation; charter schools are also normally chosen by the parent/guardian and student. Each charter school has its own mission, program, goals, students served, methods of assessment and ways to measure each student's success. Charter schools do not have to meet the same rules and regulations that public schools must follow.

**CHARTER SCHOOL STUDENT REQUIREMENTS**

Students who attend Charter schools must:

- Meet their state's graduation requirements.
- Meet Tiffin University's admissions requirements.
- Recommend taking one of the two major college entrance exams, the SAT or ACT for placement purposes, and submit an official copy of the score reports to Tiffin University. Charter school graduates are not required to score any higher than graduates do from public or private high schools.

**NON-CHARTERED SCHOOLS**

Students who attend non-chartered schools must meet Tiffin University's Admissions requirements and the following:

1. Non-chartered school graduates seeking admission are recommended to take one of the two major college entrance exams for placement purposes, the SAT or ACT, and submit an official copy of the score reports to Tiffin University. Non-chartered school graduates are not required to score any higher than graduates do from public or private high schools.
2. Non-chartered school students are required to produce a transcript demonstrating completion of high school.
3. Non-chartered school students are recommended to meet the following course requirements:
   - 4 units of English
   - 4 units of Math
   - 3 units of Science
   - 3 units of Social Studies
4. Non-chartered school students are required to submit a writing sample. The subject of the writing sample is at the discretion of the student.
5. Non-chartered school students are required to submit a resume that encompasses a

reading list, educational travel, extracurricular activities and any employment information. Non-chartered school students are eligible to compete for both academic and talent based scholarships.

**NON-DEGREE STUDENTS**

Non-degree seeking students are students who can take classes at Tiffin University without pursuing a degree. Non-degree seeking students are not eligible to receive financial aid. If a non-degree student later wishes to pursue a degree, the student would follow the application procedures for Tiffin University.

Non-degree seeking students who have not graduated high school need the following to be considered for admission:

- Completion of the non-degree application;
- A cumulative high school GPA of a 2.0 or higher; and
- An ACT composite score of 16 or above, an SAT composite score of 800 or above, or the equivalent scores on the Accuplacer, Writeplacer or College Level Math Exam. English and math test subscores may be used for placement purposes.

Non-degree students who have graduated high school need the following to be considered for admission:

- Completion of the non-degree application; and
- Additional information from the student's home institution, if applicable, may be requested upon enrollment.

Applications for students who have not met the minimum standards will be reviewed by the Undergraduate Admissions Committee for a decision. Students may be required to submit additional information.

**TRANSIENT STUDENTS**

Transient status allows degree seeking students enrolled at another institution to take courses which are not offered at the parent institution at Tiffin University, on a space-available basis. Tiffin University admits students who are in good standing at other institutions for specific course work. Such coursework may apply toward a degree at the student's home institution, based on regulations at that institution. The University recommends that transient students approach their home institution in advance to identify by name and number the Tiffin University course(s) for which credit will be granted by the home institution.

Tiffin University students seeking to take courses from other institutions to meet graduation requirements, must be in good academic standing with a minimum 2.0 GPA and have received approval from the Office of Registration and Records. Transfer credit will be considered under the following conditions:

1. The student must request that an official transcript from the transient school be sent to the Registrar at Tiffin University.
2. If an official transcript is not received within 30 days of the end of the semester from the transient school, the student will be placed on HOLD at Tiffin University and unable to schedule for subsequent semesters or receive financial aid.
3. A grade of "C" or better, or a "Pass" in a Pass/Fail transcripted course must be achieved to receive transient transfer credit.
4. A student cannot have transcripted more than 19 total credit hours per semester, in combination of Tiffin University credits and transfer credits, unless the student has senior standing and receives prior approval from the Dean.

**COLLEGE CREDIT PLUS PROGRAM**
**ADMISSIONS REQUIREMENTS**

College Credit Plus students are required to meet the following criteria before admission is granted to Tiffin University's College Credit Plus program, regardless of location:

**Step 1: State CCP Eligibility Requirements**

For State CCP Eligibility requirements, please visit our website: http://www.tiffin.edu/ccp
If you have not taken one of the state approved exams, please contact the CCP Program Manager via e-mail (ccp@tiffin.edu) to schedule an appointment for a free Accuplacer assessment.
Tiffin University's Admissions Standards

**Step 2: Tiffin University Admissions Standards**

Students that are deemed eligible according to the state will move onto Step 2 of the admissions process, which is meeting Tiffin University's Admissions Standards:

- A minimum cumulative grade point average of a 2.0.

- An ACT composite score of 16 or above, an SAT composite score of 880 or above, or a score of a 5 on the ACCUPLACER Writeplacer exam. Students that do not meet Tiffin University's admission standards will go to the Undergraduate Admissions Committee for review. Students may be required to submit additional information.
- Submit a completed College Credit Plus Application to Tiffin University by April 15. Current high school transcripts and test scores are required for admission. Upon acceptance, student will receive further instructions regarding registration. Find additional information at https://www.tiffin.edu/ccp
- Applications are to be completed and resubmitted every academic year to be considered for admission to the College Credit Plus Program.

**WAYS TO PARTICIPATE IN TIFFIN UNIVERSITY'S CCP PROGRAM**
**CCP at TU:** Students attend classes on our campus and blend in with Tiffin University's diverse campus family. Students must meet all prerequisites.

**CCP Online:** Students virtually participate in TU classes, asynchronously, online with other Tiffin University students, including traditional, college-age students, adult students, and other CCP students. All CCP Online courses are 7 weeks. Students may not take more than 2 online courses per term. Students may choose any course for which they meet the prerequisites.

**CCP at the High School:** Students remain in their high school and one of Tiffin University's faculty or adjunct professors come to the high school to teach the CCP course. CCP at the High School courses will be arranged with participating high schools prior to student registration.

**Book Policy for CCP Students**
Tiffin University provides CCP students with books through the DragonACCESS program. Textbooks will be available in Moodle (online platform for both online and seated classes) the first day of each semester. If a student needs special accommodations for textbooks they will need to work through the Office of Accessibility Services to have access to a hard copy of a textbook(s). Access to the textbook(s) will end at the completion of each semester.

**CCP Withdrawal**
CCP students are permitted to withdraw from a course up to the last day of the course, prior to the final exam/grade for that course.

**SPECIAL ACADEMIC OPPORTUNITIES**
**ROTC**
Tiffin University partners with Bowling Green State University to offer the ROTC (Reserve Officers Training Corps) program for the Air Force, and Space Force branches of the United States military. Students can enroll in courses at Tiffin University and travel to Bowling Green State University one day per week for instruction. For more information regarding classes, credits and registration, contact:
Andrea Draper, Associate Registrar – Tiffin University, draperac@tiffin.edu or 800.968.6446 ext. 3452.

**WASHINGTON CENTER INTERNSHIPS: WASHINGTON, D.C.**
The Washington Center Internship program offers internships for students of all majors in Washington, D.C. A participating student works full-time in his or her chosen field in a placement that matches individual interests and skills. While gaining valuable work experience in his or her career area, the student receives 12-15 hours of Tiffin University credit. Housing arrangements can be made through the Center. Financial aid and scholarships are available for those who qualify. Additional information can be found at The Washington Center website www.twc.edu.

**WASHINGTON SEMESTER PROGRAM, AMERICAN UNIVERSITY: WASHINGTON, D.C.**
The Washington Semester Program, through American University, offers students the opportunity to participate in an internship in addition to coursework and seminars. Students will register for and receive credit for 12-15 hours at Tiffin University. The course work and internship experience are directly related to the student's major. Areas of study are not limited to any one major and include American Politics, Public Affairs, Global Economics and Business, International Environment and Development, Journalism, Middle East and World Affairs, and Peace and Conflict resolution, among others. There are also opportunities for international travel and learning. Additional information can be found at www.american.edu/washsem.

**STUDY ABROAD**

Tiffin University has established a number of semester abroad programs in cooperation with Oxford University in Oxford, England, American Institute for Foreign Study (AIFS), Council on International Educational Exchange
(CIEE), and Webster University in St. Louis, Missouri. Study Abroad programs are offered in a number of locations throughout Europe and Latin America. All courses are accredited in the United States and most are taught in English. There are also opportunities for internships and language study.
Under agreement with host institutions, all courses through these programs are fully accepted by Tiffin University. To take advantage of these programs, students must meet the following standards:

- Students must be in good academic standing at Tiffin University with an overall grade point average of 3.00 or higher and have achieved Junior status. A 3.50 is required for the Oxford Program.
- Students must be favorably recommended by Tiffin University's Provost and the Dean of Students. Faculty recommendation is also required for the Oxford Program.
- Students will enroll for at least 12 semester hours of course work. Students may be less than full-time for limited summer programs.
- Students applying for financial aid for one of these study abroad programs must have filed all necessary documents, including financial aid, by July 1 for the fall semester and October 1 for the Spring Semester.
- Students enrolled in an approved study abroad program will be considered enrolled at Tiffin University for the purposes of applying for financial assistance under Title IV.

The Study Abroad Program Coordinator and the Director of Undergraduate Advising will advise students on the program details, requirements, and course selection. Tiffin University will bill students directly for tuition at all locations, as well as room and board for most locations. Students eligible for financial aid may be able to receive assistance to attend one of these programs.

Institutional scholarships, grants and discounts may be used for only one study abroad semester. International students or students who have lived or studied outside the U.S. may not use Tiffin University financial aid for a study abroad program in their home country or in the country in which they lived or studied.

**ASSOCIATE'S TO BACHELOR'S DEGREE**

At Tiffin University, we value you, your degree and all that you've accomplished. We'll make sure every credit you've already earned is considered toward your bachelor's degree – so that you can quickly and affordably reach your goals.
To put it simply, if you have an associate degree, you can earn your bachelor's degree from Tiffin University in 60 (or fewer) credits. Depending on your previous academic accomplishments, you may be able to complete your bachelors in even fewer credits, but the maximum you will be required to take is 60.

**READMISSION TO TIFFIN UNIVERSITY**

Students who have previously attended Tiffin University must complete an Application for Readmission if their absence has been one semester or more, or if they were dismissed from the University. If the student has attended another college or university since their last course at TU, official transcripts must also accompany the Application for Readmission, along with other supporting documents. Readmission to Tiffin University is not guaranteed and students must have paid any existing or previous balance owed on their student account before they will be allowed to register.

If a student has been dismissed from the University for any reason and plans to return to Tiffin University, the student must submit a letter of appeal for readmission, including a request for financial aid, to be reinstated. In addition, students may be required to submit an appeal letter and/or additional documents upon request from the University, regardless of academic standing. This letter and any supporting documentation must be submitted along with the completed Application for Readmission. The student must submit any missing or outstanding admission documents, such as transcripts from previous institutions, prior to re-enrolling at Tiffin University. If approved, the student's readmission will only be valid for the semester for which he or she applied. If the student does not begin taking courses during that semester, he or she will have to begin the readmission process again.

A service member who previously attended Tiffin University will be promptly admitted (as long as there are no academic, disciplinary or financial holds) with the same academic status they had when last attending the school or accepted for admission to the school. This requirement applies to any student who cannot attend school due to military service. Please reference the Frequently Asked Questions: Institutional Readmission Requirements for Servicemembers guidance available on the U.S. Department of Education's website.

**TIME LIMIT TO COMPLETE THE DEGREE**

All course work for undergraduate degrees must be completed within ten (10) years from the semester the student first enrolls in a degree program at Tiffin University. If a student needs more time to complete the program, the student must petition their School Dean for an extension. A request for such an extension of time must be for good cause and must contain a plan of study and a firm degree completion date.

# International Undergraduate Students

International students enrich the academic and cultural life at Tiffin University. The University welcomes qualified international students into its academic programs.

Admission requirements for international undergraduate applications:

- Graduation from an officially-recognized high school or equivalent, or graduation from an officially-recognized Associate's/Bachelor's degree program or currently attending an officially-recognized undergraduate Associate's/Bachelor's degree program.*
- For First-Year applicant, GPA 2.0 on the high school transcript; for transfer applicant, GPA 2.0 on the higher education transcripts.
- TOEFL score (72 iBT) or IELTS score of 5, iTEP score of 6. Or Duolingo score of 105 or PTE score of pf51 or MET score of 53 or Oxford Test of English score of 111 or ACT score of 18, and SAT ESRW score of 880, unless the applicant qualifies for a waiver. Waivers may be granted to students if the primary language of instruction for the student's high school (for First-year students) or previous university (for Transfer students) was English.

* $75 Application Fee

*Equivalents to high school include secondary vocational high schools and secondary professional/technical schools. Graduates of high schools and equivalents should apply for First-Year admission. International applicants who have earned more than 12 credits from an accredited undergraduate program will not be admitted as first-time First-Year students. Those who have graduated from an accredited Associate's degree program and those who are currently attending an accredited undergraduate Associate's/Bachelor's degree programs may transfer to TU, with earned credits transferred in accordance with TU's curriculum requirements, and they should apply for transfer admission.

Required documents for international undergraduate application:*

1. Completed and signed International Student Application for Admissions form.
2. For a First-Year applicant, a copy of high school graduation diploma with a copy of high school transcript; for transfer applicant, a copy of undergraduate transcript and a copy of high school graduation diploma with a copy of high school transcripts or equivalent. Students who have completed an associate's degree are not required to submit proof of graduation from an officially-recognized high school.**
3. A copy of TOEFL, IELTS, iTEP, ACT or SAT score (if available).
4. Bank statement that supports the Affidavit of Financial Support form.
5. Copy of passport.

*The Admission Office will not accept earlier versions of the forms. All original-language documents must be accompanied by a separate English translation.

**In order to remain enrolled, international First-Year students should provide official high school transcripts and international transfer students must provide official higher education transcripts (and high school transcripts if an Associate's degree has not been earned) prior to the end of the student's seventh class day at Tiffin University.

***If requested by the Office of International Admissions, an applicant may also be required to submit an academic credential evaluation from an external service provider.

## U.S. Bachelor Degree Equivalency Table

| Country of Origin | U.S. Bachelor's Degree Equivalency | Documents Required |
|---|---|---|
| **Afghanistan** | Bachelor, Leicanc (Bachelor, License) | Degree Certificate and Transcript |
| **Angola** | Completion of five-year Licenciado (Licentiate), or three-year Bacharelato + one year of a Licenciado (Licentiate), or five-year Professor de Ensino Secundario | Degree Certificate and Transcript |
| **Australia** | Completion of four-year Honours Bachelor's Degree, or three-year Ordinary/Pass Bachelor's Degree + one-year Bachelor's Degree with Honours, or three-year Ordinary/Pass Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Transcript |
| **Austria** | Completion of three-year Bakkalaureaus/Bakkalaurea Degree + one year of a Magister Degree | Degree Certificate and Transcript As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Bahamas** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Bahrain** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Bangladesh** | Completion of four-year Bachelor's Degree, or two-year Bachelor's Degree + two-years of a Master's Degree, or threeyear Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Statement of Marks for each year of study |
| **Belarus** | Completion of Дыплом аб Вышэйшай адукацыі (Diploma of Higher Education/Diploma Specialist), or Дыплом бакалўра (Diploma of Baccalaureate/Diplom Bakalaura) | Diploma Certificate and Dadatak da diploma/Vypiska z zalikovaj knizhki/Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Belgium** | Completion of three-year Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Country of Origin** | **U.S. Bachelor's Degree Equivalency** | **Documents Required** |

## U.S. Bachelor Degree Equivalency Table

| | | |
|---|---|---|
| **Bolivia** | Licenciado/ Licenciatura; Experto en Educacion; Maestro(a) or Magister; Certificado de Egreso; Bachillerato (Social Sciences or Economics); Tecnico Superior (Higher Technician, after at least 4 years); Professional Titles (after at least 4 years of study). | Degree Certificate and Transcript |
| **Brazil** | Completion of four- to five-year Licenciado/Licenciatura, Bacharelado, or Titulo Profissional | Degree Certificate and Historico Escolar/Transcript |
| **Bulgaria** | Completion of Bachelor/Bakalavr (Бакалавър) | Degree Certificate (бакалавър) and Transcript (Приложение Към диплом/Prilozhenie Kŭm diplom). As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Canada: Alberta** | Honours Bachelor's Degree or General Bachelor's Degree + one year of a Master's Degree | Transcript showing conferral of Degree |
| **Canada: British Columbia** | Four- or five-year Bachelor's Degree (sometimes called Honours or Advanced) | Transcript showing conferral of Degree |
| **Canada: Manitoba** | Honours Bachelor's Degree, Bachelor of Education, Bachelor of Law LLB | Transcript showing conferral of Degree |
| **Canada: New Brunswick** | Honours Bachelor's Degree, or three-year Bachelor's Degree + Bachelor of Law, or Bachelor's Degree + one year of a Master's Degree | Transcript showing conferral of Degree |
| **Canada: Newfoundland & Labrador** | Bachelor's degree | Transcript showing conferral of Degree |
| **Canada: Northwest Territory** | No accredited universities | Transcript showing conferral of Degree |
| **Canada: Nova Scotia** | Four-year Bachelor's Degree/Baccalaureat, or a three-year Bachelor's Degree + one year of a Master's Degree | Transcript showing conferral of Degree |
| **Country of Origin** | **U.S. Bachelor s Degree Equivalency** | **Documents Required** |
| **Canada: Nunavut** | No accredited universities that issue bachelor's equivalent work | Transcript showing conferral of Degree |

## U.S. Bachelor Degree Equivalency Table

| | | |
|---|---|---|
| **Canada: Ontario** | Four-year Bachelor's Degree, or Honours Bachelor's Degree | Transcript showing conferral of Degree |
| **Canada: Prince Edward Island** | Bachelor's Degree (pass or honours) | Transcript showing conferral of Degree |
| **Canada: Quebec** | Three-year Bachelor's Degree (or Baccalarium, Baccalaureat, Bachelier, or Bacheliere) + one year of a Master's Degree, or four-year Bachelor's Degree | Transcript showing conferral of Degree |
| **Canada: Saskatchewan** | Saskatchewan: Four-year or Honours Bachelor's Degree | Transcript showing conferral of Degree |
| **Canada: Yukon** | Yukon Territory: No accredited universities that issue bachelor's equivalent work | Transcript showing conferral of Degree |
| **Chile** | Completion of Licenciatura or Titulo Profesional | Degree Certificate and Certificado de Notas/Transcript |
| **China** | Completion of Bachelor's Degree | **Degree Certificate and Transcript in original language and English. Both English and original language degree certificates and transcripts must be stamped by the issuing institution.** |
| **Colombia** | Completion of Titulo de Licenciatura or Titulo Profesional | Degree Certificate and Transcript |
| **Costa Rica** | Completion of Bachiller Universitario | **Degree Certificate and Transcript** |
| **Denmark** | Completion of Bachelorgraden/Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Ecuador** | Completion of Licenciado | Degree Certificate and Transcript |
| **Egypt** | Completion of Baccalaureos, Licence, or Bachelor's Degree | **Degree Certificate and Transcript** |
| **El Salvador** | Licenciado | **Degree Certificate and Transcript** |
| **Estonia** | Completion of four-year Diplom or Bakalaureuskraad/Bachelor's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Country of Origin** | **U.S. Bachelor's Degree Equivalency** | **Documents Required** |
| **Finland** | Completion of Kandadaatti/Kandidat/Bachelor's Degree + 1 year of a Maisterin tutkinto/Magister/Master's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |

## U.S. Bachelor Degree Equivalency Table

| | | |
|---|---|---|
| **France** | Completion of three-year Licence + Maitrise, or two-year DEUG + one-year Licence + one-year Maitrise | Degree Certificate and Releve de Notes. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Georgia Republic** | Completion of Bakalavris Kharishki/Bachelor's Degree, or Specialistis Diplomi, or Datskebiti Skolis Mastsavlebeli (Primary School Teacher), or Sashualo Skolis Mastsavlebeli (Secondary School Teacher) | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Germany** | Completion of four-year Bakkalaureus (Bachelor's Degree), or three-year Bachelor's Degree + one year of a Master's Degree | Diplom certificate and Scheine (certificate) for each course completed. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Ghana** | Completion of Bachelor's Degree | **Degree Certificate and Transcript** |
| **Greece** | Completion of Ptychio (Diploma) | Diploma Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Guatemala** | Titulo de Licenciado | **Degree Certificate and Transcript** |
| **Haiti** | Completion of four- or five-year Licence or Diplome, or threeyear Licence or Diplome + one year of a Maitrise Degree | Degree Certificate and Releve de Notes |
| **Honduras** | Titulo de Licenciado | **Degree Certificate and Transcript** |
| **Hong Kong** | Completion of four-year Bachelor's Degree, or three-year Bachelor's Degree + one year of a Master's degree | Degree Certificate and Transcript |
| **India** | Completion of four-year Bachelor's Degree, or three-year Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Individual Marks Sheets. Provisional degree certificates and consolidated mark sheets (transcript) may be considered under special circumstances. |
| **Country of Origin** | **U.S. Bachelor's Degree Equivalency** | **Documents Required** |
| **Indonesia** | Completion of a Diploma IV or Sarjana | Degree Certificate and Transcript |
| **Iran** | Bachelor degree or Karshenasi/Lisans | Degree Certificate and Transcript |
| **Iraq** | Completion of Bachelor's Degree | **Degree Certificate and Transcript** |
| **Israel** | Completion of 4-year Bachelor's Degree, or three-year | Degree Certificate and Transcript |

## U.S. Bachelor Degree Equivalency Table

| | | |
|---|---|---|
| | Bachelor's Degree + one year of a Master's Degree | |
| **Italy** | Completion of Laurea di 1 livello (L) + one year of Laurea Specialista (LS)/Laurea Magistrale (LM) | Laurea Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Ivory Coast** | Completion of two-year Diplôme Universitaire d'Etudes Générales (DEUG) + one-year Licence + one-year Maitrise | Degree Certificate and Transcript |
| **Jamaica** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Japan** | Completion of a Gakushi Shogo/Bachelor's Degree | Degree Certificate and Transcript |
| **Jordan** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Kazakhstan** | Completion of Bakalavr Degree | Degree Certificate and Transcript |
| **Kenya** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Kuwait** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Kyrgyzstan** | Completion of Diploma Bakalavra/диплом бакалавра (Russian)/бакалавр диплому (Kyrgyz)/Bachelor's Degree or Diplom Spetsialista | Official copies of the diploma booklet and Prilozhenie k Diploma/Transcript |
| **Latvia** | Completion of four-year Bakalaurs Degree or Diplom, or threeyear Bakalaurs + one year of a Magistrs Degree | Degree/Diplom Certificate and Izraksts no studiju kartes/Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Lebanon** | Licence or Bachelor degree | Degree Certificate and Transcript |
| **Lithuania** | Completion of Bakalauro Diploma (Baccalaureate Diploma) or Aukstojo Mokslo (Diploma of Higher Education) | Diploma Certificate and Priedas prie diploma/Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Country of Origin** | **U.S. Bachelor's Degree Equivalency** | **Documents Required** |
| **Malaysia** | Completion of four-year Baccalaureate/Bachelor's Degree, or three-year Baccalaureate/Bachelor's Degree + one year of a Postgraduate Diploma or Master's Degree | Degree Certificate and Transcript |
| **Mexico** | Completion of four-year Licenciado or Titulo Profesional, or three-year Licenciatura or Titulo Profesional + one year of | Degree Certificate and Transcript |

## U.S. Bachelor Degree Equivalency Table

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|---|---|---|
| | Titulo Especialista or Grado de Maestro/Maestría | |
| **Moldova** | Completion of Diploma de Studii Superiorare (Diploma of Higher Education), or Diploma de Licenta (Diploma of Licentiate) | Diploma Certificate and Certifcat Academic/Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Myanmar (Burma)** | Completion of four-year Bachelor's Degree + two years of a Master's Degree, or three-year Bachelor's Degree + one-year Bachelor's (Honours) Degree + two years of a Master's Degree, or three-year Bachelor's Degree + three years of a Master's Degree | Degree Certificate and Transcript |
| **Nepal** | Completion of four-year Bachelor's Degree, or three-year Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Statement of Marks for each year of study |
| **New Zealand** | Completion of four-year Bachelor's Degree, or three-year bachelor's Degree + Bachelor's Degree (Honours), or threeyear Bachelor's Degree + one year of Master's Degree | Degree Certificate and Transcript |
| **Nicaragua** | Titulo or Licenciatura | Degree Certificate and Transcript |
| **Nigeria** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Pakistan** | Completion of four-year Bachelor's Degree, or three-year Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Statement of Marks for each year of study |
| **Panama** | Licenciatura | Degree Certificate and Statement of Marks for each year of study |
| **Peru** | Completion of four-year Bachiller, or four-year Licenciado | Degree Certificate and Transcript |
| **Philippines** | Completion of Bachelor's Degree | **Degree Certificate and Transcript** |
| **Country of Origin** | **U.S. Bachelor's Degree Equivalency** | **Documents Required** |
| **Poland** | Completion of four-year Lincencjat, or Dyplom ukończenia wyższych studiów zawodowych (Diploma of Completion of Higher Professional Studies), or three-year Lincencjat + one year of a Dyplom Tytul Magister | Licenjat/Dyplom Certificate and a copy of all pages from the Indeks. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Qatar** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Romania** | Completion of Diploma de Licenta | As an alternative to a traditional transcript, a Diploma |

## U.S. Bachelor Degree Equivalency Table

| | | |
|---|---|---|
| | | Supplement may be submitted along with a Degree Certificate. |
| **Russia** | Completion of Диплом бакалавра (Diploma of Bakalavr), or Диплом специалиста (Diploma of Spetsialista) | Diploma Certificate and Prilozhenie k diplomu/Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Saudi Arabia** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Singapore** | Completion of four-year Bachelor's Degree, or three-year Bachelor's Degree + one year of a Master's Degree or Postgraduate Diploma | Degree/Diploma Certificate and Transcript |
| **South Africa** | Completion of four-year Bachelor's Degree, or three-year Bachelor's Degree + one year Honours Bachelor's Degree, or three-year Bachelor's Degree + one year Postgraduate Diploma | Degree Certificate and Transcript |
| **South Korea** | Completion of Haksa / 4-year Bachelor's Degree | Degree Certificate and Transcript |
| **Spain** | Completion of Titulo de Licenciado, or Titulo de Ingeniero, or Titulo de Arquitecto, or Titulo de Graduado | Degree Certificate and Certificacion Academica Oficial (CAO) or the Certificacion Academica Personal. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Sri Lanka** | Completion of Bachelor's (Special) Degree, or three-year Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Transcript |
| **Country of Origin** | **U.S. Bachelor's Degree Equivalency** | **Documents Required** |
| **Switzerland** | Completion of Bachelor's Degree + one year of a Master's Degree, or four-year Lizentiat, Diplom, Licence, or Licenza, or three-year Lizentiat, Diplom, Licence, or Licenza + one-year of a Master's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Taiwan** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **Thailand** | Completion of four-year Bachelor's Degree, or two-year Associate's Degree + two-year Higher Diploma | Degree/Diploma Certificate and Transcript |

## U.S. Bachelor Degree Equivalency Table

| | | |
|---|---|---|
| **Turkey** | Completion of Lisans Derecesi/Diplomasi | Lisans Derecesi/Diplomasi Transcript and Degree Certificate. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Ukraine** | Completion of Dyplom Bakalavra, or Dyplom Spetsialista | Dyplom Certificate and Dodatok do diploma/Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **United Arab Emirates** | Completion of Bachelor's Degree | Degree Certificate and Transcript |
| **United Kingdom (except Scotland)** | Completion of four-year Bachelor's Degree, or three-year bachelor's degree + one year of a Master's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **United Kingdom (Scotland)** | Completion of Bachelor's (Honours) Degree, or Master's (Honours) Degree from an ancient university, or Bachelor's Degree + one year of a Master's Degree | Degree Certificate and Transcript. As an alternative to a traditional transcript, a Diploma Supplement may be submitted along with a Degree Certificate. |
| **Vietnam** | Completion of Bachelor's Degree (Bằng Tốt Nghiệp Đại Học) | Degree Certificate and Transcript |

**Provisional Language Testing**

Tiffin University accepts Duolingo English test scores of 120 or higher, IELTS Indicator, and TOEFL Home as an alternative for other English language proficiency requirements. If you have graduated from a school in a country where English is the official language for higher education, you will not be required to demonstrate English proficiency. Countries with English as an Official Language and the Language of Instruction in High School and/or Higher Education

- Anguilla
- Antigua and Barbuda
- Australia
- Bahamas
- Barbados
- Belize
- Bermuda
- Botswana
- British Virgin Islands
- Cameroon
- Canada (except Quebec)
- Cayman Islands
- Dominica
- England
- Fiji
- Gambia
- Ghana
- Gibraltar
- Grenada
- Guyana
- Ireland, Northern
- Ireland, Republic of
- Jamaica
- Kenya
- Lesotho
- Liberia
- Malawi
- Malta
- Mauritius
- Montserrat
- Namibia
- New Zealand
- Nigeria
- Papua New Guinea
- St. Kitts and Nevis
- St. Lucia
- St. Vincent and the Grenadines
- Scotland
- Seychelles
- Sierra Leone
- Singapore
- Solomon Islands
- South Africa
- Swaziland

**Three-year baccalaureate degree**

- In the U.S. educational system, bachelor's degree recipients have 16 years of formal education — 12 years of elementary and secondary education plus 4 years of postsecondary study. A bachelor or equivalent degree, as determined by the U.S. Department of Education, normally requires at least 4 but not more than 5 years of full-time equivalent college-level work.
- If you are from Bangladesh, Burma, India, Nepal, Pakistan, or Sri Lanka and have a three-year bachelor's degree in arts, commerce, or science, you are eligible for admission to an undergraduate program. A 3-year degree that is NAAC Grade A or higher will also be accepted.
- If you are an international M.B.A. applicant with a three-year bachelor's degrees and have earned your three-year bachelor's degree from the European Higher Education Area (the Bologna Process), and Indian students with Division I from colleges accredited by NAAC with a grade of 'A' or better, your three-degree must be meet the standards of regionally accredited four-year degree programs in the U.S., as determined by Tiffin University.
- If you have achieved a three-year bachelor's degree from any other international institutions, you are eligible for admission to a graduate program as long as your three-year degree meets the standards of regionally accredited four-year degree programs in the U.S., as determined by Tiffin University. See US Equivalency chart below.

## UNDERGRADUATE PROGRAMS TUITION, FEES AND EXPENSES FOR 2026-2027

### TIFFIN CAMPUS

Tuition and fees are in effect at the publication date of this bulletin. They are subject to change by vote of the Board of Trustees. The following fees are for both Bachelor and Associate degree programs in a seated format on the Tiffin Campus.

| ADMISSION FEES, UNDERGRADUATE | |
|---|---|
| Confirmation Deposit (Non-refundable after May 1st) | $100 |
| **TUITION AND FEES, UNDERGRADUATE** | |
| Tuition per semester, full-time (12-17 credits) + $1,030 per additional credit | $17,850 |
| Tuition per credit, less than full-time (1-11 credits) | $1,190 |
| Campus Services Fee (per Fall & Spring semester) | $275 |
| Summer Seated Class Rate Per Credit Hour | $1,190 |
| Summer Online Class Rate Per Credit Hour | $535 |
| BBA, BA, BCJ & BS Online Per Credit Hour | $535 |
| Technology Fee (per semester) | $225 |
| Laboratory Fee (see course description) | Varies |
| Supplemental Course Material Fee* | Varies |

*Some courses may include a supplemental course material fee, which will support and enhance the students' learning.

| | |
|---|---|
| Music Fee for Private Lessons | $450 |
| Credit for Prior Learning (CPL) (per course) | $150 |
| Apostille Degree | $40 |
| Health Insurance | |
| International students* | Varies by year |

*Insurance is required for international students. International students may apply to waive the school-provided insurance.

| | |
|---|---|
| Student Athletic Insurance (required) | Varies |
| Transcript Fee, Official | $8 |
| Transcript Fee, Unofficial | $6 |
| Returned check or ACH fee | $40 |

| RESIDENCE HALL/HOUSE, PER SEMESTER | |
|---|---|
| Single - residence hall w/o air conditioning | $3,610 |
| Double - residence hall w/o air conditioning | $3,100 |
| Single - residence hall/house w/air conditioning | $3,820 |
| Double - residence hall/house w/air conditioning | $3,400 |
| Triple - residence hall w/air conditioning | $3,180 |
| Quad - residence hall w/air conditioning | $3,180 |
| Single - house w/air conditioning | $3,710 |
| Double - house w/air conditioning | $3,250 |
| Triple - house w/air conditioning | $2,960 |
| Quad - house w/air conditioning | $2,960 |
| Apartment Living Learning Center | $3,960 |
| Single Apartment | $3,960 |

| FOOD EXPENSES, PER SEMESTER | |
|---|---|
| Gold Meal Plan (19 meals per week) | $3,090 |
| Green Meal Plan (12 meals per week) | $2,780 |
| Dragon Meal Plan (7 meals per week) | $2,250 |
| Fire Meal Plan (50 meal block) | $750 |

### ONLINE & EXTENDED LEARNING PROGRAMS

### BACHELOR OF BUSINESS ADMINISTRATION, BACHELOR OF ARTS, BACHELOR OF CRIMINAL JUSTICE AND BACHELOR OF SCIENCE

| | |
|---|---|
| Tuition per credit | $535 |
| Credit for Prior Learning Fee (per course) | $150 |
| Supplemental Course Material Fee* | Varies |

*Some courses may include a supplemental course material fee, which will support and enhance the students' learning.

**PAYMENT PLAN**
Tiffin University provides a semester tuition payment plan option to allow for monthly payments and avoid late charges. A service charge of 2.75% is processed with each credit card transaction by the 3rd party processor. A service fee is not applied on electronic checks. Late charges accrue a 1% late fee up to a maximum amount of $50 per month. Contact the Office of Student Accounts for more information at studentaccounts@tiffin.edu.

# Undergraduate Academic Policies

**STUDENT RESPONSIBILITIES**
Students are responsible for knowing all requirements in this Academic Bulletin. Information in this Bulletin is subject to change. The University reserves the right to change its course offerings, academic policies, and requirements for the Bachelor and Associate degrees.

Students are responsible for correctly selecting courses for their programs of study each semester and for fulfilling all degree requirements. Although Advisors will assist wherever possible, the final responsibility rests with the student. Students should use their major academic plan in Self-Service to track their progress.

Students are expected to make sure that they are fulfilling all degree requirements as published in the issue of the Academic Bulletin of the University for the year they entered TU or the year they officially changed their major. Regardless of the term of matriculation (entry), students are typically governed by the policies in the most current, annual Academic Bulletin. First-time students are governed by the degree requirements in the annual Academic Bulletin in effect the year of their matriculation. Students who transfer from an institution with which we do not have a matriculation agreement follow the annual Academic Bulletin in effect at the time of their initial registration for courses at Tiffin University.

**ATTENDANCE POLICIES**
**ATTENDANCE OR PARTICIPATION POLICY FOR BACHELOR DEGREE PROGRAMS**
Tiffin University believes that class attendance and learning are related; therefore, students are expected to attend all scheduled classes. Students are responsible for being aware of the proceedings and material covered in each class period. Students must attend all announced tests and submit assigned written work on the date set by the instructor.
The consequences of missing a test or an assignment will be determined by the instructor and will be based, at the discretion of that faculty member, on consideration of the individual circumstances involved. The procedures of dealing with absences from classes are left to the discretion of the individual instructor as outlined in the course syllabus. The instructor may request that the student be dropped from the course when absences exceed 25% of the required class sessions. Any refund of tuition will be computed from the last date of attendance.

**WORK IN THE CLASSROOM**
Classroom experience is central to education, whether the classroom is a traditional one or online. The interaction and learning from and between the faculty and fellow students, which take place in the classroom are crucial. Students are required to make attendance a priority and follow the attendance policies set forth by the instructor. Students are required to come to class prepared with the readings completed, papers written, and class presentations ready to be given. Students should complete the work as specified in their syllabi or as assigned by the faculty.

**WORK OUTSIDE THE CLASSROOM**
In general, each semester-long course the student is enrolled in requires 5-10 hours of work per week outside class. Online and other shorter-term classes will require more, as the work is compressed into a shorter period of time. Such outside preparation may take the form of reading the texts and reprints for the course, library research, writing papers, or cooperative learning with other students. The University encourages collaboration among students in their academic work. There are a variety of opportunities to work with other students, such as study tables, getting assistance at the Murphy Academic Support Center, informal study groups, and undertaking team projects. Collaboration happens within the framework of course requirements and academic integrity.

**CANCELLATION DUE TO DECLINE IN WEATHER CONDITIONS**

When the weather is severe enough that class is canceled, either a 4-page make-up assignment will be assigned or a make-up class will be arranged. This is necessary to maintain our current accreditation and to account for the material and time lost. The cohort calendar cannot be extended, but it is permissible to extend the class time or double up classes during the week. If a make-up class is the decision made by the manager, faculty, and cohort; everyone involved must be in agreement with the time and date set for the make-up class. In addition, the manager must receive written approval from the instructor and each individual within the cohort prior to approval of the make-up date. If there is no agreement on a make-up date, the students will be required to submit a 4-page make-up assignment to cover the material. The content of the make-up assignment will be determined by the instructor.

**ATTENDANCE OR PARTICIPATION POLICY FOR ONLINE BACHELOR DEGREE PROGRAMS**

Tiffin University believes that class attendance and learning are related; therefore, students are expected to attend/participate in all scheduled classes. Students are responsible for being aware of the proceedings and material covered in each class period. Students must complete and submit written work on the date set by the instructor.

- Students will be required to respond to a threaded discussion and/or submit one assignment to every course scheduled no later than 11:59 p.m. EST of the 10th day of the term to be considered an active student.
- A student who has failed to login and respond to a threaded discussion and/or submit an assignment as of 11:59 p.m. EST of the 14th day of classes will be immediately withdrawn from those course(s) by Enrollment Management.
- After the 10-day census, students will be required to actively participate. If a student becomes inactive for
- 14 consecutive days, they will be Administratively Withdrawn.
- A student may be assigned a grade of "WF" (Withdraw Failing grade) by the instructor once the student has missed 25% of the required course. Absence in online courses is defined as not participating in discussion threads or not turning in assignments.
- The University reserves the right to initiate an administrative withdrawal of a course whenever a student violates the attendance/participation policy. Refer to Excessive Absence Withdrawal Policy.
- If a student is unable to participate in a course by 11:59 p.m. EST on the 10th day of the term due to extenuating circumstances, a decision regarding the student's status will be made by the Dean of the appropriate discipline school and the Executive Director of Online & Graduate Enrollment Management. If a decision is not unanimous, a final decision will be made by the Provost and communicated to the student.

**GRADING SYSTEM**

Tiffin University awards credit based on semester hours.

| Grade | Quality Points | Remarks |
|---|---|---|
| A* | 4 | – |
| B* | 3 | – |
| C* | 2 | – |
| D* | 1 | Not applicable to graduate courses |
| F | 0 | Failure |
| I | – | Incomplete Work |
| P | – | Pass |
| WD | – | Withdrew before deadline, notifying the Registrar |
| WF | 0 | Withdrew Failing - withdrew after deadline |
| WV | – | Course waived |

*This grade may be indicated with a "+" or "-" on the student's transcript. However, the "+" or "–" is not used in the computation of the quality point average.

**CHANGE OF MAJOR**

A student in an Associate or Bachelor degree program may change their academic major by completing the appropriate form with their Academic Advisor. The student must follow the major requirements in place at the time of the change in major. When such a student is continuously enrolled (not absent for two or more successive, regular semesters), he or she has the option of following the University's general education program under the student's previous major, instead of its current format. While students are allowed to change their major, doing so may increase the time to reach degree completion.

## INCOMPLETE COURSE WORK POLICIES

### INCOMPLETE COURSE WORK – UNIVERSITY POLICY FOR UNDERGRADUATE, GRADUATE AND DOCTORAL PROGRAMS

Students must complete all work for any course by the end of the term in which they are registered. If there is an adequate reason why the work is not completed by the end of the term, the student may petition the instructor of the course by completing an Incomplete Grade Contract form, in order to finish the semester with an incomplete grade in that course. To qualify for the incomplete grade, the student must have completed 75% of the course assignments, as determined by the course instructor. The student must complete the coursework within 30 days of the final day of the course. This time-limit may be extended by the course instructor on a case-by-case basis; however, the exact time limit for course completion will be noted on the Incomplete Grade Contract and agreed to by the instructor and student. An incomplete grade will be changed by the instructor if the student completes the required coursework before the deadline stipulated in the Incomplete Grade Contract. If a student does not complete the necessary coursework by this deadline, the incomplete grade will be changed to a grade as determined by the course instructor based on the overall grade earned.

### REPEATING A COURSE

Students may retake any course in which they received a final grade of "F". A required course with a final grade of "F" must be repeated. Students receiving a "D" in a required course in which a grade of "C" or better is needed in order to move on must retake that class.

Any student wishing to repeat a course in which the student earned a grade of "D" may do so by contacting their Academic Advisor. Students who are receiving financial aid or participating in intercollegiate athletics should consult with the Athletic Representative in the Financial Aid Office before repeating a course with a "D" grade. A student who has earned a minimum of 75 hours toward the Bachelor's degree and whose cumulative grade point average in their major courses is less than 2.50 may repeat a course in the major for which a grade of a "C" or less was earned. Such students must obtain permission from their Academic Advisor before repeating the course in question and contact the Financial Aid Office. Both grades, original and repeated, appear on the permanent academic record, but only the higher one is counted in the grade point average and in meeting graduation requirements.

### ACADEMIC STANDING

When a student's cumulative (overall) and current (most recent semester) grade point averages are 2.0 or better, the student is in good academic standing. Any student with a cumulative GPA below a 2.0 will be placed on Academic Warning, regardless of credit hours.

Students at Tiffin University are expected to earn a grade of "C" or better in an average of 15 credits per semester to complete the credits needed to graduate in 4 years. Both GPA and number of semester hours are calculated to determine if a student is achieving minimum academic progress. The University will check to ensure that students are making at least minimum academic progress toward completing their degree at the end of each semester to determine whether students are in good academic standing. Students must maintain the following minimum cumulative grade point average to remain in good academic standing:

**FULL-TIME STUDENTS** (minimum of 12 credits per semester)

| **Semester hours attempted** | **Minimum GPA** |
|---|---|
| *Warning Status:* | |
| *0 - 23* | *2.00* |
| *24 - 47* | *1.81 - 1.99* |
| *48 - 71* | *1.91 - 1.99* |
| *Probation Status:* | |
| *24 - 47* | *1.80* |
| *48 - 71* | *1.90* |
| *72 +* | *2.00* |

**PART-TIME STUDENTS** (maximum of 11 credits per semester)

| **Semester hours attempted** | **Minimum GPA** |
|---|---|
| *Warning Status:* | |
| *0 - 5* | *2.00* |
| *6 - 11* | *1.61 - 1.99* |
| *12 - 23* | *1.71 - 1.99* |
| *24 - 47* | *1.81 - 1.99* |
| *48 - 71* | *1.91 - 1.99* |

| *Probation Status:* | |
|---|---|
| *6 - 11* | *1.60* |
| *12 - 23* | *1.70* |
| *24 - 47* | *1.80* |
| *48 - 71* | *1.90* |
| *72 +* | *2.00* |

**ACADEMIC STANDING FOR TIFFIN CAMPUS TRANSFER STUDENTS**
Students on the Tiffin Campus who have transferred from other colleges/universities will be evaluated for minimum academic progress using transferable hours as determined by the Registrar and GPA from prior institutions combined with Tiffin University attempted credit hours and GPA. Minimum GPA for transfer students must meet the requirements outlined above.

**ACADEMIC WARNING**
If students do not pass enough courses with a grade of "C" or better, creating a cumulative or current GPA of less than 2.0, they will be placed on Academic Warning. A student whose semester GPA falls between the minimum outlined in the aforementioned tables and 2.0 will be placed on Academic Warning. For example, if a student has earned 52 credit hours (semester hours), and receives a semester GPA of 1.84 at the end of the fall semester, the student will be placed on Academic Warning since the student did not attain the required minimum GPA of 1.9 for 52 semester hours.

Students on Academic Warning will be placed on Academic Probation after the semester if they do not meet at least one of the following requirements:
- Raise their cumulative GPA to 2.0, thereby returning to good academic standing, or
- Earn a GPA for the current semester of 2.0 or above, thereby remaining on Academic Warning and are subjected to the same requirements in the next semester.

If the student achieves a 2.0 or better GPA for the probationary semester, but the student's cumulative GPA is still below the minimum required for the number of semester hours attempted, the student will be placed back on Academic Warning.

Students are notified by email of their academic status and it is also noted on their academic transcript.

**ACADEMIC PROBATION**
Any student whose cumulative grade point average falls below the minimum GPA for the number of semester hours attempted will be placed on Academic Probation and will be required to follow these restrictions:
- Students who are on Academic Probation are limited to a maximum of 12 credits per semester.
- Full-time Tiffin campus students on Academic Probation must meet with an Academic Recovery Advisor for one hour each week of the semester.
- In addition to the one hour weekly meeting, students will be required to complete a minimum of 8 hours of monitored study and/or tutor time per week under the supervision of the Murphy Academic Support Center. At the completion of the probationary semester, the student must have achieved a semester grade point average of 2.0 or greater or the student will face Academic Dismissal.

Failure to raise your grade point average above the published level (refer to Academic Bulletin) for a second semester, may result in dismissal from the University. Students are notified by email of their academic status and it is also noted on their academic transcript.

**ACADEMIC DISMISSAL**
A student may be dismissed from the University for at least one semester for:
- Failure to attain a minimum semester grade point average of 2.0 or better after being placed on Academic Probation.
- Full-Time enrollment: students receiving a failing grade in 4 or more courses in any semester of attendance at Tiffin University.
- Less-than Full-Time enrollment: students that attend ¾, ½, or less than ½ time will be dismissed if they have failed with an "F/WF", more than ½ of their enrolled classes for two consecutive semesters of enrollment.

Students are notified by email of their academic status and it is also noted on their academic transcript.

**APPEAL PROCEDURES FOR DISMISSAL**

Students who are dismissed from the university may apply for readmission after an absence of one (15-week) academic semester. The suspension of enrollment is intended to allow the student time to thoroughly reassess his or her goals and performance capabilities. A student may petition for continuous enrollment following a dismissal to the Registrar. The petition must be in writing and should document any unusual circumstances and also explain an improvement plan. The Registrar, Provost and School Dean may act to reinstate the student's eligibility on a probationary status or deny the petition.

Upon approval, the Readmission Committee will determine the number of credit hours for which the student may register. In addition, the student will be placed on Academic Probation and must meet with an assigned Academic Recovery Advisor (Tiffin Campus only), and must earn a minimum semester GPA of 2.0 for their next semester. Failure to meet the reinstatement requirements will result in a second dismissal for a minimum of one academic year.

**PERMANENT DISMISSAL**

Students will not be allowed to submit any appeals after a permanent dismissal. Students are notified of their Permanent Dismissal from the University by email and through a notification letter.

**MINIMUM ACADEMIC PROGRESS POLICY**

To increase the likelihood of graduation, it is important for students to acquire a specific set of academic skills as early as possible. This policy is intended to provide an incentive for students to prepare themselves for success in advanced level courses. At the completion of 54 semester hours of academic work, including transfer credits, a student must have completed 15 semester hours in the following courses:

ENG141 and ENG142 (6 hours)
Mathematics (3 hours): Any Math above
MAT095 DLA101 (3 hours)
DEC100 (3 hours)

A student who fails to complete these courses upon completion of 54 hours of academic work will be placed on Academic Hold.

- The students placed on "Academic Hold" (e.g. student will not be able to register for classes) and must meet with the Director of Undergraduate Advising or an Academic Advisor until the completion of the required course(s) listed above.
- If a student does not successfully complete the course(s), a tutor will be assigned in the Murphy Academic Support Center.

Students who fail a course listed above a third time may be dismissed from the University as determined by the Provost.

**STUDENT CLASSIFICATIONS**

| Student Status | Semester Hours Completed |
|---|---|
| First-Year | 0 - 27 |
| Sophomore | 28 - 54 |
| Junior | 55 - 81 |
| Senior | 82 + |

**COURSE LEVELS**

| Course numbers | Description |
|---|---|
| 000 - 099 | Courses meant primarily for students who need foundational prerequisites |
| 100 - 199 | Courses meant primarily for First-Year students |
| 200 - 299 | Courses meant primarily for Sophomores |
| 300 - 399 | Courses meant primarily for Juniors |
| 400 - 499 | Courses meant primarily for Seniors |

**COURSE LOAD**

Normal course load is 15 semester hours. Undergraduate students must enroll in a minimum of 12 semester hours to be classified as full-time. This minimum applies to all undergraduate students in all programs. Students wishing to take 16 - 17 credit hours must have a minimum cumulative grade point average of 3.0 and be of Junior standing. Students who wish to enroll in 18 or more credit hours must be within 2 semesters of graduation, have a minimum cumulative grade point average of 3.0, and complete an application, which requires signatures of the student's School Dean, the Office of Financial Aid, as well as the Registrar. In addition, the student must provide a written request explaining their rationale for the course overload before the application can be completed.

Consultation with the Dean is required prior to approval for 19 or more credit hours. Any student's ability to register for courses is subject to availability of seats at the time of registration. Obtaining necessary signatures does not guarantee course availability.

**ADDING COURSES – TIFFIN CAMPUS**

Students are expected to enroll in all planned classes prior to the first day of each semester. Students can change their existing schedule through Wednesday of the first week of class with permission. If a student has not enrolled in any classes before the start of the semester, the student will need to receive approval from the Office of the Registrar. Permission to enroll in online courses must be approved prior to the 'last day to add a class' deadline, including Term II courses. Students must be of Sophomore standing with a minimum cumulative grade point average of 3.0 to enroll in online courses. Online enrollment for Gen Ed or Open Elective credits are limited to only 1 class per semester. Requests to take Degree and/or Major courses online are approved by the School Dean. *Summer enrollment may exceed 1 course per semester; however, all other permissions apply.

**STUDENT ATHLETES - ACADEMIC ELIGIBILITY REQUIREMENTS**

Student-athletes must comply with NCAA and University rules regarding academic eligibility. While the Office of Registration and Records will monitor students' academic progress, it is the students' responsibility to know and understand the rules that govern their eligibility.

**NCAA PROGRESS TOWARD DEGREE REQUIREMENTS**

- A student-athlete must be enrolled in a minimum full-time program of no less than 12 hours to be eligible for practice and competition.
- Satisfactory completion of nine semester hours of academic credit every semester (fall or spring semester) in which the student-athlete has been enrolled full-time. (Cannot use summer school hours to fulfill the nine hour rule).
- A student-athlete must complete 24 semester hours of credit a year (fall-to-fall) to be eligible for competition the following academic year. The 24 hours are considered as the hours countable towards satisfactory progress toward a degree.
- A student-athlete must achieve a minimum cumulative GPA of 2.00 prior to the beginning of each fall semester.
- If a student-athlete earns 24 hours or more during the academic year, the student has met the satisfactory progress requirements for the following academic year and is not held to a minimum number of hours that can be taken during summer school.
- A student-athlete must declare a major (i.e. designate a degree program) by the beginning of the third year of enrollment (or fifth semester).

**TIFFIN UNIVERSITY MISSED CLASS POLICY**

1. In order to meet the missed class time requirement of NCAA by law 17.1, the following policy is in effect at Tiffin University:
   a. Student-athletes will not be required to attend any practice/activities that result in a missed scheduled class or final exam.
   i. Activities considered practice include:
   ii. Preparation and conditioning time (weight training, running, etc.)
   iii. Training room time (rehab, taping, etc.)
   iv. Meetings (to include individual film watching)
   v. On field practice
   b. Media and recruiting requests will not interfere with class or exam schedules.
   c. Exceptions to the above statements will only be approved by the Faculty Athletic Representative (FAR) who will report exceptions to the faculty at the last meeting of each semester.
2. For home competition, student-athletes shall not miss any classes prior to two hours before the scheduled competition time.
3. For away competition with same day travel, student-athletes shall not miss any classes prior to 30 minutes before the scheduled time of departure.
4. For away competition with overnight travel, no team shall depart more than 30 hours prior to the time of competition.
5. The Director of Athletics will provide to the FAR, the Provost and faculty via email at least one month prior to the start of a sport's season, a listing of all competition in that sport which will necessitate student-athletes being absent from class. This listing will include the time and date of competition, destination, departure time, and competition. The FAR or the Provost may request that modifications be made to the travel plans.
6. Student-athletes will continue to present individual, written notifications, provided by the Athletics Department, to their instructors at least 24 hours prior to each contest that affects their class attendance.

7. Student-athletes will be responsible for submitting all assignments on time and advanced arrangements will be initiated by the student athlete for any assignments that will be missed.
8. Faculty members will not penalize student-athletes for missing classes due to conflicts with contractually scheduled athletic contests and related travel.
9. Coaches will not penalize student-athletes for missing practices due to conflicts with regularly scheduled classes or affiliate class related field trips (within reason) for which student-athletes are enrolled. It is recommended that faculty email coaches with details for a class related field trip a minimum of a week ahead of the scheduled date.
10. No competition will be scheduled on any day on which final examinations are scheduled unless prior approval has been received from the Provost.
11. Exceptions to the above statements for special tournaments and competitions, including championship play, must be approved by the FAR and the Provost.
12. Student-athletes who believe that they have received a lack of reasonable accommodation of the provisions of this missed class policy by a faculty member may immediately appeal to the appropriate Chair or to the Provost.
13. Student-athletes who believe that they have received a lack of reasonable accommodation of the provisions of this missed class policy by a coach may bring this matter to the attention of the Director of Athletics or the FAR.
14. Faculty having any questions about the application of these statements may contact the FAR or the Provost.

# Undergraduate Education

Tiffin University believes that undergraduate education must develop the specific intellectual abilities as depicted below. These are integrated into a coherent educational experience so that students are prepared for positions of leadership in professional, business, and service careers.

In order to develop such capabilities within the framework of undergraduate education, Tiffin University's Bachelor Program is made up of four components: Transferable Courses, Tiffin Core (DEC), Professional Major Field, and Open Electives or Minor. No course may be used to meet the requirement of more than one Bachelor curriculum component. Thus, a course selected to meet a DEC or Transferable Course requirement cannot also be used to meet a School, Major or Open Elective/Minor requirement. In addition, no more than fifteen (15) courses from any one department as identified by the departmental alpha-prefix can be counted to fulfill Bachelor degree requirements.

**TRANSFERABLE COURSES**

A sound, educational experience begins with the connected abilities of understanding and communicating. Essential ideas first require essential capabilities. Primary among these capabilities is the ability to write and speak with clarity and precision and to read and listen with comprehension and with critical spirit. The complexity of modern information technologies and the necessity of logical thinking and critical analysis dictate the acquisition of skills in both verbal and quantitative arenas.

**TIFFIN CORE (DEC)**

Our specialized curriculum is focused on global capabilities and career readiness for all undergraduate students. The Dragon Education Core (DEC) is a series of core classes intentionally designed to foster experiential learning and personal discovery for every student beginning in freshman year and continuing through senior year. The DEC is part of the Tiffin University Core General Education Program that is designed to give you the foundational knowledge, skills, and dispositions to be successful not only in college but also in life.

Today's employers look for culturally attuned individuals with interpersonal skills, life skills and cultural competencies and at Tiffin University, students will experience an academic curriculum that prepares them for these specialized 21st century competencies. At TU we celebrate CulTUral Uniqueness, (CCU) as this is our response to diversity, equity and inclusion so much so that our core curriculum classes reflect inclusive theory and practice. Our curriculum prepares students to think critically, communicate and engage collaboratively, apply problem-solving skills and solve complex challenges with and for diverse teams. When you graduate, you will have the knowledge, skills and dispositions necessary to work with people from different local and global cultures and backgrounds and this an extremely unique curriculum that you will not find at other colleges or universities Through these core classes, we provide workforce-ready advantages for our students that address today's professional challenges no matter what the organizational type, by infusing them into classroom and laboratory learning. We have collaborated with businesses and professionals to provide hands-on, experiential learning that produces graduates with the technical know-how and interpersonal skills to succeed. These essential skills will prepare you to be an innovative contributor and leader in the workplace.

The Tiffin University Core and DEC is a forward-thinking commitment to:

- Uphold TU's professionally-focused approach to learning that will help you stand out from others in the workplace
- Reflect what employers demand in both practical, applicable knowledge and critical life competencies for a career-ready workforce. When you graduate from Tiffin University, you will be career ready with the ability to demonstrate:
    - Career and Self-Development
    - Communication
    - Critical Thinking
    - Curiosity and Openness to Equity and Inclusion
    - Diplomacy and Ethical Behavior
    - Leadership and Emotional Intelligence
    - Professionalism
    - Teamwork
    - Technology
- Drive "applied and experiential learning" across a core set of classes, helping students translate learnings to real life. Instill a set of global competencies as part TU's Celebrating Cultural Uniqueness (CCU) so that every student graduates, regardless of field of study, equipped to be an innovative problem solver who can effectively and empathetically navigate culturally unique/diverse individuals and points of view.

**PROFESSIONAL MAJOR FIELD**
The professional major provides the student with the opportunity to study an area of interest or specialization in depth, in a way that enlarges the perspective of the student rather than in a way that narrows it. Tiffin University believes that the ability to view the major area of study as it relates to other disciplines and in its large social and ethical context is crucial to the future success of the student.

**OPEN ELECTIVES OR OPTIONAL MINOR**
Open Electives - The Tiffin Core (DEC) is designed to avoid the lock-step curricular approach by providing open elective courses for most programs. While these are true electives to be selected by the student according to the student's wishes and interests, the University also offers a variety of Minor Programs.

Optional Minor – An Optional Minor can be taken in any department except the Professional Major. Up to 50% of the overlapping major/minor courses can be applied for credit toward a declared minor. Students are encouraged to select a minor and should discuss their interests with their Faculty Advisor.

**WRITING INTENSIVE COURSES**
Tiffin University is committed to the total education of the student. Good writing skills are an undeniable requirement for a well-rounded education. With that as a goal, certain courses across the curriculum are designated Writing Intensive Courses and noted with a (w) in the Academic Bulletin. Writing Intensive Courses require writing assignments in which writing skill and clarity constitute a significant part of course work. Not only does writing show mastery of a skill, it enables the student to learn and process information so that knowledge can be applied in practical and abstract areas.

**BACHELOR DEGREE REQUIREMENTS**

| | |
|---|---|
| **Bachelor Degree** | **120-143 hours** |
| **Tiffin University Core (DEC) Curriculum** | **36 hours** |
| ENG141 Introduction to Rhetoric and Academic Writing | 3 hours |
| ENG142 Rhetoric and Academic Writing | 3 hours |
| COM130 Introduction to Speech Communication in the Digital Era | 3 hours |
| MAT181 College Algebra OR<br>MAT185 Quantitative Reasoning OR<br>MAT275 Pre-Calculus | 3 hours |
| MAT273 Applied Statistics I | 3 hours |
| NAT130 Foundations of Healthy Living | 3 hours |
| DLA101 Digital Literacy and AI Fluency | 3 hours |
| Student choice of ONE of the following courses<br>• HIS201 Introduction to Historical Events<br>• ENG201 Introduction to Literature<br>• PHI110 The Art of Reasoning<br>• ART210 Art Appreciation<br>• CUL210 Comparative Cultures<br>• MUS255, Survey of Popular Music<br>• PHI215 Ethics<br>• GSC110 Global Sports & Culture I | 3 hours |
| DEC100 Engage | 3 hours |
| DEC200 Explore/DEC250 | 3 hours |
| DEC300 Connections/DEC320 Connections (transfer students with 60 credit hours or more) | 3 hours |
| DEC400 Impact | 3 hours |
| **Professional Major Field** | **46-59 hours** |

*Course and credit requirements are stated under the degree and specific major listings in the Academic Bulletin.*

**Open Electives up to 36 hours**
*A minimum of fifteen (15) hours of electives must be taken at the 200-400 level.*

# Graduation Requirements

## BACCALAUREATE (BACHELOR'S) DEGREES

A Bachelor's Degree candidate must meet the following requirements to be eligible for the appropriate degree:

1. The student must successfully complete the course work laid out in the Tiffin Core (DEC).
2. The student must earn a minimum 2.00 cumulative grade point average for all course work. Education majors must earn a minimum of 3.0 for all course work.
3. Students must earn a 2.5 Major GPA in all required programs.
4. The student must successfully complete the course work required and the number of semester hours specified by the School that awards the degree. Double degrees and/or double majors can apply up to 50% of the overlapping courses towards credit.
5. No more than 30 semester credits can be received from CLEP, credit by exam, proficiency exam, Advanced Placement, Credit for Prior Learning (CPL), Prior Learning Credit, or International Bachelor Programmes combined (see Transfer of Credits from Other Institutions).
6. In addition, a student must complete a minimum of 30 semester hours at Tiffin University in order to receive a Bachelor's degree.

## OTHER BACHELOR'S DEGREE GRADUATION REQUIREMENTS

A student must have a minimum cumulative GPA of 2.5 for all courses outside of the knowledge skills, general education core, and open electives, to be eligible for graduation.

## ASSOCIATE'S DEGREES

*Associate's Degree candidates must meet the following requirements to be eligible for the appropriate degree:*

1. Successfully complete the core curricula courses specified for their degree
2. Complete a minimum of 50% of the courses required for their degree at Tiffin University
3. Successfully complete the course work and number of semester hours required for their specific major
4. Earn a minimum 2.00 cumulative grade point average for all course work

## ASSOCIATE TO BACHELOR (A2B)

1. 60 credit hours completed
2. Associate Degree awarded
3. Maximum number of credit hours required to receive a Bachelor's Degree is 60 unless the associate's degree is not related to their degree and major at TIffin University. In this situation every attempt will be made to maximize credit hours but Tiffin Univeristy cannot guarantee all 60 hours from the associate degree will apply towards the curriculum.

## ALTERNATE METHODS OF COMPLETING COURSE REQUIREMENTS

## ADVANCED PLACEMENT *

High school students may receive advanced collegiate standing by taking advantage of the Advanced Placement Program of the College Entrance Examination Board, which has encouraged the establishment of college-level courses in high school. College credit may be granted for scores of 3, 4, and 5 in any of the advanced placement tests. A student may receive no more than 30 semester hours of credit through this program. Information about these exams may be obtained through the high school or online http://apcentral.collegeboard.com.

**The maximum number of semester credit hours a student may accumulate from all of these sources combined is 30 to be applied to a Bachelor's degree. The maximum number of semester credit hours a student may accumulate from these sources, combined with transfer credit, is 30 toward an Associate's degree program.*

## CREDIT FOR PRIOR LEARNING*

Tiffin University believes that learning occurs both inside and outside of the classroom. Our Credit for Prior Learning (CPL) process rewards you for your achievements, helps to reduce your number of required courses and allows you to progress toward a bachelor's degree faster.

TU's Credit for Prior Learning process provides an opportunity for students who have already amassed significant relevant experience in their degree field to earn experiential learning credits that will fulfill their program's internship requirement.

**Eligibility:**

To be eligible, students must have documented, relevant and professional work experience in a field that is directly related to their academic program. Should a student not meet the requirements to receive academic credit, they may be permitted to be waived from the Internship requirement, enrolling in a substitution course.

**Process:**
To petition for experiential learning credit to fulfill the Internship requirement:

1. Compose a brief letter to formally request the award of experiential learning credits in fulfillment of the Internship requirement.
2. Provide the contact information for a professional reference from the specific place(s) of employment who can confirm your statements.
3. Attach an essay detailing how your professional experience has helped you to attain the Program Learning Outcomes outlined on TU'S CPL webpage.

Submit all required documents to cpl@tiffin.edu for evaluation.

Under certain circumstances, Tiffin University can assist students to translate knowledge into college credit. Adult students in particular have the opportunity to seek credit based on significant demonstrated learning acquired as a result of experience in employment, volunteer activities, workshop/seminar participation, publications, community service, travel, military service or other life experiences. Credit can be awarded solely based on the experience; for example extensive work training/certification that may translate into credit. Adults who have been out of school for a period of time and are now returning to the University are the most likely applicants for credit for prior learning.

# INSTITUTIONAL STANDARDS FOR THE CORE COMPETENCIES OF A TIFFIN UNIVERSITY GRADUATE

## COGNITIVE MINDSET
### INTELLECTUAL COMPETENCIES

**CREATIVITY - GENERATING IDEAS**
- Innovative Thinking
- Thoughtful/Calculated Risk Taking
- Entrepreneurship

**CRITICAL THINKING**
- Problem Solving
- Decision Making
- Analyzing, Integrating & Synthesizing

**OBJECTIVITY**
- Appreciating Multiple Perspectives (past & present)
- Adaptability & Flexibility
- Question Status Quo

## INCLUSIVE MINDSET
### CULTURAL COMPETENCIES

**EMOTIONAL INTELLIGENCE (EI)**
- Personal Competence
- Social Competence
- Reflection & Resilience

**CURIOSITY & OPENNESS**
- Intersectionality
- Embrace & Value Difference
- Cultural Awareness

**DIPLOMACY**
- Conflict Management & Resolution
- Negotiation
- Professionalism & Respect

## INTEGRATIVE MINDSET
### GLOBAL COMPETENCIES

**PROFESSIONAL PRACTICE**
- Connections to Experience
- Connections to Discipline
- Professional Self-Reflection

**LEADERSHIP**
- Developing Foresight
- Managing Change
- Collaboration

**ETHICS**
- Personal
- Professional
- Global/Community

## THE FOUNDATIONAL MINDSET

**COMMUNICATION**
- Oral
- Written
- Face-to-face & Mediated Communication

**QUANTITATIVE LITERACY**
- Financial Literacy
- Quantitative Competence
- Deduction

**DIGITAL LITERACY**
- Information/Visual Literacy
- Appreciation of Privacy
- Responsible Use of Digital Media

**SCIENTIFIC INQUIRY**
- Command of the Scientific Method
- Understand the Research Process
- Evidence-Based Reasoning

**CLEP***
Credit may be awarded for either general or subject tests taken through College Level Examination Program (CLEP). The American Council on Education recommendations are followed when determining required scores for awarding credit.

**INTERNATIONAL BACHELOR PROGRAMME***
Students who have successfully completed International Bachelor (I.B.) Higher Level work may petition for transfer credit. For each Higher Level examination for which a score of 4 or better is achieved, 3 semester hours of credit may be awarded on a course-by-course basis. Credit is not awarded for I.B. Subsidiary Level examinations. An official score report of results received is required for credit consideration. Higher Level I.B. courses are generally considered to be on a par with the Advanced Placement program courses of the College Entrance Examination Board. No more than 30 semester hours will be awarded through this program.

**CLEE - CERTIFIED LAW ENFORCEMENT EXECUTIVE****
A student who has successfully completed the Certified Law Enforcement Executive Program may receive up to nine hours of credit (3 courses) toward a Criminal Justice degree. The student must have completed the entire CLEE program and meet the admissions criteria for a CJ degree.

**PELC - POLICE EXECUTIVE LEADERSHIP COLLEGE****
A student who has successfully completed the PELC may receive up to six hours of credit (2 courses) toward a Criminal Justice degree. The student must have completed the entire PELC program and meet the admissions criteria for the CJ degree

**STEP – Supervisor Training and Education Program**
A student who has successfully completed the Supervisor Training and Education Program through the Law Enforcement Foundation may be eligible to receive 3 credit hours toward a Criminal Justice degree.

**OPOTA**
This experience is designed for the student who wishes to earn their Ohio Peace Officer certification. Application and acceptance is required. The semester-long, 15 credit hour course currently consists of 600 hours of training, mandated, designed and overseen by the Ohio Peace Officers Training Academy. The successful completion of this course will certify the student as an employment-ready police officer in the State of Ohio. Students interested in participating in the OPOTA academy will need to use all Open Elective credits to do so. Students who have successfully completed OPOTA or their state's version may be eligible to receive up to 15 credit hours.

**FBINA**
FBINA law enforcement training can translate into college credit at Tiffin University. Members of FBINA could receive up to 12** credit hours toward masters-level degree programs or up to 30** credits toward an undergraduate-level degree.

**The maximum number of semester credit hours a student may accumulate from all of these sources combined is thirty (30) to be applied to a Bachelor's degree. The maximum number of semester credit hours a student may accumulate from these sources, combined with transfer credit, is 30 toward an Associate's degree program.*

***The maximum number of semester credit hours a student may accumulate toward a Master's degree from all of these sources combined may not exceed one-third of the total number of credits required for the degree.*

**ODRC- OHIO DEPARTMENT OF REHABILITATION AND CORRECTIONS TRAINING ACADEMY-**
Students who have completed the Corrections Academy Certification may earn six transferable credits towards a Bachelor of Criminal Justice degree.

## SPECIAL PROGRAMS

**ACADEUM** – Acadeum provides a technology platform that unlocks underutilized online resources across higher education institutions to give every learner choice and opportunity to stay on track for graduation.

**AMERICAN UNIVERSITY OF SWITZERLAND** - Preparing students for the modern business environment, the American University in Switzerland is one of Switzerland's leading international business universities, situated in La Tour-de-Peilz. Located on the shores of Lake Geneva, AUS is close to the Olympic Capital Lausanne, and Geneva, the center for diplomacy. Throughout its 29-year history, AUS has prepared international students with the relevant business knowledge, tools and training to be a positive contributor to any organization.

**AVENU LEARNING** - A leading global provider of educational services, AVENU works with universities and other educational providers to extend boundaries and reimagine the transnational learner. Founded as a joint venture between Southern New Hampshire University and the SEEK Group, AVENU supports global learners across a portfolio of partner programs including certificates, undergraduate, and graduate degrees.
**Bridge Top Education (BTOP)** - Provides services to assist eligible U.S. and Canadian college students to enroll in Tiffin University's online classes as a non-degree student.

**HEIDELBERG PARTNERSHIP** – Heidelberg University is a private liberal arts institution known for its learner-centered approach and strong commitment to preparing students for professional and graduate study. Through a formal partnership with Tiffin University TU has entered into a partnership for our Education and Psychology students.

**IBM SKILLS ACADEMY** - A skills-oriented training program to empower students of various backgrounds with the skills needed to excel in today's high-demand technologies. We provide a cloud-enabled learning environment and train-the-trainer learning model leveraging IBM and open-source technology.

**INSTITUTE OF WORLD POLITICS PARTNERSHIP -** Tiffin University has partnered with The Institute of World Politics (IVWP) to offer an accelerated 3 + 1 program for students in the BA in National Security, Intelligence and Terrorism program. This partnership allows eligible students to seamlessly transition into WIP's Mater of Arts degree, with the opportunity to take up to 8 graduate credits tuition-free during their senior year at Tiffin University. The program also included access to IWP's intensive internship program, which offers professional research assignments and private lectures in Washington D.C., preparing students for careers in national security, intelligence, and international affairs. To be eligible, students must maintain a minimum 3.5 GPA, complete a faculty panel assessment before their sophomore year to enter the accelerated curriculum and apply to IWP during their junior year for early assurance admission to IWP's 52-credit MA program.

**OKGO Education** - Provides services to assist international college students to enroll in Tiffin University's online classes as a non-degree student.

**QUEST ABROAD INTERNATIONAL (AUIA)** - Quest Abroad International, Inc., was established in 2011 and is a global company focusing on international student markets with many popular brands. AUIA International Summer school, a global platform aiming to help students from all over the world choose various credit-granting summer programs in different countries in Asia, is one of the most famous brands in Quest. Since 2011, AUIA has been providing summer courses to thousands of students. With our high-quality summer programs and services, AUIA has become a leading brand in the industry. In the future, AUIA will bring more products and services to satisfy the needs of international students.

**RIZE** - RIZE is a higher education company incubated by Adrian College and in partnership with the Lower Cost Models for Independent Colleges (LCMC) Consortium. The LCMC, formed in 2015, is pioneering an innovative course-sharing model to help private colleges and universities grow enrollment through new degree programs while streamlining and lowering institutional costs. RIZE provides the LCMC with the platform that powers this collaborative model, allowing member institutions to adopt high-demand majors, minors and certificates that are built to get students ready for careers in the fastest-growing fields.

**WORLD GRAD** - The World Grad Undergraduate and Graduate degree programs are for students looking to accelerate their studies in the US while saving time and money and becoming academically successful. The program is designed such that students can start their degree from home and then progress to on-campus in the US when they are fully prepared to travel. This way students can save time, money, reduce their overseas education costs while also maximizing their visa success by demonstrating authenticity and academic commitment. The program leads to numerous degrees in partnership with Tiffin University.

## SCHOLASTIC HONORS

### UNDERGRADUATE ACADEMIC HONORS

*Dean's List*

Students are placed on the Dean's List at the end of the fall and spring semesters if they achieve a grade point average of 3.50 for the semester. A minimum of 12 hours of credit for that semester is required. The Dean's List is published twice a year, in February and in June.

### GRADUATION AWARDS - UNDERGRADUATE DEGREE PROGRAMS

*Dean's Award*

This honor is given to the graduating student in the Bachelor program with the highest cumulative grade point average. To qualify for this award, the student must have completed 54 credit hours at Tiffin University and have no Incomplete grades as of midterm of the spring semester. If more than one graduating student has achieved a perfect 4.0, the final decision for the award rests with the Provost.

*Scholar-Athlete Award*

The award is given to a graduating student in a Bachelor program who has a 3.50 cumulative grade point average or higher, has played intercollegiate athletics for 4 years, and in their senior year participated as a starter in 75% of the team's games.

*Student Leadership Award*

This award is given to a graduating student in the Bachelor program for outstanding scholarship, participation in extracurricular activities, and communication with other students.

## GRADUATION HONORS

### BACHELOR'S DEGREE

All Tiffin University coursework that is used to meet TU degree requirements will be used in calculating graduation with honors.

| Distinction | GPA Range |
|---|---|
| Summa Cum Laude | 3.90 - 4.00 |
| Magna Cum Laude | 3.70 - 3.89 |
| Cum Laude | 3.50 - 3.69 |

### ASSOCIATE'S DEGREE

| Distinction | GPA Range |
|---|---|
| Cum Laude | 3.50 - 4.00 |

Academic honors for the Graduation ceremony are determined for all students completing their academic requirements during the Spring or Summer semester based on the cumulative GPA at the completion of the Fall semester due to final grades not being submitted by the Spring graduation ceremony. Once final grades are posted the academic honors will be adjusted accordingly. Fall graduates' transcripts and diplomas are noted with academic honors based on the cumulative GPA at the completion of the semester.

### ACADEMIC HONORS CEREMONY – UNDERGRADUATE DEGREE PROGRAMS

Each year seniors who have achieved high levels of academic performance during their academic career are honored at a ceremony hosted by the Office of the Provost. Awards are presented for overall academic achievement and for achievement in major fields of study.

Cumulative GPA at the conclusion of the Fall semester determines invitations to the Academic Honors ceremony due to final Spring grades not be completed until the Tuesday after graduation.

*Academic Distinction*

This medal is given to Bachelor degree students graduating with a cumulative grade point average of 3.50 or above.

*Excellence in Field of Study*

The glass flame award is given to graduating students (one in each major) in the Bachelor program with a cumulative grade point average of 3.50 or above, a minimum of 54 credit hours completed at Tiffin University, and no Incomplete grades as of midterm of the spring semester. Awardees are chosen by the faculty in the appropriate departments for both their academic performance and their contribution to learning and life at Tiffin University.

# Undergraduate Academic Program

Tiffin University's undergraduate program offers degrees in Bachelor of Arts, Bachelor of Business Administration, Bachelor of Criminal Justice, Bachelor of Science, and Associate of Criminal Justice. The following is a list of available majors and majors with concentrations for Academic Year 2025-2026.

## UNDERGRADUATE DEGREES, MAJORS, AND MAJORS WITH CONCENTRATIONS

### BACHELOR OF ARTS (BA) DEGREE

- Chemistry Major *(Offered on-campus only)*
- Commercial Music Major *(Offered on-campus only)*
- Digital Media *(Offered on-campus only)*
- Educational Studies w/concentrations in:
  - Athletic Coaching *(Offered on-campus only)*
  - Educational Paraprofessional *(Offered on-campus only)*
- History with Licensure in Integrated Social Studies *(Offered on-campus only)*
- History with Licensure in Middle Childhood Education *(Offered on-campus only)*
- National Security, Intelligence and Terrorism (including an accelerated 3-year degree)
- Organizational Leadership Major *(Offered online only)*
- Psychology Major *(Offered online only)*
- Psychology Major w/concentration in Addictions Counseling *(Offered on-campus only)*
- Psychology Major w/concentration in Cross-Cultural and International Psychology *(Offered on-campus only)*
- Psychology Major w/concentration in Human Services *(Offered on-campus only)*
- Psychology Major w/concentration in Sport *(Offered on-campus only)*
- Science with Licensure in Middle Childhood Education *(Offered on-campus only)*

### BACHELOR OF BUSINESS ADMINISTRATION (BBA) DEGREE

- Accounting Major
- Business Management Major
- Finance Major *(Offered on-campus only)*
- Healthcare Management Major
- Hospitality Management *(Offered International location program only)*
- Human Resource Management Major
- International Business Major *(Offered on-campus only)*
- Manufacturing Management Major *(Offered online only)*
- Marketing Major
- Sports Management Major w/concentration in Athletic Administration *(Offered on-campus only)*
- Sports Management Major w/concentration in Sports Marketing *(Offered on-campus only)*
- Sports Management Major with Concentration in eSports *(Offered on-campus only)*
- Supply Chain Management Major *(Offered on-campus only)*

### BACHELOR OF CRIMINAL JUSTICE (BCJ) DEGREE

- Contemporary Justice *(Offered online only)*
- Corrections *(Offered on-campus only)*
- Criminal Behavior Major *(Offered online only)*
- Criminalistics Major
- Forensic Psychology Major *(Offered on-campus only)*
- Justice Advocacy *(Offered on-campus only)*
- Law Enforcement Major *(Offered on-campus only)*

### BACHELOR OF SCIENCE (BS) DEGREE

- Applied Health Science *(Offered on-campus only)*
- Artificial Intelligence and Prompt Engineering
- Biochemistry *(Offered on-campus only)*
- Biology *(Offered on-campus only)*
- Business Intelligence and Analytics
- Computer Science Major w/concentration in Network & Systems Administration *(Offered on-campus only)*
- Computer Science Major w/concentration in Software Development
- Computer Science Major w/concentration in Unmanned Aircraft Systems *(Offered on-campus only)*
- Computer Science Major with Concentration in Video Game Design *(Offered on-campus only)*
- Computer Science Major with Concentration in Web Design *(Offered on-campus only)*
- Cyber Security Major *(Offered on-campus only)*
- Cyber Security and Information Assurance *(Offered online only)*

- Exercise Science Major with a concentration in Allied Health *(Offered on-campus only)*
- Exercise Science Major with a concentration in Human Performance *(Offered on-campus only)*
- Forensic Science Major *(Offered on-campus only)*
- Neuroscience Major *(Offered on-campus only)*

***ASSOCIATE DEGREES***
*Associate of Applied Science (AAS) – Professional Skills (Offered on-line only)*
*Associate of Business (ABA) – Business Administration*
*Associate of Criminal Justice (ACJ) – Law Enforcement (Offered on-campus only)*
*Associate of Criminal Justice (ACJ) – Contemporary Justice (Offered on-line only)*
*Associate of Science (AS) – Computer Science, Software Development*

***MINORS***
*Accounting*
*Addictions*
*Counseling*
*AI+X*
*Biology*
*Chemistry*
*Commercial Music*
*Computer Science Technology*
*Corrections*
*Criminalistics*
*Cross-ultural and International Psychology*
*Cyber Security*
*Digital Marketing*
*Entrepreneurship*
*Exercise Science*
*Finance*
*Forensic*
*Accounting*
*Forensic*
*Psychology*
*Forensic*
*Science*
*Human Resource Management*
*Human Services*
*Individualized Studies*
*Industrial/Organizational Psychology*
*International Business*
*Justice Advocacy*
*Law Enforcement*
*Leadership Studies*
*Management*
*Mathematics*
*National Security, Intelligence and Terrorism*
*Psychology*
*Sociology*
*Sports Management*
*Sport Psychology*
*Terrorism Studies*
*Unmanned Aircraft Systems*

***BACHELOR-LEVEL CERTIFICATES***
*Addictions Counseling*
****Not all minors available online*

# Undergraduate Curricula

***BACHELOR OF ARTS (BA) DEGREE***

*The Bachelor of Arts Degree is awarded in the following majors:*

- *Chemistry (Offered on-campus only)*
- *Commercial Music (Offered on-campus only)*
- *Digital Media (Offered on-campus only)*
- *Educational Studies w/concentrations in:*
  - *Athletic Coaching (Offered on-campus only)*
  - *Educational Paraprofessional (Offered on-campus only)*
- *History with Licensure in Integrated Social Studies (Offered on-campus only)*
- *History with Licensure in Middle Childhood Education (Offered on-campus only)*
- *National Security, Intelligence and Terrorism*
- *Organizational Leadership (Offered online Only)*
- *Psychology, no concentration (Offered online only)*
- *Psychology, concentration in Addictions Counseling (Offered on-campus only)*
- *Psychology, concentration in Cross-Cultural and International Psychology (Offered on-campus only)*
- *Psychology, concentration in Human Services (Offered on-campus only)*
- *Psychology, concentration in Sport (Offered on-campus only)*
- *Science with Licensure in Middle Childhood Education*

*BA degree candidates must complete the course work and semester hours as specified below. A student must have a minimum cumulative GPA of 2.5 for all courses outside of the transferable courses, Tiffin Core (DEC), and open electives.*

| | |
|---|---|
| ***Transferable Core and Tiffin Core (DEC)*** | ***36 hours*** |
| ***Total Semester hours for the major*** | ***48-63 hours*** |
| ***Open Electives/Minor*** | ***21-30 hours*** |
| ***Minimum Total hours for the degree*** | ***120-124 semester hours*** |
| ***Total hours for a degree that includes Education*** | ***132-142 semester hours*** |

**MAJOR: CHEMISTRY** *(Offered on-campus only)*

The completion of a BA in this chemistry program will enable students to be admitted in professional graduate programs in medicine, dentistry, veterinary, physician's assistant, or law programs. In addition, this major can be used to support students interested in teaching chemistry in high school to enable them to obtain state licensure to teach. Students who graduate with this degree can also work in careers in commercial and industrial laboratories, sales (involving technical and equipment service), and chemical patent lawyers.

***Students majoring in Chemistry must earn a minimum of a 2.5 GPA at the completion of the 8-hour course sequence of CHM131/CHM131Lab/CHM132/CHM132Lab, to continue in the major.***

| | |
|---|---|
| BIO120 General Biology I with BIO120L Lab | 4 hours |
| BIO121 General Biology II with BIO121L Lab | 4 hours |
| CHM131 General Chemistry I with CHM131L Lab | 4 hours |
| CHM132 General Chemistry II with CHM132L Lab | 4 hours |
| CHM231 Organic Chemistry I with CHM231L Lab | 4 hours |
| CHM232 Organic Chemistry II with CHM232L Lab | 4 hours |
| CHM281 Analytical Chemistry with CHM281L Lab | 4 hours |
| CHM411 Biochemistry with CHM441L Lab | 4 hours |
| CHM450 Physical Chemistry with CHM450L Lab | 4 hours |
| CHM481 Instrumental Analysis with Lab | 4 hours |
| MAT281 Calculus I | 5 hours |
| MAT285 Calculus II | 5 hours |
| PHY211 General Physics I with PHY211L Lab | 4 hours |
| PHY212 General Physics II with PHY212L Lab | 4 hours |
| SAS470 Internship | 3 hours |
| **Total** | **61 hours** |

*Program electives: 8 additional credit hours in CHM/BIO/MAT*

**MAJOR: COMMERCIAL MUSIC** *(Offered on-campus only)*
Commercial Music study is based largely on a praxial philosophy, allowing students to gain an understanding of popular music styles primarily through practical music-making, rather than through a more theoretical or musicological study. Combined with training in music technology and an understanding of music business and entrepreneurship, this curriculum gives students a diverse and broad set of marketable skills.

**COMMERCIAL MUSIC**

| | |
|---|---|
| CMA352 Creator Career Development | 3 hours |
| DMD134 Intro to Digital Media | 3 hours |
| ENG301 Professional Communication | 3 hours |
| MUS100 Music Convocation (eight semesters) | 0 hours |
| MUS105 Musician Success Seminar | 1 hour |
| MUS115 Private Music Instruction-Primary | 1 hour |
| MUS116 Private Music Instruction-Primary | 1 hour |
| MUS124 Musicianship I | 2 hours |
| MUS125 Musicianship II | 2 hours |
| MUS130 Introduction to Music Technology | 3 hours |
| MUS181/182 Ensemble | .5 hour |
| MUS183/184 Ensemble | .5 hour |
| MUS215 Private Music Instruction – Primary | 1 hour |
| MUS216 Private Music Instruction – Primary | 1 hour |
| MUS224 Musicianship III | 3 hours |
| MUS225 Musicianship IV | 3 hours |
| MUS230 Live Sound Engineering | 3 hours |
| MUS241 Rhythm Section: Drums | 2 hours |
| MUS242 Rhythm Section: Guitar/Bass | 2 hours |
| MUS255 Survey of Popular Music | 3 hours |
| MUS281/282 Ensemble | .5 hour |
| MUS283/284 Ensemble | .5 hour |
| MUS299 Second-Year Project | 1 hour |
| MUS315 Private Music Instruction – Primary | 1 hour |
| MUS316 Private Music Instruction – Primary | 1 hour |
| MUS330 Recording Engineering | 3 hours |
| MUS341 Rhythm Section: Keyboard | 2 hours |
| MUS360 Survey of Music Business | 3 hours |
| MUS381/382 Ensemble | .5 hours |
| MUS383/384 Ensemble | .5 hours |
| MUS460 Music Publishing | 3 hours |
| MUS499 Senior Project | 3 hours |
| SAH470 Internship | 3 hours |
| **Total** | **60 hours** |

Students are encouraged to choose at least one track, may take two or more tracks and/or individual courses as electives. All three-credit hour courses in the professional track are offered only once per year.

**TRACK 1: SONGWRITING TRACK**

| | |
|---|---|
| MUS117 PMI (Songwriting) | 1 hour |
| MUS118 PMI (Songwriting) | 1 hour |
| MUS217 PMI (Songwriting) | 1 hour |
| MUS222 Introduction to Songwriting | 3 hours |
| MUS422 Songwriting Workshop | 3 hours |
| MUS430 Advanced Production I | 3 hours |
| **Total** | **12 hours** |

**TRACK 2: STUDIO PRODUCTION TRACK**

| | |
|---|---|
| MUS234 Sound Design | 3 hours |
| MUS238 Beatmaking | 3 hours |
| MUS430 Advanced Production I | 3 hours |
| MUS431 Advanced Production II | 3 hours |
| **Total** | **12 hours** |

**TRACK 3: STUDIO WRITING TRACK**

| | |
|---|---|
| MUS321 Studio Writing I | 3 hours |
| MUS322 Studio Writing II | 3 hours |
| MUS336 Music for Media | 3 hours |
| MUS430 Advanced Production I | 3 hours |
| **Total** | **12 hours** |

**TRACK 4: TEACHING & PERFORMING TRACK**

| | |
|---|---|
| MUS320 Performance Writing | 2 hours |
| MUS342 Studio Band | 2 hours |
| MUS350 Ensemble Leadership & Pedagogy | 3 hours |
| MUS352 Private Studio Teaching | 3 hours |
| MUS415 Private Music Lesson - Primary | 1 hour |
| MUS416 Private Music Lesson - Primary | 1 hour |
| **Total** | **12 hours** |

**MAJOR: DIGITAL MEDIA** *(Offered on-campus only)*

Digital Media will prepare graduates to work with interactive web and app development business creating educational, entertainment-based and commercial mobile apps, websites, modelers, concept artists and technical directors in animation studios, interactive gaming companies and virtual reality labs. Graduates will also be able to design webs. Graduates can also work in the television and film industry as directors of photography, videographers, special effects artists, and editors. The printing, graphic design and photography industries also employ Digital Media majors to manage the creation and production of digital promotion materials.

**CREATIVE CORE**

| | |
|---|---|
| ART151 Principles of Design | 3 hours |
| CMA352 Creator Career Development | 3 hours |
| DMD134 Introduction to Digital Media | 3 hours |
| ENG152 Introduction to Technical Writing | 3 hours |
| MKT151 Introduction to Marketing | 3 hours |
| SAH470 Internship | 3 hours |
| **Total** | **18 hours** |

**MEDIA CORE**

| | |
|---|---|
| ART221 Brand Creation | 3 hours |
| ART324 Digital Mixed Media | 3 hours |
| CMA499 Senior Seminar | 3 hours |
| DMD230 Video Production I | 3 hours |
| ENG301 Professional Communication | 3 hours |
| MKT370 Digital Marketing | 3 hours |
| **Total** | **18 hours** |

Students are encouraged to choose at least one track, may take up to four tracks and/or individual courses as electives. Tracks are also open to students in other degree programs.

**TRACK 1: VIDEO PRODUCTION**

| | |
|---|---|
| ART432 Visual Problem Solving | 3 hours |
| DMD334 Video Production 2 | 3 hours |
| DMD335 Video Production 3 | 3 hours |
| DMD435 Video Production 4 | 3 hours |
| **Total** | **12 hours** |

**TRACK 2: PHOTOGRAPHY & DESIGN**

| | |
|---|---|
| ART331 3D Production | 3 hours |
| ART432 Visual Problem Solving | 3 hours |
| DMD234 Photography I | 3 hours |
| DMD434 Photography 2 | 3 hours |
| **Total** | **12 hours** |

**TRACK 3: DIGITAL STORYTELLING**

| | |
|---|---|
| HIS114 Introduction to Multimedia Storytelling | 3 hours |
| HIS272 Cultural Storytelling | 3 hours |
| HIS371 Digitization and Digital Archiving | 3 hours |
| HIS475 Storytelling Project Design | 3 hours |
| **Total** | **12 hours** |

**TRACK 4: SPORTS MEDIA**

| | |
|---|---|
| DMD261 Sports Writing | 3 hours |
| DMD 362 Sports Broadcasting | 3 hours |
| DMD363 Sports Research & Statistics | 3 hours |
| DMD462 Sports Media Production | 3 hours |
| **Total** | **12 hours** |

**TRACK 5: STRATEGIC COMMUNICATION**

| | |
|---|---|
| COM241 Mass Communication | 3 hours |
| COM310 Interpersonal Communication | 3 hours |
| COM324 Communicating Across Cultures | 3 hours |
| COM441 Organizational Communication | 3 hours |
| **Total** | **12 hours** |

**TRACK 6: AUDIO PRODUCTION**

| | |
|---|---|
| MUS130 Introduction to Music Technology | 3 hours |
| MUS230 Live Sound Engineering | 3 hours |
| MUS330 Recording Engineering | 3 hours |
| MUS430 Advanced Studio Production I | 3 hours |
| **Total** | **12 hours** |

**TRACK 7: WEB DESIGN**

| | |
|---|---|
| ART432 Visual Problem Solving | 3 hours |
| WDMI (RIZE) User Experience I: Understanding User Experience | 3 hours |
| WDMII (RIZE) User Experience II: Building Compelling User Experiences | 3 hours |
| WDMIII (RIZE) Goal-Oriented Web Design | 3 hours |
| **Total** | **12 hours** |

**TRACK 8: INSTRUCTIONAL DESIGN**

| | |
|---|---|
| DMD454 eLearning/eTraining Content Development | 3 hours |
| EDS200 Designing Effective Instruction | 3 hours |
| HIS114 Introduction to Multimedia Storytelling | 3 hours |
| HIS272 Cultural Storytelling | 3 hours |
| **Total** | **12 hours** |

**EDUCATIONAL STUDIES** *(Offered on-campus only)*

The Bachelor of Arts in educational studies offers non-licensure pathways for students to pursue employment in education-related fields, including: Athletic coaching, Classroom aide/assistant and Academic tutoring. This degree provides streamlined, dual-enrollment pathways into Tiffin University's Masters of Education or The University of Saint Francis's Masters of Arts in Education with Licensure in Special Education.

**EDUCATIONAL STUDIES CORE**

| | |
|---|---|
| COM310 Interpersonal Communication | 3 hours |
| EDS100 Theories of Learning in Teaching and Athletic Coaching | 3 hours |
| EDS200 Designing Effective Instruction | 3 hours |
| EDS300 Contemporary Issues in Education and Organized Sport | 3 hours |
| EDS400 Critical Thinking for Educators and Athletic Coaching | 3 hours |
| ENG301 Professional Communication/LDR210 Business Communication | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY320 Motivational Psychology | 3 hours |
| SCS415 Leading With Cultural Intelligence | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| SOC320 Community Sociology | 3 hours |
| SOC360 Multicultural Issues in Society | 3 hours |
| **Total** | **36 hours** |

**EDUCATIONAL PARAPROFESSIONAL CONCENTRATION**

| | |
|---|---|
| EDU110 Introduction to Education | 3 hours |
| EDU310 Intro to Conceptual Methods MCE/AYA | 3 hours |
| EIS272 Educating Learners with Exceptional Needs | 3 hours |
| EIS273 Building Positive Classroom Support Systems | 3 hours |
| EIS281 Assessment and Grading Equity | 3 hours |
| EIS320 Family Systems/Social Issues | 3 hours |
| **Total** | **18 hours** |

**ATHLETIC COACHING**

| | |
|---|---|
| GSC110 Sport & Identity | 3 hours |
| GSC210 Sport & Community | 3 hours |
| GSC410 Capstone | 3 hours |
| LDR220 Introduction to Leadership | 3 hours |
| NAT124 Introduction to Athletic Training | 3 hours |
| NAT261 Principles of Physical Conditioning | 3 hours |
| **Total** | **18 hours** |

**MAJOR: HISTORY WITH LICENSURE IN INTEGRATED SOCIAL STUDIES** *(Offered on-campus only)*
This major is offered in partnership with Heidelberg University and provides the student with all of the coursework for a degree in History and license requirements for Adolescent and Young Adult teaching credentials for Integrated Social Studies, grades 7 – 12.

**CORE EDUCATION COURSES**

| | |
|---|---|
| EDU110 Introduction to Education | 3 hours |
| EDU220 Principles of Teaching | 3 hours |
| EDU230 Foundations of Reading | 3 hours |
| EDU324 Teaching Written Composition | 3 hours |
| EDU350 Reading in Content Area | 3 hours |
| EIS200 Human Growth & Development | 3 hours |
| EIS272 Educating Learners with Exceptional Needs | 3 hours |
| EIS281 Assessment & Grading Equity | 3 hours |
| EIS320 Family Systems/Social Issues | 3 hours |
| EIS416 Student Teaching Seminar | 3 hours |
| EIS428 Student Teaching | 10 hours |
| PSY101 Intro to Psychology | 3 hours |
| **Total** | **43 hours** |

**HISTORY CONTENT COURSES**

| | |
|---|---|
| ECO221 Principles of Macroeconomics | 3 hours |
| ECO222 Principles of Microeconomics | 3 hours |
| EDS200 Designing Effective Instruction | 3 hours |
| EDU376 Social Studies Methods | 3 hours |
| HED122 Research for History | 3 hours |
| HED201 Political Geography | 3 hours |
| HED231 Creating a Nation | 3 hours |
| HED242 US History 1865 to 1945 | 3 hours |
| HED250 World Cultural Geography | 3 hours |
| HED267 Challenges of Global Leadership: US History after 1945 | 3 hours |
| HED303 Dawn of Humankind | 3 hours |
| HED323 The Emerging West | 3 hours |
| HED 410 The Interconnected World | 3 hours |
| HED425 Historiography | 3 hours |
| HED490 Special Topics: History Capstone | 3 hours |
| POL101 Introduction to American Political Process | 3 hours |
| **Total** | **48 hours** |

**AYA Courses (7 – 12)**

| | |
|---|---|
| EDU226 Introduction to MCE/AYA | 3 hours |
| EDU310 Intro to Concept Methods in MCE/AYA | 3 hours |
| EDU346 Advanced Research Methods in MCE/AYA | 3 hours |
| **Total** | **9 hours** |

**INTERVENTION SPECIALIST ADD-ON**

| | |
|---|---|
| EDU414 Diagnosis Reading Difficulties | 3 hours |
| EDU429 Student Teaching in Special Education | 5 hours |
| EIS273 Building Positive Classroom Support Systems | 3 hours |
| EIS285 Phonics/Word Identification | 3 hours |
| EIS348 Communication, Coordination and Collaboration in Special Education | 3 hours |
| EIS349 Supporting Improved Outcomes | 3 hours |
| EIS350 Curriculum/Instruction Methods | 3 hours |
| **Total** | **23 hours** |

**MAJOR: HISTORY WITH LICENSURE IN MIDDLE CHILDHOOD EDUCATION**

**CORE EDUCATION COURSES**

| | |
|---|---|
| EDU110 Introduction to Education | 3 hours |
| EDU220 Principles of Teaching | 3 hours |
| EDU230 Foundations of Reading | 3 hours |
| EDU324 Teaching Written Composition | 3 hours |
| EDU350 Reading in Content Area | 3 hours |
| EIS200 Human Growth & Development | 3 hours |
| EIS272 Educating Learners with Exceptional Needs | 3 hours |
| EIS281 Assessment & Grading Equity | 3 hours |
| EIS320 Family Systems/Social Issues | 3 hours |
| EIS416 Student Teaching Seminar | 3 hours |
| EIS428 Student Teaching | 10 hours |
| PSY101 Introduction to Psychology | 3 hours |
| **Total** | **43 hours** |

**HISTORY CONTENT COURSES**

| | |
|---|---|
| ECO222 Principles of Microeconomics | 3 hours |
| EDU376 Social Studies Methods | 3 hours |
| HED122 Research for History | 3 hours |
| HED201 Political Geography | 3 hours |
| HED231 Creating a Nation | 3 hours |
| HED242 US History 1865 to 1945 | 3 hours |
| HED250 World Cultural Geography | 3 hours |
| HED267 Challenges of Global Leadership: US History after 1945 | 3 hours |
| HED303 Dawn of Humankind | 3 hours |
| HED320 Ohio History | 3 hours |
| HED323 The Emerging West | 3 hours |
| HED 410 The Interconnected World | 3 hours |
| HED490 Special Topics: History Capstone | 3 hours |
| **Total** | **39 hours** |

**MCE Courses (4 - 9)**

| | |
|---|---|
| EDU226 Introduction to MCE/AYA | 3 hours |
| EDU310 Intro to Concept Methods in MCE/AYA | 3 hours |
| EDU346 Advanced Research Methods in MCE/AYA | 3 hours |
| EDU414 Diagnosis of Reading Difficulties | 3 hours |
| EIS285 Phonics/Word Identification | 3 hours |
| **Total** | **15 hours** |

**INTERVENTION SPECIALIST ADD-ON**

| | |
|---|---|
| EDU429 Student Teaching in Special Education | 5 hours |
| EIS273 Building Positive Classroom Support Systems | 3 hours |
| EIS348 Community, Coordination & Collaboration in Special Education | 3 hours |
| EIS349 Supporting Improved Outcomes | 3 hours |
| EIS350 Curriculum/Instructional Methods | 3 hours |
| **Total** | **17 hours** |

**MAJOR: NATIONAL SECURITY, INTELLIGENCE AND TERRORISM STUDIES**

This major is designed to help meet the growing and demanding needs of governing agencies for motivated and well-educated graduates. Ideally, graduates will be prepared with practical, real-world applications for careers with the CIA, FBI, Department of Defense, Department of State, U.S. Secret Service and the U.S. Marshals.

Intelligence and Terrorism are emphasized to provide the foundation for future threats and opportunities for careers in law enforcement and intelligence fields.

This also includes an accelerated 3-year degree option.

**NIT MAJOR**

| | |
|---|---|
| ENF154 Homeland Security Overview | 3 hours |
| ENF212 Concepts of Terrorism | 3 hours |
| ENF240 Critical Infrastructure Protection | 3 hours |
| ENF245 Emergency Organizations and Management | 3 hours |
| ENF343 Weapons of Terrorism | 3 hours |
| ENF441 Counterintelligence/Terrorism | 3 hours |
| FOR310 Threat Assessment | 3 hours |
| JUS361 Ethical Issues in Criminal Justice and Security | 3 hours |
| POL101 American Political Process | 3 hours |
| POL151 Introduction to National Security | 3 hours |
| POL225 Introduction to Intelligence Studies | 3 hours |
| POL251 Introduction to Intelligence Analysis | 3 hours |
| POL313 American National Security Policy | 3 hours |
| POL331 Conduct of Foreign Policy | 3 hours |
| POL400 Constitution, Liberty & Order | 3 hours |
| POL420 Transnational and Unconventional Threats | 3 hours |
| POL425 Intelligence Analysis | 3 hours |
| POL491 Capstone, Seminar in NIT | 3 hours |
| PSY101 Intro to Psychology | 3 hours |
| PSY344 Psychology of Terrorism | 3 hours |
| SCS470 Internship | 3 hours |
| **Total** | **63 hours** |

**MAJOR: ORGANIZATIONAL LEADERSHIP *(Offered Online Only)***

The Bachelor of Arts in Organizational Leadership degree features multidisciplinary coursework, designed to build skills and competencies around communication, problem solving, and leadership, particularly in diverse environments. Students will create a meaningful, synthesizing experience in which they can reflect on their academic and professional careers to make connections and inform their leadership practices within the workplace.

| | |
|---|---|
| COM310 Interpersonal Communication | 3 hours |
| COM324 Communicating Across Cultures | 3 hours |
| COM441, Organizational Communication & Conflict Resolution | 3 hours |
| DEC300/320 Connections | 3 hours |
| DEC400 Impact | 3 hours |
| LDR210 Business Communication | 3 hours |
| LDR415 Leading with Cultural Intelligence | 3 hours |
| LDR440 Theory and Application of Leadership | 3 hours |
| MGT201 Management of Organizations | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| Leadership Elective 1 (300+ related to Program Learning Outcomes) | 3 hours |
| Leadership Elective 2 (300+ related to Program Learning Outcomes) | 3 hours |
| Upper Division Elective (300+preferably related to Program Learning Outcomes) | 3 hours |
| **Total** | **39 hours** |

**MAJOR: PSYCHOLOGY**

This major, housed in the School of Criminal Justice and Social Sciences, offers students a generalist orientation to the field of psychology. Students are required to take courses that lay a solid foundation for research and graduate studies as this degree is intended to provide a basis for a non-practitioner career.

**PSYCHOLOGY CORE**

| | |
|---|---|
| PHI215 Ethics | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY201 Introduction to Professional Practices (w) | 3 hours |
| PSY250 Social Psychology | 3 hours |
| PSY263 Theories of Personality | 3 hours |
| PSY265 Lifespan Development | 3 hours |
| PSY302 History and Systems of Psychology | 3 hours |
| PSY362 Abnormal Behavior | 3 hours |
| PSY401 Biological Foundations of Behavior | 3 hours |
| SCS300 Research Design (w) | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| Any one course in: CUL, ART, HIS, or NAT | 3 hours |
| **Total** | **36 hours** |

**PSYCHOLOGY: NO CONCENTRATION *(Offered Online Only)***

| | |
|---|---|
| FOR423 Case Management | 3 hours |
| FOR430 Crisis Intervention Strategies | 3 hours |
| PHI215 Ethics | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY201 Introduction to Professional Practices (w) | 3 hours |
| PSY250 Social Psychology | 3 hours |
| PSY263 Theories of Personality | 3 hours |
| PSY265 Lifespan Development | 3 hours |
| PSY269 Human Sexuality | 3 hours |
| PSY302 History and Systems of Psychology | 3 hours |
| PSY360 Introduction to Counseling | 3 hours |
| PSY362 Abnormal Psychology | 3 hours |
| PSY401 Biological Foundations of Behavior | 3 hours |
| SCS300 Research Design (w) | 3 hours |
| SCS450 Human Services Capstone | 3 hours |
| SCS470 Internship I | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| Any One Course in: ART/CUL/HIS/NAT | 3 hours |
| **Total** | **54 hours** |

**CONCENTRATION: ADDICTIONS COUNSELING** *(Offered on-campus only)*

| | |
|---|---|
| CSL310 Introduction to Addiction Theory and Practice | 3 hours |
| CSL320 Counseling Procedures and Strategies with Addicted and Disordered Populations | 3 hours |
| CSL425 Group Process and Techniques Working with Addicted and Disordered Populations | 3 hours |
| CSL430 Cultural Competence in Counseling | 3 hours |
| CSL435 Assessment & Diagnosis of Addiction & Behavioral Health Problems | 3 hours |
| CSL440 Prevention, Intervention, and Treatment Planning in Addictions | 3 hours |
| CSL445 Theory and Practice of Relationship Counseling in Addictions & Behavioral Health | 3 hours |
| SCS470 Internship I | 3 hours |
| **Total** | **24 hours** |

**CONCENTRATION: CROSS-CULTURAL AND INTERNATIONAL PSYCHOLOGY** *(Offered on-campus only)*

| | |
|---|---|
| CSL430 Cultural Competence in Counseling | 3 hours |
| PSY425 Cross-Cultural and International Psychology | 3 hours |
| SOC265 Peace and Social Justice | 3 hours |
| SOC360 Multicultural Issues in Society (w) | 3 hours |
| Two of the following | 6 hours |
| CUL | |
| Two of the following | 6 hours |
| SCS470 Internship I | |
| SCS471 Internship II | |
| SCS491 Senior Seminar I | |
| SCS492 Senior Seminar II | |
| **Total** | **24 hours** |

**CONCENTRATION: HUMAN SERVICES** *(Offered on-campus only)*

| | |
|---|---|
| FOR423 Case Management | 3 hours |
| FOR430 Crisis Intervention | 3 hours |
| PSY269 Human Sexuality | 3 hours |
| PSY360 Introduction to Counseling | 3 hours |
| SCS450 Human Services Capstone | 3 hours |
| SCS470 Internship I | 3 hours |
| One of the following: | 3 hours |
| CSL430 Cultural Competence in Counseling | |
| SOC360 Multicultural Issues in Society | |
| One of the following: | 3 hours |
| COM310 Interpersonal Communication | |
| COR420 Agency Management | |
| FOR365 Drugs and Society | |
| FOR485 Death and Dying | |
| PSY390 Special Topics | |
| PSY425 Cross-Cultural and International Psychology | |
| SCS471 Internship II | |
| SOC320 Community Sociology | |
| FOR, CSL, or PSY 200 to 400 level course (approved by instructor) | |
| **Total** | **24 hours** |

**CONCENTRATION: SPORT PSYCHOLOGY** *(Offered on-campus only)*

| | |
|---|---|
| CSL430 Cultural Competence in Counseling | 3 hours |
| EXS225 Motor Development | 3 hours |
| PSY211 Introduction to Sport Psychology | 3 hours |
| PSY320 Motivational Psychology | 3 hours |
| PSY411 Applied Sport Psychology | 3 hours |
| SCS470 Internship I | 3 hours |
| SMG220 Principles of Athlete Development | 3 hours |
| SOC280 Sport in American Society | 3 hours |
| **Total** | **24 hours** |

**MAJOR: SCIENCE IN LICENSURE IN MIDDLE CHILDHOOD EDUCATION** *(Offered on-campus only)*

This degree and licensure if offered in partnership with Heidelberg University and provides students with all of the coursework for a degree in Science and license requirements for Middle School teaching credentials for grades 4 – 9.

**SCIENCE MAJOR**
**CORE EDUCATION COURSES**

| | |
|---|---|
| EDU110 Introduction to Education | 3 hours |
| EDU220 Principles of Teaching | 3 hours |
| EDU230 Foundations of Reading | 3 hours |
| EDU324 Teaching Written Composition | 3 hours |
| EDU350 Reading in Content Area | 3 hours |
| EIS200 Human Growth & Development | 3 hours |
| EIS272 Educating Learners with Exceptional Needs | 3 hours |
| EIS281 Assessment & Grading Equity | 3 hours |
| EIS320 Family Systems & Social Issues | 3 hours |
| EIS416 Student Teaching Seminar | 3 hours |
| EIS428 Student Teaching | 10 hours |
| PSY101 Introduction to Psychology | 3 hours |
| **Total** | **43 hours** |

**SCIENCE CONTENT COURSES**

| | |
|---|---|
| BIO120 General Biology I | 3 hours |
| BIO121L General Biology I Lab | 1 hour |
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Labe | 1 hour |
| EDU396 Science Methods | 3 hours |
| NAT114 Survey of Science | 3 hours |

| | |
|---|---|
| NAT150 Introduction to Anatomy & Physiology | 3 hours |
| NAT150L Introduction to Anatomy & Physiology Lab | 1 hours |
| NAT201 Principles of Physical Science | 3 hours |
| NAT205 Earth Science | 3 hours |
| NAT220 Survey of Health Issues | 3 hours |
| NAT291 Drugs and the Body | 3 hours |
| SCI370 Integrated Science for Teachers | 3 hours |
| Two of the following: | 6 hours |
| PSY320 Motivational Psychology | 3 hours |
| PSY360 Introduction to Counseling | 3 hours |
| PSY362 Abnormal Psychology | 3 hours |
| **PSY401 Biological Foundations of Behavior** | **3 hours** |
| **Total** | **51 hours** |

**MCE Courses (4 - 9)**

| | |
|---|---|
| EDU226 Introduction to MCE/AYA | 3 hours |
| EDU310 Intro to Concepts in MCE/AYA | 3 hours |
| EDU346 Advanced Research Methods in MCE/AYA | 3 hours |
| EDU414 Diagnosis of Reading Difficulties | 3 hours |
| EIS285 Phonics/Word Identification | 3 hours |
| **Total** | **15 hours** |

**INTERVENTION SPECIALIST ADD-ON**

| | |
|---|---|
| EDU429 Student Teaching in Special Education | 5 hours |
| EIS273 Building Positive Classroom Support Systems | 3 hours |
| EIS348 Community, Coordination & Collaboration in Special Education | 3 hours |
| EIS349 Supporting Improved Outcomes | 3 hours |
| EIS350 Curriculum/Instructional Methods | 3 hours |
| **Total** | **17 hours** |

## BACHELOR OF BUSINESS ADMINISTRATION (BBA) DEGREE

Tiffin University awards the Bachelor of Business Administration Degree in the following majors:

- Accounting
- Business Management
- Finance *(Offered on-campus only)*
- Healthcare Management
- Hospitality Management *(Offered International location program only)*
- Human Resource Management
- International Business *(Offered on-campus only)*
- Marketing
- Manufacturing Management *(Offered online only)*
- Sports Management *(Offered on-campus only)*
- Supply Chain Management *(Offered on-campus only)*

BBA degree candidates must complete the course work and semester hours as specified below. A student must have a minimum cumulative GPA of 2.5 for all courses outside of the transferable courses, Tiffin Core (DEC), and open electives, to be eligible for graduation.

| | |
|---|---|
| **Tiffin Core (DEC)** | **36 hours** |
| **Core Curriculum of the School of Business** | **30 hours** |
| **Total Semester hours for the Major** | **30 hours** |
| **Open Electives/Minor** | **24 hours** |
| **Total Semester hours for the Degree** | **120 hours** |

**BUSINESS CORE**

| | |
|---|---|
| ACC210 Financial Accounting | 3 hours |
| CST285 Spreadsheet Applications & Data Analysis for Decision Making | 3 hours |
| ECO221 Principles of Macroeconomics | 3 hours |
| ECO222 Principles of Microeconomics | 3 hours |
| FIN301 Business Finance | 3 hours |

| | |
|---|---|
| LAW211 Business Law I | 3 hours |
| MGT201 Management of Organizations | 3 hours |
| MGT495 Organizational Strategy | 3 hours |
| MKT151 Introduction to Marketing | 3 hours |
| Internship (ACC470, FIN470, MGT470, MKT470, or SMG470) | 3 hours |
| **Total** | **30 hours** |

**MAJOR: ACCOUNTING**

Accounting provides information that is useful for decision-making in predicting cash flows about economic resources, claims to economic resources, and changes in economic resources of an organization. Students are encouraged to work toward becoming a Certified Public Accountant (CPA) or a Certified Management Accountant (CMA).

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| ACC301 Intermediate Accounting I | 3 hours |
| ACC302 Intermediate Accounting II | 3 hours |
| ACC304 Federal Income Tax | 3 hours |
| ACC313 Cost Accounting I | 3 hours |
| ACC314 Cost Accounting II | 3 hours |
| ACC385 Applied Analytics in Accounting | 3 hours |
| ACC403 Accounting Information Systems | 3 hours |
| ACC404 Auditing | 3 hours |
| One of the following: | 3 hours |
| ACC405 Fraud Examination Accounting | |
| ACC406 Governmental and Not-for-Profit Accounting | |
| ACC408 Oil & Gas Accounting | |
| **Total** | **30 hours** |

**MAJOR: BUSINESS MANAGEMENT**

This degree takes a generalist approach and focuses on skill development and managerial problem solving. The field of management is studied as a science and a craft, with emphasis on ethical conduct.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| LAW321 Employment and Labor Law | 3 hours |
| MGT221 Supply Chain Management | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MGT359 Small Business Management | 3 hours |
| MGT404 Organizational Theory | 3 hours |
| MGT411 International Management | 3 hours |
| **Total** | **30 hours** |

**MAJOR: FINANCE** *(Offered on-campus only)*

Finance is an integral part of decision making in the private sector (for-profit and nonprofit organizations), and the public sector (local, state, and national levels). The finance curriculum prepares students for positions in industry (manufacturing), retailing, finance (banks, insurance companies, pension funds, finance companies), and in financial planning. The curriculum strikes a balance between applications and theory.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| ACC301 Intermediate Accounting I | 3 hours |
| ECO322 Intermediate Microeconomics | 3 hours |
| ECO422 Managerial Economics | 3 hours |
| FIN315 Financial Risk Management | 3 hours |
| FIN420 Money and Banking | 3 hours |
| FIN421 Investments | 3 hours |
| FIN426 International Finance | 3 hours |
| FIN461 Data Analytics in Finance | 3 hours |
| LAW212 Business Law II | 3 hours |
| **Total** | **30 hours** |

**MAJOR: HEALTHCARE MANAGEMENT**
The healthcare management program is designed to provide you with the knowledge, skills and competencies necessary for managing in the 21st century healthcare industry. Healthcare managers must have expertise not only in healthcare, but also a working knowledge in key business areas such as operations, accounting, finance, marketing, human resources, leadership, strategy and more.

The knowledge gained from the BBA in Healthcare Management provides you with an excellent foundation of knowledge, skills and abilities for working effectively in a variety of management capacities. You'll also be prepared to work in various non-clinical, non-management positions within the industry.

There is currently and will continue to be a need for employees educated in healthcare management. The degree is constructed to offer several options by selecting elective classes if one wishes to specialize in public health, mental health, long-term care administration or acute care administration.

The BBA in Healthcare Management degree can also act as a springboard into an MBA in Healthcare Administration, a Master of Public Health or into a clinical degree.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| BIO150 Medical Terminology | 3 hours |
| HCA140 Survey of Healthcare Industry | 3 hours |
| HCA312 Healthcare Informatics | 3 hours |
| HCA403 Healthcare Law | 3 hours |
| HCA427 Healthcare Operations | 3 hours |
| HCA474 Social Aspects of Aging | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| PHI307 Medical Ethics | 3 hours |
| **Total** | **30 hours** |

**MAJOR: HOSPITALITY MANAGEMENT** *(Offered International location only)*
The Hospitality Management program prepares students for leadership roles in the dynamic hospitality industry. Students gain a comprehensive understanding of operations, management and customer service with in hotels, restaurants, resorts and other hospitality businesses. The curriculum covers topics such as lodging operations, food and beverage management, event planning, financial management and marketing strategies. Graduates are equipped with global competencies and critical thinking skills necessary to pursue diverse careers in hotel management, restaurant management, event planning, tourism and related fields.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| HOS104 Introduction to Hotel & Tourism Industry | 3 hours |
| HOS280 Hospitality Facilities Management | 3 hours |
| HOS310 Hotel Operations | 3 hours |
| HOS320 Restaurant Operations | 3 hours |
| HOS330 Hospitality & Tourism Strategic Management | 3 hours |
| HOS420 Hospitality Analytics | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MKT370 Digital Marketing | 3 hours |
| **Total** | **30 hours** |

**MAJOR: HUMAN RESOURCE MANAGEMENT**
This degree prepares students for careers in human resource management and for advanced study in the human resource field.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| LAW321 Employment and Labor Law | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| MGT318 Total Compensation Management (online only) | 3 hours |
| MGT320 Human Resource Risk Management (online only) | 3 hours |

| | |
|---|---|
| MGT351 Managing Across Cultures | 3 hours |
| MGT402 Training and Development (online only) | 3 hours |
| MGT443 Strategic Human Resource Management (online only) | 3 hours |
| **Total** | **30 hours** |

**MAJOR: INTERNATIONAL BUSINESS** *(Offered on campus only)*
Emphasis is on the global issues in management such as trade, competition, markets, organizational design, information technology and human resource management. Impact of globalization on all businesses is explored. ***Students are strongly encouraged to study abroad for a semester or participate in a different international immersive experience.***

The Ohio Export Internship is an option for students. Here is the url to review the Ohio Export internship information: https://www.bgsu.edu/business/about/news/2025/college-of-business-students-accepted-for-prestigious-export-int.html

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| ECO424 Global Trade | 3 hours |
| FIN426 International Finance | 3 hours |
| MGT120 Introduction to International Business | 3 hours |
| MGT221 Supply Chain Management | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MGT411 International Management | 3 hours |
| MKT404 Global Marketing | 3 hours |
| **Total** | **30 hours** |

**MAJOR: MANUFACTURING MANAGEMENT** *(Offered online only)*
The manufacturing management degree will prepare students for supervisory and other entry-level management positions in manufacturing.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| MGT221 Supply Chain Management | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| MGT321 Operations Management | 3 hours |
| MGT356 Quality Management | 3 hours |
| MGT455 Lean Organizations | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| One of the following<br>COM414 Crisis and Risk Communication<br>COM441 Organizational Communication | 3 hours |
| One of the following<br>PSY250 Social Psychology<br>PSY263 Theories of Personality<br>PSY362 Abnormal Psychology | 3 hours |
| **Total** | **30 hours** |

**MAJOR: MARKETING**
The primary focus of the curriculum is on marketing function management that provides an integrated approach to the discipline. Emphasis is on the development and implementation of marketing strategies and on the effective use of the marketing mix.

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| MKT252 Buyer Behavior | 3 hours |
| MKT253 Marketing Communications | 3 hours |
| MKT332 Omni-Channel Retailing | 3 hours |
| MKT354 Personal Selling | 3 hours |
| MKT370 Digital Marketing | 3 hours |
| MKT402 Marketing Research (w) | 3 hours |
| MKT404 Global Marketing | 3 hours |
| MKT432 Social Media Marketing | 3 hours |

| | |
|---|---|
| MKT434 Digital Marketing Analytics | 3 hours |
| **Total** | **30 hours** |

**MAJOR: SPORTS MANAGEMENT** *(Offered on campus only)*
This major is designed to prepare students for careers and advanced study in the field of sports, as well as, the manufacturing and marketing of sports equipment and services.

**SPORTS MANAGEMENT CORE**

| | |
|---|---|
| LAW260 Legal Issues in Sports | 3 hours |
| SMG160 Introduction to Sports Management | 3 hours |
| SMG360 Business of Sports | 3 hours |
| SMG370 Sport Management Professional Development | 3 hours |
| SMG405 Sports Analytics | 3 hours |
| SMG450 Sport Revenue Generation & Sponsorship | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**CONCENTRATION: ATHLETIC ADMINISTRATION**

| | |
|---|---|
| SMG220 Principles of Athlete Development | 3 hours |
| SMG315 Supervision in Sports | 3 hours |
| SMG325 Facilities Design and Management | 3 hours |
| SMG375 Sport Governance and Administration | 3 hours |
| **Total** | **12 hours** |

*Some courses may have prerequisites. See course description for details.*

*Students should take SOC280 Sports in American Society as an open*

*elective.*

**CONCENTRATION: ESPORTS MANAGEMENT**

| | |
|---|---|
| ESM I Introduction to eSports Management (RIZE) | 3 hours |
| ESM II Convention, Event and Trade Show Planning (RIZE) | 3 hours |
| ESMIII Distribution of Games | 3 hours |
| GDMI Introduction to Games | 3 hours |
| **Total** | **12 hours** |

**CONCENTRATION: SPORTS MARKETING**

| | |
|---|---|
| MKT253 Marketing Communications | 3 hours |
| MKT370 Digital Marketing | 3 hours |
| SMG235 Sports Marketing & Promotions | 3 hours |
| SMG335 Sport Media Technology | 3 hours |
| **Total** | **12 hours** |

*Some courses may have prerequisites. See course description for details.*

**MAJOR: SUPPLY CHAIN MANAGEMENT** *(Offered on campus only)*
This degree is designed to prepare students for positions in organizations with SCM needs. The goal is to have graduates who are conversant in the language, applications and techniques of Supply Chain Management. All students will review content areas and be encouraged to take the Certification examination administered by the American Production and Inventory Control Society leading to the Designation of Certified Supply Chain Professional (CSCP).

| | |
|---|---|
| ACC228 Managerial Accounting | 3 hours |
| CST412 IT Project Management | 3 hours |
| MGT221 Supply Chain Management | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| MGT324 Logistics and Distribution | 3 hours |
| MGT356 Quality Management | 3 hours |
| MGT422 Materials Management and Procurement | 3 hours |
| MGT455 Lean Organizations | 3 hours |
| **Total** | **30 hours** |

## BACHELOR OF CRIMINAL JUSTICE (BCJ) DEGREE

Tiffin University awards the Bachelor of Criminal Justice Degree in the following majors:

- Contemporary Justice *(Offered Online only)*
- Corrections *(Offered on-campus only)*
- Criminal Behavior *(Offered Online only)*
- Criminalistics
- Forensic Psychology *(Offered on-campus only)*
- Justice Advocacy *(Offered on-campus only)*
- Law Enforcement *(Offered on campus only)*

BCJ degree candidates must complete the course work and semester hours as specified below. A student must have a minimum cumulative GPA of 2.5 for all courses outside of the transferable courses, Tiffin Core (DEC), and open electives, to be eligible for graduation.

| | |
|---|---|
| **Transferable Core and Tiffin Core (DEC)** | **36 hours** |
| **Core Curriculum of the School of Criminal Justice** | **21 hours** |
| **Total Semester hours for the Major** | **up to 49 hours** |
| **Open Electives/Minor** | **up to 24 hours** |
| **Total semester hours for the degree** | **120-121 hour** |

### CRIMINAL JUSTICE CORE

The Criminal Justice curricula are designed to help students grasp the fundamental values and purposes of criminal justice in American society. This program prepares students for entry level administrative and advocacy positions in criminal justice. Students may choose to major in contemporary justice, corrections, criminalistics, forensic psychology, justice advocacy and law enforcement.

| | |
|---|---|
| JUS110 Introduction to Criminal Justice | 3 hours |
| JUS201 Criminal Law | 3 hours |
| JUS202 Criminal Procedures | 3 hours |
| JUS361 Ethical Issues in Criminal Justice and Security | 3 hours |
| POL101 Introduction to American Political Process | 3 hours |
| SCS300 Research Design (w) | 3 hours |
| SCS470 Internship I | 3 hours |
| **Total** | **21 hours** |

### MAJOR: CONTEMPORARY JUSTICE *(Offered online only)*

Jobs in criminal justice are demanding, rewarding and vital to safe, well-functioning communities. As a graduate of this contemporary justice degree program, you'll have a solid foundation from which to pursue a position as a criminal investigator, detective, fraud investigator, intelligence analyst, police officer and prosecutor's office investigator.

| | |
|---|---|
| CDS334 Technology and Crime | 3 hours |
| COR420 Agency Management | 3 hours |
| ENF150 Police and Society | 3 hours |
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF293 Criminology (w) | 3 hours |
| ENF335 Law Enforcement Supervision | 3 hours |
| FOR310 Threat Assessment | 3 hours |
| LDR210 Business Communication | 3 hours |
| SOC265 Peace and Social Justice | 3 hours |
| PICK ONE: ENF450/ENF432/ENF355 | 3 hours |
| PICK ONE: PSY362/SOC360 | 3 hours |
| **Total** | **33 hours** |

### MAJOR: CORRECTIONS *(Offered on campus only)*

In today's correctional system, there is a need for exemplary professionals focused on prisoner rehabilitation, safety and advocacy. Become proficient in ensuring the safety and welfare of citizens within the corrections system. With courses covering probation, parole, case management, crisis intervention and more, our corrections program will prepare you for a rewarding career in a noble profession – advocating for juveniles, managing criminals and ensuring their safety and well-being throughout their path.

| | |
|---|---|
| COR120 Correctional Thought and Practice | 3 hours |
| COR231 Juvenile Justice Systems | 3 hours |

| | |
|---|---|
| COR245 Probation, Parole, and Community Corrections | 3 hours |
| COR336 Constitutional Rights of Prisoners | 3 hours |
| COR420 Agency Management | 3 hours |
| ENF293 Criminology (w) | 3 hours |
| FOR105 Victimology | 3 hours |
| FOR344 Psychology of Violence and Aggression (w) | 3 hours |
| FOR347 Psychology of Sex Crimes | 3 hours |
| FOR365 Drugs and Society | 3 hours |
| FOR423 Case Management | 3 hours |
| FOR430 Crisis Intervention Strategies | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY362 Abnormal Behavior | 3 hours |
| **Total** | **42 hours** |

**MAJOR: CRIMINAL BEHAVIOR** *(Offered online only)*
Who are criminals? How do they think? Why do they do what they do? Fully understanding criminal behavior – and how to prevent crime, predict future actions and assist in investigations – is the key to furthering your career in criminology. If you are someone who is curious about human behavior and what leads a person to engage in crime, TU's criminal behavior program will provide the knowledge and experience you'll need to help prevent crime and protect society.

| | |
|---|---|
| COR110 Correctional Strategies | 3 hours |
| COR420 Agency Management | 3 hours |
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF293 Criminology | 3 hours |
| FOR105 Victimology | 3 hours |
| FOR310 Threat Assessment | 3 hours |
| FOR344 Psychology of Violence and Aggression (w) | 3 hours |
| FOR365 Drugs and Society | 3 hours |
| FOR423 Case Management | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY250 Social Psychology | 3 hours |
| PSY360 Multicultural Issues in Society | 3 hours |
| PSY362 Abnormal Behavior | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| One Open Elective | 3 hours |
| **Total** | **45 hours** |

**MAJOR: CRIMINALISTICS**
Criminalistics is the application of scientific methods to evaluate physical evidence from a crime scene for use in criminal proceedings. Tiffin University's criminalistics program will teach you specific skills in gathering, evaluating and preserving evidence at crime scenes. You'll receive a solid foundation for your career as a crime scene investigator, working in local, state and federal police departments, as well as private investigative services.

| | |
|---|---|
| CDS334 Technology and Crime | 3 hours |
| CDS351 Survey of Computer Forensics | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF293 Criminology (w) | 3 hours |
| ENF355 Forensic Investigation of Sex Crimes | 3 hours |
| ENF432 Death Investigations | 3 hours |
| ENF468 Criminal Justice Reporting Writing | 3 hours |
| FSC115 Introduction to Forensic Science | 3 hours |
| FSC115L Introduction to Forensic Science Lab | 1 hour |
| JUS461 Senior Seminar in Criminal Justice | 3 hours |
| JUS465 Criminal Trial Evidence | 3 hours |
| NAT150 Human Anatomy and Physiology | 3 hours |
| NAT150L Human Anatomy and Physiology lab | 1 hour |
| NAT291 Drugs and the Body | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| **Total** | **44 hours** |

**MAJOR: FORENSIC PSYCHOLOGY** *(Offered on campus only)*
Forensic psychology is the study of human behavior with a focus on the law. In Tiffin University's forensic psychology program, you'll explore this relationship through a blend of coursework in psychology and criminal justice. As a graduate of the program, you'll be prepared to work in a variety of major-related fields, including criminal behavior, corrections, courts, diagnosis, treatment and more.

| | |
|---|---|
| FOR105 Victimology | 3 hours |
| FOR310 Threat Assessment | 3 hours |
| FOR344 Psychology of Violence and Aggression (w) | 3 hours |
| FOR430 Crisis Intervention Strategies | 3 hours |
| FOR460 Psychology and Law (w) | 3 hours |
| JUS461 Capstone Senior Seminar in Criminal Justice (w) | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY250 Social Psychology | 3 hours |
| PSY360 Introduction to Counseling | 3 hours |
| PSY362 Abnormal Behavior | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| SOC360 Multicultural Issues in Society (w) | 3 hours |
| SCS471 Internship II | 3 hours |
| One of the following: | 3 hours |
| COR420 Agency Management | |
| FOR347 Psychology of Sex Crimes | |
| FOR365 Drugs and Society | |
| FOR485 Death and Dying | |
| PSY269 Human Sexuality | |
| **Total** | **42 hours** |

**MAJOR: JUSTICE ADVOCACY** *(Offered on-campus only)*
Especially for those interested in social, legal and political issues who want to make a difference, the justice advocacy program at Tiffin University focuses on creating research methods, comprehensive analyses and responsive evidence-based practices in the criminal justice field.

| | |
|---|---|
| COR120 Correctional Thought and Practice | 3 hours |
| COR231 Juvenile Justice Systems | 3 hours |
| COR245 Parole, Probation and Community Corrections | 3 hours |
| ENF150 Police and Society | 3 hours |
| ENF293 Criminology | 3 hours |
| FOR105 Victimology | 3 hours |
| JUS425 Evidence Based Child Advocacy | 3 hours |
| POL207 The Courts | 3 hours |
| POL400 Constitution, Liberty and Order | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| SOC265 Peace and Social Justice | 3 hours |
| SOC320 Community Sociology | 3 hours |
| SOC360 Multicultural Issues in Society | 3 hours |
| SOC380 Social Movements and Ideology | 3 hours |
| **Total** | **45 hours** |

**MAJOR: LAW ENFORCEMENT** *(Offered on-campus only)*
Secure the safety of your fellow citizens. Be a part of one of the noblest, most selfless professions. Become a law enforcement officer. Learn the theories and practices used to analyze and solve crime. With a solid foundation from TU, our grads span the law enforcement field – from police officers, criminal investigators and detectives, to fraud investigators, intelligence analysts and special agents. Become a part of the team.

| | |
|---|---|
| CDS334 Technology and Crime | 3 hours |
| COR120 Correctional Thought and Practice | 3 hours |
| COR231 Juvenile Justice Systems | 3 hours |
| ENF150 Police and Society | 3 hours |
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF245 Emergency Organizations and Management | 3 hours |

| | |
|---|---|
| ENF293 Criminology (w) | 3 hours |
| ENF335 Law Enforcement Supervision | 3 hours |
| ENF355 Forensic Investigation of Sex Crimes | 3 hours |
| ENF450 Crime Analysis | 3 hours |
| ENF468 Criminal Justice Report Writing | 3 hours |
| JUS461 Capstone Senior Seminar in Criminal Justice (w) | 3 hours |
| JUS465 Criminal Trial Evidence | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| SOC360 Multicultural Issues in Society | 3 hours |
| **Total** | **45 hours** |

## BACHELOR OF SCIENCE DEGREE

Tiffin University awards the Bachelor of Science Degree in the following majors:

- Applied Health Science *(Offered on-campus only)*
- Artificial Intelligence and Prompt Engineering
- Biology *(Offered on-campus only)*
- Business Intelligence and Analytics
- Computer Science with a Concentration of Network and Systems Administration *(Offered on-campus only)*
- Computer Science with a Concentration of Software Development
- Computer Science with a Concentration of Video Game Design *(Offered on-campus only)*
- Computer Science with a Concentration of Web Design *(Offered on-campus only)*
- Computer Science with a Concentration of Unmanned Aircraft Systems *(Offered on-campus only)*
- Cyber Security *(Offered on-campus only)*
- Cybersecurity and Information Assurance *(Offered Online only)*
- Exercise Science with a track in Allied Health or Human Performance *(Offered on-campus only)*
- Forensic Science *(Offered on-campus only)*
- Neuroscience *(Offered on-campus only)*

BS degree candidates must complete the course work and semester hours as specified below. A student must have a minimum cumulative GPA of 2.5 for all courses outside of the transferable courses, Tiffin Core (DEC), and open electives, to be eligible for graduation

| | |
|---|---|
| **Transferable Core and Tiffin Core (DEC)** | **36 hours** |
| **Total Semester hours for the Major** | **54-60 hours** |
| **Open Electives/Minor** | **24 hours** |
| **Total semester hours for the degree** | **126-134 semester hours** |

### MAJOR: APPLIED HEALTH SCIENCE *(Offered on-campus only)*

Tiffin University (TU) and Terra State Community College (TSCC) have designed an innovative academic pathway that prepares students to become Registered Nurses (RNs) equipped for today's rapidly evolving healthcare field. This unique program begins at TU, where students enroll in the Bachelor of Science in Applied Health Sciences and complete foundational coursework grounded in health sciences. Throughout the courses, students will gain critical thinking, ethical decision-making and teamwork skills, which are essential for future healthcare professionals.

| | |
|---|---|
| BIO150 Medical Terminology | 3 hours |
| BIO221 Human Anatomy & Physiology I | 3 hours |
| BIO221L Human Anatomy & Physiology I Lab | 1 hour |
| BIO222 Human Anatomy & Physiology II | 3 hours |
| BIO222L Human Anatomy & Physiology II Lab | 1 hour |
| BIO373 Microbiology | 3 hours |
| BIO373L Microbiology Lab | 1 hour |
| CHM121 Introduction to Organic & Biochemistry | 4 hours |
| COM310 Interpersonal Communication | 3 hours |
| HCA312 Healthcare Informatics | 3 hours |
| MGT201 Management of Organizations | 3 hours |
| MGT221 Supply Chain Management | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MGT404 Organizational Theory | 3 hours |
| PHI215 Ethics | 3 hours |

| | |
|---|---|
| PHI307 Medical Ethics | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY265 Lifespan Development | 3 hours |

**Terra State Associate of Applied Science in Nursing**

| | |
|---|---|
| NUR1060 Success Strategies for Nursing Students | 2 hours |
| NUR1160 Foundations in Nursing | 3 hours |
| NUR1163 Foundations in Nursing Clinical | 2 hours |
| NUR1165 Foundations in Nursing Lab | 1 hour |
| NUR1170 Adult Health Nursing | 3 hours |
| NUR1173 Adult Health Nursing I Clinical | 2 hours |
| NUR1175 Adult Health Nursing Lab | 1 hour |
| NUR1180 Psychiatric Mental Health Nursing | 1 hour |
| NUR1183 Psychiatric Mental Health Nursing Clinical | 1 hour |
| NUR2100 Maternal Newborn Nursing | 1 hour |
| NUR2103 Maternal Newborn Nursing Clinical | .5 hour |
| NUR2200 Nursing Care of Children | 1 hour |
| NUR2300 Adult Health Nursing II | 3 hours |
| NUR2303 Adult Health Nursing II Clinical | 2 hours |
| NUR2400 Adult Health Nursing III | 3 hours |
| NUR2403 Adult Health Nursing III Clinical | 3 hours |
| NUR2500 Nursing Care of Complex Patients | 3 hours |
| NUR2505 Nursing Care of Complex Patients Lab | 1 hour |
| **Total** | **89.50 hours** |

## MAJOR: ARTIFICIAL INTELLIGENCE AND PROMPT ENGINEERING

The BS in Artificial Intelligence and Prompt Engineering (AIPE) aims to equip students with the necessary skills to excel in the rapidly evolving field of AI, with a special focus on prompt engineering. The program's objectives are to provide an interdisciplinary education that covers essential aspects of AI, including machine learning, natural language processing, and ethical considerations in AI use. It also seeks to foster innovative thinking and practical skills in prompt engineering, preparing graduates to create effective AI interactions and solutions in various industries. Through a blend of theoretical knowledge and hands-on experience, the program is designed to produce skilled professionals ready to tackle the challenges and opportunities in the AI sector.

**AIP Core**

| | |
|---|---|
| AIP150 Ethics in AI | 3 hours |
| AIP250 Human-Computer interaction (HCI) | 3 hours |
| AIP420 Deep Learning and Neural Networks | 3 hours |
| AIP430 Robotics Programming | 3 hours |
| AIP440 Reinforcement Learning | 3 hours |
| AIP445 Natural Language Processing (NLP) | 3 hours |
| AIP450 Computer Vision | 3 hours |
| AIP455 Prompt Engineering | 3 hours |
| AIP460 Capstone Project | 3 hours |
| AIP470 Internship | 3 hours |
| **Total** | **30 hours** |

**AIP Major**

| | |
|---|---|
| BIA273 Applied Business Statistics | 3 hours |
| BIA280 Introduction to Artificial Intelligence | 3 hours |
| BIA299 Data Mining for Decision Making | 3 hours |
| BIA300 Data Analysis and Business Modeling | 3 hours |
| BIA400 Machine Learning for Business Modeling | 3 hours |
| BIA410 Data Visualization | 3 hours |
| BIA420 Big Data Analysis | 3 hours |
| CDS244 Cybersecurity | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |
| CST201 introduction to Programming | 3 hours |
| CST212 System Analysis and Design | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST280 Database I | 3 hours |

| | |
|---|---|
| CST285 Spreadsheet Applications and Data Analysis for Decision Making | 3 hours |
| CST360 Data Structures | 3 hours |
| CST365 Computer Algorithms | 3 hours |
| CST380 Database II | 3 hours |
| MAT287 Discrete Mathematics | 3 hours |
| **Total** | **54 hours** |

**MAJOR: BUSINESS INTELLIGENCE AND ANALYTICS**

In today's fast-paced and interconnected world, data has become the lifeblood of businesses across industries. The ability to analyze vast amounts of information and extract actionable insights has become crucial for making informed decisions and gaining a competitive edge.

TU's Business Intelligence and Analytics (BIA) program is designed to meet the growing demand for skilled professionals who can harness the power of data to drive organizational success. Whether you envision yourself revolutionizing business strategies, optimizing operations or uncovering hidden trends, our comprehensive curriculum will equip you with the necessary knowledge and practical skills to excel in the field of business intelligence and analytics.

Throughout your academic journey, you will dive deep into the intricacies of data mining, statistical analysis, data visualization, predictive modeling and more. You will gain hands-on experience through real-world projects, internships and collaborations with industry-leading organizations. Our expert faculty, with extensive industry experience, will guide you every step of the way, ensuring you develop the expertise and critical thinking skills required in today's data-driven business landscape.

At Tiffin University, we believe in the power of experiential learning. Our state-of-the-art facilities and advanced analytics labs provide the perfect environment for you to explore and apply the latest tools and techniques in data analysis. Through interactive classroom sessions, workshops, and industry guest lectures, you will acquire a holistic understanding of the challenges and opportunities that lie within the realm of business intelligence and analytics.

Upon graduation, you will be well-equipped to pursue diverse career paths in fields such as data analysis, business intelligence, consulting, finance, marketing and more. The demand for professionals who can turn data into actionable insights continues to rise, and with a degree in business intelligence and analytics from Tiffin University, you will be prepared to make a lasting impact in the world of business.

**BUSINESS COURSES**

| | |
|---|---|
| ACC210 Financial Accounting | 3 hours |
| ECO222 Principles of Microeconomics | 3 hours |
| FIN301 Business Finance | 3 hours |
| LAW211 Business Law I | 3 hours |
| MGT201 Principles of Management | 3 hours |
| MGT221 Supply Chain Management | 3 hours |
| MGT495 Organizational Strategy | 3 hours |
| MKT151 Introduction to Marketing | 3 hours |
| MKT253 Marketing Communications | 3 hours |
| MKT370 Digital Marketing | 3 hours |
| **Total** | **30 hours** |

**BIA CORE**

| | |
|---|---|
| BIA273 Applied Business Statistics | 3 hours |
| BIA280 Introduction to Artificial Intelligence | 3 hours |
| BIA299 Data Mining for Decision Making | 3 hours |
| BIA300 Data Analysis and Business Modeling | 3 hours |
| BIA305 Business Analytics | 3 hours |
| BIA400 Machine Learning for Business Modeling | 3 hours |
| BIA410 Data Visualization for BI | 3 hours |
| BIA420 Big Data Analytics in Business | 3 hours |
| BIA460 Capstone Project | 3 hours |
| BIA470 Internship | 3 hours |
| CST201 Introduction to Programming | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST280 Database I | 3 hours |

| | |
|---|---|
| CST285 Spreadsheet Applications & Data Analysis for Decision Making | 3 hours |
| CST380 Database II | 3 hours |
| CST412 IT Project Management | 3 hours |
| MAT287 Discrete Mathematics | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| **Total** | **54 hours** |

**MAJOR: BIOCHEMISTRY** *(Offered on-campus only)*
Tiffin University's biochemistry program focuses on the scientific study of the chemistry of living systems, their fundamental chemical substances and reactions and their chemical pathways and information transfer systems, with reference to carbohydrates, proteins, lipids and nucleic acids. It includes instruction in bio-organic chemistry, protein chemistry, bioanalytical chemistry, bio separations, regulatory biochemistry, enzymology, hormonal chemistry, calorimetry and research methods and equipment operation.

**Biochemistry Major**

| | | |
|---|---|---|
| BIO121 General Biology I | | 3 hours |
| BIO121L General Biology I Lab | | 1 hour |
| BIO333 Genetics | | 3 hours |
| BIO333L Genetics Lab | | 1 hour |
| BIO445 Cellular and Molecular Biology | | 3 hours |
| BIO445L Cellular and Molecular Biology Lab | | 1 hour |
| CHM131 General Chemistry I | | 3 hours |
| CHM131L General Chemistry I Lab | | 1 hour |
| CHM132 General Chemistry II | | 3 hours |
| CHM132L General Chemistry II Lab | | 1 hour |
| CHM231 Organic Chemistry I | | 3 hours |
| CHM231L Organic Chemistry I Lab | | 1 hour |
| CHM232 Organic Chemistry II | | 3 hours |
| CHM232L Organic Chemistry II Lab | | 1 hour |
| CHM281 Analytical Chemistry | | 3 hours |
| CHM281L Analytical Chemistry Lab | | 1 hour |
| CHM411 Biochemistry | | 3 hours |
| CHM411L Biochemistry Lab | | 1 hours |
| CHM413 Advanced Topics in Biochemistry | | 3 hours |
| CHM413L Advanced Topics in Biochemistry Lab | | 1 hour |
| MAT281 Calculus I | | 5 hours |
| PHY211 Physics I | | 3 hours |
| PHY211L Physics I Lab | | 1 hour |
| PHY212 Physics II | | 3 hours |
| PHY212L Physics II Lab | | 1 hour |
| STH201 STEM Seminar I | | 1 hour |
| STH301 STEM Seminar II | | 1 hour |
| STH401 STEM Seminar III | | 1 hour |
| Choose One: | CHM370 Scientific Research Design or | 3 hours |
| | STH470 Internship | 3 hours |
| Choose One: | AIP100 AI & Prompt Engineering Skills or | 3 hours |
| | BIA280 Introduction to Artificial Intelligence or | 3 hours |
| | CST201, Introduction to Programming or | 3 hours |
| | CST285 Spreadsheet Applications and Data Analysis for Decision Making | 3 hours |
| Biochemistry Electives (9 – 13 hours) | | |
| Choose One: | BIO222 Human Anatomy & Physiology II + Lab | 4 hours |
| | BIO course 300-level or higher | 3 - 4 hours |
| Choice of One: | CHM course 300-level or higher | 3 – 4 hours |
| Choice of One: | BIO course 300-level or higher or | 3 – 4 hours |
| | CHM course 300-level or higher or | 3 – 4 hours |
| | STH course 300-level or higher or | 3 hours |
| | MAT285 Calculus II | 5 hours |
| **Total** | | **98 - 102 hours** |

**MAJOR: BIOLOGY** *(Offered on-campus only)*
Tiffin University's biology program teaches students how to read and interpret scientific research as well as develop and carry out their own research. The program also provides students with the foundational

coursework needed to pursue medical-related studies after graduation including pre-medicine, pre-veterinary and pre-dental.

**General Sciences Core**

| | |
|---|---|
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Lab | 1 hour |
| CHM132 General Chemistry II | 3 hours |
| CHM132L General Chemistry II Lab | 1 hour |
| CHM231 Organic Chemistry I | 3 hours |
| CHM231L Organic Chemistry I Lab | 1 hour |
| CHM232 Organic Chemistry II | 3 hours |
| CHM232L Organic Chemistry II Lab | 1 hour |
| CHM411 Biochemistry | 3 hours |
| CHM411L Biochemistry | 1 hour |
| MAT281 Calculus I | 5 hours |
| MAT285 Calculus II | 5 hours |
| PHY211 Physics I | 3 hours |
| PHY211L Physics I Lab | 1 hour |
| PHY212 Physics II | 3 hours |
| PHY212L Physics II Lab | 1 hour |
| STH470 Internship | 3 hours |
| **Total** | **41 hours** |

**BIOLOGY MAJOR**

| | |
|---|---|
| BIO120 General Biology I | 3 hours |
| BIO120L General Biology I Lab | 1 hour |
| BIO121 General Biology II | 3 hours |
| BIO121L General Biology II Lab | 1 hour |
| BIO221 Human Anatomy & Physiology I | 3 hours |
| BIO221L Human Anatomy & Physiology I Lab | 1 hour |
| BIO222 Human Anatomy & Physiology II | 3 hours |
| BIO222L Human Anatomy & Physiology II Lab | 1 hour |
| BIO250 Ecology and Evolution | 3 hours |
| BIO325 Botany | 3 hours |
| BIO325L Botany Lab | 1 hour |
| BIO333 Genetics | 3 hours |
| BIO333L Genetics | 1 hour |
| BIO350 Animal Behavior | 3 hours |
| BIO373 Microbiology | 3 hours |
| BIO373L Microbiology Lab | 1 hour |
| BIO410 Developmental Biology | 3 hours |
| BIO445 Cellular and Molecular Biology | 3 hours |
| BIO445L Cellular and Molecular Biology Lab | 1 hour |
| **Total** | **41 hours** |

**MAJOR: COMPUTER SCIENCE**

The major, housed in the School of Business, is designed for students who wish to work with computer science and technology in all facets of an organization with emphasis on important soft skills, comprehensive technology skills, teamwork and a global workforce. The curriculum includes a computer science core of business, hardware and software, practical experience and a further concentration in software development and/or network architecture. Classes will teach students to analyze computer science with research and apply findings to solve real world problems. The curriculum is designed to highlight important certifications in the field and emphasize the application of computers and technology in the business organization. Career paths for a student can include computer programmers, technology support specialists, system analysts, database administrators, network and systems administrators, software developers, web developers and information system managers.

**COMPUTER SCIENCE CORE**

| | |
|---|---|
| CDS244 CyberSecurity | 3 hours |
| CDS345 Cyber Law and Ethics | 3 hours |
| CDS424 Applied Network Security | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |

| | |
|---|---|
| CST201 Introduction to Programming | 3 hours |
| CST212 System Analysis and Design | 3 hours |
| CST230 Networking Fundamentals | 3 hours |
| CST280 Database I | 3 hours |
| CST285 Spreadsheet Applications and Data Analysis for Decision Making | 3 hours |
| CST320 Computer Architecture and Diagnostics | 3 hours |
| CST360 Data Structures | 3 hours |
| CST365 Computer Algorithms | 3 hours |
| CST412 IT Project Management | 3 hours |
| CST460 Research in Computer Science | 3 hours |
| CST470 Internship | 3 hours |
| MAT287 Discrete Mathematics | 3 hours |
| **Total** | **48 hours** |

**CONCENTRATION: NETWORK & SYSTEMS ADMINISTRATION** *(Offered on-campus only)*

| | |
|---|---|
| CST251 Advanced Programming Concepts | 3 hours |
| CST325 Linux | 3 hours |
| CST330 Network Infrastructure I | 3 hours |
| CST345 Server Administration | 3 hours |
| CST430 Network Infrastructure II | 3 hours |
| CST445 Cloud Administration | 3 hours |
| **Total** | **18 hours** |

**CONCENTRATION: SOFTWARE DEVELOPMENT**

| | |
|---|---|
| BIA280 Introduction to Artificial Intelligence | 3 hours |
| CST255 Internet and Website Development | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST380 Database II | 3 hours |
| CST450 Programming for Application Development | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| **Total** | **18 hours** |

**CONCENTRATION: UNMANNED AIRCRAFT SYSTEMS** *(Offered on-campus only)*

| | |
|---|---|
| CST251 Advanced Programming Concepts | 3 hours |
| DMD230 Video Production I | 3 hours |
| MGT312 Data Analytics for Managers | 3 hours |
| UAS150 Introduction to UAS Technology and Licensing | 3 hours |
| UAS225 UAS Photography And Videography | 3 hours |
| UAS350 UAS Advanced Flight Operations | 3 hours |
| **Total** | **18 hours** |

**CONCENTRATION: VIDEO GAME DESIGN** *(Offered on-campus only)*

| | |
|---|---|
| CST251 Advanced Programming Concepts | 3 hours |
| CST255 Internet and Website Development | 3 hours |
| CST450 Programming for Application Development (take 2nd year) | 3 hours |
| GDM I Introduction to Games (RIZE) | 3 hours |
| GDM II Content and Systems Design (RIZE) | 3 hours |
| GDM III Unity I: Working with Unity (RIZE) | 3 hours |
| GDM V Unity II: Advanced Unity Programming (RIZE) | 3 hours |
| GDM VI Capstone Project – Building a Game (RIZE) | 3 hours |
| **Total** | **24 hours** |

**CONCENTRATION: WEB DESIGN** *(Offered on-campus only)*

| | |
|---|---|
| ART324 Digital Mixed Media | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST255 Internet and Website Development | 3 hours |
| DMD134 Introduction to Digital Media | 3 hours |
| WDM I User Experience I – Understanding the User Experience (RIZE) | 3 hours |
| WDM II User Experience II – Building Compelling User Experience (RIZE) | 3 hours |
| WDM III User Experience III – Capstone Project – Goal Oriented Web Design (RIZE) | 3 hours |
| **Total** | **21 hours** |

**MAJOR: CYBER SECURITY** *(Offered on-campus only)*
The BS in Cyber Security is a course of study in the School of Science, Technology and Health. It is intended to prepare students for employment in the private and public Cyber Security sector. While professional certification will not be the stated aim of the curriculum, after taking the core curriculum, students will be prepared to test for various common industry certifications, such as Security+, Certified Information Systems Security Professional (CISSP), etc.

**CYBER SECURITY CORE**

| | |
|---|---|
| CDS152 Introduction to Cyber Defense | 3 hours |
| CDS345 Cyber Law and Ethics | 3 hours |
| POL151 Introduction to National Security Studies | 3 hours |
| POL313 American National Security Policy | 3 hours |
| **Total** | **12 hours** |

**MAJOR: CYBER SECURITY**

| | |
|---|---|
| CDS244 CyberSecurity | 3 hours |
| CDS348 Incident Management | 3 hours |
| CDS355 Penetration Testing and Vulnerability Analysis | 3 hours |
| CDS424 Applied Network Security | 3 hours |
| CDS444 Wireless Security | 3 hours |
| CDS445 Cyber Warfare | 3 hours |
| CDS491 Senior Seminar In Cyber Defense (w) | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |
| CST201 Introduction to Programming | 3 hours |
| CST230 Networking Fundamentals | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST280 Database I | 3 hours |
| CST325 Linux | 3 hours |
| CST330 Network Infrastructures I | 3 hours |
| CST412 IT Project Management | 3 hours |
| POL225 Introduction to Intelligence Studies | 3 hours |
| SCS300 Research Design (w) | 3 hours |
| STH470 Internship | 3 hours |
| **Total** | **54 hours** |

**MAJOR: CYBER SECURITY AND INFORMATION ASSURANCE** *(Offered online only)*

| | |
|---|---|
| CDS152 Introduction to Cyber | 3 hours |
| CDS244 Cyber Security | 3 hours |
| CDS345 Cyber Law and Ethics | 3 hours |
| CDS348 Incident Management | 3 hours |
| CDS355 Penetration Testing and Vulnerability Analysis | 3 hours |
| CDS424 Applied Network Security | 3 hours |
| CDS444 Wireless Security | 3 hours |
| CDS445 Cyber Warfare | 3 hours |
| CDS491 Senior Seminar in Cyber Defense | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |
| CST201 Introduction to Programming | 3 hours |
| CST230 Networking Fundamentals | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST280 Database I | 3 hours |
| CST325 Linux | 3 hours |
| CST330 Network Infrastructures | 3 hours |
| SCS300 Research Design | 3 hours |
| SCS470 Internship | 3 hours |
| **Total** | **54 hours** |

**MAJOR: EXERCISE SCIENCE** *(Offered on-campus only)*
The Exercise Science program is structured to provide students with a solid foundation for understanding how and why humans move. This interdisciplinary program includes courses from the fields of biology, chemistry, and exercise physiology. Through this program, students will understand the essential role of physical activity and exercise in the prevention, treatment, and recovery from a variety of disease conditions.

Students will also learn that upon graduation it becomes their responsibility to educate other people about the benefits of being physically active and the negative side effects of living a sedentary lifestyle. Upon successful completion of the required coursework, students can either seek employment in various areas of allied health or apply to graduate school in the sciences and health professions.

**MAJOR COURSES**

| | |
|---|---|
| BIO120 General Biology I | 3 hours |
| BIO120L General Biology I Lab | 1 hour |
| BIO121 General Biology II | 3 hours |
| BIO121L General Biology II Lab | 1 hour |
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Lab | 1 hour |

*Students majoring in Exercise Science must earn a minimum of a 2.5 GPA at the completion of either the BIO course sequence or the CHM course sequence above, in order to continue in the major.*

| | |
|---|---|
| EXS146 Introduction to Exercise Science (w) | 3 hours |
| EXS225 Motor Development | 3 hours |
| EXS315 Biomechanics of Sport and Exercise | 3 hours |
| EXS315L Biomechanics of Sport & Exercise Lab | 1 hour |
| EXS316 Nutrition for Sport and Exercise | 3 hours |
| EXS322 Kinesiology | 3 hours |
| EXS422 Exercise Physiology | 3 hours |
| EXS422 Exercise Physiology Lab | 1 hour |
| EXS442 Exercise Testing and Prescription | 3 hours |
| EXS442L Exercise Testing and Prescription Lab | 1 hour |
| EXS474 Research Methods in Exercise Science I | 1 hour |
| EXS476 Research Methods in Exercise Science | 2 hours |
| NAT112 First Aid/CPR/AED | 1 hour |
| NAT124 Introduction to Athletic Training | 3 hours |
| NAT261 Principles of Health and Fitness Training | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| SAS470 Internship | 3 hours |
| SOC101 Introduction to Sociology | 3 hours |
| **Total** | **55 hours** |
| **Total for Major** | **120 hours** |

**ALLIED HEALTH TRACK**

| | |
|---|---|
| BIO221 Human Anatomy & Physiology I | 3 hours |
| BIO221L Human Anatomy & Physiology I Lab | 1 hour |
| BIO222 Human Anatomy & Physiology II | 3 hours |
| BIO222L Human Anatomy & Physiology II Lab | 1 hour |
| CHM132 General Chemistry II | 3 hours |
| CHM132L General Chemistry II Lab | 1 hour |
| PHY211 General Physics I | 3 hours |
| PHY211L General Physics I | 1 hour |
| PHY212 General Physics II | 3 hours |
| PHY212L General Physics II | 1 hour |
| **Total** | **20 hours** |

**HUMAN PERFORMANCE TRACK**

| | |
|---|---|
| NAT150 Introduction to Anatomy & Physiology | 3 hours |
| NAT150L Introduction to Anatomy & Physiology Lab | 1 hour |
| EXS210 Bioenergetics | 3 hours |
| EXS310 Cardiorespiratory Fitness Training | 3 hours |
| EXS410 Health Coaching | 3 hours |
| ESX415 Advanced Strength & Conditioning | 3 hours |
| EXS415L Advanced Strength & Conditioning Lab | 1 hour |
| **Total** | **17 hours** |

**MAJOR: FORENSIC SCIENCE** *(Offered on-campus only)*
The Forensic Science program is structured for students to learn scientific principles and methods that apply to criminal and civil investigations and litigations. This program places an emphasis on the disciplines

of chemistry, biology, and physics. Students will earn a Bachelor of Science in Forensic Science upon the completion of the required coursework. Students completing this degree can seek professional employment positions in forensic science, commercial and industrial laboratories. Moreover, students graduating from this program have the prerequisites to apply to graduate school in the sciences and health professions.

*Students majoring in Forensic Science must earn a minimum of a 2.5 GPA at the completion of either the BIO120/BIO120L/BIO121/121L course sequence or the CHM131/CHM131Lab/CHM132/CHM132Lab course sequence, in order to continue in the major.*

**MAJOR COURSES**

| | |
|---|---|
| BIO120 General Biology I | 3 hours |
| BIO120L General Biology I Lab | 1 hour |
| BIO121 General Biology II | 3 hours |
| BIO121L General Biology II Lab | 1 hour |
| BIO221 Human Anatomy and Physiology I | 3 hours |
| BIO221L Human Anatomy and Physiology I Lab | 1 hour |
| BIO222 Human Anatomy and Physiology II | 3 hours |
| BIO222L Human Anatomy and Physiology II Lab | 1 hour |
| BIO333 Genetics | 3 hours |
| BIO333L Genetics Lab | 1 hour |
| BIO373 Microbiology | 3 hours |
| BIO373L Microbiology Lab | 1 hour |
| BIO445 Cellular and Molecular Biology | 3 hours |
| BIO445L Cellular and Molecular Biology Lab | 1 hour |
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Lab | 1 hour |
| CHM132 General Chemistry II | 3 hours |
| CHM132L General Chemistry II Lab | 1 hour |
| CHM231 Organic Chemistry I | 3 hours |
| CHM231L Organic Chemistry I Lab | 1 hour |
| CHM232 Organic Chemistry II | 3 hours |
| CHM232L Organic Chemistry II Lab | 1 hour |
| CHM281 Analytical Chemistry | 3 hours |
| CHM281L Analytical Chemistry Lab | 1 hour |
| CHM335 Inorganic Chemistry | 3 hours |
| CHM335L Inorganic Chemistry Lab | 1 hour |
| CHM411 Biochemistry | 3 hours |
| CHM411L Biochemistry Lab | 1 hour |
| CHM450 Physical Chemistry | 3 hours |
| CHM450L Physical Chemistry Lab | 1 hour |
| CHM481 Instrumental Analysis | 3 hours |
| CHM481L Instrumental Analysis Lab | 1 hour |
| FSC115 Introduction to Forensic Science | 3 hours |
| FSC115L Introduction to Forensic Science Lab | 1 hour |
| MAT281 Calculus I | 5 hours |
| MAT285 Calculus II | 5 hours |
| PHY211 General Physics I | 3 hours |
| PHY211L General Physics I Lab | 1 hour |
| PHY212 Physics II | 3 hours |
| PHY212L Physics II Lab | 1 hour |
| PSY101 Introduction to Psychology | 3 hours |
| One of the following: | 3 hours |
| CHM370 Experimental Research Design | |
| SAS470 Internship | |
| One of the following: | |
| FSC215 Evidence Law and Ethics | 3 hours |
| FOR course | 3 hours |
| ENF course | 3 hours |
| JUS course | 3 hours |
| Major Electives (9 hours minimum): | |
| BIO course(s) | 3 – 4 hours |
| CHM course(s) | 3 – 4 hours |
| MAT course | 3 hours |
| **Total** | **113 - 115 hours** |

**MAJOR: NEUROSCIENCE** *(Offered on-campus only)*
The brain is one of the most complex and intricate subject matters on earth. To understand the mind, we must first understand the brain. In Tiffin University's neuroscience program, you'll develop a strong understanding of the structure and function of the brain and nervous system at a molecular, cellular and systems level. Neuroscience is an ideal course of study for students who wish to enter medical school, pursue graduate studies or begin or further a career in a science-related field.

| | |
|---|---|
| BIO120 General Biology I | 3 hours |
| BIO120L General Biology I Lab | 1 hour |
| BIO121 General Biology II | 3 hours |
| BIO121L General Biology II Lab | 1 hour |
| BIO221 Human Anatomy & Physiology I | 3 hours |
| BIO221L Human Anatomy & Physiology I Lab | 1 hour |
| BIO222 Human Anatomy & Physiology II | 3 hours |
| BIO222L Human Anatomy & Physiology II Lab | 1 hour |
| BIO333 Genetics | 3 hours |
| BIO333L Genetics Lab | 1 hour |
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Lab | 1 hour |
| CHM132 General Chemistry II | 3 hours |
| CHM132L General Chemistry II Lab | 1 hour |
| CHM231 Organic Chemistry I | 3 hours |
| CHM231L Organic Chemistry I Lab | 1 hours |
| CHM411 Biochemistry | 3 hours |
| CHM411L Biochemistry Lab | 1 hour |
| NAT291 Drugs & The Body | 3 hours |
| NSC315 Neuroscience I: Neuroscience Foundations (RIZE) | 3 hours |
| NSC325 Neuroscience II: Biological Basis of Perception & Movement (RIZE) | 3 hours |
| NSC335 Neuroscience III: Cognitive Neuroscience (RIZE) | 3 hours |
| NSC415 Neuroscience IV: Clinical Neuropathology (RIZE) | 3 hours |
| PSY101 Introduction to Psychology | 3 hours |
| PSY362 Abnormal Psychology | 3 hours |
| SCS300 Research Design | 3 hours |
| **Total** | **60 hours** |

**ASSOCIATE DEGREE PROGRAM**
Associate Degrees are awarded through Tiffin University's School of Criminal Justice and Social Sciences and are available on the Tiffin University seated campus only.

Associate of Business (ABA) – Business Administration
Associate of Criminal Justice (ACJ) – Law Enforcement *(offered on-campus only)*
Associate of Criminal Justice (ACJ) – Contemporary Justice *(offered on-line only)*
Associate of Applied Science (AAS) – Professional Skills *(Offered on-line only)*
Associate of Science (AS) – Computer Science, Software Development

ASSOCIATE OF BUSINESS

- *Business Administration

| | |
|---|---|
| **ABA CORE** | **24 hours** |
| **ABA** | **6 hours** |
| **OPEN ELECTIVES** | **9** |
| **Total Semester hours for the Degree** | **60 hours** |

**ABA CORE**

| | |
|---|---|
| COM130 Introduction to Speech Communication in the Digital Era | 3 hours |
| DEC100 Engage | 3 hours |
| DEC200 Explore | 3 hours |
| DLA101 Digital Literacy & AI Fluency | 3 hours |
| ENG141 Introduction to Rhetoric & Academic Writing | 3 hours |
| MAT181/185/275 College Algebra/Quantitative Reasoning/Pre-Calculus | 3 hours |
| NAT130 Foundations of Healthy Living | 3 hours |
| PICK ONE: | |
| ART210, CUL210, ENG201, GSC110, HIS201, PHI110 | 3 hours |
| **Total** | **24 hours** |

**ABA**

| | |
|---|---|
| FIN101 Personal Finance | 3 hours |
| LDR230 Business Ethics | 3 hours |
| **Total** | **6 hours** |

**BUSINESS CORE**

| | |
|---|---|
| ACC210 Financial Accounting | 3 hours |
| CST285 Spreadsheets Applications and Data Analysis for Decision Making | 3 hours |
| ECO221 Principles of Macroeconomics | 3 hours |
| ECO222 Principles of Microeconomics | 3 hours |
| LAW211 Business Law I | 3 hours |
| MKT151 Introductory Marketing | 3 hours |
| MGT201 Management of Organizations | 3 hours |
| **Total** | **21 hours** |

**OPEN ELECTIVES**

| | |
|---|---|
| Open Elective #1 | 3 hours |
| Open Elective #2 | 3 hours |
| Open Elective #3 | 3 hours |
| **Total** | **9 hours** |

## ASSOCIATE OF CRIMINAL JUSTICE (ACJ) DEGREE

Tiffin University awards the Associate of Criminal Justice Degree in the following major:

- Law Enforcement (Offered on-campus only)
- Contemporary Justice (Offered on-line only)

| | |
|---|---|
| **Core Curriculum** | **24 hours** |
| **Total Semester hours for the Major** | **36 hours** |
| **Total Semester hours for the Degree** | **60 hours** |

**CORE**

| | |
|---|---|
| COM130 Introduction to Speech Communication in the Digital Era | 3 hours |
| DEC100 Engage | 3 hours |
| DEC200 Explore | 3 hours |
| DLA101 Digital Literacy & AI Fluency | 3 hours |
| ENG141 Introduction to Rhetoric & Academic Writing | 3 hours |
| Mathematics (MAT181 or higher) | 3 hours |
| NAT130 Foundations of Healthy Living | 3 hours |
| Pick One: ART210, CUL210, ENG201, GSC110, HIS201, PHI110, PHI215 | 3 hours |
| **Total** | **24 hours** |

*Social Sciences are courses taken from the departments of COM, ECO, MGT, POL, PSY, LDR, or SOC

**CRIMINAL JUSTICE CORE**

| | |
|---|---|
| JUS110 Intro to Criminal Justice | 3 hours |
| JUS201 Criminal Law | 3 hours |
| JUS202 Criminal Procedure | 3 hours |
| POL101 Intro to American Political Process | 3 hours |
| **Total** | **12 hours** |

**MAJOR: LAW ENFORCEMENT**

| | |
|---|---|
| CDS334 Technology and Crime | 3 hours |
| COR231 Juvenile Justice Systems | 3 hours |
| ENF150 Police and Society | 3 hours |
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF293 Criminology (w) | 3 hours |
| FOR105 Victimology | 3 hours |
| JUS110 Introduction to Criminal Justice | 3 hours |
| JUS201 Criminal Law | 3 hours |
| JUS202 Criminal Procedures | 3 hours |
| SOC101 Principles of Sociology | 3 hours |
| Two Open Electives from 100/200 level in ENF, JUS, COR | 6 hours |
| **Total** | **36 hours** |

**MAJOR: CONTEMPORARY JUSTICE**

| | |
|---|---|
| CDS334, Technology & Crime | 3 hours |
| ENF150, Police & Society | 3 hours |
| ENF239, Applied Criminal Investigation & Criminalistics | 3 hours |
| ENF293, Criminology | 3 hours |
| LDR210, Business Communication | 3 hours |
| SOC265, Peace & Social Justice | 3 hours |
| **Total** | **18 hours** |

**OPEN ELECTIVES**

| | |
|---|---|
| Open Elective #1 | 3 hours |
| Open Elective #2 | 3 hours |
| **Total** | **6 hours** |

*May substitute an Open Elective for DEC100 if student transfers in 12+ hours
**May substitute an Open Elective for DEC200 if student transfers in 28+ hours

**ASSOCIATE OF APPLIED SCIENCE**

- *PROFESSIONAL SKILLS *(offered on-line only)*

**PROFESSIONAL SKILLS**

| | |
|---|---|
| **Core Curriculum** | **15 hours** |
| **Total Semester hours for the Concentration** | **45 hours** |
| **Total Semester hours for the Degree** | **60 hours** |

**AAS CORE**

| | |
|---|---|
| DEC290 AAS Capstone | 3 hours |
| LDR210 Business Communication | 3 hours |
| LDR230 Business Ethics | 3 hours |
| MGT201 Management of Organizations | 3 hours |
| MAT181/MAT273/FIN101/ACC210 College Algebra/Intro to Stats/Personal Finance/ Intro to Accounting | 3 hours |
| **Total** | **15 hours** |

**APPLIED SKILLS CONCENTRATION**

| | |
|---|---|
| Earned Certificate #1 *(Credit Awarded) | 3 hours |
| Earned Certificate #2 *(Credit Awarded) | 3 hours |
| Earned Certificate #3 *(Credit Awarded) | 3 hours |
| Earned Certificate #4 *(Credit Awarded) | 3 hours |
| Earned Certificate #5 *(Credit Awarded) | 3 hours |
| Earned Certificate #6 *(Credit Awarded) | 3 hours |
| Earned Certificate #7 *(Credit Awarded) | 3 hours |
| Earned Certificate #8 *(Credit Awarded) | 3 hours |
| Earned Certificate #9 *(Credit Awarded) | 3 hours |
| Earned Certificate #10 *(Credit Awarded) | 3 hours |
| Earned Certificate #11 *(Credit Awarded) | 3 hours |
| Earned Certificate #12 *(Credit Awarded) | 3 hours |
| Earned Certificate #13 *(Credit Awarded) | 3 hours |
| Earned Certificate #14 *(Credit Awarded) | 3 hours |
| Earned Certificate #15 *(Credit Awarded) | 3 hours |
| **Total** | **45 hours** |

***Credits awarded per established crosswalk**

**ASSOCIATE OF SCIENCE**

**CONCENTRATION: SOFTWARE DEVELOPMENT**

| | |
|---|---|
| AS CORE | 24 hours |
| COMPUTER SCIENCE CORE | 24 hours |
| SOFTWARE DEVELOPMENT MAJOR | 9 hours |
| OPEN ELECTIVES | 3 hours |
| **Total Semester hours for the Degree** | **60 hours** |

**AS CORE**

| | |
|---|---|
| COM130 Introduction to Speech Communication in the Digital Era | 3 hours |
| DEC100 Engage | 3 hours |
| DEC200 Explore | 3 hours |
| DLA101 Digital Literacy & AI Fluency | 3 hours |
| ENG141 Introduction to Rhetoric & Academic Writing | 3 hours |
| MAT181/185/275 College Algebra/Quantitative Reasoning/Pre-Calculus | 3 hours |
| NAT130 Foundations of Healthy Living | 3 hours |
| PICK ONE: | |
| ART210/CUL210/ENG201/GSC110/HIS201/PHI110/PHI215 | 3 hours |
| **Total** | **24 hours** |

**COMPUTER SCIENCE CORE**

| | |
|---|---|
| CDS244 Cyber Security | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |
| CST201 Introduction to Programming | 3 hours |
| CST212 System Analysis and Design | 3 hours |
| CST230 Networking Fundamentals | 3 hours |
| CST280 Database | 3 hours |
| CST285 Spreadsheet Applications and Data Analysis for Decision Making | 3 hours |
| MAT287 Discrete Mathematics | 3 hours |
| **Total** | **24 hours** |

**MAJOR: SOFTWARE DEVELOPMENT**

| | |
|---|---|
| BIA280 Introduction to Artificial Intelligence | 3 hours |
| CST251 Advanced Programming Concepts | 3 hours |
| CST255 Internet and Website Development | 3 hours |
| **Total** | **9 hours** |

**OPEN ELECTIVES**

| | |
|---|---|
| Open Elective | 3 hours |
| **Total** | **3 hours** |

# MINORS

Tiffin University offers students the option of pursuing a minor in the academic areas outlined in the following section. A student may not pursue a minor in the same academic discipline as their Bachelor degree major/concentration with only up to 50% of the overlapping major/minor courses applied for credit.

**MINOR: ACCOUNTING**

| | |
|---|---|
| Three ACC courses at the 300-400 level | 9 hours |
| Recommended ACC403 Accounting Information Systems, ACC404 Auditing, ACC405 Fraud Examination in Accounting | |
| Three ACC electives | 9 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: ADDICTIONS COUNSELING**

| | |
|---|---|
| CSL310 Introduction to Addiction Theory and Practice | 3 hours |
| CSL320 Counseling Procedures & Strategies with Addicted/Disordered | 3 hours |
| CSL425 Group Process & Techniques Working with Addicted/Disordered | 3 hours |
| CSL435 Assessment & Diagnosis of Addictive and Behavioral Health Problems | 3 hours |
| CSL440 Prevention, Intervention, and Treatment Planning in Addictions | 3 hours |
| CSL445 Theory & Practice of Relationship Counseling in Addictions/Behavioral | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: AI+X**

| | |
|---|---|
| AIP205 Ethics in AI | 3 hours |
| BIA273 Applied Business Statistics | 3 hours |
| BIA280 Introduction to Artificial Intelligence | 3 hours |
| BIA299 Data Mining for Decision Making | 3 hours |
| BIA400 Machine Learning | 3 hours |
| MAT287 Discrete Mathematics | 3 hours |
| **Total** | **18 hours** |

**MINOR: BIOLOGY**

| | |
|---|---|
| BIO120 General Biology I | 3 hours |
| BIO120L General Biology I Lab | 1 hour |
| BIO121 General Biology II | 3 hours |
| BIO121L General Biology II Lab | 1 hour |
| | |
| Select Either Group I or Group II below | |
| Group I | 10 hours |
| BIO250 Ecology & Evolution | 3 hours |
| BIO325 Botany | 3 hours |
| BIO325L Botany Lab | 1 |
| BIO350 Animal Behavior | 3 hours |
| | |
| Group II | 11 hours |
| BIO333 Genetics | 3 hours |
| BIO333L Genetics Lab | 1 hour |
| BIO373 Microbiology | 3 hours |
| BIO373L Microbiology Lab | 1 hour |
| BIO410 Developmental Biology | 3 hours |
| **Total** | **18 – 19 hours** |

**MINOR: CHEMISTRY**

| | |
|---|---|
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Lab | 1 hour |
| CHM132 General Chemistry II | 3 hours |
| CHM132L General Chemistry II Lab | 1 hour |
| CHM231 Organic Chemistry | 3 hours |
| CHM231L Organic Chemistry Lab | 1 hour |
| One of the following: | 4 hours |
| CHM232 Organic Chemistry II + CHM232L Organic Chemistry II Lab | |
| CHM281 Analytical Chemistry + CHM281L Analytical Chemistry Lab | |
| One of the following: | 4 hours |
| CHM335 Inorganic Chemistry + CHM335L Inorganic Chemistry Lab | |
| CHM411 Biochemistry + CHM411L Biochemistry Lab | |
| CHM450 Physical Chemistry + CHM450L Physical Chemistry Lab | |
| CHM481 Instrumental Analysis + CHM481L Instrumental Analysis Lab | |
| **Total** | **20 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: COMMERCIAL MUSIC**

| | |
|---|---|
| MUS124 Musicianship I | 2 hours |
| MUS125 Musicianship II | 2 hours |
| MUS115 Private Music Instruction - Primary | 1 hour |
| MUS116 Private Music Instruction – Primary | 1 hour |
| MUS215 Private Music Instruction – Primary | 1 hour |
| MUS130 Intro to Music Technology | 3 hours |
| MUS230 Live Sound Engineering | 3 hours |
| MUS255 Survey of Popular Music | 3 hours |
| MUS330 Recording Engineering | 3 hours |
| **Total** | **19 hours** |

**MINOR: COMPUTER SCIENCE TECHNOLOGY**

| | |
|---|---|
| CDS244 Cyber Security | 3 hours |
| CST155 Introduction to Operating Systems | 3 hours |
| CST201 Introduction to Programming | 3 hours |
| CST230 Networking Fundamentals | 3 hours |
| CST280 Database I | 3 hours |
| CST412 IT Project Management | 3 hours |
| **Total** | **18 hours** |

**MINOR: CORRECTIONS**

| | |
|---|---|
| COR120 Correctional Thought and Practice | 3 hours |
| COR231 Juvenile Justice Systems | 3 hours |
| COR245 Probation, Parole, and Community Corrections | 3 hours |
| COR420 Agency Management | 3 hours |
| FOR423 Case Management | 3 hours |
| *One of the following:* | 3 hours |
| COR336 Constitutional Rights of Prisoners | |
| FOR365 Drugs and Society | |
| FOR430 Crisis Intervention Strategies | |
| PSY269 Human Sexuality | |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: CRIMINALISTICS**

| | |
|---|---|
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF468 Criminal Justice Report Writing | 3 hours |
| FSC115 Introduction to Forensic Science | 3 hours |
| FSC115L Introduction to Forensic Science Lab | 1 hour |
| JUS465, Criminal Trial Evidence | 3 hours |
| PSY362 Abnormal Behavior | 3 hours |
| **Total** | **16 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: CROSS-CULTURAL AND INTERNATIONAL PSYCHOLOGY**

| | |
|---|---|
| CSL430 Cultural Competence in Counseling | 3 hours |
| Culture (CUL) | 3 hours |
| PSY425 Cross-Cultural and International Psychology | 3 hours |
| SOC265 Peace and Social Justice | 3 hours |
| SOC360(w) Multicultural Issues in Society (or a CUL if using SOC360 for major) | 3 hours |
| One of the following | 3 hours |
| SCS470 Internship I | |
| SCS491 Senior Seminar I | |
| **Total** | **18 hours** |

**MINOR: CYBER SECURITY**

| | |
|---|---|
| CDS152 Introduction to Cyber Defense | 3 hours |
| CDS244 Cyber Security | 3 hours |
| CDS345 Cyber Law and Ethics | 3 hours |
| CDS355 Penetration Testing and Vulnerability Analysis | 3 hours |
| CDS444 Wireless Security | 3 hours |
| CDS445 Cyber Warfare | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: DIGITAL FORENSICS**

| | |
|---|---|
| CDS152 Introduction to Cyber Defense | 3 hours |
| CDS334 Technology and Crime | 3 hours |
| CDS345 Cyber Law and Ethics | 3 hours |
| CDS348 Incident Management | 3 hours |
| CDS351 Survey of Computer Forensics | 3 hours |
| CDS435 Advanced Digital Forensics | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: DIGITAL MARKETING**

| | |
|---|---|
| ART221 Brand Creation | 3 hours |
| CST201 Introduction to Programming | 3 hours |
| DMD134 Introduction to Digital Media | 3 hours |
| MKT370 Digital Marketing | 3 hours |
| MKT432 Social Media Marketing | 3 hours |
| MKT434 Digital Marketing Analytics | 3 hours |
| **Total** | **18 hours** |

*Non-Business majors will need to also take MKT151, Introductory Marketing as a pre-requisite to MKT370.*

**MINOR: ENTREPRENEURSHIP**

| | |
|---|---|
| ENT110 Entrepreneurial Mindset | 3 hours |
| ENT210 Creativity and Innovation | 1 hour |
| ENT220 Entrepreneurship | 3 hours |
| MKT151 Introduction to Marketing | 3 hours |
| MGT201 Management of Organizations | 3 hours |
| **Total** | **13 hours** |

**MINOR: EXERCISE SCIENCE**

| | |
|---|---|
| EXS146 Introduction to Exercise Science | 3 hours |
| NAT150 Introduction to Anatomy & Physiology | 3 hours |
| NAT150L Introduction to Anatomy & Physiology Lab | 1 hour |
| EXS442 Exercise Testing and Prescription | 3 hours |
| EXS442L Exercise Testing and Prescription Lab | 1 hour |
| EXS422 Exercise Physiology | 3 hours |
| EXS422L Exercise Physiology Lab | 1 hour |
| *One of the following:* | 3 hours |
| EXS315 Biomechanics | |
| EXS322 Kinesiology | |
| *One of the following:* | 3 hours |
| EXS225 Motor Development | |
| NAT261 Principles of Health and Fitness Training | |
| EXS316 Nutrition for Sports and Exercise | |
| **Total** | **21 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: FINANCE**

| | |
|---|---|
| ECO322 Intermediate Microeconomics | 3 hours |
| FIN315 Financial Risk Management | 3 hours |
| FIN420 Money and Banking | 3 hours |
| FIN421 Investments | 3 hours |
| FIN426 International Finance | 3 hours |
| **Total** | **15 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: FORENSIC ACCOUNTING**

| | |
|---|---|
| ACC405 Fraud Examination in Accounting | 3 hours |
| JUS110 Introduction to Criminal Justice | 3 hours |
| JUS201 Criminal Law | 3 hours |
| JUS202 Criminal Procedures | 3 hours |
| LAW212 Business Law II | 3 hours |
| **Total** | **15 hours** |

**Non-accounting majors may take this minor, but must also take ACC210 Financial Accounting, ACC403 Accounting Information Systems and LAW211 Business Law I in addition to the courses listed above. Begin this minor in Sophomore year.*
*Some courses may have prerequisites. See course description for details.*

**MINOR: FORENSIC PSYCHOLOGY**

| | |
|---|---|
| FOR105 Victimology | 3 hours |
| FOR344 Psychology of Violence and Aggression (w) | 3 hours |
| FOR460 Psychology and Law (w) | 3 hours |
| PSY362 Abnormal Behavior | 3 hours |
| *Two of the following:* | 6 hours |
| FOR365 Drugs and Society | |
| FOR430 Crisis Intervention Strategies | |
| PSY250 Social Psychology | |
| PSY269 Human Sexuality | |
| SCS300 Research Design (w) | |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: FORENSIC SCIENCE**

| | |
|---|---|
| CHM131 General Chemistry I | 3 hours |
| CHM131L General Chemistry I Lab | 1 hour |
| CHM132 General Chemistry II | 3 hours |
| CHM132L General Chemistry II Lab | 1 hour |
| CHM231 Organic Chemistry | 3 hours |
| CHM231L Organic Chemistry Lab | 1 hour |
| CHM281 Analytical Chemistry | 3 hours |
| CHM281L Analytical Chemistry Lab | 1 hour |
| CHM481 Instrumental Analysis | 3 hours |
| CHM481L Instrumental Analysis Lab | 1 hour |
| **Total** | **20 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: HUMAN RESOURCE MANAGEMENT**

| | |
|---|---|
| LAW321 Employment and Labor Law | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MGT443 Strategic Human Resources and Emerging Issues | 3 hours |
| *One from the following:* | 3 hours |
| MGT318 Total Compensation | |
| MGT320 Human Resource Risk Management | |
| MGT402 Training and Development | |
| **Total** | **15 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: HUMAN SERVICES**

| | |
|---|---|
| COM310 Interpersonal Communication | 3 hours |
| PSY201 Introduction to Professional Practices (w) | 3 hours |
| PSY265 Lifespan Development | 3 hours |
| PSY360 Introduction to Counseling | 3 hours |
| *Two of the following:* | 6 hours |
| FOR365 Drugs and Society | |
| FOR485 Death and Dying | |
| PSY250 Social Psychology | |
| PSY269 Human Sexuality | |
| PSY362 Abnormal Behavior | |
| SOC320 Community Sociology | |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: INDIVIDUALIZED STUDIES (SPECIFY DISCIPLINE)**

| | |
|---|---|
| 3 courses in specified discipline concentration 200 level | 9 hours |
| 3 courses in specified discipline concentration 300-400 | 9 hours |
| **Total** | **18 hours** |

*The choice of discipline and courses must be approved by the Faculty Advisor and the Dean of the school in which it is housed.*
*Some courses may have prerequisites. See course description for details.*

**MINOR: INTERNATIONAL BUSINESS**

| | |
|---|---|
| ECO424 Global Trade | 3 hours |
| FIN426 International Finance | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MGT411 International Management | 3 hours |
| MKT404 Global Marketing | 3 hours |
| **Total** | **15 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: JUSTICE ADVOCACY**

| | |
|---|---|
| FOR105 Victimology | 3 hours |
| JUS425 Evidence-Based Child Advocacy | 3 hours |
| POL207 The Courts | 3 hours |
| POL400 Constitution, Liberty & Order | 3 hours |
| SOC265 Peace & Social Justice | 3 hours |
| SOC360 Multicultural Issues in Society | 3 hours |
| **Total** | **18 hours** |

**MINOR: LAW ENFORCEMENT**

| | |
|---|---|
| CDS334 Technology and Crime | 3 hours |
| ENF150 Police and Society | 3 hours |
| ENF239 Applied Criminal Investigation and Criminalistics | 3 hours |
| ENF293 Criminology (w) | 3 hours |
| ENF450 Crime Analysis | 3 hours |
| ENF468 Criminal Justice Report Writing | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: LEADERSHIP STUDIES**

| | |
|---|---|
| COM441 Organizational Communication | 3 hours |
| LDR220 Introduction of Leadership | 3 hours |
| LDR415 Leading with Cultural Intelligence | 3 hours |
| LDR440 Theory & Application of Leadership | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| PSY250 Social Psychology | 3 hours |
| **Total** | **18 hours** |

**MINOR: MANAGEMENT**

| | |
|---|---|
| MGT201 Management of Organizations | 3 hours |
| MGT301 Organizational Behavior | 3 hours |
| MGT317 Human Resource Management | 3 hours |
| MGT351 Managing Across Cultures | 3 hours |
| MGT404 Organization Theory | 3 hours |
| *One of the following:* | 3 hours |
| MGT221 Supply Chain Management | |
| MGT312 Data Analytics for Managers | |
| MGT359 Small Business Management | |
| MGT390 Special Topics | |
| MGT411 International Management | |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: MARKETING**

| | |
|---|---|
| MKT252 Buyer Behavior | 3 hours |
| MKT253 Marketing Communications | 3 hours |
| MKT354 Personal Selling | 3 hours |
| MKT402 Marketing Research (w) | 3 hours |
| MKT404 Global Marketing | 3 hours |
| **Total** | **15 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: MATHEMATICS**

| | |
|---|---|
| MAT285 Calculus II | 5 hours |
| MAT385 Calculus III | 3 hours |
| MAT387 Differential Equations | 3 hours |
| MAT396 Linear Algebra | 3 hours |
| One MAT Elective (300-400 level) | 3 hours |
| **Total** | **17 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: NARRATIVE COMMUNICTION**

| | |
|---|---|
| ENG162 Introduction to Narrative and Culture | 3 hours |
| ENG272 Story Creation for Media | 3 hours |
| HIS114 Intro to Digital Storytelling | 3 hours |
| HIS272 Cultural Storytelling | 3 hours |
| **Total** | **12 hours** |

**MINOR: NATIONAL SECURITY, INTELLIGENCE AND TERRORISM**

| | |
|---|---|
| ENF154 Homeland Security Overview | 3 hours |
| ENF212 Concepts of Terrorism | 3 hours |
| ENF441 Counterintelligence/Terrorism | 3 hours |
| POL151 Introduction to National Security | 3 hours |
| POL225 Introduction Intelligence Studies | 3 hours |
| **Total** | **15 hours** |

**MINOR: PSYCHOLOGY**

| | |
|---|---|
| PSY201 Introduction to Professional Practices (w) | 3 hours |
| *One of the following:* | *3 hours* |
| PSY250 Social Psychology PSY265 Lifespan Development | |
| Three PSY electives at the 300-400 level | 9 hours |
| PSY elective | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: SOCIOLOGY**

| | |
|---|---|
| PSY250 Social Psychology | 3 hours |
| SOC101 Introduction to Sociology | 3 hours |
| SOC360 Multicultural Issues in Society (w) | 3 hours |
| Two SOC electives | 6 hours |
| **Total** | **15 hours** |

**MINOR: SPORTS MANAGEMENT**

| | |
|---|---|
| LAW260 Legal Issues in Sports | 3 hours |
| SMG160 Introduction to Sports Management | 3 hours |
| SMG360 Business of Sports | 3 hours |
| Any two SMG courses | 6 hours |
| **Total** | **15 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: SPORT PSYCHOLOGY**

| | |
|---|---|
| EXS225 Motor Development | 3 hours |
| PSY211 Introduction to Sport Psychology | 3 hours |
| PSY320 Motivational Psychology | 3 hours |

| | |
|---|---|
| PSY411 Applied Sport Psychology | 3 hours |
| SMG220 Principles of Athlete Development | 3 hours |
| SOC280 Sports in American Society | 3 hours |
| **Total** | **18 hours** |

**MINOR: TERRORISM STUDIES**

| | |
|---|---|
| ENF212 Concepts of Terrorism | 3 hours |
| ENF293 Criminology | 3 hours |
| ENF343 Weapons of Terrorism | 3 hours |
| ENF441 Counterintelligence/Counter-Terrorism | 3 hours |
| PSY344 Psychology of Terrorism | 3 hours |
| *One of the following:* | 3 hours |
| CUL210 Comparative Cultures | |
| SOC360 Multicultural Issues in Society | |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

**MINOR: UNMANNED AIRCRAFT SYSTEMS**

| | |
|---|---|
| CST201 Introduction to Programming | 3 hours |
| DMD230 Video Production I | 3 hours |
| UAS150 Introduction to UAS Technology and Licensing | 3 hours |
| UAS225 UAS Photography and Videography | 3 hours |
| UAS350 UAS Advanced Flight Operations | 3 hours |
| **Total** | **15 hours** |

**BACHELOR-LEVEL CERTIFICATES**

**TRANSFER OF CREDIT FROM OTHER INSTITUTIONS FOR BACHELOR LEVEL CERTIFICATES**

Bachelor level credits earned at a regionally-accredited college or university may be transferred and applied toward a student's degree requirements at Tiffin University for a Bachelor level certificate program. To transfer course credit, the student must have earned a grade of a "C" or better and the course must be equivalent to the same course offered at Tiffin University. The student must submit course descriptions and/or syllabi for any course they would like to have considered for transfer credit. The Registrar's Office will determine the suitability of the course for transfer credit. A maximum of one-third of the required credit hours for a Bachelor level certificate can be transfer credits.

**CERTIFICATE: ADDICTIONS COUNSELING (CSL)**

| | |
|---|---|
| CSL310 Introduction to Addiction Theory and Practice | 3 hours |
| CSL320 Counseling Procedures & Strategies with Addicted/Disordered | 3 hours |
| CSL425 Group Process & Techniques Working with Addicted/Disordered | 3 hours |
| CSL435 Assessment & Diagnosis of Addictive and Behavioral Health Problems | 3 hours |
| CSL440 Prevention, Intervention, and Treatment Planning in Addictions | 3 hours |
| CSL445 Theory & Practice of Relationship Counseling in Addictions/Behavioral | 3 hours |
| **Total** | **18 hours** |

*Some courses may have prerequisites. See course description for details.*

# Undergraduate Course Descriptions

The University reserves the right to add, delete, or modify the course offerings in the schedules based on curricular demands, enrollment, or student and institutional needs.

**FOUNDATION COURSES***

*Foundation courses meet eligibility for financial aid, but do not fulfill graduation requirements. Students required to take these courses may need to attend an additional semester to meet graduation requirements.

**ENG090***

**Introduction to College Reading and Writing* (3 cr. hours)**

*Prerequisite: Placement based upon University assessment. This course does not count for credit toward graduation. Students must pass with a "C" or better and will be allowed two (2) attempts to pass this class.* This course will provide an in-depth introduction to college writing integrated with college reading, college life, college realities, college expectations, study skills and time management.

**ENG095***
**Fundamentals of College Writing* (3 cr. hours)**
*Prerequisite: ENG090, or placement based on university assessment. Students who have earned credit in ENG141 or ENG142 may not earn credit in ENG095. This course does not count toward graduation. Students must pass with a "C" or better and will be allowed two (2) attempts to pass this class.*
This course emphasizes the structure, development, and writing of sentences and paragraphs and introduces college-level essay writing. In addition, this course includes a thorough review of the basic and advanced rules of grammar, sentence structure, and diction.

**MAT090***
**Foundations of College Mathematics* (3 cr. hours)**
*This course does not count for credit toward graduation. Students must pass with a "C" or better and will be allowed two (2) attempt to pass this class. Individuals who have earned credit in MAT095 or higher level mathematics may not earn credit in MAT090.*
*Offered As Needed*
An algebraic foundation course covering algebraic expressions, solving linear equations, graphing in the Cartesian plane, and solving algebraic applications.

**MAT095***
**College Mathematics* (3 cr. hours)**
*Prerequisite: MAT090 ("C" or better) or placement. This course does not count for credit toward graduation. Students must pass with a "C" or better and will be allowed two (2) attempts to pass this class.*
An applied approach to traditional algebra topics including linear equations and inequalities, systems of linear equations, polynomials, factoring, rational expressions, and radical expressions. Emphasis will be placed on application problems.

## DEC: GENERAL EDUCATION CORE

**DEC100**
**Engage** (3 cr. hours)
*A lab fee is associated with this course.*
This is the first of a required four-course sequence in the General Education curriculum. Emphasis is placed on helping each new student successfully transition to Tiffin University by building connections, encouraging professionalism, and improving academic success in the areas of communication, research, and critical thinking. A primary focus of this course is to facilitate students' understanding of academic programs and related career opportunities. Additionally the course introduces students to the National Association of Colleges and Employers (NACE) competencies and Intercultural Aptitude Assessment. The course requires experiential learning components to extend students' learning and engagement within the campus communities. To this end, the students are able to describe who they are as they start their college journey. DEC100 aims to foster a sense of belong and promote self-evaluation, goal setting and personal growth.

**DEC200**
**Explore** (3 cr. hours)
*Prerequisites: DEC100; 28-54 credit hours*
This is the second of a required four-course sequence in the General Education curriculum. This course focuses on developing students' sense of identity and career readiness within a group context. Students will research a social issue and examine it through the lens of the NACE core competencies, such as critical thinking, oral communication and teamwork and equity and inclusion. Students will identify and build their personal and professional goals and analyze career competency gaps. Experiential learning projects will allow students to develop and implement a total job deconstruction that bridges competency gaps and allows them to apply classroom learning to real-world issues.

**DEC250 (Transfer)**
**Engage & Explore (3 cr. hours)**
*A lab fee is associated with this course.*
*Prerequisite: 28-54 credit hours*
This course is the first of the required two-course sequence in the general education curriculum for qualifying transfer students. Emphasis is placed on helping each transfer student successfully acclimate to Tiffin University by building campus connections, encouraging professionalism, and improving academic success in the areas of communication, research and critical thinking. The course aims to assist students with their sense of identify and belonging within a community as well as with their career readiness skills.

**DEC300**
**Connections (3 cr. hours)**
*Prerequisite: DEC200 or DEC250; 55-81 credit hours*
This is the third of a required four-course sequence in the General Education curriculum. This course places emphasis on students applying critical analysis, problem-solving, research techniques and multimodal communication methods in order to evaluate aspects of their cultural self-awareness and development. The course aims to help students strengthen their awareness and understanding about diversity, equity, inclusion and belonging (DEIB) through the lens of culture, as well as enable them the ability to work more effectively with people different from themselves. Rigorous academic curriculum and experiential learning structures using integrative teaching and learning practices are included in this course. The purpose of this course is to facilitate experiences for students that lead them to make connections between classroom studies and life outside the classroom in a way that transforms theory into practice related to DEIB. Successful students will earn a certificate in Creating Cultural Uniqueness from the Center of InterculTUral Excellence.

**DEC320**
**Connections**
*Prerequisite: Transfer Student with Associates Degree*
*Note: A lab fee is associated with this course*
This course focuses on students developing competence and proficiency in critical analysis, problem-solving, research techniques, multimodal communication methods, and professional networking. The course includes rigorous academic curriculum and experiential learning structures using integrative teaching and learning practices focused on the students' professional position intended at graduation. The purpose of this course is to facilitate experiences for students that lead them to make connections between classroom studies and life outside the classroom in a way that transforms theory into practice. The course also assists students with understanding how culture affects and influences their identity and their interactions within societal organizations.

**DEC400**
**Impact (3 cr. hours)**
*Prerequisite: DEC300; 82 credit hours completed*
This is the capstone of the General Education sequence. Students will demonstrate a culminating understanding of career readiness from prior courses and be able to demonstrate requisite core competencies for success in the workplace and lifelong career management. Emphasis placed on students' integration and synthesis of their acquired major-specific skills combined with their ability to articulate their strengths based on NACE Core Competencies. Students will leverage their CCU experience to demonstrate to employers the behaviors that contribute to an inclusive, respectful, professional environment. Using integrative teaching and learning practices, this course facilitates experiences for students that lead them to make connections between classroom studies and professional life in a way that transforms theory into practice.

**AAS: Associate of Applied Science**
**AAS299**
**AAS Capstone (3 cr. hours)**
*Prerequisite: 51 credit hours earned towards AAS*
This course is designed to provide students the opportunity to reflect on and make connections between their academic coursework and professional training and to ensure it has addressed the "foundational" competencies of the Tiffin Core curriculum. These competencies are: communication, quantitative literacy, digital literacy and scientific inquiry. Students will create a reflective artifact in order to exhibit proficiency in the areas of oral and written communication, advanced research techniques, critical analysis, problem-solving and professional networking learned through academic and professional training.

**AAS: Associate of Applied Science**
**AAS299**
**AAS Capstone (3 cr. hours)**
*Prerequisite: 51 credit hours earned towards AAS*
This course is designed to provide students the opportunity to reflect on and make connections between their academic coursework and professional training and to ensure it has addressed the "foundational" competencies of the Tiffin Core curriculum. These competencies are: communication, quantitative literacy, digital literacy and scientific inquiry. Students will create a reflective artifact in order to exhibit proficiency in the areas of oral and written communication, advanced research techniques, critical analysis, problem-solving and professional networking learned through academic and professional training.

## ACC: ACCOUNTING

**ACC190, ACC290, ACC390, ACC490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses*
Topics will vary. May or may not be writing Intensive.

**ACC210**
**Financial Accounting (3 cr. hours)**
This course is designed to develop the student's ability to analyze and record accounting transactions, prepare financial statements, and analyze accounting information for decision-making.

**ACC228**
**Managerial Accounting (3 cr. hours)**
*Prerequisite: ACC210*
This course is designed to provide information to the management student who will be charged with directing and controlling operations from within the organization. Emphasis is placed on corporation reports, statements, schedules, and summaries prepared for the use of management.

**ACC301**
**Intermediate Accounting I (3 cr. hours)**
*Prerequisite: ACC210 ("C" or better); Must pass this course with a "C" or better to enroll in ACC302.*
Intermediate Accounting is a study of financial accounting theory in relation to reporting practices. Emphasis is on generally accepted accounting principles as promulgated by official accounting boards (i.e. FASB). Intermediate Accounting I includes the role of accounting as an information system and economic resources.

**ACC302**
**Intermediate Accounting II (3 cr. hours)**
*Prerequisite: ACC301 ("C" or better)*
Intermediate Accounting is a study of financial accounting theory in relation to reporting practices. Emphasis is on generally accepted accounting principles as promulgated by official accounting boards (i.e. FASB). Intermediate Accounting II includes financial instruments and additional topics.

**ACC304 (w)**
**Federal Income Tax (3 cr. hours)**
*Prerequisite: ACC210; this is a writing intensive course.*
Determination of taxable and nontaxable income, deductions, and tax liability for individuals and corporations. Includes background and objectives of the federal tax system.

**ACC313**
**Cost Accounting I (3 cr. hours)**
*Prerequisite: ACC228; ("C" or better)*
A comprehensive study of the cost accounting cycle. Includes job order costing techniques and procedures.

**ACC314**
**Cost Accounting II (3 cr. hours)**
*Prerequisite: ACC313 ("C" or better)*
Continuation of ACC313. Emphasis is on process and standard costing techniques. Includes cost control and management decision concepts.

**ACC385**
**Applied Analytics in Accounting (3 cr. hours)**
*Prerequisites: ACC210, ACC228, and CST285*
This course will assist students in developing skill sets to operate with an analytic mindset. Students will be able to apply these skills in all accounting fields including financial reporting, taxation, auditing, fraud & forensics, and consulting.

**ACC403**
**Accounting Information Systems (3 cr. hours)**
*Prerequisites: ACC210, DLA101, Junior standing*
This course lays a foundation for understanding accounting user support, information technology, and business problem solving. The emphasis of this course is the interrelationship between different facets of an accounting information system. A detailed study of both a manual system and a computerized system is included.

**ACC404**
**Auditing (3 cr. hours)**
*Prerequisite: ACC403*
Presents a basic overall framework of auditing and assurance services including both conceptual and procedural matters. Discusses ethical concepts of the accounting profession.

**ACC405**
**Fraud Examination in Accounting (3 cr. hours)**
*Prerequisite: ACC403 or concurrent*
Covered in this course are the nature of fraud, and general concepts about fraud detection and prevention. Investigative methods cover several elements of fraud: the theft act, the concealment of fraud, and the conversion of assets taken. Various types of fraud studied include financial statement (management) fraud, fraud against the organization, and consumer fraud.

**ACC406**
**Governmental and Not-for-Profit Accounting (3 cr. hours)**
*Prerequisite: ACC210*
This course is designed to develop the student's ability to analyze and record accounting transactions, prepare financial statements, and analyze accounting information for decision-making.

**ACC408**
**Oil & Gas Accounting (3 cr. hours)**
*Prerequisite: ACC210*
This introduction to oil and gas accounting will include accounting practices focusing on exploration and production companies. Students will gain knowledge regarding successful-efforts and full-cost accounting, production costs, joint interest operations, revenue streams, and tax matters. Additionally, students will learn about asset impairment, retirement obligations, and other financial reporting requirements within the industry.

**ACC470**
**Internship (3 cr. hours)**
*Prerequisite: Sophomore standing, 2.5 cumulative GPA, and permission of the Internship Coordinator*
Provides the student with on-the-job experience in varied aspects of accounting. Hours and work assignments will be arranged on an individual basis.

**ACC491**
**Accounting Research Project (3 cr. hours)**
*Prerequisite: ACC majors only; Senior standing and permission of School Dean or Designee*
The Research Project is a challenging part of the Accounting Major. It is demanding, but when it is finished, it will have a pattern of research that can be used for an individual's entire professional career. The Research Project spans the complete curriculum. The Accounting Research Project involves the learner in choosing a problem to solve, thoroughly researching it, designing a specific plan of action, and writing an extended report. The Accounting Research Project will focus many of the new skills that have been learned from course work in this major. The project includes the practical application of the learning thus far achieved by the students. There is extensive brainstorming, giving and receiving feedback, and cooperative support from classmates. The project will require analysis and resourcefulness. This project is a complex and rewarding part of the learning experience.

## ART: ART

**ART151**
**Principles of Design (3 cr. hours)**
In this hands-on introductory course, students will learn to use the tools and techniques of digital drawing and painting - including basic composition, using shadow and highlight to create the illusion of volume and how to use atmospheric and linear perspective to create the illusion of space. Students will produce artwork with applications to the fields of visual/concept art and illustration, including basic brand and publication design. They will also
use these digital drawing and painting skills to learn specific techniques for creative problem solving as well as methods to increase visual creativity and perception. Students will also receive extensive training in the use of computer drawing tablets.

**ART190, ART290, ART390, ART490**
**Special Topics (3 cr. hours)**
*A materials fee is associated with this course.*

Prerequisite: None, unless listed in the schedule of courses. May or may not be writing intensive.
These courses offer students topics of special interest that will increase knowledge and understanding of a particular subject area in the visual arts. Problem solving on an individual and group level will be stressed. Research and basic computer imaging applications will be incorporated in various assignments.

**ART210**
**Art Appreciation (3 cr. hours)**
*A materials fee is associated with this course.*
This course introduces the non-art major to the fundamentals of art and its formal elements and principles, with a focus on how art reflects the values, identities, and experiences of the artists and the societies they represent. Students examine the role of modern, multicultural art, and how it comments on social issues like race, gender, and social class. Students further develop critical thinking skills, individual problem solving and group problem solving.

**ART221**
**Brand Creation (3 cr. hours)**
*A materials fee is associated with this course.*
Students will apply fundamentals of image editing, drawing and graphic design in order to create projects within the business field, including advertising and marketing projects, to demonstrate their technical skills with
organization, management, communication, ethics and hard work. Students will be given challenging real-world banding projects and assignments typically of the graphic design industry.

**ART324**
**Digital Mixed Media (3 cr. hours)**
*Prerequisite: DMD134, smart phone*
This course is a learning laboratory for digital art-making processes and explores the Intersections between digital storytelling, culture and different modes of presentation, including bringing the art to the physical world. Students will use digital media resources to acquire material for the basics of digital collage, video editing, storyboarding and sound design. This course builds on digital art concepts such as image compositing, appropriation, collage, and remixing, and projects move from concept to output through streamlining workflow.

**ART331**
**3D Production (3 cr. hours)**
*A materials fee is associated with this course.*
This hands- on course will explore the range of 3D printing and Prototyping technologies and their application in modern industrial, design, and creative fields. Assignments will encourage students to develop concepts, work through ideas, experiment and embrace risk in the design process. Students are exposed to Slicer programs and other software and 3D printing, basics in creation on three-dimensional production concepts for industrial, end use parts, figurines, trinkets and 3D printer farms.

**ART432**
**Visual Problem Solving (3 cr. hours)**
*A materials fee is associated with this course.*
This course will be a project-based course in which students will use all previously acquired skills in design, photo, video, editing, etc. to visually problem-solve a series of corporate media needs. Using their skills of analysis, design layout, effective writing and communication and so on, students will learn how to manage projects and work for clients. Students will learn how to synthesize and apply their learning to new situations in which they must meet their clients needs. The project topics could be new brand promotion, rebranding an old product, introducing a project into a new market or others. Students will begin by analyzing and assessing the needs for all projects and work through the issues involved. As students work, they will track their time and create individual invoicing for imaginary clients.

## AIP: ARTIFICIAL INTELLIGENCE AND PROMPT ENGINEERING

**AIP100**
**AI & Prompt Engineering Skills (3 cr. hours)**
This course provides evolving methods and essential foundations in Artificial Intelligence (AI) for all students, regardless of major. The course emphasizes the understanding if AI concepts, tools and techniques, with a special focus on generative AI technologies such as ChatGPT, image synthesis and text generation. Students will gain the necessary knowledge and practical skills to understand AI's potential applications in various disciplines, empowering them to apply AI in creative problem-solving, data-driven decision-making and enhancing their academic and professional careers. The course introduces ethical considerations and promotes a responsible and critical approach to the use of AI tools in diverse contexts.

**AIP150**
**Ethics in AI (3 cr. hours)**
This course delves into the ethical considerations and societal impacts of Artificial Intelligence (AI) and Prompt Engineering. Students will explore the complex interplay between technology, ethics and human values as AI systems become more integrated into our lives. Through case studies, discussions and critical analysis, students will examine ethical challenges related to bias privacy, accountability, transparency and the broader ethical implications of AI decision-making. The course aims to equip students with the tools to make informed ethical choices in AI development and deployment.

**AIP250**
**Human-Computer Interaction (HCI) (3 cr. hours)**
*Prerequisite: CST201*
This course explores the interdisciplinary field of Human-Computer Interaction (HCI), which focuses on designing technology interfaces that are intuitive, user-friendly and effective. Students will learn how to create user-centered digital experiences by considering user needs, cognitive processes and usability principles. Through a combination of theoretical concepts, hands-on design exercises and usability testing, students will gain practical insights into interaction design, user interface prototyping and user experience evaluation. The course covers topics such as user-centered design, usability heuristics, interaction design patterns, accessibility and user research methodologies.

**AIP420**
**Deep Learning and Neural Networks (3 cr. hours)**
*Prerequisite: BIA400*
This course provides an in-depth exploration of deep learning techniques and neural networks, which have revolutionized the field of Artificial Intelligence. Students will delve into the theoretical foundations of neural networks, including feedforward networks, convolutional networks, recurrent networks and generative models. Through a combination of lectures, hands-on programming exercises and projects, students will gain practical experience in designing, training and optimizing deep neural networks. The course will cover topics such as gradient descent, activation functions, backpropagation, regularization, optimization algorithms and ethical considerations in deep learning.

**AIP430**
**Robotics Programming (3 cr. hours)**
*Prerequisite: BIA420*
This course introduces students to the principles and practices of programming robots for various applications. Through a combination of theoretical knowledge and hands-on programming assignments, students will learn how to control robots, integrate sensors and actuators and develop algorithms for navigation, perception and interaction. The course covers topics such as robot kinematics, motion planning, sensor integration, localization and collaborative robotics. Students will engage in projects that involve programming real or simulated robots to perform specific tasks.

**AIP440**
**Reinforcement Learning (3 cr. hours)**
*Prerequisite: BIA400*
This foundational course introduces students to the core principles and concepts of Reinforcement Learning (RL), a prominent subfield of artificial intelligence. Students will explore the fundamentals of RL algorithms, the mathematical frameworks that underpin them and their applications in various domains. Through lectures, interactive discussions and practical exercises, students will gain a deep understanding of RL techniques and their implications for AI-driven decision-making. The course will cover topics such as Markov Decision processes (MDPs), policy optimization, exploration-exploitation tradeoffs and the basics of RL algorithm implementation.

**AIP445**
**Natural Language Processing (NLP) (3 cr. hours)**
*Prerequisite: AIP420*
This course introduces students to the field of Natural Language Processing (NLP), which focuses on enabling computers to understand, interpret, and generate human language. Through a combination of theoretical concepts and practical applications, students will explore the foundations of NLP, its various techniques, and their real-world applications. The course will cover topics such as text preprocessing, language modeling, sentiment analysis, part-of-speech tagging, named entity recognition, machine translation, and more. Students will engage in hands-on projects and exercises to gain practical experience in building NLP applications.

**AIP450**
**Computer Vision (3 cr. hours)**
*Prerequisite: AIP445*
This course delves into the field of Computer Vision, which focuses on enabling computers to interpret and understand visual information from the world. Through a combination of theoretical concepts, hands-on programming assignments and projects, students will explore the foundations of computer vision techniques, image analysis and object recognition. The course will cover topics such as image preprocessing, feature extraction, image segmentation, object detection and deep learning-based vision methods. Students will engage in projects that involve building computer vision applications for tasks such as image classification, object tracking and image generation.

**AIP455**
**Prompt Engineering (3 cr. hours)**
*Prerequisite: AIP445*
This course offers an immersive and comprehensive exploration of the techniques, strategies and tools required to harness the power of AI-driven text generation. This dynamic course delves into the heart of AI-powered text generation where students will learn to create sophisticated language models capable of generating human-like text outputs. The course covers the principles and practices of prompt engineering, equipping students with the skills needed to craft precise and effective prompts that yield desired AI-generated responses.

**AIP460**
**Capstone Project (3 cr. hours)**
*Prerequisite: Senior Standing or Dean's Permission*
The Capstone Project is the culminating experience of the BS program in Artificial Intelligence and Prompt Engineering. This project-based course provides students with the opportunity to integrate and apply the knowledge and skills acquired throughout the program to solve real-world challenges in the field of AI and prompt engineering. Students will work in teams to identify, design, implement and present a comprehensive project that showcases their abilities to address complex AI-related problems. Through mentorship, iterative development and guided exploration, students will demonstrate their readiness to contribute to the advancement of AI technologies.

**AIP470**
**Internship (3 cr. hours)**
*Prerequisite: Sophomore Standing, 2.5 cumulative GPA and Permission of the Internship Coordinator*
The Internship course provides students with the opportunity to gain practical experience and insights into the professional world of Artificial Intelligence and Prompt Engineering. Through a structured Internship placement, students will work in industry settings to apply theoretical knowledge acquired throughout the program to real-world projects and challenges. Under the guidance of industry mentors, students will contribute to AI initiatives, engage in hands-on projects and gain exposure to various AI-related roles and responsibilities. The course emphasizes experiential learning, professional development and the application of academic concepts to practical contexts.

## BIO:BIOLOGY

**BIO101**
**Contemporary Biological Problems (3 cr. hours)**
*Co-requisite: BIO101L*
An introductory course that stresses the principles of biology and pertinent applications to increase appreciation and to demonstrate that biology is a science relevant to everyday life. The following topics will be covered: cells, genetics, evolution, diversity of life, plant and animal structures and functions, and ecology. There is a lab component to this course.

**BIO101L**
**Contemporary Biological Problems Lab (1 cr. hour)**
*Co-requisite: BIO101; A lab fee is associated with this course.*
This is the mandatory lab component of BIO101, an introductory course that stresses the principles of biology and pertinent applications to increase appreciation and to demonstrate that biology is a science relevant to everyday life.

**BIO120**
**General Biology I (3 cr. hours)**
*Co-requisite: BIO120L*
This is the first half of a two-course sequence in intensive biology designed for students majoring in sciences. This course will introduce the principles and concepts of biology. Topics that will be covered in this course will include foundations in biology: chemical context of life; carbon and molecular diversity of life; energy transformations; the cell structure, signaling and metabolism; cell cycle; genetics of inheritance, gene expression, development and evolution; patterns of evolution and the origin of species. There is a lab component to this course.

**BIO120L**
**General Biology I Lab (1 cr. hour)**
*Co-requisite: BIO 120*
This is the lab part of the first half of a two-course sequence in intensive biology designed for students majoring in sciences. This course will introduce the principles and concepts of biology. Topics that will be covered in this course will include foundations in biology: Application of the scientific method in biology, simple laboratory techniques for quantitative methods, simple cellular functions; energy transformations; the cell structure and cell division; genetics of inheritance, nature of DNA, patterns of evolution and the origin of species.

**BIO121**
**General Biology II (3 cr. hours)**
*Prerequisite: BIO120*
*Co-requisite: BIO121L*
This course is the second of a two-course sequence designed to give students majoring in the sciences an intensive introduction to the biological sciences and follows BIO210, General Biology I. Topics that will be covered in this course include taxonomy and the fundamentals of phylogenetic relationships among major groups of living organisms; comparative morphology, anatomy, physiology and reproduction as pertinent to each group; the biological communities and ecosystems, exploring the interactions between organisms and the living and nonliving components of their environments and conservation biology. There is a lab component to this course.

**BIO121L**
**General Biology II Lab (1 cr. hour)**
*Prerequisite: BIO120*
*site: BIO121; A lab fee is associated with this course.*
This is the lab part of the second half of a two-course sequence designed to give students majoring in the sciences an intensive introduction to the biological sciences and follows BIO210, General Biology I and BIO210 Lab. Topics that will be covered in this course include taxonomy and phylogenetic relationships among major groups of living organisms; comparative morphology, anatomy, physiology and reproduction in plant and animal groups; the biological communities and ecosystems, population growth and conservation biology.

**BIO150**
**Medical Terminology (3 cr. hours)**
This course includes a comprehensive study of the basic structure of medical terminology that is necessary to work in healthcare. Spelling is emphasized as the student develops a professional vocabulary.

**BIO221 (w)**
**Human Anatomy & Physiology I (3 cr. hours)**
*Prerequisite: BIO211, BIO211L, CHM132 and CHM132L, earning a "C" or better*
*Co-requisite: BIO221L; this is a writing intensive course.*
This is an advanced course that will provide an understanding of human anatomy and how the body functions. This is the first part of a two semester course. It covers the anatomy and physiology of the cell, tissues, skeletal and nervous systems. The course will cover basic anatomical and directional terminology: fundamental concepts and principles of cell biology; histology; the integumentary system; skeletal: bones and skeletal tissues, muscular system: muscle tissue, joints, ligaments, and muscles; and nervous systems: central and peripheral; and special senses. The information will be applied to predict and describe the anatomical and physiological results of disruptions to the normal status of the human body. There is a lab component to this course.

**BIO221L**
**Human Anatomy & Physiology I Lab (1 cr. hour)**
*Prerequisite: BIO121 and CHM132 or CHM245*
*Co-requisite: BIO221 A lab fee is associated with this course.*
This course is the lab component of BIO221. It will provide hands-on experience on basic anatomical and directional terminology: fundamental concepts and principles of cell biology; histology; the integumentary system; skeletal: bones and skeletal tissues, muscular system: muscle tissue, joints, ligaments, and muscles; and nervous systems: central and peripheral; and special senses.

**BIO222**
**Human Anatomy & Physiology II (3 cr. hours)**
*Prerequisite: BIO221 and BIO221*
*Co-requisite: BIO222L*
This course is a continuation of BIO221 Human Anatomy and Physiology I and BIO221L Human Anatomy and Physiology Lab. This course will cover the endocrine system; the blood; the cardiovascular and respiratory systems; the lymphatic system and lymphoid organs and tissues; the immune system; the digestive system and the urinary system; the reproductive and developmental processes. The course will review the application of these concepts in the identification, diagnosis and treatment of diseased conditions and will cover selected topics on clinical case studies. The course will also include a one-hour laboratory.

**BIO222L**
**Human Anatomy & Physiology II Lab (1 cr. hour)**
*Prerequisite: BIO221 and BIO221L, earning a "C" or better*
*Co-requisite: BIO222. A lab fee is associated with this course.*
This course is the lab component of BIO222. It will provide hands-on experience on the endocrine system; the blood; the cardiovascular and respiratory systems; the lymphatic system and lymphoid organs and tissues; the immune system; the digestive system and the urinary system; the reproductive and developmental processes.

**BIO250**
**Ecology and Evolution (3 cr. hours)**
*Prerequisite: BIO121 and BIO121L*
This course looks at the role of evolution in shaping the organisms alive today. This course will look at how evolution operates at the molecular, organismal and ecological levels. It will also look at the ways the environment impacts the evolutionary trajectories of organisms. Evolutionary topics covered will include genetic and phenotypic variation, natural selection, phylogenetics, population genetics, speciation and macroevolution. Ecological topics of climate, species interactions and biodiversity will also be discussed.

**BIO290**
**Pathophysiology (3 cr. hours)**
*Prerequisite: BIO216 and BIO216L*
This course will examine the basic pathophysiological processes followed by a survey of diseases of the various body systems. The various ways in which these diseases manifest themselves as symptoms and signs, as well as laboratory findings leading to diagnosis, treatment and prognosis, will be discussed. Students will critically analyze several case study examples.

**BIO325**
**Botany (3 cr. hours)**
*Prerequisite: BIO250*
*Co-requisite: BIO325L*
A general survey of the plant kingdom. Introduction to plant morphology, physiology, genetics, reproduction, classification, evolution and ecology. Combined lecture/lab (there is a corequisite lab component to this course).

**BIO325L**
**Botany Lab (1 cr. hours)**
*Prerequisite: BIO250*
*Co-requisite: BIO325*
This class is a general laboratory introduction into the plant Kingdom. This includes plant morphology, physiology, genetics, reproduction, classification, evolution and ecology. Combined lecture/lab (there is a corequisite lecture component to this course).

**BIO333**
**Genetics (3 cr. hours)**
*Prerequisites: BIO121 and BIO121L*
*Co-requisite: BIO333L*
This course is an introduction to the concepts of genetics. The course will cover the basic fundamentals of genetics and their applications. It will cover the current principles of heredity including gene structure, function, regulation and gene transfer. Other areas will include DNA technology, genomics, heritable diseases and population genetics, quantitative genetics, and evolutionary genetics. There is a required lab component to this course.

**BIO333L**
**Genetics Lab (1 cr. hour)**
*Prerequisites: BIO121 and BIO121L;*
*Co-requisite: BIO333; A lab fee is associated with this course.*
This laboratory will cover principles of Mendelian inheritance, drosophila genetics and other biotechnology processes applied in the field of genetics. The students will be expected to apply the principle covered in lecture to processes in the lab.

**BIO350**
**Animal Behavior (3 cr. hours)**
*Prerequisite: BIO250*
This course is a comparative study of animal behaviors and analysis of their adaptive value, physiological mechanisms, development and evolution, within their ecological and social context. During this course students will learn how to apply scientific reasoning to understand both the evolution and mechanisms behind animal behavior with an emphasis on how evolution joins numerous sub disciplines within the field.

**BIO373**
**Microbiology (3 cr. hours)**
*Prerequisites: BIO333 and BIO 333L, earning a "C" or better*
*Co-requisite: BIO373L*
This is an introductory course that will provide an understanding of the key microbiological concepts including the basic characteristics of microorganisms as well as the relationship between microbes, humans and their environment. The course will review the application of these concepts in the identification, prevention and treatment of infectious diseases and will also cover selected topics on microbial agents with emerging trends in microbiology. Throughout the course both harmful and beneficial aspects of microorganisms will be covered. There is a required lab component to this course.

**BIO373L**
**Microbiology Lab (1 cr. hour)**
*Prerequisites: BIO333 and BIO 333L, earning a "C" or better*
*Co-requisite: BIO373; A lab fee is associated with this course.*
This one credit laboratory component will cover basic techniques in microbiology such as methods of staining and the microscopic, colonial and biochemical identification of microorganisms as well as pure culture techniques.

**BIO410**
**Developmental Biology (3 cr. hours)**
This class is an introduction to the process of growth and development covering the genetic control of cell growth, differentiation and the mechanisms that direct the development of multicellular organisms. Topics include gametogenesis, fertilization, gastrulation, organogenesis, sex determination, developmental gene regulation and teratology.

**BIO445**
**Cellular and Molecular Biology (3 cr. hours)**
*Prerequisites: CHM411, CHM411L, BIO373 and BIO373L, earning a "C" or better*
*Co-requisite: BIO445L*
This course is an introduction to cell and molecular biology, which deals with cells, the fundamental building blocks of life and molecules that make up the cells. The course will include the interaction of these molecules with each other during the life of a cell, and the genetic mechanisms by which the characteristics are passed on from generation to generation will also be explored. Finally, the course will investigate how genes are maintained or changed in a population, potentially resulting in the evolution of entirely new types of living organisms. The relationship of biology to everyday life and human society will also be emphasized throughout the course.

**BIO445L**
**Cellular and Molecular Biology Lab (1 cr. hour)**
*Prerequisites: CHM411, CHM411L, BIO373 and BIO373L, earning a "C" or better*
*Co-requisite: BIO445; A lab fee is associated with this course.*
This course is an introductory course in concepts of cell and molecular biology. It deals with cells, the fundamental building blocks of life and molecules that make up the cells. The course will include the interaction of these molecules with each other during the life of a cell, and the genetic mechanisms by which the characteristics are passed on from generation to generation will also be explored. The purpose of the lab is to familiarize students with the different molecular techniques with emphasis on DNA technologies. These techniques are used to interpret how cells function at the molecular level of the gene.

## BIA: BUSINESS INTELLIGENCE AND DATA ANALYTICS

**BIA273**
**Applied Business Statistics (3 cr. hours)**
*Prerequisite: MAT273*
This course introduces students to descriptive and inferential statistics for use in business-related applications. Measures of central tendency and dispersion, simple probability, data analysis and statistical inference are examined. The use of computer software for analyzing statistical data is addressed.

**BIA280**
**Introduction to Artificial Intelligence (3 cr. hours)**
*Prerequisite: MAT287*
This is an introductory course to artificial intelligence that covers fundamental topics in AI, including search, reasoning, knowledge representation, planning and machine learning.

**BIA299**
**Data Mining for Decision Making (3 cr. hours)**
This course provides both theoretical and practical knowledge of data mining topics. Students have the opportunity to work with a number of exercises to practice and understand the uses of data mining in business organizations. Students complete a data mining project as part of the course requirements.

**BIA300**
**Data Analysis and Business Modeling (3 cr. hours)**
*Prerequisite: BIA273*
This course is designed to introduce the concept of business analytics. Analytics helps businesses make better decisions by using sound judgment and data. This is a skill development class that explores how statistics are used in business. Students in this course develop a specialized skill set used in a variety of roles within an organization.

**BIA305**
**Business Analytics (3 cr. hours)**
*Prerequisite: BIA273*
This course examines methods that have been studied in previous Business Intelligence major courses and those from the business core prove to be of value in recognizing patterns and making predictions from an applications perspective. Course learning involves utilizing a variety of software to aid in the review of analytical cases to improve understanding of enterprise-level analytics. Students build a data warehouse, using data profiling and quality skills and life cycle models introduced in the course.

**BIA400**
**Machine Learning for Business Modeling (3 cr. hours)**
*Prerequisite: BIA280*
This course covers the Machine Learning processing Python, reinforcing concepts from Python fundamentals. Students will learn how to create predictive classification models for business, fine-tune and test the process and how to interpret the results.

**BIA410**
**Data Visualization for BI (3 cr. hours)**
*Prerequisite: BIA400*
In this course students will learn that data visualization is the graphical representation of information and data. In this course, students will use Python for visual elements like charts, graphs and maps. Data visualization tools provide an accessible way to see and understand trends, outliers and patterns in data. Additionally, it provides an excellent way for employees or business owners to present data to non-technical audiences without confusion.

**BIA420**
**BIG Data Analytics in Business (3 cr. hours)**
*Prerequisite: BIA400*
This course will examine the applications of machine learning, data and text mining for big data, Hadoop, cloud-based solutions, fundamentals of big data programming, social media and big data, NoSQL, GIS and business case studies.

**BIA460**
**Capstone Project (3 cr. hours)**
*Prerequisites: Senior Standing or Dean's Permission*
This course provides students with the opportunity to demonstrate competency in the key domains of business intelligence analytics. Students will integrate knowledge gained throughout the program including leadership and management principles, business policy and strategy, information systems analysis and design, database concepts, big data, data mining and statistics to complete the capstone project in this course. The capstone course allows students to create one usable project that will demonstrate the skills gained in the program and showcase the project to potential employers. The Capstone project covers all elements learned throughout the program and includes many different concepts such as business intelligence analytics, information system analysis and design, machine learning, data visualization and an oral presentation of the project to showcase the project.

**BIA470**
**Internship (3 cr. hours)**
*Prerequisite: Sophomore standing, 2.5 cumulative GPA and permission of the Internship Coordinator*
The Internship is an opportunity for students to apply theories, ideas, principles and skills learned in the classroom to a project of problem-solving in practice. Students further develop skills for becoming business intelligence analytics professionals. The internship experience is about understanding data analytics, business intelligence and business needs and practices within an organizational context, including their culture, computing and management systems, operations, resources, products, service areas and specialty areas. The internship is about blending students' skills together from all of the classes to produce and communicate an outcome and conclusion.

## CDS: CYBER SECURITY

**CDS190, CDS290, CDS390, CDS490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses*

**CDS152**
**Introduction to Cyber Security (3 cr. hours)**
This course will provide a foundational overview of the computer network operations, their vulnerabilities, the various types of automated network intrusions, and some basic defense strategies-to include Defense in Depth. The basic elements of access control process, application security, operating system security, human element security and physical security will be examined. Essential cryptographic concepts will be introduced. Students will also become familiar with laws and regulations applicable to information security and privacy.

**CDS244**
**Cyber Security (3 cr. hours)**
*Prerequisites: CDS152 or CST155*
Information systems need to ensure confidentiality, integrity, and availability of information. This course explores the protection of information from unauthorized access, disruption, modification, and destruction through technology, physical, and social vectors.

**CDS334**
**Technology and Crime (3 cr. hours)**
*Prerequisite: DLA101 or JUS110*
This course is a survey of the use and potential of technology in justice agencies. The use of technology will be examined. Criminological theories related to the cyber-crime typologies will be evaluated.

**CDS345**
**Cyber Law and Ethics (3 cr. hours)**
*Prerequisite: CDS244*
This course will provide an overview of the primary laws and regulations, domestic as well as international, concerning computer network operations, including those affecting computer network defense, computer network exploitation, and computer network attack.

**CDS348**
**Incident Management (3 cr. hours)**
*Prerequisites: CDS244, CDS345*
This course will train students in methods used to work through and recover from a contingency, be it the result of network failure, natural disaster, or cyber-attack. The course will provide the basic elements of contingency
planning and how to develop them. The focus will be given on various steps of the incident response and disaster recovery process. Business continuity planning and crisis management concepts will also be introduced.

**CDS351**
**Survey of Computer Forensics (3 cr. hours)**
*Prerequisite: CST155*
This course will provide the student with an overview of current terms and concepts that form the basis for all computer investigations. A significant part of the course is devoted to examining the tools, techniques, and methods used to perform computer forensics and investigations. Students will learn how to collect, preserve, analyze, and document all types of digital evidence, from computers running various operating systems, mobile devices, email, and more. The course will also incorporate a review of typical computer crimes and common computer intruder methods.

**CDS355**
**Penetration Testing & Vulnerability Analysis (3 cr. hours)**
*Prerequisites: CST201, CDS244*
This course will equip students to evaluate a network to discover potential security vulnerabilities and rectify those issues. Students will learn the most common security mistakes as well as the necessary corrective action, and will be able to probe networks to determine if any of those common vulnerabilities can be exploited. The roles, missions, and appropriate applications of Red Teams and Blue Teams will be discussed.

**CDS372**
**Mobile Forensics (3 cr. hours)**
*Prerequisites: CDS351*
Mobile Forensics is the science of retrieving data from a mobile device under forensically sound conditions. This course will provide an overview of methods, tools and techniques in mobile forensics. The student will learn and apply investigative techniques in various mobile platforms, like iOS and Android. The course will introduce the latest open source and commercial mobile forensic tools, enabling the student to retrieve and analyze data effectively.

**CDS424**
**Applied Network Security (3 cr. hours)**
*Prerequisite: CDS244 and CST230*
This course offers a unique, in-depth look at the major business challenges and threats that organizations are facing when they are connected to public networks. This course provides a comprehensive explanation of network security basics, including how hackers gain access to online networks, and the use of Firewalls and Virtual Private Networks (VPNs) to provide counter-measures. Using examples and exercise from the field, this course incorporates hands-on activities to prepare the students to disarm threats and prepare for emerging technologies and future attacks.

**CDS435**
**Advanced Digital Forensics (3 cr. hours)**
*Prerequisite: CDS351*
This course will discuss advanced digital forensics, evidence, and case preparation. Concepts will include Access Data's Forensic ToolKit (FTK). E-Discovery and courtroom testimony will be discussed and demonstrated. Students will learn about the importance of forensic principles, legal considerations, digital evidence controls, and documentation of forensic procedures. This course will incorporate demonstrations and laboratory exercises to reinforce practical applications of course instruction.

**CDS444**
**Wireless Security (3 cr. hours)**
*Prerequisites: CDS244 and CST230*
This course will provide information on how wireless and mobile communication networks operate. Students will become familiar with security risks, threats and vulnerabilities associated with the use of wireless networks and mobile devices both at home and in the corporate environment. Three major mobile operating systems, the vulnerabilities of each, and security solutions will be examined. Wireless LAN auditing, mobile malware and mobile device fingerprinting concepts will be introduced.

**CDS445**
**Cyber Warfare (3 cr. hours)**
*Prerequisites: CDS355*
This course explores the past, current, and future threats of information warfare and cyber terrorism. It provides an overview of information warfare and cyber terrorism techniques and capabilities of state and non-state actors through case study analysis. An exploration of current and future technology and development of information warfare and cyber terrorism techniques is utilized to develop future threat matrices and countermeasures.

**CDS491 (w)**
**Senior Seminar in Cyber Defense (3 cr. hours)**
*Prerequisites: Senior standing and permission of School Dean or Designee; this is a writing intensive course.* This course provides a capstone experience in cyber defense. It develops more advanced skills in penetration testing, network vulnerability assessments, and detecting and responding to intrusion. The course utilizes a laboratory setting to enhance learning objectives.

## CHM: CHEMISTRY

**CHM121**
**Introduction to Organic and Biochemistry (4 cr. hours/6 contact hours)**
*Co-requisite: MAT181; must be an enrolled student in the B.S. Applied Health Science program A lab fee is associated with this course.*
A lecture and laboratory course that focuses on organic chemistry (hydrocarbons, alcohols, ethers, aldehydes, ketones, carboxylic acids, esters, amines, and amides), the structure and function of bio-chemical (carbohydrates, lipids, amino acids, proteins, nucleic acids), and metabolism. Must earn a grade of B (80%) or higher.

**CHM131**
**General Chemistry I (3 cr. hours)**
*Co-requisite: CHM131L and MAT181/ MAT275/MAT281*
A first semester course in general chemistry. Topics covered include molecular theory, atomic structure, gasses, aqueous solutions, thermo-chemistry, bonding, and molecular geometry. Lab required.

**CHM131L**
**General Chemistry I Lab (1 cr. hour)**
*Co-requisite: CHM131; A lab fee is associated with this course.*
This course is a general introduction to experimental chemistry including safety in a lab environment, general lab skills, Calorimetry, electrochemistry, and other analytical concepts. The course will also address physical and chemical properties of substances and chemical reactions.

**CHM132**
**General Chemistry II (3 cr. hours)**
*Prerequisite: CHM131 and CHM131L, earning a "C" or better*
*Co-requisite: CHM132L*
This second semester course includes topics on organic chemistry, solutions, chemical kinetics, equilibrium, acids and bases, redox reactions, electrochemistry, and nuclear chemistry. Lab required.

**CHM132L**
**General Chemistry II Lab (1 cr. hour)**
*Prerequisite: CHM131 and CHM131L, earning a "C" or better*
*Co-requisite: CHM132; A lab fee is associated with this course.*
This second semester course includes lab processes on organic chemistry, solutions, chemical kinetics, equilibrium, acids and bases, redox reactions, electrochemistry, and nuclear chemistry.

**CHM190, CHM290, CHM390, CHM490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**CHM231**
**Organic Chemistry I (3 cr. hours)**
*Prerequisite: CHM132 and CHM132L earning a "C" or better*
*Co-requisite: CHM231L*
The study of organic chemistry including the structure and nomenclature of organic compounds. Topics will consider both the theoretical and experimental approaches to organic compounds. Lab required.

**CHM231L**
**Organic Chemistry I Lab (1 cr. hour)**
*Prerequisite: CHM132 and CHM132L earning a "C" or better*
*Co-requisite: CHM231; A lab fee is associated with this course.*
A one-semester laboratory course designed to study the IUPAC nomenclature of all organic functional groups, their physical & chemical properties and the reactions required to make them.

**CHM232**
**Organic Chemistry II (3 cr. hours)**
*Prerequisites: CHM231 and CHM231L, earning a "C" or better*
*Co-requisite: CHM232L*
This second semester course in Organic Chemistry which includes topics on reaction types, physical properties, stereochemistry and the different methods of analyzing organic compounds. It will serve as the upper level chemistry requirement for the Bachelor of Science Degree and the Forensic Science degree.

**CHM232L**
**Organic Chemistry II Lab (1 cr. hour)**
*Prerequisites: CHM231 and CHM231L, earning a "C" or better*
*Co-requisite: CHM232; A lab fee is associated with this course.*
A one-semester course in organic chemistry Lab. The course will serve as a supplemental course to the CHM232 lecture and it will serve as the upper level chemistry requirement for the Bachelor of Science Degree and the Forensic Science degree. Topics include stereochemistry and how it impacts physical and chemical properties, spectroscopy and details about organic chemical reactions. The student will be expected to apply concepts learned during the lecture course.

**CHM281**
**Analytical Chemistry (3 cr. hours)**
*Prerequisites: CHM132 and CHM132L, earning a "C" or better*
*Co-requisite: CHM281L*
This course will serve as an introduction to the basic concepts of analytical techniques. Students will be expected to apply concepts learned in General Chemistry. The techniques and skills developed in the required lab will be essential for CHM481.

**CHM281L**
**Analytical Chemistry Lab (1 cr. hour)**
*Prerequisites: CHM132 and CHM132L, earning a "C" or better*
*Co-requisite: CHM281; A lab fee is associated with this course.*
A one-semester course in a quantitative analysis lab. The course will serve as a supplement to the lecture course. The basic concepts of analytical techniques will serve as the upper level chemistry requirement for the Bachelor of Science Degree, and for the Forensic Science degree. The student will be expected to apply concepts learned in the lecture in the experiments. The lecture will accompany the course and is required. The techniques and skills developed in the laboratory will be essential for CHM481.

**CHM325**
**Biogeochemistry (3 cr. hours)**
*Prerequisites: MAT281 and CHM132*
An overview of Earth's biogeochemical cycles. Topics covered will include macro-nutrient cycling, trace-nutrient limitation, stable isotopic tracers and applications, toxic metal contamination dynamics, flux models, bacterial mediated and aqueous redox processes, long-term climate patterns, buffers in natural systems, and marine and atmospheric chemical histories. This multidisciplinary course encompasses aqueous geochemistry, ecology, geology, hydrology, inorganic chemistry, microbiology, mineralogy, organic chemistry, toxicology and limnology and oceanography.

**CHM335**
**Inorganic Chemistry (3 cr. hours)**
*Prerequisites: CHM132 and CHM132L, earning a "C" or better*
*Co-requisite: CHM335L*
A one-semester course in Inorganic Chemistry. This course will serve as an in-depth study into the chemistry of the main group elements and transition metals, organized in terms of molecular structure, electronic properties, and chemical reactivity. Inorganic Chemistry focuses on solid state chemistry, nomenclature of inorganic compounds, fundamentals of inorganic complexes, chemical periodicity, introductory atomic theory and molecular orbital theory, descriptive nonmetal chemistry, structures and reactions of transition metal complexes, and applications of inorganic complexes. Inorganic Chemistry will serve as the upper level chemistry requirement for the Bachelor of Forensic Chemistry Degree. The student will be expected to build on concepts learned in General Chemistry. The laboratory will accompany the course and is required.

**CHM335L**
**Inorganic Chemistry Lab (1 cr. hour)**
*Prerequisites: CHM132 and CHM132L, earning a "C" or better*
*Co-requisite: CHM335; A lab fee is associated with this course.*
This laboratory course includes laboratory exercises in the preparation and purification of inorganic compounds utilizing modern synthetic techniques and equipment. Characterization of inorganic compounds will be performed by modern spectroscopic techniques such as nuclear magnetic resonance, UV-vis, infrared, and magnetic susceptibility.

**CHM370**
**Scientific Research Design (3 cr. hours)**
*Prerequisites: CHM132 and CHM132L, earning a "C" or better*
A one-semester course in Scientific Research Design. The course will serve as a basis for understanding all of the aspects of research and research proposals. This course will serve as the upper level chemistry requirement for the Bachelor of Science Degree and the Forensic Science degree. The student will learn the history of large and small scale research projects, the creativity behind them, how to get them funded and the legal aspects of protecting the novel ideas and approaches that may be developed during the life of the research. Students will learn how to write a research proposal, how to write a patent to protect their idea, and their semester will culminate by presenting their idea to the class and to the legal and investor community.

**CHM411**
**Biochemistry (3 cr. hours)**
*Prerequisites: BIO121 and BIO121L, CHM231 and CHM231L earning a "C" or better*
*Co-requisite: CHM411L* This course will serve as an introduction into the basic concepts of biochemistry. This includes the study of principal types of biochemical compounds, nature of reactions taking place in plant and animal tissue and functions of enzymes, carbohydrates, lipids and nucleotides in the metabolic control of these processes. The student will be expected to apply concepts learned in biology and chemistry.

**CHM411L**
**Biochemistry Lab (1 cr. hour)**
*Prerequisites: BIO121, BIO121L, CHM231 and CHM231L earning a "C" or better*
*Co-requisite: CHM411; A lab fee is associated with this course.*
Techniques presented in this lab will expand on fundamental concepts in CHM411 and analytical skills required in the laboratory setting. This course introduces standard biochemical techniques while exploring current research topics in genomics and medicine. Techniques include protein expression, purification, PCR, gel electrophoresis, mass spectrometry, and enzyme kinetics.

**CHM413**
**Advanced Topics in Biochemistry (3 cr. hours)**
*Prerequisite: CHM411 &*
*CHM411L*
*Corequisite: CHM413L*
This course will enable students to develop a deeper understanding of cell function, signal transduction and metabolism. Additionally, topics of student and societal interest may be covered such as advanced research methods that increase our understanding of the biochemical basis of disease and medicine.

**CHM413L**
**Advanced Topics in Biochemistry Lab (1 cr. hours)**
*CHM413 Prerequisite:*
*CHM411 & CHM411L*
*Corequisite: CHM413*
This course will enable students to develop a deeper understanding of cell function, signal transduction and metabolism. Additionally, topics of student and societal interest may be covered, such as advanced research methods that increase our understanding of the biochemical basis of disease and medicine.

**CHM450**
**Physical Chemistry (3 cr. hours)**
*Prerequisites: MAT285, CHM281 and CHM281L, earning a "C" or better*
*Co-requisite: CHM450L*
The measurement and theoretical description of the properties of atoms and molecules are presented. The elementary principles of quantum chemistry are developed. The many types of spectroscopy used to study atoms and molecules are described. Methods of atomic structure determination are discussed. The structure and properties of solids are also presented. The basic results of statistical chemistry are outlined and a brief connection to thermodynamics is made.

**CHM450L**
**Physical Chemistry Lab (1 cr. hour)**
*Prerequisites: MAT285, CHM281 and CHM281L , earning a "C" or better*
*Co-requisite: CHM450; A lab fee is associated with this course.*
The measurement and theoretical description of the properties of atoms and molecules are presented.

The elementary principles of quantum chemistry are developed. The many types of spectroscopy used to study atoms and molecules are described. Methods of atomic structure determination are discussed. The structure and properties of solids are also presented. The basic results of statistical chemistry are outlined and a brief connection to thermodynamics is made. Laboratory experience with modern instrumentation in performing physical and analytical chemistry experiments, practice scientific writing.

**CHM481**
**Instrumental Analysis (3 cr. hours)**
*Prerequisites: CHM281 and CHM281L, earning a "C" or better*
*Co-requisite: CHM481L*
This course will serve as a complement to the Quantitative Analysis course. The course focuses on the analytical techniques that use instrumentation that is most generally found in the laboratories today. Students will be expected to apply concepts learned in Quantitative Analysis and General Chemistry. Lab required.

**CHM481L**
**Instrumental Analysis Lab (1 cr. hour)**
*Prerequisites: CHM281 and CHM281L, earning a "C" or better*
*Co-requisite: CHM481; A lab fee is associated with this course.*
A one-semester lab course in instrumental analysis lab. The course will serve as a required addition to the lecture course with introduction into the many of the specific types of instruments and analytical techniques and will serve as the upper level chemistry requirement for the Bachelor of Science Degree and the Forensic Science degree.

## COM: COMMUNICATION

**COM130**
**Introduction to Speech Communication in the Digital Era (3 cr. hours)**
Introduction to Speech Communication is a course in spoken communication that emphasizes interpersonal, group, and public communication. Two speeches, a group presentation, a series of practical exercises and tests are required of all students.

**COM190, COM290, COM390, COM490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**COM241**
**Introduction to Mass Communication (3 cr. hours)**
*Prerequisite: ENG141 or concurrent*
A survey course examining the various media (i.e., newspaper, radio, television, film, etc.) comprising the mass media in contemporary American society. Emphasis is given to the history, structure, and potential effects of each medium.

**COM310**
**Interpersonal Communications (3 cr. hours)**
*Prerequisite: COM130*
Students will analyze and apply communication as both a fundamental human activity and a dynamic process, developing proficiency in oral, interpersonal, group, and public communication while also utilizing digital tools and platforms to effectively convey messages in diverse contexts.

**COM324 (w)**
**Communicating Across Cultures (3 cr. hours)**
Introduction to the study of cultural and intercultural theory and behavior, discussion of various culturally specific patterns of communication.

**COM441**
**Organizational Communication (3 cr. hours)**
*Prerequisite: COM130*
This advanced course examines interpersonal and group relationships and patterns of communication within organizations. This includes the way individuals relate to each other personally, in groups and as leaders and followers. The course is competency based; the material is designed to increase knowledge, create an awareness of values, and build sensitivity to the different situations organizations

face in an increasingly complex social, cultural and economic world. Conflict as a communications phenomenon is also explored. By the end of the course, students will have an understanding of the challenges of communicating within an organization and possess the skills necessary to analyze and address organizational communication issues.

## COR: CORRECTIONS

**COR110**
**Correctional Strategies (3 cr. hours)**
*Prerequisite: JUS110*
An in-depth analysis of correctional alternatives available for the treatment of the offender. Students will learn the different goals for corrections and how those relate to policy and practice in corrections. Emphasis will be on the various types of treatment programs available to offenders both inside prisons as well as in community-based settings.

**COR120**
**Correctional Thought and Practice (3 cr. hours)**
*Prerequisite: JUS110*
An in-depth analysis of correctional alternatives available for the treatment of the offender. Emphasis will focus on the traditional correctional facilities as well as probation, parole, and community corrections alternatives.

**COR190, COR290, COR390, COR490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**COR231**
**Juvenile Justice Systems (3 cr. hours)**
*Prerequisite: COR120*
The history, concepts, and scope of the juvenile justice system and its contrast with the adult system of justice. Includes an analysis of the juvenile justice process from initial intervention of delinquency and status offenses by law enforcement personnel and others through release from intervention.

**COR245**
**Probation, Parole, and Community Corrections (3 cr. hours)**
*Prerequisite: COR120*
This course is designed to address the two common options to the imprisonment of a convicted offender. Theoretical approaches regarding the philosophical as well as the practical aspects of these alternatives are considered.

**COR336**
**Constitutional Rights of Prisoners (3 cr. hours)**
*Prerequisite: JUS202*
An in-depth study of the wide range of court decisions that have had an effect on the offender. Concentrates on due process in the institutions, parole and probation hearings, and classification procedures.

**COR420**
**Agency Management (3 cr. hours)**
*Prerequisites: Senior standing*
This course analyzes some of the distinct differences between public and private management. The theory of controlling, organizing, planning, directing and assembling resources is covered. Students will develop a course project designed to cover the concepts explored in this course.

## CSL: COUNSELING

**CSL310**
**Introduction to Addiction Theory and Practice (3 cr. hours)**
*Prerequisite: PSY101 or permission from instructor*
This course is designed to examine the etiology, risk factors, and treatment of alcoholism and other addictions. Focus will include historical and research foundations with the understanding of the trans-disciplinary foundations of substance abuse theory and professional practice.

**CSL320**
**Counseling Procedures and Strategies with Addicted and Disordered Populations (3 cr. hours)**
*Prerequisite: PSY101 or permission from instructor*
This course is designed to provide the student with knowledge and experience in therapeutic factors, techniques, methods, and basic skills relative to effective counseling. Specific focus will include an introduction to the practice of individual counseling with the micro-skills approach (Ivey). Students will demonstrate competence with basic counseling theory and skills through simulated counseling sessions. Counseling skills and intervention strategies will be practiced through in-class exercises.

**CSL425**
**Group Process and Techniques Working with Addicted Populations and Disordered Populations (3 cr. hours)**
*Prerequisite: CSL320 or permission from instructor*
This course addresses the patterns and dynamics of groups in a treatment and growth process. Focus includes group counseling, structure, types, stages, development, leadership, therapeutic factors, and the impact of groups on the individual and larger systems. Effective group facilitation skills and techniques used to address diversity issues and special population needs are addressed.

**CSL430**
**Cultural Competence in Counseling (3 cr. hours)**
*Prerequisite: PSY101 or SOC101 or permission from instructor*
Self-awareness, knowledge, and skill development are required in counseling members of racially and ethnically diverse populations. This course will explore a wide variety of issues regarding diversity and multiculturalism in counseling, with the primary focus on the attitudes, knowledge and skills required for cultural competence.

**CSL435**
**Assessment & Diagnosis of Addictive & Behavioral Health Problems (3 cr. hours)**
*Prerequisite: CSL320 or permission from instructor*
Course examines the diagnostic criteria for substance use disorders as well as a number of other major mental health disorders often seen as co-occurring in substance abusing populations. It also provides a systematic approach to screening, assessment, and diagnosis of addictive and behavioral health problems in order to determine the most appropriate initial course of action given the client's needs, characteristics and available resources. Finally, it provides a significant opportunity for hands-on practice in documentation and ethical decision-making.

**CSL440**
**Prevention, Intervention, and Treatment Planning in Addictions (3 cr. hours)**
*Prerequisite: CSL435 or PSY362 or permission from instructor*
This course will cover models of prevention and intervention of psychoactive substance use, abuse and dependence. This course provides significant opportunity for in case conceptualization and hands-on practice in treatment planning documentation and ethical decision-making.

**CSL445**
**Theory and Practice of Relationship Counseling in Addictions & Behavioral Health (3 cr. hours)**
*Prerequisite: CSL310 or permission from instructor*
This course is an introduction to the family as a dynamic relationship system focusing on the effects of addiction pertaining to family roles, rules, and behavior patterns. In this course, students will gain a broad background in marriage and family intervention and counseling techniques in the treatment of addiction and other behavioral health concerns.

## CST: COMPUTER SCIENCE

**CST125**
**Introduction to Computer Hardware and Systems (3 cr. hours)**
*Prerequisites: DLA101*
Through hands-on experiences, this course prepares students to install, configure, upgrade, and troubleshoot personal computers. Students learn the fundamentals of Pc hardware including the motherboard, power supply, CPU, memory, storage devices, add-on cards, BIOS/UEFI, and CMOS. In addition, students learn the fundamentals of the Windows operating system including operating system functions, structure, major system files, and the basic boot sequence. This course will prepare students to sit for the CompTIAA+ certification offered by CompTIA or other comparable certifications.

**CST155**
**Introduction to Operating Systems (3 cr. hours)**
*Prerequisite: DLA101*
This course provides the student with extensive hands-on exposure to Windows and non-MS Windows environments. Included are such topics as interface design, disk and memory management, system configurations, multitasking, data sharing, and the network environment. Multiplatform operating systems will be introduced.

**CST201**
**Introduction to Programming (3 cr. hours)**
*Prerequisites: DLA101 and MAT181*
This course introduces the basic concepts of a structured programming language. All programming languages use the same concepts and the language will be based on the current needs of the industry. The student will learn to design and develop software applications using the building blocks of a language which can include basic variable declaration and sequential code using mathematical expressions to more advanced techniques with decision and repetition coding using advance data variable structures such as arrays and records (these may have different names in some languages, but have the same ideas). File manipulation for input/output will be addressed. The course will begin to look at breaking a large program down into functions that form the basis for object-oriented programming.

**CST212**
**Systems Analysis and Design (3 cr. hours)**
*Prerequisites: CST201; this is a writing intensive course*
This course covers the systems development life cycle (SDLC) using a case study-based approach. All phases of analysis, design, and implementation are covered using the top-down approach. CASE tools are used as a resource. This course will provide a foundation for taking a certification exam from the QAI Global Institute as a Certified Associate in Software Testing (CAST) and a Certified Associate in Software Quality (CASQ).

**CST230**
**Networking Fundamentals (3 cr. hours)**
*Prerequisites: CST155 and MAT181*
This course provides an overview of network hardware, operating systems, and applications with a focus on design, implementation and management of the network environment inside an organization.

**CST251**
**Advanced Programming Concepts (3 cr. hours)**
*Prerequisites: CST201*
This course will continue with concepts of using a programming language introduced in the CST201 Programming course. The course will focus on advanced programming techniques, building on the basic idea of programming. This will include building and incorporating in programming code, various array types and other advanced data structures, understanding and building objects and using objects and classes built with objects. Students will also build a graphical user interface (GUI) within a coded program. The idea of recursion will be explained, and exception handling will be reiterated. This course will qualify students to sit for the Information Technology Specialist (ITS) certification in the Python programming language or other comparable certifications.

**CST255**
**Internet and Website Design (3 cr. hours)**
*Prerequisites: CST201 or concurrent*
Topics covered are the Internet and its parts such as the World Wide Web and web-site development. The student will learn to create web sites using the current tools, such as Notepad++ or another development environment along with languages such as HTML, JavaScript, and CSS for the internet, intranets and extranets. This course will qualify a student to sit for the Information Technology Specialist (ITS) certification in HTML and CSS web page coding or other comparable certifications.

**CST280**
**Database I (3 cr. hours)**
*Prerequisites: DLA101*
This course addresses technologies for developing database applications. It covers the principles of database design and database models, using database software. Organizational data modeling and designing normalized database structures is strongly emphasized. Managerial issues associated with database administration are covered along with an introduction to distributed database concepts in a client-server environment. The course will expose the student to the Structured Query Language (SQL).

**CST285**
**Spreadsheet Applications and Data Analysis for Decision Making (3 cr. hours)**
*Prerequisites: DLA101 and MAT181/185*
This course focuses on tools for applying spreadsheet techniques on a working model for data analysis in decision making. Included are topics such as importing data, structured design, management of worksheets, and using the advanced spreadsheet techniques for data analytics on a spreadsheet model. Organizational uses in the areas of accounting, finance, marketing, human resources and many areas of management are discussed.

**CST320**
**Computer Architecture and Diagnostics (3 cr. hours)**
*Prerequisites: CST230*
This course enables students to identify, configure and upgrade various components of computer systems, peripherals and software. The subsystems examined include memory, disk drives, video, I/O ports and power supplies. Peripherals examined include printers, modems and various I/O devices. Students will learn preventative maintenance and troubleshooting techniques. This course covers semiconductor theory and devices. Operation of devices such as diodes, transistors and operation amplifiers will be examined. The lab work includes the application of semiconductor devices in practical circuits such as power supplies, voltage regulators and amplifiers, etc.

**CST325**
**Linux (3 cr. hours)**
*Prerequisites: CST155*
This course is designed to develop students' knowledge and aptitude in UNIX and Linux Operating Systems at a command line level, as well as administrative level. This course will prepare students to sit for the CompTIA Linux+ certification offered by CompTIA, as well as the RedHat Linux Administrator certification offered by RedHat or other comparable certifications.

**CST330**
**Network Infrastructures I (3 cr. hours)**
*Prerequisites: CST230*
This course teaches basic concepts associated with using PCs in a networked environment, including connecting to a network and connecting networks together. Included are peer-to-peer and client/server networks, network topologies and architectures, the OSI model, Ethernet and TCP/IP protocols, IPv4/IPv6 and MAC addressing,
routers and routing, network printing, NAT and VPNs, plus wireless networking. The course also provides a strong foundation in preparation for the CompTIA Network+ Exam offered by CompTIA or comparable certifications.

**CST345**
**Server Administration (3 cr. hours)**
*Prerequisite: CST230*
This course prepares students to install, configure, and administrator Windows Server Active Directory. Students will be prepared for the Information Technology Specialist (ITS) certification in Device Configuration and Management or other comparable certifications.

**CST360**
**Data Structures (3 cr. hours)**
*Prerequisites: CST251*
This is an undergraduate follow-up course to introductory programming, where the focus is primarily on learning how to solve a problem using an object-oriented framework. However, in this course, we focus on the fact that there are often multiple ways to solve a problem, with tradeoffs in the approaches that are possible. The goal of this course is to learn the various types of data structures which are commonly used throughout computer science, as these are the building blocks of larger projects. Investigation of techniques for program design, testing and debugging are also included. Data structures are studied including stacks, queues, linked lists and binary trees. Searching, sorting, recursion, strings and arrays are also covered. The class is taught in an appropriate high-level language such as C++.

**CST365**
**Computer Algorithms (3 cr. hours)**
*Prerequisites: CST360*
This course teaches techniques for the design and analysis of efficient algorithms, emphasizing methods useful in practice. We will look at general techniques (e.g., divide-and-conquer, dynamic programming, graph algorithms), as well as specific problem areas (e.g., sorting, searching, polynomial and matrix calculations).

**CST380**
**Database II (3 cr. hours)**
*Prerequisites: CST280*
This course expands the student's understanding of the fundamentals introduced in Database I (CST280) by emphasizing the application of databases to organizational management. Database Management Systems (DBMS), Database administration (DBA) and continues with the exploration of data manipulation languages such as Structured Query Language (SQL). Students will learn how to connect a database to a program coded with a programming language and experiment with the program communicating with the database. This course will qualify students to sit for the Information Technology Specialist (ITS) certification in databases or other comparable certifications.

**CST412**
**IT Project Management (3 cr. hours)**
*Prerequisites: Junior standing and this is a writing intensive course*
This course is mainly designed to prepare IT project managers with project management skills needed to better manage IT projects. Built along the IT project management lifecycle, this course covers detailed topics of the basic concepts of IT project management, including initiating, planning, controlling, executing, and closing projects. The course also illustrates how IT projects should be managed, from inception to post implementation review. This course will qualify a student to sit for the Certified Associate in Project Management (CAPM) certification exam through the Project Management Institute (PMI).

**CST430**
**Network Infrastructure II (3 cr. hours)**
*Prerequisites: CST330*
This course prepares students for a portion of the CISCO Certified Network Administrator (CCNA) Certification Examination. It prepares students with the knowledge and skills necessary to install, configure, update, and troubleshoot switched LANs and VLANs. Students will learn additional skills including classless IP addressing, configuring single area OSP and EIGRP, switching concepts, configuring CISCO switches, configuration of VLANS, concepts and configuration of VTP, Access Control Lists, introduction to wireless LANs, advanced IP addressing techniques such as Network Address Translation (NAT), Port Address Translation (PAT), DHCP, and WAN technology and terminology, including PPP, ISDN, DDR, Frame Relay, network management, and introduction to optical networking. The course also provides a strong foundation in preparation for the CCNA Exam offered by CISCO or comparable certifications.

**CST445**
**Cloud Administration (3 cr. hours)**
*Prerequisites: CST330*
This course will give students extensive experience in Windows Server Management and Administration. Emphasized are Windows deployment services, network infrastructure servers, RRAS, RADIUS, NAT, IIS, terminal services, imaging, virtual machines, network load balancing, backup strategies, and fault tolerance. Students will be prepared for the Information Technology Specialist (ITS) certification in Cloud Computing or other comparable certifications.

**CST450**
**Programming for Application Development (3 cr. hours)**
*Prerequisites: CST251 and Junior standing*
This course explores the latest programming languages in use today. The development environment and programming language utilized is chosen by the instructor. The purpose is to give the student experience in another programming language different from the beginning course work. The level of programming for the student will be driven to where they can design complicated and sophisticated software using advanced coding. Projects will include bridging between basic computer concepts identified in previous coursework and designing standard and mobile applications. This course will qualify students to sit for the Information Technology Specialist (ITS) certification in Software Development or other comparable certifications. These other certifications can be based on the programming language selected for the course. Such as the Information Technology Specialist (ITS) certification in JAVA programming.

**CST460**
**Research in Computer Science (3 cr. hours)**
*Prerequisite: Senior Standing in Program Major- Permission of School Academic Dean/Designee*
Students will complete a project based on their field of study in computer science. The project will include looking at a theory, model, or idea for the basis of the project and identifying previous research and/or a need in the industry. The student will work independently, but will be guided by an identified path, set monitored milestones, evaluated progress, and a final presentation of the project.
This course ideally should be taken in the student's last spring semester.

**CST470**
**Internship (3 cr. hours)**
*Prerequisites: Sophomore standing, 2.5 cumulative GPA and permission of the Internship Coordinator*
Internship provides the student with on-the-job experience in varied aspects of Information Systems and Technology. Hours and work assignments will be arranged on an individual basis.

## CMA: CREATIVE MEDIA AND ARTS

**CMA352**
**Creator Career Development (3 cr. hours)**
This course gives students an opportunity to create a professional web portfolio using work they've done in previous courses and/or outside of class. Students will learn about branding and professional online presence, professional activities and organizations, industry standards for pricing contract work, as well as other career advancement skills. "Students will also learn about grant research and writing. Grant writing will give students the skills to seek funding for themselves, nonprofits and other organizations within their career.

**CMA470**
**Internship (3 cr. hours)**
*Prerequisites: Junior status, 2.5 cumulative GPA and permission of the Internship Coordinator*
The internship requires fieldwork in an agency appropriate to the student's career objectives.

**CMA499 (w)**
**Senior Seminar (3 cr. hours)**
Students will pursue individual projects in a group setting. An interdisciplinary perspective is encouraged

## CUL: CULTURAL STUDIES

**CUL190, CUL290, CUL390, CUL490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**CUL210**
**Comparative Cultures (3 cr. hours)**
*Prerequisite: ENG141*
Introduces the concept of culture, discusses its role in a society, and explores different manifestations of culture. This course may discuss culture in microcosm or macrocosm.

**CUL220**
**Religions of the World (3 cr. hours)**
*Prerequisite: ENG141*
A survey of the prominent religions that influence the lives of people around the world.

## DLA: DIGITAL LITERACY AND AI

**DLA101**
**Digital Literacy and AI Fluency (3 cr. hours)**
This course builds modern digital literacy with a focus on responsible, verifiable use of Generative AI. Students learn to plan, draft and refine work using AI alongside Microsoft 365 (Word, PowerPoint, Excel), library research and cyber security. Emphasis is placed on privacy, bias awareness, fact-checking and clear citation of sources consulted (not the model). Hands-on labs and an AI Fluency Portfolio showcase transparent, high-quality artifacts across communication, analysis and presentation. By the end, students can integrate AI into coursework and workplace tasks ethically, accurately and effectively.

## DMD: DIGITAL MEDIA

**DMD134**
**Introduction to Digital Media (3 cr. hours)**
This course will provide an overview of digital media design. Students will gain introductory skills in photography, video production, and multimedia as they relate to visual problem solving. Additionally, students will explore potential professions within the field of digital media design.

**DMD230**
**Video Production I (3 cr. hours)**
*Prerequisite: DMD134*
This course introduces students to basic principles related to single-camera video production, focusing on how to appropriately plan a project and capture effective footage. Students will learn how to work cooperatively as part of a production team, exploring specific production concepts such as narrative, camera angles, cinematography, lighting and audio and working at their own skill levels in pre-production and post-production contexts.

**DMD234**
**Digital Photography I (3 cr. hours)**
*Prerequisite: DMD134 and Quality Digital SLR (Single Lens Reflex)*
Introduction to black and white and color photography in its applications as fine art and visual communication. Introduction to computer editing software.

**DMD261 (w)**
**Sports Writing (3 cr. hours)**
*Prerequisite: ENG152*
This course introduces students to the field of sports writing by studying the fundamentals of gathering, organizing, evaluating and writing sports information in accepted professional style across news media and media relations platforms. Students will attend and document athletic events, conduct research and report on them through written content for traditional and new media.

**DMD334**
**Video Production II (3 cr. hours)**
*Prerequisites: DMD230*
In this course students will work in teams to develop skills in lighting, transition techniques and creating promotional, training and corporate video. Students will learn how to work cooperatively as part of a production team, exploring specific production concepts such as narrative, camera angles, cinematography, lighting and audio and working at their own skill levels in pre-production, production and post-production contexts.

**DMD335**
**Video Production 3 (3 cr. hours)**
*Prerequisites: DMD230 & DMD334*
In this course students will work in teams to develop skills in film audio, advanced editing and in creating documentaries. Students will learn how to work cooperatively as part of a production team, exploring specific production concepts such as narrative, camera angles, cinematography, lighting and audio and working at their own skill levels in pre-production, production and post-production contexts.

**DMD362 (w)**
**Sports Broadcasting (3 cr. hours)**
*Prerequisites: DMD261*
This course introduces students to the field of sports reporting through the use of live and recorded audio and video media. Students will develop skills in writing for TV and radio, on-camera delivery, play-by-play and color commentary, interviewing, sideline reporting, sports debating, hosting and anchoring. Students will create original sports media content including live broadcasts, pregame and postgame shows and roundtables.

**DMD363 (w)**
**Sports Research & Statistics (3 cr. hours)**
*Prerequisites: MAT273*
This course presents an introduction to and survey of practices of collecting, processing, visualizing and analyzing data in sports. Students will explore technologies used in data collection and processing, along with methods for measuring and comparing individual and team performance.

**DMD434**
**Digital Photography II (3 cr. hours)**
*Prerequisites: DMD234 and Quality Digital SLR (Single Lens Reflex)*
This course teaches advanced editing and techniques using Photoshop and covers outdoor commercial and Industrial photography, as well as indoor, studio shooting.

**DMD435**
**Video Production 4 (3 cr. hours)**
*Prerequisites: DMD230, DMD334 & DMD335*
In this course students will work in teams to develop the skills needed to serve as director and producer, leading a production team and seeing a video project through to completion. Students will learn how to work cooperatively as part of a production team, coordinating production activities, exploring specific concepts such as narrative, camera angles, cinematography, lighting and audio, and working at their own skill levels in pre-production, production and post-production contexts.

**DMD454 (w)**
**eLearning/eTraining Content Development (3 cr. hours)**
In this course, students will learn the uses of online education and how to structure effective training modules using appropriate software. Students will also learn how to assemble and organize media from multiple modalities to effectively communicate desired information.

**DMD462 (w)**
**Sports Media Production (3 cr. hours)**
*Prerequisites: DMD362*
This course offers students practical experience in basic television and radio/podcast production, working live, recorded and live-to-tape, both in-studio and remote. Students acquire creative and technical skills and learn how to work as a production team and become prepared for internships and careers in sports media.

## ECO: ECONOMICS

**ECO190, ECO290, ECO390, ECO490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**ECO221**
**Principles of Macroeconomics (3 cr. hours)**
*Prerequisite: MAT181/185/251/281*
A study of macroeconomics (the “whole” economy), concepts and principles, plus current issues in macroeconomics. Required for all majors in the BBA.

**ECO222**
**Principles of Microeconomics (3 cr. hours)**
*Prerequisite: MAT181/185/251/281*
A study of microeconomics (the “parts” of the economy), concepts and principles, international trade, and current issues in microeconomics. Required for all majors in the BBA.

**ECO322**
**Intermediate Microeconomics (3 cr. hours)**
*Prerequisite: ECO222*
Advanced study in the foundations of microeconomics theory, and current issues in microeconomics.

**ECO422**
**Managerial Economics (3 cr. hours)**
*Prerequisite: ECO222 and MAT273*
The study of the application of economics concepts and principles to management decision-making. Emphasis is placed on the firm's use of limited information in an uncertain environment.

**ECO424**
**Global Trade (3 cr. hours)**
*Prerequisite: ECO222*
A study of international trade and the geographical, economic, and nationalistic characteristics that challenge the firm embarking upon global trade. Our focus is on the multinational corporation (MNC), or global business, pursuing trade in a very dynamic world economy "guided/influenced" by national and regional political and economic considerations.

## EDU: EDUCATIONAL STUDIES

**EDU410**
**OAE Test Prep (3 cr. hours)**
This course will be required for students who have yet to pass the OAE Exams for their content areas. By the end of class, students should have completed their required OAE exams with a passing score.

**EDS100**
**Theories of Learning in Teaching and Athletic Coaching (3 cr. hours)**
This course introduces foundational and modern theories of teaching, learning and athletic coaching. Students will examine how these theories influence instruction and coaching across settings and age groups, focusing on knowledge, motivation and skill development. Emphasis is on applying theory to lesson planning, practice design, feedback and communication while identifying personal philosophies of effective teaching and coaching.

**EDS200**
**Designing Effective Instruction (3 cr. hours)**
This course helps students design relevant and innovative teaching and coaching experiences for diverse learners and athletes. Students will analyze audience needs and create developmentally appropriate, differentiated strategies. They will design SMART goals, align learning outcomes and build inclusive assessments that promote growth and motivation. Emphasis is on applying theory to practice through effective lesson plans, practices sessions and evaluation tools.

**EDS300**
**Contemporary Issues in Education and Organized Sport (3 cr. hours)**
This course provides an in-depth analysis of current trends, challenges and innovations in teaching and athletic coaching. Students will explore the evolving landscape of K-12 education, higher education and organized sport, examining how social, cultural, technological and policy-related factors shape instructional and coaching practices. Topics include teacher and coach preparation, equity and access, curriculum and performance assessment, retention, ethics, technology integration and reform movements that impact both classroom and athletic environments.

**EDS400**
**Critical Thinking for Educators and Athletic Coaching (3 cr. hours)**
This course is designed to enhance the critical thinking skills of teachers and athletic coaches, empowering them to become more effective educators, leaders and decision-makers in their respective environments. Students will learn to analyze, evaluate and synthesize information to make sound, ethical judgments ion both classroom and athletic contexts. The course emphasizes the integration of empathy, cultural sensitivity and responsible decision-making into everyday teaching and coaching practices.

## ENF: LAW ENFORCEMENT

**ENF150**
**Police and Society (3 cr. hours)**
*Prerequisite: JUS110*
A study of the various response methodologies available to the patrol officer in assisting the citizen's request for police service. Discusses traffic enforcement from the stop of the violator through traffic accident investigation.

**ENF154**
**Homeland Security Overview (3 cr. hours)**
The course presents an introduction to the public and private sector dimensions of the theory and practice of homeland security at the national, regional, state and local level. The perspective will include an overview of the administrative, legislative, and operational elements of homeland security programs and processes, including a review of homeland security history, policies, and programs. The student will examine, in general, terrorism and the intelligence issues that support homeland security operations.

**ENF190, ENF290, ENF390, ENF490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**ENF212**
**Concepts of Terrorism (3 cr. hours)**
This course provides an introduction into the theories explaining terrorist behavior. It will examine the questions of what constitutes terrorism, terrorist groups, and what economic, social, religious and other issues lead to the conduct of groups like al Qaeda. Additionally, students will be required to think critically about how terrorist groups form, what makes them disband, and how knowledge is transferred among groups and group members. Further, it will cover the history and development of the term "terrorism" and the development of modern terrorism in practice.

**ENF239**
**Applied Criminal Investigation and Criminalistics (3 cr. hours)**
*Prerequisite: JUS202*
Emphasis on the investigation of specific crimes including, but not limited to, homicide, sexual assault, aggravated assault, robbery, burglary, theft, auto theft and arson. Students will be required to investigate a "mock" crime scene, collect and analyze evidence obtained and present their investigation in a "moot" court.

**ENF240**
**Critical Infrastructure Protection (3 cr. hours)**
*Prerequisite: ENF154*
This course provides a broad perspective of the Critical Infrastructure Protection (CIP) effort in the United States. The overall mission of CIP is to protect and ensure the continuity of the critical infrastructure of the US that is essential to the nation's security, public health and safety, economic vitality, and way of life against debilitating disruption or destruction from man-made or natural incidents. Students will explore the importance of the National Infrastructure Protection Plan, the eighteen critical infrastructure sectors and their related challenges for protection.

**ENF245**
**Emergency Organization and Management (3 cr. hours)**
Every level of government bears responsibility for emergency response. A systematic analysis of the public agencies and an overview of organizations involved in homeland security will be covered in this course. Topics such as threat assessment, risk analysis, incident management systems, coordinating with supporting agencies, response procedures, the planning function, coordinated government efforts, crime scene operations, prevention strategies, response protocols, evacuation, medical support, and conducting an effective follow-up analysis will all be covered. This class will prepare the student with information necessary to respond to terrorist acts.

**ENF293 (w)**
**Criminology (3 cr. hours)**
*This is a writing intensive course.*
This course provides an introduction to the subject of criminology. Criminology is the study of both criminal behavior and crime itself, and as such, is one of the foundational courses for criminal justice. It explores the different schools of criminological thought, the different eras of criminology research and the theories proposed for crime and criminal motivation. Additionally, there is an emphasis on the development of the history of criminology as the basis for our justice system today.

**ENF335**
**Law Enforcement Supervision (3 cr. hours)**
*Prerequisite: JUS110*
A study of management theories and their impact on law enforcement agencies. Topics include, but are not limited to, agency structure, management of personnel, fiscal management, and civil and criminal liabilities for police personnel.

**ENF343**
**Weapons of Terrorism (3 cr. hours)**
This course provides an overview of the various weapons available to terrorists that threaten America and the rest of the nations of the world. Modern applications of technologies by current foreign terrorist organizations will be included. The threat of weapons of mass destruction will likely require a multi-jurisdictional response capability. Biological and chemical threats will be addressed and response strategies considered. Cyber-terrorism has come of age requiring public and private coordination of responses to such attacks. Other weapon platforms of terrorism to be examined include radiological and explosives (dirty bombs) designed to create mass contamination of the population and surroundings. More traditional threats from conventional weapons will also be considered. Resulting decontamination issues will be discussed as well as new technologies and tactics.

**ENF355**
**Forensic Investigation of Sex Crimes (3 cr. hours)**
The course offers a detailed overview of the responsibilities of a sex crimes investigator and specific issues unique to sex crimes investigation. Course content focuses on victimology and trauma informed interviewing techniques, constitutional and legal issues in investigation, evidence collection and examination, the investigative process of sexual based criminal offenses against adults and children, application of criminal law to sexual based offenses, and examination of diverse typologies of offenders.

**ENF432**
**Death Investigation (3 cr. hours)**
*Prerequisite: ENF239*
This course examines the many facets of properly investigating death and addresses the investigator's role in the process. Topics include first responder responsibilities, autopsy and laboratory capabilities, crime scene preservation, common mistakes made in death investigations, legal considerations, and exploration of the various methods of death including homicide, suicide, accidental, natural, and undetermined. Conceptualizing and applying the investigative process to the uniqueness of death investigations is a central theme of this course.

**ENF441**
**Counterintelligence/Counter-terrorism (3 cr. hours)**
This course addresses the issues of counterintelligence and counter-terrorism (covert information modification and planned preemptive responses). This course will provide an explanation of these two different tactical operational modalities. The interconnectivity of these two separate operational fields will be examined to determine their structural relationship in combating an enemy threat. Additionally, this course will examine the geopolitical utilization of these operational methodologies by U.S. domestic and foreign-based operatives providing security to U.S. domestic security interests. Lastly, this course will examine the use of technology and human intelligence in their application regarding counterintelligence.

**ENF450**
**Crime Analysis (3 cr. hours)**
*Prerequisite: Junior standing*
An introduction to the concept, applications, and methods of crime analysis as it is employed in municipal, county, state, and federal law enforcement and other criminal justice agencies. The course will include how to form a crime analysis unit which has effective relationships with patrol, criminal investigation, and other field operations units, and will focus on methods of how to collect, collate, analyze, and employ crime data to predict future criminal events, including when and where perpetrators will strike. Managerial and supervisory responsibilities in a crime analysis unit will also be discussed. The course is directed toward preparing students to obtain an entry-level crime analysis position in a law enforcement agency.

**ENF460 (w)**
**Evidence Processing (3 cr. hours)**
This course represents a capstone experience for the Forensic Science major. Students will explore the total evidence spectrum from discovery and collection of evidence through presenting courtroom testimony. The class will combine classroom and laboratory instruction and culminate with a field experience. Topics to be covered include evidence collection, legal rules of evidence, the chain of evidence, the collection, processing and preservation of evidence, analysis and preparation of evidence and presentation of courtroom testimony.

**ENF468**
**Criminal Justice Reporting Writing (3 cr. hours)**
*Prerequisites: ENF239*
This course is designed to improve writing skills that will enable a student to write a concise, effective, and professional criminal justice report. It will help them understand common issues associated with the importance that these reports have on the criminal justice process. A general introduction to interpersonal communication skills, techniques, active listening, and strength-based approach to interviewing will be covered. Students will apply key skills, building on an individual natural style, accompanied by specific interviewing tools and skills, which will be introduced and practiced through clinical application. There will be an emphasis on the Fourth, Fifth, Sixth and Eighth Amendments, as it directly relates to the constitutional impacts of collecting information relevant to investigations. Ethical considerations will be approached on all topics covered.

## ENG: ENGLISH

**ENG141**
**Rhetoric and Introductory Research Writing (3 cr. hours)**
*Prerequisite: ENG095, earning a "C" or better or Placement; Students must receive a grade of "C" or better to enroll in ENG142.*
This course prepares students for academic writing and research. Students will develop skills in summary, synthesis, and argument writing and will be introduced to college research. They may be taught these skills through a variety of rhetorical modes (pro/con, cause/effect, comparison/contrast, etc.) and/or through rhetorical analysis (ethos, logos, and pathos). Emphasis is placed on developing essays characterized by strong thesis statements; focused, coherent, and logically ordered paragraphs; correct grammar; and correct documentation in APA style.

**ENG142 (w)**
**Rhetoric and Academic Writing (3 cr. hours)**
*Prerequisite: ENG141, earning a "C" or better; Students must receive a grade of "C" or better to receive credit toward graduation and to enroll in courses for which it is a prerequisite. This is a writing intensive course.*
This course provides instruction in persuasive and analytical writing and research through critical reading and analysis of texts, and the practice of rhetorical and analytical strategies that can be applied across various disciplines. Through reading, discussion, critical analysis, and instruction in locating and evaluating resources, students practice a range of approaches to academic writing. Students must receive a grade of "C" or better in ENG142 to receive credit toward graduation for this course, and to enroll in courses for which it is a prerequisite.

**ENG152**
**Introduction to Technical Writing (3 cr. hours)**
*Prerequisites: ENG141, earning a "C" or better*
This course will begin with a survey of technical writing as a field. Students will then be introduced to the kinds of problems technical writers face and approaches to problem solving across the field. The course covers strategies for reading technical and functional texts. Students will also develop beginning-level understandings of strategies and techniques technical writers use for problem solving in multiple contexts, and will cover accessibility strategies for all readers.

**ENG162**
**Introduction to Narrative and Culture (3 cr. hours)**
This foundational course explores the structure and significance of storytelling across cultures and historical periods. Students will study the principles of narratology – examining plot, character, setting and theme – while analyzing mythological narratives and oral traditions from around the world. Emphasis will be placed on how stories reflect and shape cultural identities, transmit knowledge and inspire social change. Through readings, discussions and analytical projects, students will gain the tools to critically evaluate narrative forms and understand their role in society. This course prepares students for deeper engagement with narrative studies and cultural storytelling.

**ENG201**
**Introduction to Literature (3 cr. hours)**
*Prerequisite: ENG141*
This course presents a range of literary genres that may include short story, drama, creative nonfiction, poetry, graphic novel, and/or the novel, at the discretion of the instructor, and helps students develop research and critical thinking skills that are applicable to all areas of the Humanities to being a well-rounded scholar.

**ENG242 (W)**
**Short Story Interpretation (3 cr. hours)**
*Prerequisite: ENG142, earning a "C" or better*
The course examines the short story as a literary genre. Students will read a wide range of stories from around the world and from different time frames. Emphasis is given to an understanding and critical appreciation of the structure and function of the short story.

**ENG272**
**Story Creation for Media (3 cr. hours)**
This course introduces students to the craft of storytelling for visual and interactive platforms, including film, television, digital media and games. Students will learn industry-standard screenplay formatting and techniques for developing compelling scripts that communicate stories through visual and auditory elements. The course also explores game narration, focusing on player-driven storytelling branching narratives and immersive world-building. Through hands-on writing exercises and creative projects, students will develop the skills to create engaging narratives tailored to diverse media formats. By the end of the course, students will be equipped to write for both linear and interactive storytelling environments.

**ENG301**
**Professional Communication (3 cr. hours)**
*Prerequisite: ENG141*
This course prepares students for reading, writing, and communicating in a professional environment. Through examination, composition, and formatting documents common to numerous professions, students will be exposed to the specialized vocabulary and categories of written and verbal communication that are common to various fields.

## ENT: ENTREPRENEURIAL

**ENT110**
**Entrepreneurial Mindset (3 cr. hours)**
The Entrepreneurial Mindset course utilizes an experiential, problem-based methodology that encourages students to apply what they are learning in real-world circumstances, enabling them to develop entrepreneurial attitudes, behaviors and skills

**ENT210**
**Creativity and Innovation (1 cr. hours)**
This course is designed to teach students several creative problem-solving methodologies that complement other managerial tools acquired in undergraduate studies. The course offers students the opportunity to learn how to solve problems, identify opportunities and generate ideas that potentially generate enormous benefits to organizations. Students will develop individual and group skills for generating innovative ideas and find ways to apply these ideas to address current issues and problems in different industries and settings. Students are expected to participate in external competitions and students may repeat the course up to 3 times.

**ENT220**
**Entrepreneurship (3 cr. hours)**
As in-depth examination of the many facets of starting and managing a small business with an emphasis on the entrepreneurial skills necessary to be successful. This course contains and opportunity Experiential Learning with an applied project requirement.

## EXS: EXERCISE SCIENCE

**EXS146 (w)**
**Introduction to Exercise Science (3 cr. hours)**
*This is a writing intensive course.*
This course is designed to introduce students to the field of Exercise Science as well as to prepare students for further courses in the curriculum. Students will be introduced to topics such as the history of Exercise Science, anatomy, exercise physiology, exercise epidemiology, exercise nutrition, biomechanics, motor control and motor learning, and exercise and sport psychology.

**EXS210**
**Bioenergetics (3 cr. hours)**
*Prerequisite: CHM131 & L*
This course is available to Tiffin University students who have declared Exercise Science for a major. This course will introduce students to the principles and metabolic processes that occur in the human body for the purpose of energy production. Further, these students will apply these concepts when humans are in different energy states (i.e. rest vs. physical activity and exercise).

**EXS225**
**Motor Development (3 cr. hours)**
Students in this course will learn the processes and mechanisms underlying the development of motor skills from birth to adulthood. The study of neurological, physiological, intellectual, social, and emotional factors that influence gross and fine movement activities will be included in this course.

**EXS310**
**Cardiorespiratory Fitness Training (3 cr. hours)**
This course is available to Tiffin University students who have declared Exercise Sciences as their major.
This course will provide students with knowledge of the Cardiorespiratory system as well as its physiological responses to exercise and physical activity. Additionally, this course will apply these concepts as tools to improve cardiorespiratory fitness for all populations.

**EXS315**
**Biomechanics of Sport and Exercise (3 cr. hours)**
*Co-requisite: EXS315L*
This course is designed to introduce students to the tools and techniques for motion analysis, mechanical concepts, forces and performance analysis related to the anatomical and mechanical bases of human movement.

**EXS315L**
**Biomechanics of Sport and Exercise Lab (1 cr. hour)**
*Co-requisite: EXS315; A lab fee is associated with this course.*
This course is designed to introduce students to the tools and techniques for motion analysis, mechanical concepts, forces and performance analysis related to the anatomical and mechanical bases of human movement. The course will provide students with practical laboratory experiences related to the field of biomechanics.

**EXS316**
**Nutrition for Sport and Exercise (3 cr. hours)**
The course will examine the effects of many of the macronutrients and micronutrients and the specific contexts in which exercise and nutrition interact to cause predictable outcomes in health and performance.

**EXS322**
**Kinesiology (3 cr. hours)**
The scientific study of human movement has been defined as Kinesiology, also known as human kinetics. This course will examine the relationship of the anatomical, physiological, and the mechanical principles of human motion.

**EXS410**
**Health Coaching (3 cr. hours)**
This course will introduce students to the principles of health coaching. Students will be introduced to an array of methods and techniques to promote physical activity through behavior change strategies.

**EXS422**
**Exercise Physiology (3 cr. hours)**
*Prerequisite: BIO222 and BIO222L or NAT150 and NAT150L, earning a "C" or better*
*Co-requisite: EXS422L* The study of the acute responses and chronic adaptations to a wide-range of physical exercise conditions is defined as exercise physiology. The analysis, improvement, and maintenance of health and

fitness are possible by the identification of physiological mechanisms underlying physical activity. This course will provide students with an understanding of the functioning of the systems of the human body during exercise.

**EXS422L**
**Exercise Physiology Lab (1 cr. hour)**
*Prerequisite: BIO222 and BIO222L or NAT150 and NAT150L, earning a "C" or better*
*Co-requisite: EXS422; A lab fee is associated with this course.*
The course will provide students with practical laboratory experiences related to the field of exercise physiology.

**EXS442**
**Exercise Testing and Prescription (3 cr. hours)**
*Prerequisite: EXS422*
*Co-requisites: EXS442L and NAT112*
This course is based on the study of methods of determining fitness levels and developing safe exercise programs. In this course, exercise testing and prescription are presented within a health-related context, with practical applications for sports nutrition, weight management, the aging process, and prevention and management of chronic diseases, such as heart disease, diabetes, cancer, osteoporosis, and arthritis. The American College of Sports Medicine's Guidelines for Exercise Testing and Prescription will be emphasized with specific focus on the knowledge, skills, and abilities for the American College of Sports Medicine's Exercise Physiologist-Certified certification.

**EXS442L**
**Exercise Testing and Prescription Lab (1 cr. hour)**
*Prerequisite: EXS422*
*Co-requisites: EXS442 and NAT112*
*A lab fee is associated with this course.*
This course is based on the study of methods of determining fitness levels and developing safe exercise programs. In this course, exercise testing and prescription are presented within a health-related context, with practical applications for sports nutrition, weight management, the aging process, and prevention and management of chronic diseases, such as heart disease, diabetes, cancer, osteoporosis, and arthritis.

**EXS474**
**Research Methods in Exercise Science I (1 cr. hours)**
*Prerequisite: MAT273 and EXS315*
This course is designed for junior or senior Exercise Science students as the first in a two-course research sequence. It introduces students to the foundations of scientific inquiry in exercise science, including the formation of research questions, development of hypotheses, review of existing literature and selection of appropriate research methods and designs. Emphasis is placed on understanding the ethical principles governing human subjects research and students will complete CITI certification as part of the course requirements. By the conclusion of the course, students will produce a formal Institution Review Board (IRB) proposal and a written research plan that will serve as the foundation for data collection and analysis in Research Methods in Exercise Science II.

**EXS476**
**Research Methods in Exercise Science II (2 cr. hours)**
*Prerequisite: EXS474*
This course is designed for senior Exercise Science students as a continuation of Research Methods in Exercise Science I. Building upon prior work in research design, literature review and Institutional Review Board (IRD) proposal development, this course emphasizes the practical application of research through data collection, analysis, manuscript preparation and dissemination of findings. Students will actively collect and interpret research data, apply appropriate statistical techniques and construct a professional scientific manuscript following discipline-specific formatting guidelines. The course culminates in the presentation and disseminations of research results in written and oral formats consistent with professional standards in exercise science.

## FIN: FINANCE

**FIN101**
**Personal Finance (3 cr. hours)**
This course describes the study of methods for planning and building financial resources, which can meet the goals of the individual and their household throughout the changing life cycle. Focuses on money and property management, budgeting, income generation, asset protection, tax considerations, and estate planning.

**FIN190, FIN290, FIN390, FIN490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**FIN301**
**Business Finance (3 cr. hours)**
*Prerequisites: ACC210, ECO221 or ECO222, MAT273*
This course shall focus attention on the tools and concepts for financial decision making in five broad areas: financial management, valuation of financial assets, capital budgeting, capital structure, and working capital management. The study includes the time value of money, capital budgeting, sources of long-term capital and short-term financial management. Other topics will address financial ratio analysis, organization of financial markets, and international (global) finance.

**FIN315**
**Financial Risk Management (3 cr. hours)**
*Prerequisite: FIN301*
This course is dedicated to a process of identifying, measuring, and controlling the financial risk carried by a company as perceived by a financial manager. The goal of this course is not to teach the student how to create and sell risk management products, but rather how to shop intelligently for these products in the current market.

**FIN420**
**Money and Banking (3 cr. hours)**
*Prerequisite: ECO221*
In-depth examination of the role money and financial institutions play in a market economy, focusing on the Federal Reserve System, monetary policy, and current issues in money and banking.

**FIN421 (w)**
**Investments (3 cr. hours)**
*Prerequisite: FIN301*
The study of the institutions, instruments, markets, and theories of valuation and investment. Students shall be exposed to the valuation of debt (bonds) and equity (stock) instruments, including derivatives. Other topics shall include the Capital Asset Pricing Model (CAPM), the Capital Management Line (CML), the Security Market Line (SML), the Efficient Market Hypothesis (EMH) portfolio theory, and international diversification.

**FIN426**
**International Finance (3 cr. hours)**
*Prerequisite: FIN301 or concurrent*
The study of the institutions, concepts, and instruments of international finance. Current and past international monetary systems shall be discussed. Special attention shall be directed to consideration of accounting, finance and taxation differences global companies (multinational companies – MNCs) experience in the domestic and foreign economies. Other topics shall include the determination of exchange rates and their macroeconomic linkages, the effect of exchange rates on current and capital account balances, and the techniques global companies can engage in to hedge exchange rate risk.

**FIN461**
**Data Analytics in Finance (3 cr. hours)**
*Prerequisite: Senior standing*
The goal of this course is to teach the student how to extract valuable insight from financial data to help businesses make strategic decisions. This course will leverage knowledge from the various courses the student has taken over the student's college career, and enhance it with financial analytics. Instructors will introduce an assortment of current tools that are popular on the market and apply them to real-world scenarios.

**FIN470**
**Internship (30 cr. hours)**
*Prerequisite: Sophomore standing, 2.5 cumulative GPA, and permission of the Internship Coordinator*

Provides the student actual experience in applying the concepts, principles, and rules of finance in real-world circumstances. Hours and work assignments are arranged with the business or organizational sponsor on an individual basis.

## FOR: FORENSIC PSYCHOLOGY

**FOR105**
**Victimology (3 cr. hours)**
This course focuses on the victims rather than the offenders; why they have been recently rediscovered, why they often do not report crimes to police; how some victims might share responsibility for the crimes with the offenders; how they can be repaid for their losses through offender restitution and government compensation; and what new services are available to help victims prevent crimes and resist attacks. The social and emotional responses of victims to crime are examined.

**FOR190, FOR290, FOR390, FOR490**
**Special Topics (3 cr. hours)**
Prerequisite: None, unless listed in the schedule of courses. Topics will vary. May or may not be writing intensive.

**FOR310**
**Threat Assessment (3 cr. hours)**
*Prerequisite: JUS110*
An overview of threat assessment and threat management (TA/TM) in various organizations such as social service agencies, schools, places of employment and law enforcement. The history of threat assessment/ threat management, events, legal responses, theories, research and models are included. Policies at aforementioned organizations are explored as are various remedy models. The Identify, Assess, Manage [Federal] model is introduced.

**FOR344 (w)**
**Psychology of Violence and Aggression (3 cr. hours)**
*Prerequisites: FOR105 and PSY101*
Course examines the changes in the methods, patterns, and meanings of violence. Special attention is paid to individual and collective violence in the streets, in schools, at home, within the media, by the police, by terrorists and by the military. The major theories explaining the causes of violence, and important research about attitudes toward violence and the showing of force to bring about change are reviewed.

**FOR347**
**Psychology of Sex Crimes (3 cr. hours)**
*Prerequisite: PSY101*
There are few crimes that shock people's sensibilities as sex crimes. Highly publicized cases involving the victimization of children led to changes in laws and policies regarding how society prosecutes, punishes and manages sex offenders. This course explores the myths and realities surrounding the wide range of behaviors encompassed by the term sex crimes. Emphasis is placed on the underlying sexual motivation of certain crimes and their relevance to the investigation and treatment of sex offenders.

**FOR365**
**Drugs and Society (3 cr. hours)**
*Prerequisites: PSY101 and PSY362*
Consider various types of drugs, dynamics of use, abuse, addiction, and recovery; social, legal, economic, and psychological impact on structure and function of society; current trends; diagnosis and treatment; prevention strategies.

**FOR423**
**Case Management (3 cr. hours)**
*Prerequisites: Senior standing and PSY362*
A study of the various supervision methods and considerations for effective intervention with the criminal justice client. Incorporates the skills of pre-sentence assessment and supervision planning, interfacing with other branches of the human service delivery system, and counseling techniques appropriate for use by the criminal justice worker.

**FOR430 (w)**
**Crisis Intervention Strategies (3 cr. hours)**
*Prerequisites: Senior standing and PSY362*

Focuses on the theory and practice of intervention in various acute situations common in work with criminal justice clients, e.g., domestic violence, suicide threat/attempt, physical or sexual abuse, and acute chemical dependency episodes.

**FOR460 (w)**
**Psychology and Law (3 cr. hours)**
*Prerequisites: PSY250, SCS300 and Junior standing*
Course studies the psychological assumptions that the law makes and the differences between law and psychology regarding models of behavior, theories of change, morality, and values. Role of psychology in the legal process, the rules of procedure, the jury system, and the psychologist in the courtroom are examined in depth.

**FOR485**
**Death and Dying (3 cr. hours)**
*Prerequisites: PSY101 and SOC101*
This interdisciplinary course examines the reality of death and dying as it affects everyone. The course will also examine the topic and how it pertains to the role of helping professionals, the terminal person, and survivors. It incorporates the work of relevant empirical, psychological, sociological, historical, legal, philosophical, and religious viewpoints from a multicultural perspective.

## FSC: FORENSIC SCIENCE

**FSC110**
**Forensic Science Academy (1 cr. hour)**
This course is an introduction in the forensic chemistry and biology fields, as well as the general science procedures supporting investigatory rules for legal cases. Students will be taught basic legal, biological and chemistry concepts and will apply these concepts in both laboratory experiments and forensic science engagement experiences, including explosions, fire, morgue experiences, and criminal laboratory visit(s) for forensic processing of evidence. It is designed to provide a general introduction to the field of forensic science and the scientific and legal processes involved when investigating a crime.

**FSC115**
**Introduction to Forensic Science (3 cr. hours)**
*Co-requisite: FSC115L; A lab fee is associated with this course.*
This course will provide a general introduction to the field of forensic science and its various functions and specialties from the crime scene to the laboratory.

**FSC115L**
**Introduction to Forensic Science Lab (1 cr. hour)**
*Co-requisite: FSC115*
*A lab fee is associated with this course.*
This course is a required complement to the lecture course. Students will be expected to apply the concepts learned in the lecture to the laboratory experiments. It is designed to provide a general introduction to the field of forensic science and the preservation of physical evidence from the crime scene to analysis in the crime laboratory.

**FSC190, FSC290, FSC390, FSC490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**FSC215 (w)**
**Evidence Law and Ethics (3 cr. hours)**
*Prerequisites: FSC115 and ENG141*
An examination of the principal rules of evidence applicable in the federal and state courts, and ethical considerations as applied to the collection, processing, analysis, evaluation and interpretation of evidence. Analysis of the relevant rules of evidence will be made alongside a broad overview of forensic science in the courtroom. This course will explore case law and ethical case studies as they apply to admissible evidence, how a forensic expert should testify to juries, and the extent to which the admission of forensic evidence assists juries.

## GSC: GLOBAL SPORTS AND CULTURE

**GSC110**
**Global Sports and Culture I: Sports and Identity (3 cr. hours)**
This course introduces the study of sports and culture by reviewing these topics within the context of the individual. Students will learn about and reflect on how sports can affect and influence the development of personal identity and how such identities may change over time. Particular attention will be paid to reviewing how ones' personal sports identity can bridge differences related to class, race and gender differences.

**GSC210**
**Sport and Community (3 cr. hours)**
This course explores the powerful role sport plays in shaping community identify, unity and cultural expression at the local, national and global levels. Students will analyze how sport reflects and influences social values, traditional and connections among diverse populations. Through an examination of case studies, media and lived experiences, the course highlights how sport can serve as both a unifying and divisive social force – impacting issues such as inclusion, equity, economics and civic pride,

**GSC410**
**Capstone (3 cr. hours)**
*Prerequisite: Completion of all core and concentration coursework or permission of instructor*
This course serves as the culminating experience for students pursuing studies in athletic coaching. The Coaching Immersion Capstone integrates theory, practice and reflection, allowing students to demonstrate their growth as professionals and apply the knowledge, skills and abilities gained throughout the program. By the end of the course, students will have created a comprehensive Coaching Portfolio that documents their philosophy, practice plans, assessments and reflections, showcasing readiness for coaching or sport leadership positions.

## HCA: HEALTHCARE MANAGEMENT

**HCA140**
**Survey of the Healthcare Industry (3 cr. hours)**
This course includes an overview of the healthcare industry and the important concepts needed to manage in the healthcare field.

**HCA201**
**Survey of Health Insurance in the United States (3 cr. hours)**
*Prerequisites: HCA140 and NAT150*
This course includes understanding various health insurance plans and coverage. It explores the concepts of insurance as well as financial, legal and social issues related to the health insurance industry. The course focuses on reimbursement methods and proper coding procedures and, in addition, addresses eligibility requirements, claims processing, collection, and patient accounting processes. It will instruct the student on the completion of insurance forms and interpretation of insurance codes. The course will provide each student with the framework for understanding the critical concepts and components of healthcare reimbursement and billing.

**HCA301**
**Healthcare Finance (3 cr. hours)**
*Prerequisite: ACC210 and ECO221*
This course is designed to introduce students to financial concepts utilized within organizations and those that exist as unique to the healthcare industry. Application of concepts addressed within the course is emphasized.

**HCA312 (w)**
**Healthcare Informatics (3 cr. hours)**
*Prerequisite: DLA101*
This course provides the student with a comprehensive understanding of informatics in the healthcare industry. Healthcare informatics is addressed from a systemic, patient, management, and educational perspective.

**HCA318**
**Human Resource Management for Healthcare Managers (3 cr. hours)**
*Prerequisite: MGT301*
This course is an introduction to the human resource function and related elements and activities as they apply to the healthcare industry. The course outlines the roles and functions of members of the human resource department as well as educating others outside human resources in how their roles include human resource-related activities in healthcare.

**HCA355**
**Healthcare Marketing (3 cr. hours)**
*Prerequisite: ECO221 or ECO222*
Healthcare Marketing provides students with the exposure to essential marketing concepts and strategies utilized within the healthcare industry. Control and monitoring of healthcare marketing programs is emphasized to address the continual change in the healthcare industry.

**HCA362**
**Managerial Design and Analysis for Healthcare (3 cr. hours)**
*Prerequisite: MAT181*
This course is an introduction to research and its tools for the learner as both a consumer and producer of statistics and research. Specific emphasis is placed upon helping the student complete a research project and on understanding managerial decision-making as it pertains to the healthcare industry.

**HCA403**
**Healthcare Law (3 cr. hours)**
This course examines the ever-changing legal trends faced in the healthcare environment. This course will provide the student with the skills necessary to mitigate liability through risk management principles, develop relationship management skills, incorporate employment law procedures, and manage communication.

**HCA412**
**Healthcare Systems and Governance (3 cr. hours)**
This course focuses on administration of complex health systems and individual organizations. Topics include organizational analysis, strategic planning, multi-organizational management issues, and evolving governance structures and methods in healthcare management. The course will use quantitative methods to analyze many of the issues.

**HCA427**
**Healthcare Operations (3 cr. hours)**
*Prerequisite: MAT181*
This course applies planning and controlling concepts to increase the value of the supply chain to the healthcare supplier. Students learn to evaluate and improve processes. Other topics include process selection, process design, theory of constraints, project implementation, capacity planning, lean production, facility location and business forecasting that are unique to healthcare.

**HCA470**
**Internship (3 cr. hours)**
*Prerequisites: Sophomore standing, 2.5 cumulative GPA, and permission of the Internship Coordinator*
Provides the student with on-the-job experience in varied aspects of healthcare management. Hours and work assignments will be arranged on an individual basis.

**HCA473**
**Service Delivery of Acute Care Management (3 cr. hours)**
*Prerequisites: Any 300 level HCA*
This course delves into an in-depth assessment of hospitals. Areas of study entail its foundational structure, leadership and management, clinical and non-clinical services.

**HCA474**
**Social Aspects of Aging (3 cr. hours)**
*Prerequisites: Any 300 level HCA*
This course introduces the student to core components and trends in social gerontology. Social, physical, economic, and political viewpoints are taken into account to assess the interdisciplinary nature within the field.

**HCA475**
**Service Delivery of Long Term Care (3 cr. hours)**
*Prerequisites: Any 300 level HCA*
This course introduces students to managing and leading the system of long-term care. Various elements of the system are addressed, reflecting on past, current, and future trends in the healthcare industry and aging population.

**HCA491**
**Healthcare Administration Research Project (3 cr. hours)**
*Prerequisite: HCA majors only; Senior standing and permission of School Dean or Designee*
The Research Project is a challenging part of the Healthcare Management Major. It is demanding, but when it is finished, it will have a pattern of research that can be used for an individual's entire professional career. The Research Project spans the complete curriculum. The Healthcare Management Research Project involves the learner in choosing a problem to solve, thoroughly researching it, designing a specific plan of action, and writing an extended report. The Healthcare Management Research Project will focus many of the new skills that have been learned from course work in this major. The project includes the practical application of the learning thus far achieved by the students. There is extensive brainstorming, giving and receiving feedback, and cooperative support from classmates. The project will require analysis and resourcefulness. This project is a complex and rewarding part of the learning experience.

## HED: HISTORY EDUCATION

**HED122 (w)**
**Research and Writing for History (3 cr. hours)**
*Prerequisite: ENG141*
This class is designed to develop the research and communication skills common to the history profession. Each student will complete research projects using primary and secondary source material, scholarly journals, oral variety histories, artifacts and photographs. The advantages and shortcomings of online research will be presented. Students will also learn how to work successfully in groups to prepare and deliver an oral presentation of their joint research.

**HED201**
**Political Geography (3 cr. hours)**
*Prerequisite: ENG141*
This course begins with an introduction to the current political map of the world and the identification of relationships among physical environment landforms, climate, resources and these political boundaries. Students will learn how political relationships were formed, how different civilizations interacted with each other and how these civilizations contributed to the development of the Western World from the Ancient World of Egypt to the Middle Ages of Europe.

**HED231 (w)**
**Creating a Nation: The United States through the Civil War (3 cr. hours)**
*Prerequisite: HED122 earning a "C" or better*
Beginning with the Pre-Columbian Native American culture, the course investigates European colonization of the Americas, with emphasis on the English experience. The causes and key elements of the American Revolution are analyzed, as are the challenges faced and opportunities enjoyed by the newly independent nation. Students will explore the interacting social, political, economic, military, and religious themes that underscore the nation's development. The course concludes with an investigation of growing tensions between the North and the South that emerged as the nation moved westward, generating Irreconcilable conflicts that culminated in civil war.

**HED242 (w)**
**The United States, 1865-1945: Consolidation, Industrialization, & the Rise to Global Leadership (3 cr. hours)**
*Prerequisite: HED122 earning a "C" or better*
Efforts to reconstruct the South and uncertainty over the future of freed slaves following the Civil War provide the introduction for this class. Students will also trace the remarkable rise of industrialization and unionism, the "winning of the West," the challenges of urbanization, unprecedented immigration around 1900, and the country's growing commitment in Asia following the Spanish-American War. The uncertainties associated with capitalism are explored through investigations of the various depressions that rocked the nation periodically during the 19th and 20th centuries. Finally, an investigation of America's role in two world wars helps students understand how the United States emerged as a world leader in 1945.

**HED250**
**World Cultural Geography (3 cr. hours)**
*Prerequisite: ENG141*
This course will expose students to cultural variation around the world. Students will investigate physical features and changes in geographic research, populations, human-environment interactions, characteristics of human systems and cultural divisions between regions based on language, religion, social customs, economic systems and cultural interaction.

**HED267 (w)**
**The Challenges of Global Leadership: The United States after 1945 (3 cr. hours)**
The class follows the post-war trail of mutual misunderstanding and mistrust between the United States and the Soviet Union, which solidified into intransigent ideological positions during the nearly 4 decades of threat and counter-threat known as the Cold War. Seeking to check perceived Soviet expansion, the nation found itself embroiled in a number of wars in far-flung corners of the post-colonial world. At home, students will discover that the United States enjoyed unprecedented economic growth, but also strident racial and gender equality debates, environmental issues, generational and cultural differences, and increasing commercialization. By the late 20th century, issues of globalization, terrorism, population growth and migration, growing political discord, and technological innovation left the United States facing a world of uncertainty, but also of opportunity.

**HED267 (w)**
**Dawn of Humankind: Civilizations Emerge and Develop (3 cr. hours)**
*Prerequisite: HIS122 earning a "C" or better*
This course explores the birth and diffusion of world civilizations from the dawn of recorded history to 1350 CE. First, the course will begin by examining the development of early civilizations and then will follow their developments into the classical age by exploring the Mediterranean societies of Greece and Rome, the Indian subcontinent, Asia, Africa, and the Western hemisphere. Finally, the course will conclude with the establishment of post-classical empires and the expansion of world religions. Over time, technology and human enterprise led to regular encounters between distant societies. This course highlights the ways these interactions came to shape the modern world.

**HED303 (w)**
**Dawn of Humankind: Civilizations Emerge and Develop (3 cr. hours)**
*Prerequisite: HED122 earning a "C" or better*
This course will examine the coming of the modern age. An examination of Europe from the late Middle Ages into the late nineteenth century will allow students to explore the ways that Europeans began to value reason over pre-modern ways of understanding the world. This enormous change led to political, scientific, economic, social, and cultural changes both in European society and in the world at large. Students will investigate key events in European history such as the Renaissance, the Enlightenment, Exploration, the Industrial Revolution, and the creation of the modern nation-state, but particular attention will be paid to how each of these events impacted the Americas, Africa, Australia, and Asia. By examining each of these events from a global point of view, students will explore the ways in which knowledge and European ways of thinking influenced people around the world.

**HED320 (w)**
**Ohio History (3 cr. hours)**
This course introduces students to the history of the state of Ohio. It begins with the prehistory of native peoples, follows the struggles between native people and Europeans during the colonial period, and traces the development of the region after statehood in 1803. The course will address a wide range of topics including: the key role of Ohio during nineteenth century industrialization, its contributions to national politics, its changing demographics and developing economy during the twentieth century, and its relations with other states in the region. Student field trips and the use of primary sources in research will be encouraged.

**HED323 (w)**
**The Emerging West, Exploration, Colonization and Commerce (3 cr. hours)**
*Prerequisite: HED122*
This course will examine the coming of the modern age. An examination of Europe from the late Middle Ages into the late nineteenth century will allow students to explore the ways that Europeans began to value reason over pre-modern ways of understanding the world. This enormous change led to political, scientific, economic, social and cultural changes both in European society and in the world at large. Students will investigate key events in European history such as the Renaissance, the Enlightenment, Exploration, the Industrial Revolution and the creation of the modern nation-state, but particular attention will be paid to how each of these events impacted the Americas, Africia, Australia and Asia. By examining each of these events from a global point of view, students will explore the ways in which knowledge and European ways of thinking influenced people around the world.

**HED410 (w)**
**The Interconnected World: Globalization In a Post-Colonial World (3 cr. hours)**
This course will explore the increasing dominance of Western ideas and how they continue to have an impact on societies around the world. With the expansions of empires into Africa, Asia, and Oceania, Europeans and Americans gained control over much of the world; and economies, politics, and culture became more intricately intertwined. The course will address the following topics: the spread of industrialization, how the west and non-west viewed one another, the global conflicts of the twentieth century, decolonization movements, the rise of fundamentalism and terrorism worldwide, the competition of human and natural resources, and the constant struggle between local diversity and globalization that characterizes the twenty-first century.

**HED425 (w)**
**Historiography (3 cr. hours)**
*Prerequisite: History major either enrolled in or has completed all major courses*
This capstone course investigates how the study of history has evolved, with a special emphasis placed on competing historical theories. Using samples of historical writing from representative historians over time, students will seek to understand the role of objectivity and the temptations of manipulating the past to influence the future. In addition, they will learn how technology has influenced the profession. Material studied will include European as well as American historical thought and practice.

**HED490 (w)**
**History Capstone (3 cr. hours)**
*Prerequisite: History major either enrolled in or completed all major courses.*
This capstone course explores the major themes and content associated with the Ohio Assessment for Educators (OAE). This course devotes a substantial amount of time to the integrated social studies assessment framework and trains students how best to prepare for the OAE test covering the following items: historical concepts, terms, sources, perspectives and research skills; major developments in world history from the beginnings of human society to the present; major developments in early U.S. history from the pre-contract periods to the present. In addition to the exploration of the major themes and content associated with the OAE test, this course also emphasizes preparation for student teaching by having students build and pilot lesson plans related to social studies education.

## HFW: HEALTH, FITNESS AND WELLNESS

**HFW213**
**Principles of Human Nutrition (3 cr. hours)**
*Prerequisite: NAT150 & NAT150L*
This course provides students with the basic concepts and principles of human nutrition necessary to maintain and promote health through good dietary choices.

**HFW313**
**History and Philosophy of Physical Education and Sports (3 cr. hours)**
This course explores the historical and philosophical aspects that are involved in the development of sport and physical activity from early civilizations of today. It is designed to improve the understanding and appreciation of the purpose, value, nature, scope and significance of physical activity and sport.

**HFW413**
**Sociological and Psychological Aspects of Physical Activity (3 cr. hours)**
This course covers the social and psychological factors associated with sport and physical activity experiences individuals have through life.

**HFW415**
**Advanced Strength and Conditioning (3 cr. hours)**
*Prerequisite: NAT150, NAT150L or BIO222, BIO222L, EXS322*
*Co-requisites: HFW415L and NAT112*
This course is designed for senior status students majoring in Health, Fitness and Wellness and Exercise Science who are interested in pursuing a career as an advanced personal trainer or strength and conditioning coach. This course is based on, and will provide an overview of, the principles of strength and conditioning. Emphasis will be placed on the application of concepts in anatomy, physiology, kinesiology, biomechanics, and nutrition in order to effectively design strength and conditioning programs, ensure proper exercise technique, and select appropriate exercise testing and evaluation protocols. Students will also be introduced to facility design, policies, organization, and legal issues. At the conclusion of this course, students will have been presented with the information necessary to sit for the nationally accredited Certified Strength and Conditioning Specialist (CSCS) certification exam.

**HFW415L**
**Advanced Strength and Conditioning Lab (1 cr. hour)**
*Prerequisites: NAT150, NAT150L or BIO222, BIO222L and EXS322 Co-requisite: HFW415 and NAT112*
This course is designed for senior status students majoring in Health, Fitness, and Wellness and Exercise Science who are interested in pursuing a career as an advanced personal trainer or strength and conditioning coach. This course is based on, and will provide an overview of, the principles of strength and conditioning. Emphasis will be placed on exercise test selection, administration, and interpretation for muscular strength, muscular power, aerobic power, anaerobic power, agility, speed, body composition,

flexibility, and sport-specific performance. Students will apply bioenergetics, biomechanical, and physiological concepts to ensure proper test selection, exercise technique, test interpretation, and sport-specific exercise prescription. At the conclusion of this course, students will have been presented with the information necessary for competent performance in entry-level strength and conditioning employment or graduate assistant opportunities.

## DS: DIGITAL STORYTELLING

**HIS114 (w)**
**Introduction to Multimedia Storytelling (3 cr. hours)**
This course surveys multimedia storytelling through exhibit design, digitization, audiovisual design, marketing and product management through the lens of public history and cultural history. It introduces students to the careers, standards of ethics, research, debates and practices associated with the intersection of history and multimedia studies through learning about the role of storytelling in shaping our understanding of the past. Students will gain practical skills in using various multimedia tools and platforms to create their own historical narratives. By the end of the course, students will have a deeper understanding of the power of multimedia storytelling. The course emphasizes experiential "fieldwork" by having students visit and engage with memorials, monuments and museums and archives.

**HIS272**
**Cultural Storytelling (3 cr. hours)**
This course will explore the history of cultural diversity and cultural uniqueness, giving students an understanding of the diverse cultural histories that have shaped our world. Students will create videos, podcasts, blogs and other digital content that explores the history of cultural diversity and its impact on society. This course is ideal for students who are interested in history, cultural studies and digital media and who want to learn about the complex and fascinating history of cultural diversity.

**HIS371**
**Digitization and Digital Archiving (3 cr. hours)**
This course is an introduction to the principles and practices of archiving, with a focus on digitalization and archive management. Students will learn how to identify, collect and preserve historical documents, photographs and other materials and how to make these items accessible to researchers and the public. The course will cover key concepts such as archival ethics, provenance and metadata. TI will introduce students to various tools and techniques for digitizing and managing digital archives. By the end of the course, students will have gained a solid understanding of the principles and practices of archiving and will have developed the skills and knowledge necessary to create and manage their own digital archives. The course will leverage Tiffin University's archives to provide a plethora of experiential projects.

**HIS475**
**Storytelling Project Design (3 cr. hours)**
*Prerequisite: HIS114*
This capstone course synthesizes the skills learned from the digital storytelling and history curriculum. Building on those skills, it prepares students for the stages that come after graduation by focusing on the creation and presentation of campus exhibits, pop-up museums and exhibits and metaverse expressions. Students will analyze and evaluate the historical research relevant to their interests and create an exhibit that showcases their findings to a university audience. Through this process, students will develop the skills necessary to apply to graduate schools and/or organizations in the public history field. By the end of the course, students will have a completed exhibit and plan for continuing their studies or pursuing a career in the field.

## HIS: HISTORY ELECTIVES

**HIS190, HIS290, HIS390, HIS490 Special Topics (3 cr. hours)**
Prerequisite: None, unless listed in the schedule of courses
Topics will vary. May or may not be writing intensive.

**HIS201**
**Introduction to Historical Events (3 cr. hours)**
*Prerequisite: ENG142*
This introductory course involves a study of historical events/themes through the lens of cultural, economic, political, intellectual, and social history. This course stresses original and academic research to promote critical thinking, historical understanding, and cultural literacy. This course presents a range of historical topics/themes that may include historical events, periods of history, etc., at the discretion of the instructor, and helps students develop research and critical thinking skills that are applicable to all academic areas.
**HIS312 (w)**

**History of the Middle East (3 cr. hours)**
*Prerequisite: ENG141*
A survey of the history of the Middle East from the time of Muhammad (500 AD) through the beginning of the 21st century. Specific emphasis is placed on the 20th century and the decisions made that have resulted in the current world situation. The countries covered include Turkey, Syria, Lebanon, Jordan, Israel, Egypt, Saudi Arabia, Iraq, Iran and Afghanistan.

## HOS: HOSPITALITY MANAGEMENT

**HOS104**
**Introduction to the Hospitality and Tourism Industry (3 cr. hours)**
A survey of the interrelated industries that comprise the number one employer in the world: tourism. Learn about the practices, growth and scope of leading corporations and organizations. Introduces and connects the student to major concepts, components and career paths that represent the following industries: lodging, resorts, vacation clubs and spas, restaurants, catering, attractions, theme parks, casinos, club management, convention and event planning, cruises and tourism services.

**HOS280**
**Hospitality Facilities Management (3 cr. hours)**
This course will focus on standard operational functions and procedures involved in servicing the hospitality facility. The property engineer's role as a manager will be stressed with regard to guest operations.

**HOS310**
**Hotel Operations (3 cr. hours)**
This course provides students with a comprehensive overview of the operations and management of hotel properties. Topics covered include hotel organizational structure, front office operations, housekeeping operations, food and beverage operations, revenue management, marketing, sales, human resources, accounting and property maintenance. Students will learn best practices for maximizing operational efficiency while maintaining high service standards.

**HOS320**
**Restaurant Operations (3 cr. hours)**
This course provides students with a comprehensive overview of the operations and management of restaurant establishments. Students will learn the fundamentals of restaurant management, front-of-house and back-of-house operations, staffing, food and beverage cost controls, menu planning, purchasing and inventory, restaurant marketing and customer service. The course emphasizes best practices for delivering a high-quality dining experience while maximizing operational efficiency and controlling costs.

**HOS330**
**Hospitality and Tourism Strategic Management (3 cr. hours)**
This course provides students with a perspective of managing a hospitality and tourism business through strategic eyes, utilizing the unique tools and techniques that the hospitality industry uses. This course will allow students to develop and implement sound hospitality strategies. Cases are used to provide actual applications of topics such as innovation, entrepreneurship, leadership, ethics, global management and franchising specific to the hospitality and tourism industry.

**HOS420**
**Hospitality Analytics (3 cr. hours)**
This course introduces data analysis concepts and techniques as applied to the hospitality industry. Students will learn how to utilize data from sources such as hotel property management systems, customer reviews and more to gain insights that can drive operational efficiency, revenue management, marketing and strategic decision making. Topics covered include data visualization, descriptive analytics techniques, forecasting methods, customer segmentation, demand modeling, pricing optimization strategies, performance metrics and hospitality industry data sources and tools.

## JUS: CRIMINAL JUSTICE

**JUS110**
**Introduction to Criminal Justice (3 cr. hours)**
A survey of the criminal justice system and of its major subsystems: law enforcement, courts, and corrections. Emphasis will not only be on the structure and functions of the various components, but also their interactions. The course will also introduce the student to the basics of criminal justice research through the use of the collection of the National Criminal Justice Reference Service and other professional sources of information.

**JUS190, JUS290, JUS390, JUS490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**JUS201**
**Criminal Law (3 cr. hours)**
*Prerequisite: JUS110*
An analysis of criminal laws from their development under common law to their present day applicability under constitutional and statutory standards with special emphasis on practice with the Ohio Revised Code.

**JUS202**
**Criminal Procedures (3 cr. hours)**
*Prerequisite: JUS201*
This course will examine the constitutional and other legal ramifications affecting the procedure of criminal arrest, search, seizure and evidence.

**JUS361**
**Ethical Issues in Criminal Justice and Security (3 cr. hours)**
*Prerequisites: Junior standing*
This course is designed to identify and examine ethical issues among practitioners in a variety of criminal justice fields, including issues surrounding morality, justice, and the law, being an ethical professional, discretion, and corruption. The course will promote inquiry that combines ethical analysis with a practical awareness of the realities of the criminal justice system.

**JUS425**
**Evidence Based Child Advocacy (3 cr. hours)**
*Prerequisites: JUS202 and FOR105*
This course offered skill-building activities using contemporary topics that highlight applied approaches to advocacy across a range of issues; child welfare, disability services, educational equity, juvenile justice, equitable access to services, the needs of distinct and diverse populations of children, foster and shelter care, legislative developments in child protection, the impact of poverty and homelessness and ACE's (adverse childhood experiences). Empirical and legal resources will be utilized as learning tools to understand the importance of child advocacy.

**JUS461 (w)**
**Senior Seminar in Criminal Justice (3 cr. hours)**
*Prerequisite: Senior standing; this is a writing intensive course.*
A capstone course focusing on critical thinking and evidence evaluation skills needed as a criminal justice professional. Challenges and opportunities regarding employment, functioning, and professionalism in the criminal justice field will be addressed.

**JUS465**
**Criminal Trial Evidence (3 cr. hours)**
*Prerequisite: ENF239*
This course is designed to prepare the criminal justice professional with knowledge and skills associated with the presentation of evidence at trial. Students will learn how to be a credible witness, the rules of evidence, and the procedure for getting evidence admitted at trial. A mock trial will take place so that students can practice and demonstrate the skills learned.

**JUS497**
**Independent Research in Criminal Justice (3 cr. hours)**
*Prerequisite: Permission of the instructor*
Designed to assist the student through advanced study of the literature germane to a specialized topic in the field. An in-depth review of the literature and/or a formal research project is required.

## LAW: BUSINESS LAW

**LAW115**
**Survey of Healthcare Law in the United States (3 cr. hours)**
This course is designed to examine the current healthcare law and ethics relevant to the healthcare environment. Individuals who work in the industry must understand the principles of how law and ethics governs policies, processes, procedure, and patient care. Legal terminology, legal processes, regulations, limitations, patient confidentiality, privacy and a variety of ethical situations will be reviewed in detail. The solid foundation gained from this course will provide each student with the knowledge necessary to work within the legal parameters set currently within the industry.

**LAW190, LAW290, LAW390, LAW490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Investigation of selected areas or contemporary problems. May or may not be writing intensive.

**LAW211**
**Business Law I (3 cr. hours)**
*Prerequisite: ENG141*
An examination of civil and criminal law and process and their interrelationship. The course also examines application of the Constitution to business with particular emphasis on the court system and administrative agencies. Substantively, the content areas of torts and contracts will be examined.

**LAW212**
**Business Law II (3 cr. hours)**
*Prerequisite: LAW211*
Building on a basic understanding of contract law, the student will be introduced to the Uniform Commercial Code in the areas of sale of goods, commercial paper, and secured transactions. In addition, the law of agency and topics on partnership and corporations will be considered.

**LAW260**
**Legal Issues in Sports (3 cr. hours)**
*Prerequisite: LAW211*
Title IX, risk management, tort, liability, agency, contract, antitrust, constitutional, labor law and intellectual property law are examined as applicable for managers in the sport and entertainment industry. Actual court cases concerning legal issues are presented relating to sport events, special events, athletics, the hotel industry, tourist attractions, amusement parks and recreational settings.

**LAW301**
**Legal Regulation of Business (3 cr. hours)**
*Prerequisite: LAW211*
This course will examine the broader legal aspects of governmental regulation of business in relation to public policy, social issues, and business ethics. Criminal laws affecting business legal intricacies of purchase, sale and transfers, survey of federal, state, local and international statutes affecting business such as bankruptcy laws, consumer protection laws, securities regulations and international trade laws will be studied.

**LAW321**
**Employment and Labor Law (3 cr. hours)**
*Prerequisites: MGT201 and LAW211*
This course is an overview of various laws and regulations that determine the rights and obligations of employees and employers. Topics covered include the nature of the employment relationship and common law principles, prohibitions against discrimination on the basis of certain protected characteristics such as race and gender, wage and hour law, the Family Medical Leave Act, the National Labor Relations Act, and other similar areas of labor and employment law. The primary focus is on federal laws governing the employment relationship, but there will also be discussion of state and local laws.

**LAW406**
**Fraud Prevention and the Legal Environment (3 cr. hours)**
*Prerequisite: ACC405*
This course emphasizes Federal and State legislation related to fraud examinations including laws that govern civil and criminal prosecutions. Students will learn theory and practical application of financial investigation methods for both public and private sector organizations.

## LDR: LEADERSHIP

**LDR210**
**Business Communication (3 cr. hours)**
This course prepares students for reading, writing and communicating in the professional environment by exposing students to the specialized vocabulary and categories of written and verbal communication that are common to numerous professional fields, through the examination, composition and formatting of documents common to numerous professions.

**LDR220**
**Introduction to Leadership (3 cr. hours)**
This foundational course introduces students to concepts and theories of leadership to help students develop the skills necessary to become leaders in the workplace, community and the larger global society. The course emphasizes the relationship between theory and leadership practice, and the moral and civic responsibilities of leadership.

**LDR230**
**Business Ethics (3 cr. hours)**
This course is designed to provide students the knowledge and skills necessary to analyze personal and social value systems, understand ethical principles in business practice and learn how to apply moral approaches in dealing with issues, problems and cases in such areas of business practice as leadership, management, marketing, partnership, employment relation, environmental care and so on.

**LDR415**
**Leading with Cultural Intelligence (3 cr. hours)**
Cultural Intelligence (CQ) is a critical capability for effective leadership in our multicultural, global world. In this course, students will undertake a journey of self-awareness to explore new ways of thinking about and embracing cultural differences. Using the CQ framework as a guide, students will discover strategies to improve their adaptability, judgment, decision-making, negotiation, trust, and innovation, enabling them to lead more effectively and more authentically in culturally diverse situations.

**LDR440**
**Theory and Application of Leadership (3 cr. hours)**
*Prerequisite: LDR220 or instructor permission as a prerequisite*
This interactive course examines theories and approaches to leadership. This course provides historical analysis of leaders and the evolution of leadership theory as well as gender and cultural approach to the topic. Students will gain an understanding of the leadership process and its elements, leaders, followers and contexts. The course will review the scholarship and research of leadership and provide a synthesis of the contemporary leadership models.

## LST: LEGAL STUDIES

**LST442**
**The Legal Structure of Electronic Gaming (3 cr. hours)**
*Prerequisite: ENG142*
Students will learn the basic legal, copyright, and intellectual property issues involving the creation and dissemination of digital media. Financial and contractual relationships between game publishers and developers will be explored as well as controversies over authorship, ownership and compensation for creative work in the gaming industry. Students will develop an original plan for a game product or service, based on current marketplace trends and create a legal funding presentation to pitch the original game idea.

## MAT: MATHEMATICS

**MAT176**
**Intermediate Algebra (3 cr. hours)**
*Prerequisite: MAT095 or Placement **This class is for Nursing students only.***
This course is a review of the fundamentals of algebra from order of operations to logarithmic and exponential equations. The curse uses the four mathematical operations with signed numbers and variable expressions; solving linear inequalities, and quadratic equations; applying the four mathematical operations to rational expressions and polynomials; factoring polynomials; graphing linear equations and inequalities; solving system of linear equations; exponential and logarithmic functions and applications; and introduction to radicals and the quadratic formula. There is an emphasis on critical thinking problems and ratio and proportions problems as they relate to solving drug dosage problems.

**MAT181**
**College Algebra (3 cr. hours)**
*Prerequisite: By University placement*
The course topics include functions and graphs, polynomial and rational functions, exponential and logarithmic functions, matrices, and sequences.

**MAT185**
**Quantitative Reasoning (3 cr. hours)**
Students will create, analyze and interpret basic mathematical models from informal problem statements, argue that the models constructed are reasonable, and use the models to provide insight into the original problem. Life-long critical thinking and quantitative reasoning skills will be taught.

**MAT190, MAT290, MAT390, MAT490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses*
Topics will vary. These courses offer topics of special interest to students to further their interest and knowledge in the area of mathematics.

**MAT271**
**Geometry for Middle School Teachers (3 cr. hours)**
*Prerequisite: MAT181*
Consider synthetic methods, foundations of Euclidean geometry with a brief treatment of non-Euclidean geometry, and groups of transformations associated with geometry.

**MAT273**
**Applied Statistics I (3 cr. hours)**
*Prerequisites: one of MAT181/251/281; A hand-held calculator with scientific functions is required.*
A study in descriptive and inferential statistical methods that aid decision-making. Includes the following topics: normal probability distributions, calculation of parameters from a universe, calculation of statistics from a sample, hypothesis testing, regression, and correlation.

**MAT275**
**Pre-Calculus (3 cr. hours)**
*Prerequisite: MAT181 or by University placement*
This course covers traditional pre-calculus topics, including topics from advanced algebra, trigonometry and analytic geometry.

**MAT281**
**Calculus I (5 cr. hours)**
*Prerequisites: By University placement*
A first semester introductory course to graphical, numerical, and symbolic approach to differential calculus. Topics covered include functions, rates of change, limits, continuity, differentiability, rules of differentiation, and anti-differentiation. A study in the applications of calculus to motion, optimization, and related concepts.

**MAT285**
**Calculus II (5 cr. hours)**
*Prerequisites: MAT281 earning a "C" or better or permission of instructor*
A continuation of the concepts learned in Calculus I. This course includes a study of the techniques and applications of integral calculus. Topics include calculus of transcendental functions including logarithmic, exponential, and inverse trigonometric functions. Techniques of integrations, sequences, and various series are covered.

**MAT287**
**Discrete Mathematics (3 cr. hours)**
*Prerequisite: MAT181*
This course provides students with an introduction to discrete mathematics with the focus on mathematical reasoning, basic understanding of sets, functions, relations, algorithms, counting methods, graph theory and methods of proof.

**MAT340**
**Probability Theory (3 cr. hours)**
*Prerequisite: MAT273; MAT287*
The mathematical concept of a game is an abstraction which encompasses conflict-cooperation situations in which strategy (not just chance) plays a role. Course topics include games in extensive form, pure and behavioral strategies; normal form, mixed strategies, equilibrium points; coalitions, characteristic-function form, imputations, solution concepts; related topics and applications. Probability space axioms; random variables, expectation, univariate and multivariate distribution theory, sequences of random variables, Chebyshev's inequality, law of large numbers, and central limit theorem. The main goal of the course is for you to learn how to model real-world situations which require stochastic models (meaning random or probabilistic). We will spend a relatively small amount of time developing the theory of stochastic processes, and a relatively large amount of time trying to model real-world problems with tractable stochastic models. We will develop theory as it becomes useful for working out the predictions of the models. The main theoretical topics to be covered are: independence and conditional probability, Markov chains, branching processes, and Markov processes. If time allows, we will also discuss Brownian motion or other topics. We will discuss applications to gambling, stock prices, inventory policies, queueing, and many other things.

**MAT370 (w)**
**Teaching Mathematics in Middle School (3 cr. hours)**
This course will introduce students to current research and issues related to teaching mathematics in middle school. Students in this course will learn how to engage middle school students in meaningful mathematics, how to work with middle school students who are not meeting minimum standards and how to prepare middle school students for high school courses in mathematics. They will become knowledgeable about the current State of Ohio Math standards.

**MAT373**
**Applied Statistics II (3 cr. hours)**
*Prerequisite: MAT273*
This course further develops topics introduced in Applied Statistics I. Additional topics covered will include analysis of variance, multiple regression, time series analysis, quality control and decision theory. The course makes use of available computer software as a problem-solving tool.

**MAT385**
**Calculus III (3 cr. hours)**
*Prerequisites: MAT285*
A continuation of the concepts learned in Calculus II. This course includes an introduction to the calculus of vectors, vector-valued functions, and 3 dimensional surfaces. Topics include the development of vector calculus, motion in space, functions of two or more variables and their derivatives, multiple and partial integrals, and surface integrals.

**MAT387**
**Differential Equations (3 cr. hours)**
*Prerequisite: MAT385*
This course studies methods for solving ordinary differential equations of first second and higher order. It includes applications, series, systems and numerical techniques. Differential equations are an excellent vehicle for displaying the interrelations between mathematics and the physical sciences. The student can see ways in which the solutions to specific problems have benefited from work of a more abstract nature.

**MAT389**
**Introduction to Analysis (3 cr. hours)**
*Prerequisite: MAT385*
The real number system. Sequences, limits, and continuous functions in R and R. The concept of a metric space. Uniform convergence, interchange of limit operations. Infinite series. Mean value theorem and applications. The Riemann integral.

**MAT392**
**Abstract Algebra (3 cr. hours)**
*Prerequisite: MAT287 and MAT385*
This course studies groups, rings, integral domains, fields and the development of various number systems. This course will provide the student with an introduction to the topics of abstract algebra so as to better understand its role in modern mathematics and its applications to other fields. In addition, this course will further develop the student's problem-solving skills and ability to follow and to construct a rigorous mathematical proof.

**MAT394**
**Complex Analysis (3 cr. hours)**
*Prerequisite: MAT389*
This is an upper division course covering the following topics: the real number system, sequences, limits, and continuous functions in R; the concept of a metric space, uniform convergence, and the interchange of limit operations. Infinite series, Mean value theorem and applications, and the Riemann integral will also be studied in this one-semester class.

**MAT396**
**Linear Algebra (3 cr. hours)**
*Prerequisite: MAT385*
This course studies systems of linear equations, vector spaces, linear transformations and matrices. It includes applications and theories. Linear algebra is valuable in illustrating a number of mathematical thinking processes that arise not only in linear algebra, but also in many other mathematical subjects. Understanding these thinking processes greatly reduces the time and frustration involved in learning advanced mathematics as well as in solving mathematical problems in general. It is also useful in solving a variety of problems arising in physics, chemistry, statistics, business and other areas.

**MAT398**
**Game Theory (3 cr. hours)**
*Prerequisite: MAT281, MAT285 and MAT396*
This course will explore the multi-person decision-making situations when players' payoffs depend on other players' choices. The mathematical concept of a game is an abstraction which encompasses conflict-cooperation situations in which strategy (not just chance) plays a role. Theory and application will be studied through games in extensive form, pure and behavioral strategies; normal form, mixed strategies, equilibrium points; coalitions, characteristic-function form, imputations, solution concepts; related topics and applications.

**MAT420**
**Topology (3 cr. hours)**
*Prerequisite: MAT392, MAT396*
This three-credit course covers metric spaces; topological spaces; separation axioms; continuity, convergence, connectedness, and compactness; basic notions in homotopy theory; quotient spaces; and paracompactness.

**MAT430**
**Number Theory (3 cr. hours)**
*Prerequisite: MAT287*
An introduction to classical results in analytic number theory, presenting fundamental theorems with detailed proofs and highlighting the tight connections between them. Topics covered include: the prime number theorem, Dirichlet L-functions, zero-free regions, sieve methods, representation by quadratic forms, and Gauss sums.

**MAT432**
**Set Theory (3 cr. hours)**
*Prerequisite: MAT287*
Set-theoretical paradoxes and means of avoiding them. Sets, relations, functions, order and well-order. Proof by transfinite induction and definitions by transfinite recursion. Cardinal and ordinal numbers and their arithmetic. Construction of the real numbers. Axiom of choice and its consequences.

**MAT487**
**Partial Differential Equations (3 cr. hours)**
*Prerequisite: MAT285 and either (a) one other course found in the sequence of courses for the mathematics minor or (b) instructor consent.*
This course introduces the fundamental concepts and methods for both modeling physical phenomena with Partial Differential Equations (hereafter, PDEs) and solving said Partial Differential Equations. Topics include the differences between Ordinary Differential Equations and PDEs, classification of PDEs, solutions via numerical methods, boundary-value problems, separation of variables and Fourier series. Students will explore various solution methods, including the use of MATLAB and common PDEs found in the sciences, including the heat and wave equations.

## MGT: MANAGEMENT

**MGT120**
Introduction to International Business (3 cr. hours)
This course is an introduction to the field of international business designed to provide a foundation of knowledge upon which the student can pursue more detailed studies related to international business topics. Students will be encouraged to think on a global basis, as opposed to a parochial basis. The course content will be structured around four general areas: social and cultural issues, politics, economics and religion as related to their impact on business. The course will derive its cohesiveness from either a central theme or a common core of ideas that run through each of the four content areas.

**MGT121**
**How Business Works (3 cr. hours)**
*Students who have completed MGT201 may not enroll in this course, nor can the two courses be taken concurrently.*
This introductory course is designed to acquaint the student with a broad variety of topics that are fundamental to the understanding of business. These include the essentials of economics, finance, management, marketing, international business, strategy and ethics. The study and discussion of current issues in each of these areas will be used to increase the student's understanding.

**MGT161**
**Introduction to Business (3 cr. hours)**
*Prerequisites: ENG141; Students receiving credit for MGT201 may not enroll in this course, nor can the two courses be taken concurrently.*
This course is designed to present students with a broad view of the functional departments of business such as management, marketing, finance, human resources, law, economics, communications, social responsibility and ethics in business. Using text, discussions and projects, students deepen their understanding of the role of the integration of functional departments within a successful business.

**MGT190, MGT290, MGT390, MGT490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses*
Topics will vary. May or may not be writing intensive.

**MGT201**
**Management of Organizations (3 cr. hours)**
*Prerequisite: ENG141; this is a writing intensive course.*
This course will provide an overview of the internal workings of an organization. It will survey the functional areas such as finance, marketing, operations, information and decision support systems, and human resources. The course will also examine the nature of the managerial job.

**MGT221**
**Supply Chain Management (3 cr. hours)**
*Prerequisite: MGT201*
This course is an overview of supply chain management and will briefly cover the topics of procurement, lean organizations, Total Quality Management, logistics and materials management.

**MGT243**
**Current Issues in Healthcare (3 cr. hours)**
*Prerequisite: MGT201*
This course will address current and foundational topics in the healthcare industry necessary for complete, effective administration and management.

**MGT301**
**Organizational Behavior (3 cr. hours)**
*Prerequisite: MGT201*
A study of the interface between the individual, the formal and the informal groups in organizational settings. Focus will be on individual growth, developing interpersonal skills, and understanding group dynamics.

**MGT312**
**Data Analytics for Managers (3 cr. hours)**
*Prerequisites: CST285 and Junior standing*
This course will provide a comprehensive introduction to the principles and practices of data analytics for managers. Students will gain a foundational understanding of key data analytics concepts, including the ability interpret data using industry-standard analytical tools to help make effective strategic data-driven decision-making in today's competitive business landscape.

**MGT317**
**Human Resource Management (3 cr. hours)**
*Prerequisite: MGT201*
A study of the human resource function in business. Major areas of study will include staffing, recruitment, training and development, wage and salary administration, job analysis and evaluation, and labor relations.

**MGT318**
**Total Compensation Management (3 cr. hours)**
*Prerequisite: MGT317*
A study of the total compensation management function in business, as evidenced through the human resource framework. Major areas of activity will include job analysis, job evaluation, establishing pay structures, and benefits.

**MGT320**
**Human Resource Risk Management (3 cr. hours)**
*Prerequisite: MGT317 and LAW321*
This course will examine the scope and role of HR in the occupational health and safety arena, the fundamental components of comprehensive programs and, more importantly, the interplay between these considerations and how important HR professionals are in their success. Topics covered include OSHA requirements, risk management and loss prevention, management of safety & workers' compensation, employee assistance plans, preventative health issues, emergency response & preparedness, and developing a culture of safety, amongst others. There will be focus on the fundamental components of a comprehensive health and safety program to protect the employees in an organization and avoid costly liability.

**MGT321**
**Operations Management (3 cr. hours)**
*Prerequisite: MGT201*
This course deals with the managerial functions directly related to the production and delivery of goods and services. Topics covered include manufacturing and service organizations, facility location and layout, MRP, forecasting, scheduling, quality assurance and project management.

**MGT324**
**Logistics and Distribution (3 cr. hours)**
*Prerequisites: MKT151 and MGT221*
A study of the movement of material and information throughout the supply chain. Topics include transportation, storage, DRP, warehouse selection and location, and distribution.

**MGT351**
**Managing Across Cultures (3 cr. hours)**
*Prerequisite: MGT201*
In the context of the growth of multinational enterprises and the increasing differences within the workforce, this course deals with gender, racial, age, cultural and other differences in the workplace. The course will focus on being open, sensitive and fair in dealing with differences and on using cultural uniqueness as a positive force within organizations.

**MGT356**
**Quality Management (3 cr. hours)**
*Prerequisites: MGT221*
A study of Quality Management principles and philosophy including the ideas of Deming, Juran and Crosby, employee involvement, Kaizen, statistical process control, and Six Sigma.

**MGT359**
**Small Business Management (3 cr. hours)**
*Prerequisites: MGT201 and Junior standing*
A study and analysis of the problems of operating a small business. Additionally, a discussion of the how's, what's and why's an individual would consider in developing their own business. All areas of managing an entrepreneurial operation will be covered such as marketing, finance and financial controls, government regulations and strategic planning.

**MGT402**
**Training and Development (3 cr. hours)**
*Prerequisite: MGT317*
An advanced course designed to develop knowledge and skill in the design, development, delivery and evaluation of organizational and job-related training and performance improvement programs.

**MGT404**
**Organization Theory (3 cr. hours)**
*Prerequisite: MGT301*
An overview of organizations drawing upon the concepts of social and cultural anthropology, political science, strategic management, and organizational behavior. Topics covered will include organizational types, structure and design, culture, power and conflict, and environmental relationships.

**MGT411**
**International Management (3 cr. hours)**
*Prerequisite: MGT201*
This course focuses on business across national boundaries. Topics covered include functional areas of management in MNES, impact of policy, society, economy, and geography on the international business environment and global strategic management.

**MGT422**
**Materials Management and Procurement (3 cr. hours)**
*Prerequisites: LAW211 and MGT221*
Studying the requirements for managing the flow of materials in various processes to include planning and inventory control. The nature of the procurement function in organizations, including supplier relations, supplier selection, issuing of contracts, and contract law as it relates to procurement, long-term partnering and make versus buy decisions.

**MGT443**
**Strategic Human Resource Management (3 cr. hours)**
*Prerequisites: MGT318, MGT320 and LAW321*
The course focuses on opportunities, planning, and emerging issues related to strategic human resource management. Learners will explore the alignment of business strategies and human resource management. Strategic human resource management will be defined and understood, emerging challenges will be discussed, how to strategically manage organizational change, and understanding the rationale for the creation of new roles and expectations of organizations required to be successful strategic business partners will be examined.

**MGT455**
**Lean Organizations (3 cr. hours)**
*Prerequisite: MGT221*
The application of just-in-time principles throughout the supply chain, including how to define and eliminate waste; the utilization of information in lieu of inventory; Pull versus Push systems; Kanban signaling and material coordination; and an in-depth look at the Toyota Production System.

**MGT470**
**Internship (3 cr. hours)**
*Prerequisite: Sophomore standing, 2.5 cumulative GPA, and permission of the Internship Coordinator*

Provides the student with on-the-job experience in varied aspects of management. Hours and work assignments will be arranged on an individual student/company basis.

**MGT491**
**Management Research Project (3 cr. hours)**
*Prerequisite: MGT majors only; Senior standing and permission of School Dean or Designee*
The Research Project is a challenging part of the Management Major. It is demanding, but when it is finished, it will have a pattern of research that can be used for an individual's entire professional career. The Research Project spans the complete curriculum. The Management Research Project involves the learner in choosing a problem to solve, thoroughly researching it, designing a specific plan of action, and writing an extended report. The Management Research Project will focus many of the new skills that have been learned from course work in this major. The project includes the practical application of the learning thus far achieved by the students. There is extensive brainstorming, giving and receiving feedback, and cooperative support from classmates. The project will require analysis and resourcefulness. This project is a complex and rewarding part of the learning experience.

**MGT495**
**Organizational Strategy (3 cr. hours)**
*Prerequisites: BBA major or BS Computer Science major or permission of Dean, MGT201 and FIN301 and Senior standing*
An advanced course designed to integrate the functional concepts and techniques from the foundation courses in the curriculum. It provides the student with a thorough appreciation of the role of the general manager, with emphasis on strategy formulation and implementation.

## MKT: MARKETING

**MKT151**
**Introduction to Marketing (3 cr. hours)**
This course exposes the student to the vocabulary of marketing and introduces many of the major principles and theories of the discipline. The focus of the course is on marketing's relationship to the other business functions and on marketing function management as opposed to day-to-day marketing operations.

**MKT190, MKT290, MKT390, MKT490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**MKT252**
**Buyer Behavior (3 cr. hours)**
*Prerequisite: MKT151*
This course introduces the basic processes of and influences upon decision-making by both individual consumers and organizational buyers, as well as the implications of such information toward the development of marketing strategies.

**MKT253**
**Marketing Communications (3 cr. hours)**
*Prerequisites: MKT151 and MGT201*
This course deals with operation and management of the advertising and promotion function with respect to both its positions within the marketing system and its relationship to the other business functions.

**MKT332**
**Omnichannel Retailing (3 cr. hours)**
*Prerequisites: MKT252 or MKT253*
This course examines contemporary distribution through omnichannel strategies to manage both physical and online retailing channels and their synergistic interactions. This course includes discussions of the strategies and functions of a retail firm including buying, merchandise management, pricing, promotion, and visual merchandising.

**MKT354**
**Personal Selling (3 cr. hours)**
*Prerequisite: MKT151*
Personal Selling focuses on customers as individuals rather than target market groups. To do this, the student salesperson will learn to tailor sales call approaches and presentations, negotiation strategies, and service provisions to a specific person and organization. Given the independent nature of professional sales positions, the course also examines motivation, time management, and ethical issues.

**MKT370**
**Digital Marketing (3 cr. hours)**
*Prerequisites: MKT151, MKT253*
This course explores the evolving influence of social media and digital platforms in marketing, advertising, organizations, and society. Students examine how traditional marketing, advertising, and public relations strategies often fail with digitally empowered consumers. Through theory, practice, and case studies students identify a strategic process for integrating social media into marketing, advertising, public relations and other business operations. Specific strategies for monitoring and engaging will be used while students investigate how to apply digital channels to help meet real business objectives. A series of assignments built upon each other toward a final digital marketing plan report and presentation for a product, service, or organization.

**MKT402 (w)**
**Marketing Research (3 cr. hours)**
*Prerequisites: MAT273 and a 300 level MKT course.*
This course provides a study of marketing function information needs as well as an understanding of operating and managing the research process. This research process and its integral parts are studied in detail from the perspectives of providing actionable results and marketing controls.

**MKT404**
**Global Marketing (3 cr. hours)**
*Prerequisites: MKT151 and Junior Standing*
This course examines the increasingly global nature of marketing management and addresses the issues involved when organizations expand into the arena of international competition. Particular attention is paid to the differences between cultures and the importance of sensitivity to them.

**MKT432**
**Social Media Marketing (3 cr. hours)**
*Prerequisite: MKT370*
Social Media Marketing (SMM) will prepare students in the use of social media by marketers to increase brand awareness, identify key audiences, generate leads, and build meaningful relationships with customers. SMM allows businesses to gain a competitive advantage through the creation and distribution of valuable, relevant and consistent content to attract and retain clearly-defined audiences. The course includes social media content
creation, conversation, and metrics. By the end of the course, students will be able to walk into any company with an online and social media presence and improve their use of the digital and social media in accomplishing their marketing strategy.

**MKT434**
**Digital Marketing Analytics (3 cr. hours)**
*Prerequisite: MKT370*
Digital Marketing Analytics will enable students to understand the digital customer behavior, build digital marketing strategies, and identify in-demand metrics to effectively measure and optimize ROI. Students will demonstrate an understanding of the processes and techniques of marketing data collection, analytics, and visualization. Students will be able to apply the logic of optimization and attribution in marketing analytics, terminology and marketing tools will also be implemented. Students will have an understanding of social listening, content analysis, AI, machine and deep learning. Simulation and field analysis will also supplement this course.

**MKT470**
**Internship (3 cr. hours)**
*Prerequisite: Sophomore standing, 2.5 cumulative GPA, and permission of the Internship Coordinator*
Under faculty member guidance and reporting to an agent of a selected firm the individual student works in some aspect of the marketing field: e.g., retail or wholesale sales, advertising and promotion or distribution. This real-world work experience contributes directly and substantially to the student's major area of marketing interest. Work assignments are arranged on an individual student/company basis.

**MKT491 (w)**
**Marketing Research Project (3 cr. hours)**
*Prerequisite: MKT majors only; Senior standing and permission of School Dean or Designee*
The Research Project is a challenging part of the Marketing Major. It is demanding, but when it is finished, it will have a pattern of research that can be used for an individual's entire professional career. The Research Project spans the complete curriculum. The Marketing Research Project involves the learner in choosing a problem to solve, thoroughly researching it, designing a specific plan of action, and writing an extended report. The Marketing Research Project will focus many of the new skills that have been learned from the course work in this major. The project includes the practical application of the learning thus far achieved by the students. There is extensive brainstorming, giving and receiving feedback, and cooperative support from classmates. The project will require analysis and resourcefulness. This project is a complex and rewarding part of the learning experience.

## MUS: MUSIC

**MUS100**
**Convocation (0 cr. hours)**
*Prerequisite: Limited to students enrolled in BA Commercial Music*
This weekly, hour-long convocation (required for music majors each semester) is designed to expose the student to a variety of repertory styles, participate in workshops, masterclasses, attend lectures and presentations, and to give the student opportunity to practice individual performance and career skills. Students will establish professional and personal relationships as they reflect on various careers in the music industry. This creative and thoughtful atmosphere will encourage students to participate in their own learning, connect them with individuals in the music industry and prepare them for their own future as a creative professional.

**MUS105**
**Musician Success Seminar (1 cr. hour)**
*Prerequisite: Limited to B.A. Commercial Music majors and minors*
This course explores the concepts of success, professionalism and career opportunities as a musician and within the music industry. Students will develop their own detailed short- and long-term strategies for professional success, begin to develop their own marketing and branding, and develop critical listening skills through attending live performances.

**MUS115/116**
**Private Music Instruction: Primary Instrument (1 cr. hour)**
*Music majors and minors only*
*An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting.Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Creative & Media Arts to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Arts & Science will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS117/118**
**Private Music Instruction: Secondary Instrument (1 cr. hour)**
*Music majors and minors only*
*An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting.Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Arts & Sciences to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Creative & Media Arts will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS124**
**Musicianship I (2 cr. hours)**
Musicianship I is an introduction to the fundamental concepts of commercial music musicianship integrating ehtory, aural skills and keyboard application. Students develop basic music literacy in areas of notation, rhythm, key signatures, intervals and diatonic harmony in major keys. Emphasis is placed on practical musicianship through Nashville number analysis, triad construction, sight singing, rhythmic reading and foundational piano skills.

**MUS125**
**Musicianship II (2 cr. hours)**
*Prerequisite: MUS124*
Musicianship II is a continuation of integrated musicianship study focusing on minor key harmony, seventh chords and expanded rhythmic and melodic skills. Students develop fluency in harmonic analysis using Nashville numbers and chord symbols while strengthening keyboard, sight singing and aural recognition skills. Emphasis is placed on applying theory concepts to lead sheets and contemporary commercial music contexts

**MUS130**
**Intro to Music Technology (3 cr. hours)**
*Prerequisite: Placement Test*
This course introduces music technology through developing an operational knowledge of music notation and digital audio workstations (DAWs). Students learn techniques to create printed music scores using Sibelius software and multitrack recording projects using Logic software

**MUS180**
**Arts Ensemble (0 cr. hours)**
This course is open to all TU students who hope to continue their arts-related ensemble experiences. Ensembles provide students with collaborative opportunities to explore and develop their skills and talents in a group setting. This course may be repeated.

**MUS181/182**
**Instrumental Ensemble I (.5 cr. hours)**
Students in the University bands explore a variety styles, forms and genres and are taught technique, music literacy, forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS183/184**
**Vocal Ensemble I (.5 cr. hours)**
Students in University choral and vocal ensembles explore a variety of musical styles, forms and genres and are taught technique, music literacy forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS190, MUS290, MUS390, MUS490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**MUS215/216**
**Private Music Instruction: Primary Instrument (1 cr. hour)**
*Prerequisites: MUS115 and MUS116 Music majors and minors only*
*An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting. Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following Arts & Sciences instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Creative & Media Arts will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS217/218**
**Private Music Instruction: Secondary Instrument (1 cr. hour)**
*Prerequisites: MUS117 and MUS118 Music majors and minors only*
*An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting. Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Arts & Sciences to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Creative & Media Arts will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS222**
**Introduction to Songwriting (3 cr. hours)**
*Prerequisite: MUS125*
Students will define various types of songwriting form in class as well as compare analysis projects in song craft. Structural and creative aspects of commercial songwriting will be examined, including lyrics, melody and form. The class will assist the student in discovering a personal style as a songwriter and demonstrate songwriting techniques in their own songwriting. Students will also outline various songwriting career paths and entrepreneurship opportunities for songwriters.

**MUS223**
**Music Appreciation (3 cr. hours)**
The course focuses on the aesthetics of music, listening skills necessary to fully appreciate music, and the societal and cultural roles that music plays. Various folk and art musical styles will be studied, with attention to their historical evolution and influence on one another.

**MUS224**
**Musicianship III (3 cr. hours)**
*Prerequisite: MUS125*
An intermediate musicianship course exploring expanded harmonic language and practical musicianship for contemporary styles. Topics include secondary dominants, modal mixture, reharmonization techniques, church modes and common song forms in popular music. Students develop analytical, keyboard, arranging and aural skills while applying theoretical concepts to lead sheets and scores.

**MUS225**
**Musicianship IV (3 cr. hours)**
*Prerequisite: MUS224*
An advanced musicianship course emphasizing harmonic analysis, arranging, improvisation and practical musicianship skills for contemporary music. Students develop the ability to interpret complex lead sheets and scores, analyze chromatic harmony and apply arranging techniques while integrating keyboard proficiency and aural skills.

**MUS230**
**Live Sound Engineering (3 cr. hours)**
Students will explore the principles involved in the process of sound reinforcement and recording, including microphones and the principles of sound transduction, signal types and signal flow and the use and function of mixers and signal processors. Studio and live sound equipment are used in class, in studio exercises and student projects.

**MUS234**
**Sound Design (3 cr. hours)**
Prerequisite: MUS330
The class will explore and replace all aspects of the audio from a motion picture and create original audio in its place. Students will record and edit voice-overs, ADR, Foley, sound effects and implement sound design elements in a multitude of commercial projects and applications.

**MUS238**
**Beat making (3 cr. hours)**
Prerequisite: MUS130
Analyzing and composing in a variety of electronic music styles, students gain an understanding of many aspects of contemporary electronic music, including beats, harmony, bass lines, groove, melodies, synthesis, sampling, MIDI creation and editing, effects processing, sound design, performance and mixing.

**MUS241**
**Rhythm Section: Drums (2 cr. hours)**
*Prerequisite: MUS125*
This course is designed to introduce students to performing in and directing a contemporary rhythm section, specific to drums and percussion. Students will experience the rhythm section roles and functions of the drums, the central resource of the pulse. Basic playing technique on both drum set and common auxiliary percussion will be addressed as well as methods of realizing shorthand notation. Students will be provided with access to drum sets and necessary auxiliary equipment. Students will need their own drum sticks and access to MuseScore notation software.

**MUS242**
**Rhythm Section: Guitar & Bass (2 cr. hours)**
*Prerequisite: MUS125 & MUS241*
This course introduces students to performing within, composing for and directing a contemporary rhythm section. Here students learn the rhythm section functions of the guitar and bass. Basic playing technique on both instruments will be addressed with respect to the pulse supporting role, as well as methods of realizing shorthand notation. Students will be provided with limited access to guitars and basses as needed but are encouraged to provide their own if possible. Students will need access to MuseScore notation software and should be prepared to provide picks and replace guitar strings on personal instruments as needed.

**MUS255**
**Survey of Popular Music (3 cr. hours)**
The class will explore historically significant popular music styles including but not limited to rock, jazz, R & B, country, hip hop and pop, while discussing important bands and artists. Students will apply historical knowledge and analyze current popular music styles while tracing current music back to the African diaspora. Students will use this information to explore and evaluate their own musical preferences and styles with a critical ear.

**MUS281/282**
**Instrumental Ensemble II (.5 cr. hours)**
Students in the University bands explore a variety styles, forms and genres and are taught technique, music literacy, forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS283/284**
**Vocal Ensemble II (.5 cr. hours)**
Students in University choral and vocal ensembles explore a variety of musical styles, forms and genres and are taught technique, music literacy forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS299**
**Second Year Project (1 cr. hour)** *Prerequisites: MUS215 & MUS224*
This course serves as the second-year capstone seminar course for the Commercial Music degree program. Students are required to complete a large individual project that draws together a broad spectrum of their coursework, including musicianship, performing and producing experience. This comprehensive project includes a detailed project management plan, performance/presentation, and upon completion of the performance/ presentation, a detailed analysis paper. Students work individually with professors to customize the experience. A final grade of B or higher is required to advance to a music concentration.

**MUS315/316**
**Private Music Instruction: Primary Instrument (1 cr. hour)**
*Prerequisites: MUS215 and MUS216*
*Music majors and minors only. An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat

making, and songwriting. Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Creative & Media Arts to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Arts & Science will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS317/318**
**Private Music Instruction: Secondary Instrument (1 cr. hour)**
*Prerequisites: MUS217 and MUS218*
*Music majors and minors only. An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting. Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Creative & Media Arts to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Arts & Science will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS320**
**Performance Writing (2 cr. hours)**
*Prerequisite: MUS225*
This course focuses on the essential skills needed to arrange music for commercial performance. Students will develop the ability to create their own arrangements, lead sheets, scores and parts, apply writing techniques for various instrumentations and gain practical experience in writing for live performance. The course emphasizes the integration of broad musicianship skills to effectively bring musical arrangements to life.

**MUS321**
**Studio Writing I (3 cr. hours)**
*Prerequisite: MUS225*
This course will explore the concepts of melody, harmony, rhythm, structure and form relating to modern commercial and studio music writing. Course content will include harmonic and formal analysis, aural transcriptions, reharmonization and focus primarily on bringing new arrangements from concept to actualization.

**MUS322**
**Studio Writing II (3 cr. hours)**
*Prerequisite: MUS225*
This course provides opportunities to apply acquired theoretical and compositional knowledge to a broad palette of sound media through a series of writing projects. The content introduces concepts of orchestration, addresses techniques in combining instruments in a range of textures from chamber to large ensembles and provides methods of developing texture along a timeline. This project-based, writing-centric course will focus on strings, voices, horns and arranging for full contemporary ensembles.

**MUS330**
**Recording Engineering (3 cr. hours)**
*Prerequisite: MUS230 and sophomore standing*
This course is designed to explore recording practices and help students develop a functional understanding of DAW software. Topics of study include studio signal flow, microphone selection and use, live and studio recording techniques, MIDI and sampling use, digital editing, and basic mixing and mastering techniques. Studio and live sound equipment will be used in class, in studio exercises, and for student projects.

**MUS336**
**Music for Film & Media (3 cr. hours)**
*Prerequisites: MUS225*
This course offers students real world projects in musical media that can be added to their portfolios such as visual media, gaming and field recordings. These skills can be used for commercial and other forms of audio media such as developing sound libraries, sample libraries, entertainment media (video games) and audio design.

**MUS341**
**Rhythm Section: Commercial Keyboard (2 cr. hours)**
*Prerequisites: MUS241 & MUS242*
This course introduces students to performing within, composing for and directing a contemporary rhythm section. Students will learn the rhythm section functions of the keyboard. Basic playing technique on keyboard will be addressed with respect to the pulse supporting role, as well as methods of realizing shorthand notation. Students will be provided with access to keyboards. Students will need access to MuseScore notation software.

**MUS342**
**Studio Band (2 cr. hours)**
*Prerequisite: MUS341*
Upon successful completion of the preliminary courses introducing the drums, bass, guitar and keyboard, this culminating course integrates these instruments into a heterogeneous setting. Students learn to perform in, write for and direct a full rhythm section utilizing a range of styles. Students will be provided with access to keyboards, guitars, basses and drums as necessary. Students will need to provide drum sticks and other accessories for playing said instruments, as well as have access to MuseScore notation software.

**MUS350**
**Ensemble Leadership & Pedagogy (3 cr. hours)**
Prerequisite: MUS224 & MUS242
The class will discuss and explore strategies used in teaching and leading instrumental and vocal ensembles focusing on commercial and popular music styles. Discussion on the philosophy of popular music education will frame the discussion of pedagogy, outcomes and goals for the popular musician and ensemble member.

**MUS352**
**Private Studio Teaching (3 cr. hours)**
*Prerequisites: MUS216 & MUS224*
This class will discuss and explore strategies and pedagogical knowledge used in teaching and leading a private teaching studio focusing on commercial and popular music styles. Students will learn about vocal function and the basics of teaching guitarists, bassists, keyboardists and drummers. Students will explore common issues related to entrepreneurship and create a business plan for their own private studio.

**MUS360**
**Survey of Music Business (3 cr. hours)**
This course focuses on the history, procedures, standard practices, economics and technologies involved with all facets of the business of music. Significant objectives include an understanding of important approaches to the recording industry, recognizing other areas of the music industry, and understanding how the different areas interrelate. A careful examination of the economic considerations driving the music business will be discussed and a final research project and presentation is required.

**MUS381/382**
**Instrumental Ensemble III (.5 cr. hours)**
Students in the University bands explore a variety styles, forms and genres and are taught technique, music literacy, forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS383/384**
**Vocal Ensemble III (.5 cr. hours)**
Students in University choral and vocal ensembles explore a variety of musical styles, forms and genres and are taught technique, music literacy forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS415/416**
**Private Music Instruction: Primary Instrument (1 cr. hour)**
*Prerequisites: MUS315 and MUS316*
*Music majors and minors only. An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting. Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Creative & Media Arts to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the

School of Arts & Science will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS417/418**
**Private Music Instruction: Secondary Instrument (1 cr. hour)**
*Prerequisites: MUS317 and MUS318*
*Music majors and minors only. An additional $425 fee will be charged for this class.*
Through private instruction, students work toward proficiency in their performance area, applying knowledge of various styles into musical interpretation and knowledge of technique into daily practice routines. Private instruction is available for declared majors in voice, piano, guitar, bass, drums, beat making, and songwriting. Students enrolled at Tiffin University who are not enrolled in the B.A. in Commercial Music program must apply to the Dean of the School of Creative & Digital Arts to enroll in a Private Music Instruction course. Students may apply for private lessons only in the following instruments: voice, piano, guitar, bass guitar, drums, beat making, and songwriting. The Dean of the School of Creative & Digital Arts will approve the non-major's application if resources are available. Students enrolled in Tiffin University who are not in a degree-seeking program may not enroll in a Private Music Instruction course.

**MUS422**
**Songwriting Workshop (3 cr. hours)**
*Prerequisites: MUS222*
Students will compose and perform their own songs in class as well as engage in analysis projects constructed to reinforce the variety of approaches and techniques of song craft. Structural and creative aspects of commercial songwriting will be examined, including lyrics, melody, form, and general song craft. The class will also assist the student in discovering a personal style as a song-writer and in developing a personal song portfolio.

**MUS430**
**Advanced Studio Production I (3 cr. hours)**
*Prerequisites: MUS330*
This course is designed to provide an in-depth exploration and application of mixing topics such as balance, EQ, dynamics, spatial effects, automation, pitch and time correction and mixing for digital streaming services. Through project-based exercises, students are required to organize, implement, and execute large, multitrack mixes in a DAW mixdown environment, in addition to executing technically and creatively advanced mixing techniques and preparing mixes for contemporary streaming formats.

**MUS431**
**Advanced Studio Production II (3 cr. hours)**
*Prerequisites: MUS330*
This course is designed to provide students with a project-based environment in which they may apply an advanced knowledge of audio recording and mixing practices, with students serving in roles of session producer, recording engineer, mixing engineer, and mastering engineer. Students develop advanced mastering skills using both DAW and outboard technology, and explore the various standards required to prepare recordings for distribution.

**MUS460**
**Music Publishing (3 cr. hours)**
*Prerequisite: MUS360*
This course provides a detailed analysis of the music publishing business and the role of the publisher in the acquisition, market development and administration of copyrighted musical compositions. Topics include copyright registration and renewal, contractual relationships with composers and an analysis of licensing of the publisher's catalog through recordings, video and film, print and performance rights.

**MUS481/482**
**Instrumental Ensemble IV (.5 cr. hours)**
Students in the University bands explore a variety styles, forms and genres and are taught technique, music literacy, forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS483/484**
**Vocal Ensemble IV (.5 cr. hours)**
Students in University choral and vocal ensembles explore a variety of musical styles, forms and genres and are taught technique, music literacy forms and styles in order to achieve both the individual student's musicianship growth and the development of the entire ensemble.

**MUS499**
**Fourth-Year Project (3 cr. hours)**
*Prerequisites: MUS225, MUS316, MUS330 & MUS341*
This course serves as the fourth-year capstone seminar course for the Commercial Music degree program. Students are required to complete a large, individual project that draws together a broad spectrum of their coursework, including musicianship, performing, and producing experience. This comprehensive project includes a detailed project management plan and upon its completion, a detailed analysis paper.

## NAT: NATURAL SCIENCES

**NAT112**
**First Aid/CPR/AED (1 cr. hour)**
*Co-requisite: HFW415 and HFW415L A lab fee is associated with this course.*
This course will provide first responders with training in First Aid, Cardiopulmonary Resuscitation (CPR), and Automated External Defibrillator (AED). Students who complete the course qualify for the American Red Cross First Aid/CPR/AED certification.

**NAT114**
**Survey of Science (3 cr. hours)**
A general science course that entails a brief overview of the major science disciplines of biological science, earth science, physics, and chemistry. The student will be able to demonstrate knowledge of basic concepts and principles of biology, earth/space science, chemistry, and physics and demonstrate an understanding for the process of scientific discovery and their implications in our society.

**NAT124**
**Introduction to Athletic Training (3 cr. hours)**
This course emphasizes the prevention, recognition, and treatment of athletic injuries. Taping, wrapping, and reconditioning of athletic injuries are also covered in this course. Additionally, First Aid and CPR are a part of the curriculum.

**NAT130**
**Foundations of Healthy Living (3 cr. hours)**
This course will provide students an overview of the basic principles of healthy living. Topics include personal fitness and care, the use of drugs (legal and illicit), diet and nutrition, consumer health, psychological health, and several other topics related to the development and maintenance of a healthy lifestyle. Throughout the course, selected, practical experiences and the review of current research related to health and wellness will be provided to guide the learning process. Personal health evaluation in various areas will be available through the completion of laboratory assessments.

**NAT150**
**Introduction to Anatomy & Physiology (3 cr. hours)**
*Co-requisite: NAT150L*
This course will provide students with an introduction to the structure and function of each body system. The most common diseases and disorders are explored to understand the physician's diagnosis and treatment. Correct spelling of corresponding terminology is emphasized.

**NAT150L**
**Introduction to Anatomy & Physiology Lab (1 cr. hour)**
*Co-requisite: NAT150; A lab fee is associated with this course.*
This laboratory will cover foundational anatomy & physiology concepts via the use of virtual dissection, imaging, and histology. The lab allows students to interactively label, dissect, and identify various structures of the human body. This lab is an excellent tool that allows students to implement theoretical concepts and nomenclature of the human body into practice.

**NAT190, NAT290, NAT390, NAT490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses*
Topics will vary. These topics will be of special interest to students to further their interest and knowledge in the area of natural science.

**NAT201**
**Principles of Physical Science (3 cr. hours)**
An introductory study of physics, chemistry, astronomy, earth science, and weather. The following topics are explored: motion, energy, heat, wave motion, sound, light, atomic structure, elements, chemical change, the universe, the solar system, rocks and minerals, earthquakes, weathering and erosion, volcanoes, plates, the atmosphere, clouds, storms, tornadoes, and climate.

**NAT205**
**Earth Science (3 cr. hours)**
An introduction to the basic concepts of earth sciences. Topics to be covered include the structure and composition of earth, physical and chemical processes shaped/ shaping the earth, types and distribution of rocks and minerals, natural resources, and environmental and economic impacts of the earth.

**NAT215**
**Environmental Science (3 cr. hours)**
An introduction to the basic chemical, physical, and geological aspects of environmental sciences. Topics to be covered include ecosystems, physical, chemical, and geological processes involved in shaping the environment, political, economic, and social impacts of the environment, pollution, and the major contemporary environmental issues with examples from Ohio and surrounding states.

**NAT220**
**Survey of Health Issues (3 cr. hours)**
Health decisions made today are the building blocks for future personal health. This course will assist the student in making personal health decisions by introduction of resources and information pertaining to various health issues, health trends and examination of issues pertinent to the life of today's college student.

**NAT261**
**Principles of Health and Fitness Training (3 cr. hours)**
This course examines the development of wellness plans including nutrition and diet plans, exercise programs, health related physical fitness, healthy lifestyles and positive decision-making skills. Wellness evaluation and assessment are also included.

**NAT291 (w)**
**Drugs and the Body (3 cr. hours)**
The focus of this course is to develop an effective perspective on the multifaceted aspects and problems associated with drug use, abuse, addiction, and treatment.

**NAT312**
**Environmental Health (3 cr. hours)**
*Prerequisites: CHM131 and CHM131L*
This course provides exposure to foundational and emerging issues in environmental health. Impact on human health and approaches to improve current status of the environment are addressed. This course also examines the application of tools to access environmental disease within various domains.

**NAT321**
**Community and Public Health (3 cr. hours)**
*Prerequisite: HCA140*
Students are provided with an overview of past, current, and future status of community and public health, with emphasis placed on awareness and methods to improve existing status. Current health of the nation and society is assessed.

**NAT418**
**Epidemiology (3 cr. hours)**
*Prerequisite: HCA362*
This course provides the student with a comprehensive overview of main concepts and methods of epidemiology. Students will gain the ability to apply these foundational concepts and methods, while also critically interpreting existing findings.

## PHI: PHILOSOPHY

**PHI110**
**The Art of Reasoning (3 cr. hours)**
*Prerequisite: ENG141 or concurrent*
This course introduces students to philosophy through a study of the art of reasoning, which is essential in any field or endeavor that requires clear, skillful and critical thinking. Students will learn how to classify concepts, formulate definitions, analyze and evaluate propositions, analyze, construct and evaluate arguments, and identify common fallacies in reasoning. The study is oriented towards practical applications and involves a variety of skills in the analysis and evaluation of reasoning in daily life, scientific inquiries and professional fields.

**PHI190, PHI290, PHI390, PHI490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**PHI215**
**Ethics (3 cr. hours)**
*Prerequisite: ENG141 or concurrent*
This course is a critical examination of various moral problems from the perspectives of different ethical theories. The emphasis is given to those moral problems that arise in daily life, especially those that involve rational decision between conflicting values, each of which represents something good in itself in order to do what is right.

**PHI307**
**Medical Ethics (3 cr. hours)**
*Prerequisites: ENG141*
This course is a critical examination of various moral problems present within the healthcare industry. The emphasis is given to those moral problems that arise for stakeholders within the healthcare industry, especially for those in a decision-making role involving conflicting values, each of which represents something good in itself in order to do what is right.

## PHY: PHYSICS

**PHY211**
**General Physics I (3 cr. hours)**
*Prerequisites: MAT181, MAT275 or MAT281, earning a "C" or better*
*Co-requisite: PHY211L*
The course will serve as an introduction into the basic concepts of general physics and will serve as the physical requirement for the advanced forensic science major, for the middle school certification program, and for the general science program. Students will be expected to apply these concepts in the required lab.

**PHY211L**
**General Physics I Lab (1 cr. hour)**
*Prerequisite: MAT181, MAT275 or MAT281, earning a "C" or better*
*Co-requisite: PHY211; A lab fee is associated with this course.*
This course represents the laboratory section of the first half of a two-semester Physics sequence. The laboratory section provides a practicum to experience concepts, theories, and laws of classical physics. This first semester laboratory section will cover mechanics and thermodynamics.

**PHY212**
**General Physics II (3 cr. hours)**
*Prerequisite: PHY211 and PHY211L, earning a "C" or better*
*Co-requisite: PHY212L*
This course represents the second half of a two-semester physics sequence providing a quantitative problem-based coverage of classical physics. This second semester course will cover electromagnetism, light and optics, and modern physics. The course includes a laboratory component to provide hands-on experience with the topics covered.

**PHY212L**
**General Physics II Lab (1 cr. hour)**
*Prerequisite: PHY211 and PHY211L, earning a "C" or better*
*Co-requisite: PHY212; A lab fee is associated with this course.*
This course represents the laboratory section of the second half of a two-semester Physics sequence. The laboratory section provides a practicum to experience concepts, theories, and laws of classical physics. This second semester laboratory section will cover electromagnetism, light and optics, and modern physics.

## POL: POLITICAL SCIENCE

**POL101**
**Introduction to the American Political Process (3 cr. hours)**
*Offered Fall and Spring on-campus, and Fall and Summer online*
A survey course that analyzes the American Democratic processes and discusses the distribution of authority and responsibility between the federal, state, and local levels. It introduces students to the principles of government outlined in the U.S. Constitution and the document's impact on society.

**POL151**
**Introduction to National Security Studies (3 cr. hours)**
*Prerequisite: ENG141*
This course provides an introduction to the study of national security and the national security process. It introduces students to the instruments of national power and how those instruments are used to support and achieve national interests and objectives. The course introduces the key actors, processes, and issues associated with national security. Students will have a better understanding of the complexities and challenges associated with security policy in a world characterized by globalization.

**POL190, POL290, POL390, POL490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**POL207**
**The Courts (3 cr. hours)**
*Prerequisite: POL101*
The course analyzes the political context of the judicial process. Topics covered include the structure and function of American court systems, court staffing, judiciary, roles of lawyers and other actors in the American legal system.

**POL225**
**Introduction to Intelligence Studies (3 cr. hours)**
This course introduces the basic structure of the intelligence community and the role of intelligence in maintaining national security. Students will become familiar with the history and evolution of intelligence and the intelligence process. They will be introduced to the laws and directives that guide the intelligence community and the ethical considerations inherent in the field.

**POL251**
**Introduction to Intelligence Analysis (3 cr. hours)**
*Prerequisite: POL225*
This course provides an overview of the key competencies required of an intelligence analyst. Through the use of exercises and case studies, students will hone their critical thinking skills, learn structured analytic techniques and other forms of tradecraft. Pitfalls of the intelligence process, including the politicization of intelligence and the temptation of operators to use raw, unprocessed intelligence in decision-making will be examined. Finally, students will learn the steps to conduct intelligence preparation of the operational space, using both manual and software-based tools.

**POL313**
**American National Security Policy (3 cr. hours)**
*Prerequisite: POL151*
Students trace the development of national security in the United States from its conceptual birth during World War II to the present day, including the role that intelligence plays in national security policy. The course examines how national security policy has developed through succeeding presidential administrations.

**POL331**
**Conduct of Foreign Policy (3 cr. hours)**
This seminar is designed to introduce students to the historical and contemporary issues related to U.S. Foreign policy. We will first review the history of American foreign policy with an emphasis on national security issues and threats. Then the course will proceed with an in-depth coverage of major groups and institutions involved in formulating American foreign policy including the roles of the presidency, Congress, bureaucracies, interest groups, mass media and public opinion.

**POL400**
**The Constitution, Liberty, and Order (3 cr. hours)**
*Prerequisite: POL101 or JUS110 and any 300 level class*
This course examines inherent conflicts between individual liberties and social order under our constitutional system. It uses the case study approach to analyze issues including freedom of speech, assembly, press, and religion; due process; equal protection; voting rights; and privacy rights.

**POL420**
**Transnational and Unconventional Threats (3 cr. hours)**
*Prerequisite: POL151*
Students will examine some of the unconventional security threats posed by transnational actors and organizations. Topics to be covered include globalization, WMD proliferation, drug cartels, energy security, information security, pandemics, and border security. Students will also critically assess how best to organize America's national security apparatus to respond to these wide-ranging unconventional threats.

**POL425**
**Intelligence Analysis (3 cr. hours)**
The intelligence world is one of ambiguity, nuance, and complexity. Knowing one's enemies and knowing one's self has been sage advice for centuries. But how does one know what your enemies are thinking? This course focuses on the conversion of processed information into intelligence through the integration, analysis, evaluation, and interpretation of all source data and the preparation of intelligence products in support of known or anticipated user requirements. Analysis is but one phase of the intelligence process, but it is perhaps the most important. Students who take this course will expand their research, computer, communication, and analytical skills in order to identify significant facts and derive sound conclusions from imperfect and often contradictory information and flawed evidence.

**POL491 (w)**
**Capstone Senior Seminar in National Security, Intelligence and Terrorism (3 cr. hours)**
*Prerequisite: Senior status.*
Students complete a case study/project designed to test the totality of knowledge gained in the NIT major. Seminar projects must demonstrate explicitly, through scholarship, teamwork, and /or creative thinking and a meaningful integration of the student's course of study. Students will also be socialized with industry standards and job requirements.

## PSY: PSYCHOLOGY

**PSY101**
**Introduction to Psychology (3 cr. hours)**
Introduction to psychology as a behavioral science, including historical background, human development (genetic and physical) from birth through death, the senses and perception, intelligence and creativity, and the principles of conditioning, learning, memory, and forgetting.

**PSY190, PSY290, PSY390, PSY490**
**Special Topics (3 cr. hours)**
*Writing intensive course*
Majors in human services and psychology learn the career opportunities, problems, methods, and thinking styles of professionals in their fields. Students participate in classroom debates on topics of current concern in modern psychology and human services, practice the writing style of the American Psychological Association, and acquire effective methods for developing a professional résumé. Guest speakers, field trips, and other out-of-class experiences expand students' understanding of the diversity and challenges of modern behavioral science and practice.

**PSY201 (w)**
**Introduction to Profession Practices (3 cr. hours)**
*Prerequisite: PSY101*
Majors in human services and psychology learn the career opportunities, problems, methods, and thinking styles of professionals in their fields. Students participate in classroom debates on topics of current concern in modern psychology and human services, practice the writing style of the American Psychological Association, and acquire effective methods for developing a professional resume. Guest speakers, field trips, and other out-of-class experiences expand students' understanding of the diversity and challenges of modern behavioral science and practice.

**PSY211**
**Introduction to Sport Psychology (3 cr. hours)**
*Prerequisite: PSY101*
Introduction to Sport Psychology will examine the history and purpose of sports and exercise as well as the fundamental theories and roles of psychology in sports and exercise. This course examines the field of sports psychology, including topics related to performance, motivation, competition, coaching, individual and team-based perspectives, risk and protective factors in sports and exercise, and physical and mental health and wellness.

**PSY250**
**Social Psychology (3 cr. hours)**
*Prerequisite: PSY101 or SOC101; Education students: EDU250 or EDU216*
Study of the influences that people have on the beliefs and behaviors of others. Topics will include social perception and attribution, self-presentation, attitudes and attitude change, aggression and violence, group dynamics, and their relationship to selected fields.

**PSY263**
**Theories of Personality (3 cr. hours)**
*Prerequisite: PSY101*
An overview of historical and current theories regarding personality formation and development, and methods of measuring personality characteristics. Psychodynamic, humanistic, behaviorist, trait, and cognitive approaches are discussed.

**PSY265**
**Lifespan Development (3 cr. hours)**
*Prerequisite: PSY101*
This course takes a life span approach in studying human development from conception through death. Students will examine the major theories and scientific research findings on our physical, cognitive, social, and personality development.

**PSY269**
**Human Sexuality (3 cr. hours)**
*Prerequisite: PSY101*
Examines physiology of human sexuality as well as psychosocial aspects of the field. Considers sexual orientation, sexual dysfunction and paraphilia, sex therapy, theories of attraction, and current research.

**PSY302**
**History and Systems of Psychology (3 cr. hours)**
*Prerequisite: PSY101*
The long past and short history of the formal discipline of psychology are presented in a combined lecture/seminar format. Of primary emphasis are the philosophical foundations of modern psychological concepts and the personal lives and times of those who founded the field. Students engage in classroom debates, find and present in class biographical information pertaining to historical figures in psychology, and complete a project with a historical theme.

**PSY320**
**Motivational Psychology (3 cr. hours)**
*Prerequisite: PSY101*
This course is an exploration from the perspective of scientific psychology of historical and current conceptions of motivation, the force that determines activity preference, selection and persistence. This course provides both a broad overview of motivational theories and practical applications of these theories to real-world problems.

**PSY344**
**Psychology of Terrorism (3 cr. hours)**
*Prerequisite: PSY101*
This course provides a comprehensive review of the scientific and professional literature analyzing key research findings on the "psychology of terrorism". The course will identify, describe, and evaluate what contribution psychological theory and research have made to understanding terrorists and terrorism and the impact on victims. Typologies and group differences in terrorism will be explored. Current and future research directions in studying terrorism and counterterrorism are offered.

**PSY360**
**Introduction to Counseling (3 cr. hours)**
*Prerequisite: PSY101*
Provides a theoretical survey of the field of counseling. Major emphasis is on such topics as ethical considerations, the intake interview, counselor roles and client roles, goals of counseling, referrals and liaisons in the community, vocational counseling, tests and instruments used in the counseling process and research on the counseling process.

**PSY362**
**Abnormal Behavior (3 cr. hours)**
*Prerequisite: PSY101*
This course focuses on description, identification, and practical management of behaviors stemming from physiological, psychological and environmental causes.

**PSY401**
**Biological Foundations of Behavior (3 cr. hours)**
*Prerequisites: PSY101 or EDU250*
This course is an introduction to behavioral neuroscience, a branch of psychology that concerns itself with relationships between the brain, nervous system and behavior. Topics include the structure and functioning of individual nerve cells; the structure and functioning of brain components; brain/nervous system control of relatively simple behavior such as movement, sensation, perception, and motivated behaviors; physiological regulation of sleep and memory; and, biologically based clinical syndromes such as mood disorders, schizophrenia, and Alzheimer's disease.

**PSY411**
**Applied Sport Psychology (3 cr. hours)**
*Prerequisites: PSY101 and PSY211*
Applied Sport Psychology takes an in-depth examination at the various principles that are vital to understanding the psychological, sociological, neurophysiological, and behavior aspects of sports and exercise. Emphasis is on the applied facets of performance, communication, relationships, and psychological considerations. The application of intervention strategies and techniques is considered for future practitioners of coaching, counseling, teaching, sports management, athletic training and fitness instruction, exercise science, and other specialists.

**PSY425**
**Cross-Cultural and International Psychology (3 cr. hours)**
*Prerequisite: PSY101*
As our world becomes more interdependent, it is very important that we understand how individuals in other cultures and countries think, feel, and behave, and to understand the forces, beliefs and motivations that underlie behavior in a cultural or international context. Unfortunately, psychology as a field has tended to focus on the behavior of members of North American and Western European countries. Recently, cross-cultural and international research in psychology has demonstrated that many psychological processes once assumed to be universal (i.e., shared by members of all cultures) are actually quite culture-bound. Although a few topics on psychology have a relatively long history of cross-cultural investigation, experts are becoming more aware that all of the topics on psychology must be examined from a broad cultural and international perspective. In this course we will focus on multiple topics in psychology, examining them in light of various cultural backgrounds, orientations and locations in the world.

## SAS & SAH: ARTS & SCIENCES

**SAS470**
**Internship (3 cr. hours)**
*Prerequisite: Successful completion of 27 credit hours, 2.5 cumulative GPA, and permission/approval of the faculty mentor*

The internship requires fieldwork in an agency appropriate to the student's career objectives. Student's will have the option of writing a final paper or completing a poster presentation.

**SAH470**
**Internship (3 cr. hours)**
*Prerequisite: Successful completion of 27 credit hours, 2.5 cumulative GPA and permission/approval of the faculty mentor*
The internship requires fieldwork in an agency appropriate to the student's career objectives. Student's will have the option of writing a final paper or completing a poster presentation.

## SCS: SOCIAL SCIENCES

**SCS300 (w)**
**Research Design (3 cr. hours)**
*Prerequisite: MAT273*
A skill development course focused on generating, obtaining, analyzing and disseminating data, information and knowledge in behavioral sciences. Students will undertake a formal research project.

**SCS375**
**OPOTA Practicum (15 cr. hours)**
*Prerequisite: Acceptance into program by OPOTA*
This course is designed for the student who wishes to get their Ohio Police Officer certification. The course currently consists of 600 hours of training mandated, designed and overseen by the Ohio Police Officer's Training Academy. The successful completion of this course will certify the student as an employment ready police officer in the State of Ohio.

**SCS450**
**Human Services Capstone (3 cr. hours)**
*Prerequisite: Senior standing*
This capstone course in Human Services is designed for students nearing the end of their undergraduate program. It is designed to help students integrate their knowledge and apply the skills they have acquired in the program to think critically about important issues in Human Services and professional helping. The capstone course includes development of a professional portfolio, which can be utilized towards the requirements of national certification from the National Organization in Human Services. It is also designed to help students use their undergraduate training and experiences to help them understand personal issues and formulate career goals and directions.

**SCS470**
**Internship I (3 cr. hours)**
*Prerequisite: Successful completion of 27 credit hours, 2.5 cumulative GPA and permission/approval of the faculty mentor*
Internship is fieldwork in an agency appropriate to the student's career objectives. Students will update their resume to include their internship experience and keep a log of their hours and a journal of their experiences at their field placement site. At the conclusion of the internship experience, students will be formally evaluated by their internship site supervisor and have the option of writing a final paper or completing a poster presentation.

**SCS471**
**Internship II (3 cr. hours)**
*Prerequisites: Successful completion of SCS470 and permission/approval by of the faculty mentor*
A continuation of Internship for students who wish to have a more rigorous and in-depth experience. Internship is fieldwork in an agency appropriate to the student's career objectives. Students will update their resume to include their internship experience and keep a log of their hours and a journal of their experiences at their field placement site. At the conclusion of the internship experience students will be formally evaluated by their internship site supervisor and have the option of writing a final paper or completing a poster presentation.

**SCS480**
**Immersion in Professional Problem Solving (3 cr. hours)**
*Prerequisites: Permission of the Dean*
Designed to engage the student in immersive problem solving in the professional field. This course requires the student to work directly with a practitioner in the field to identify an existing professional problem faced by the practitioner or their organization, then research and propose solutions for the professional problem faced by the practitioner.

**SCS491**
**Senior Seminar I (3 cr. hours)**
*Prerequisites: SCS300, senior Psychology majors only*
Students will design a project and complete a documented literature review for that project. Senior projects must demonstrate explicitly, through scholarship and/or creative works, a meaningful integration of the student's course of study to date. This course is a foundation for and an integral part of SCS492.

**SCS492**
**Senior Seminar II (3 cr. hours)**
*Prerequisites: SCS491, senior Psychology majors only*
Students will implement, complete, document, and report on individual senior projects deriving directly from and building on work completed in SCS491. Senior projects must demonstrate explicitly, through scholarship and/or creative works, a meaningful integration of the student's course of study to date

## SMG: SPORTS MANAGEMENT

**SMG160**
**Introduction to Sports Management (3 cr. hours)**
*Prerequisite: ENG141*
This course will give the students a fundamental understanding of the career avenues in sport. Industry specialists present an eclectic orientation of the sports field. Academic topics include industry definitions, evolution, curriculum components, experiential learning, career and internship opportunities, applied and theoretical research, leadership, governance, and ethics.

**SMG190, SMG290, SMG390, SMG490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses.*
Topics will vary. May or may not be writing intensive.

**SMG220**
**Principles of Athlete Development (3 cr. hours)**
*Prerequisites: SMG160*
This course explores the physical, psychological, and emotional aspects of development for athletic performance at the youth & interscholastic, recreation and leisure, intercollegiate, professional, and elite level. Issues will also address athlete development influenced by substance abuse, career-transition, and off-field behaviors.

**SMG235 (w)**
**Sports Marketing and Promotions (3 cr. hours)**
*Prerequisite: ENG141*
This course is designed to assist students in understanding the techniques of writing common to the sports business with a focus on social and digital media applications for successful marketing and promotion campaigns. Students will gain exposure to writing, designing, and editing a variety of documents used for sport sponsorship proposals, brand awareness campaigns, fan loyalty programs, marketing plans, endorsement deals, and event fundraising plans. Students will apply fundamental principles of sport blogging, meeting deadlines, and web layout for the internet.

**SMG315**
**Supervision in Sports (3 cr. hours)**
*Prerequisites: SMG160 and MGT201*
This course explores the responsibilities and duties of sport supervisors in the youth, scholastic, collegiate, club, and professional sectors on a national and global scale.

**SMG325**
**Facilities Design and Management (3 cr. hours)**
*Prerequisites: LAW260 & MGT201*
Provides dynamic models and options for planning, maintaining, and managing sport & entertainment facilities in the present and future. Concentration is on the design, maintenance, and full utilization of facilities that are realistic, cost efficient, environmentally sound and aesthetically pleasing. Topics include design, construction, refurbishing, finance options, risk assessment, risk management, security, operations, and procedures.

**SMG335**
**Sports Media Technology (3 cr. hours)**
*Prerequisite: ENG141*
This course will provide information on becoming proficient using various sources of technology with an emphasis on social media. The areas of emphasis include utilizing new media resources, social media communication, crafting press releases, writing a team website or sports blog, social networking for sports such as Twitter, LinkedIn, Instagram, etc., working with sports information, exposure on radio and TV, developing media kits, and writing exceptional headlines.

**SMG360**
**Business of Sports (3 cr. hours)**
*Prerequisites: SMG160, ACC210*
Course covers topics relating to league structures, the management of sporting clubs, branding and pricing, sponsorship, media contracting, financial valuation and facilities development in a variety of sport settings. The primary method of instruction is case development and analysis.

**SMG370**
**Sport Management Professional Development (3 cr. hours)**
*Prerequisite: Sophomore Standing*
This course will provide students with the necessary skills to successfully acquire an internship or employment in the sports industry. Students will research potential internship and employment sites; create a career development plan; and, enhance their skills in professional communication, networking, and interviewing. Students will analyze sports industry standards. A minimum of 30 hours of field experience in a sport setting is required. The instructor has the discretion to assign a major project in lieu of the field experience.

**SMG375**
**Sport Governance and Administration (3 cr. hours)**
*Prerequisite: LAW260*
This course will examine the role of governance in sports while emphasizing the need for ethical behavior and a managerial approach to effectively lead organizations. The scope of the course includes an overview of public and private agencies governing sports on a global, national, and local stage while addressing leadership, policy, and governance structures throughout sectors of the industry.

**SMG405**
**Sports Analytics (3 cr. hours)**
*Prerequisites: MAT273*
The focus of this class is applying analytic techniques to the decisions that athletes, coaches, general managers, and other decision makers encounter in the sports world. Tools used in the class will include statistics, probability, regression analysis and hypothesis testing.

**SMG450**
**Revenue Generation & Sponsorship (3 cr. hours)**
This course presents a wide range of views with what it takes to be successful in the field. The goal is to move from a theoretical perspective to a practical view of sport revenue generation, sales management and service, sales training, the art of ticket sales, customer retention, branding, and risk management. Students will learn how to grasp the funda-mental concepts of revenue generation, sponsorship, and branding. Students will participate in a ticket sales training program with a professional baseball team.

**SMG470**
**Internship (3 cr. hours)**
*Prerequisites: Sophomore standing, 2.5 cumulative GPA, and permission of the Internship Coordinator*
Under faculty guidance and reporting to an agent of a selected firm, the individual student works in some aspect for the sports industry (e.g. intercollegiate, professional, municipal, interscholastic, or retail sports). This real-world work experience contributes directly and substantially to the student's major area of sport management and must align with the scope of his or her concentration in either sport marketing or athletic administration. Work assignments are arranged on an individual student/company basis.

## SOC: SOCIOLOGY

**SOC101**
**Principles of Sociology (3 cr. hours)**
Introduction to the basic concepts of sociological study, elements of social life, social patterns and institutions, and the process of maintenance and change in society.

**SOC190, SOC290, SOC390, SOC490**
**Special Topics (3 cr. hours)**
*Prerequisite: None, unless listed in the schedule of courses*
Topics will vary. May or may not be writing intensive.

**SOC265**
**Peace and Social Justice (3 cr. hours)**
This course is designed to provide an introduction and importance of social justice in the helping professions via case studies of relevant world events. Students will understand how social justice has informed society through peace and justice studies; restorative justice; and reconciliations practices. An exploration of hunger, poverty, and economic/resource inequity will be included as foundational to the study of violence and aggression. This course is intended to offer students a well-rounded view of conflict and alternative means of resolution.

**SOC280**
**Sport in American Society (3 cr. hours)**
*Prerequisite: SOC101*
Survey of the influential role of the growth of sports and the sports industry in American culture. Examines the ideas of sports building character; providing for social mobility; and acting as a positive outlet for aggressive action. Considers the problems of cheating, drug usage, and the fostering of racism. The values and practices of professional and commercial sports will be compared and contrasted with those of educational and amateur athletics.

**SOC320**
**Community Sociology (3 cr. hours)**
*Prerequisite: SOC101*
Sociological theories of the spatial and social dimensions of community processes and organization. Classical foundations and contemporary theoretical perspectives as the basis for community research.

**SOC360 (w)**
**Multicultural Issues in Society (3 cr. hours)**
*Prerequisite: SOC101*
An analysis of the issues relating to the economic, political, and social positions of minority groups within the United States will be presented. Interactions among historical and current social forces and institutions that influence groups and individual behaviors will be examined. New trends in inter-group relations, emergence of new minorities, and the contesting for program funding and services will be explored. The struggles over income, property, and power on the interpersonal, community, national and international levels will be presented.

**SOC380**
**Social Movements and Ideologies (3 cr. hours)**
*Prerequisite: SOC101*
The analysis of the collective response to situations of social tension and change that take the form of social movements and their accompanying ideologies, both from a historical and contemporary viewpoint.

## STH: SCHOOL OF TECHNOLOGY & HEALTH

**STH201**
**STEM Seminar I (1 cr. hour)**
This course builds on the foundational skills of scientific communication and critical analysis by engaging students in both the evaluation of research presentations and the presentation of their own work. In additional to evaluating and questioning scientific presentations, students will create and present a poster based on work completed in a prior course, developing their ability to communicate research findings effectively. Through discussions, written critiques and peer feedback, students will refine their ability to analyze scientific work and contribute to scholarly discourse.

**STH301**
**STEM Seminar II (1 cr. hour)**
This course advances students' engagement with scientific communications by emphasizing both critical evaluation and active participation in STEM seminars. Students will attend and contribute to discussions on research presentations across various STEM disciplines, developing their ability to analyze, question and critique scientific work. In additional to evaluating scientific presentations, students will conduct a scientific literature review on a topic of their choice and deliver an oral presentation synthesizing their findings. Through peer feedback, discussions and structured critiques, students will refine their ability to communicate complex scientific concepts clearly and effectively while engaging in scholarly discourse.

**STH401**
**STEM Seminar III (1 cr. hour)**
This advanced seminar course provides students with the opportunity to engage deeply with scientific communication bio through active participations in STEM seminars and the presentation of their own research.
Student will attend and critically evaluate research presentations across STEM disciplines, contributing to discussions through thoughtful analysis and questioning. In addition, each student will deliver an oral
presentation based on their independent research or internship experience, effectively communicating their findings to a scientific audience. Emphasis will be placed on refining presentation skills, responding to audience questions and engaging in professional scientific discourse.

**STH470**
**Internship (3 cr. hours)**
*Prerequisite: Sophomore standing, 2.5 cumulative GPA and permission of the Internship Coordinator*
The internship is fieldwork in an professional organization appropriate to the student's career objectives.

## UAS: UNMANNED AIRCRAFT SYSTEMS (UAS)

**UAS150**
**Introduction to UAS Technology and Licensing (3 cr. hours)**
This course allows students to explore UAS (Unmanned Aircraft Systems) Technology and Licensing requirements. The course topics include: UAS operating rules, aviation weather, airspace classification, safety procedures, flight operations, maintenance, photography basics and sectional chart reading in preparation for the FAA Part 107 Remote Pilot Exam. This course will include hands-on flying with real UAS platforms operating under Part 107 pilots to learn basic maneuvers and operations of UAS platforms. This course is conducted by qualified UAS flight trainers and Part 107 UAS pilots with several year's experience.

**UAS225**
**UAS Photography and Videography (3 cr. hours)**
*Prerequisite: UAS150*
In this course, students will understand the principles behind UAS photography and videography and the many factors that contribute to creating an acceptable final product. Students will examine camera controls and settings on a UAS in this course, as well as master hands-on flight methods that will result in industry acceptable aerial images and films. To show distinct capabilities, UAS cameras will be compared by resolution, sensors, and settings. Participants will also be introduced to various photo and video editing platforms used in the industry.

**UAS350**
**UAS Advanced Flight Operations (3 cr. hours)**
*Prerequisite: UAS150*
This course will offer students scenario-based, hands-on, and precise flying instruction designed to improve piloting abilities and prepare students to operate in practically any UAS situation. Students will learn about the equipment, tools, and strategies needed to ensure that their UAS program meets the mission objectives. During hands-on flight operations, students will get experience with operator maintenance, composites, battery systems, communication and instrumentation systems, rigging and assembly, and UAS component troubleshooting.

# Partnership Information

Partnerships are a vital part of our commitment to expanding opportunities for students, faculty, and the communities we serve. By collaborating with educational institutions, industry partners, and community organizations, we strengthen academic pathways, enhance learning experiences, and create opportunities for innovation and workforce development. These partnerships foster the sharing of knowledge, resources, and expertise, helping us better prepare students for continued education, career success, and lifelong learning while advancing our shared mission of educational excellence.

# Partnership School Course Offerings

## HEIDELBERG COLLEGE

### EDU110
**Introduction to Education (3 cr. hours)**
Introduction to the history and philosophy of education. Incorporates research/study of basic issues in the field of education, roles of the teacher and trends in education. Students are involved in general classroom observation at appropriate grade-levels for career decision purposes. 10 hours field experience required.

### EDU220
**Principles of Teaching (3 cr. hours)**
The course is designed to help students gain an overview of the effective principles of good teaching as seen through the academic literature and practices of teachers. Candidates will consider the strategies that are available to students to help create a motivated, positive climate for learning. There is a strong emphasis on active, authentic and constructivist planning and learning. There is an additional fee for this course.

### EDU226
**Introduction to Middle/AYA Education (3 cr. hours)**
Introduces students to the history, context, and current trends in middle childhood and adolescent to young adult education. Students will examine developmentally appropriate, research-based practices, essential questions, and assessment currently in the educational field related to working with pre-adolescents and adolescents in a variety of settings. Emphasis will be on the developmental characteristics of pre-adolescents and adolescents and how this relates to developing a positive classroom climate suitable for this age range. Perspectives, characteristics, and dispositions of teaching professionals will be explored. Time in an inclusive classroom enables students to observe, discuss and apply course content to their understanding of pedagogical philosophies, early and adolescent development, and developmentally appropriate early and adolescent practices. 20 hours field experience required.

### EDU230
**Foundations of Reading (3 cr. hours)**
This course is the first course of Ohio's required 12 Semester-Hour Reading Core and aligns to the metrics for the Science of Reading. This course focuses on understanding how children learn to read, why some struggle, and essential effective strategies for supporting all readers. Learning how to read and write is a complex process that students will explore using scientifically based research on literacy and language development aligned to the Report of the National Reading Panel. All course content will be grounded and connected to the five essential components for reading: phonological awareness; phonemic awareness; fluency; vocabulary; and comprehension. All candidates will complete the Ohio Department of Education and Workforce online professional development module on the Science of Reading.

### EDU310
**Introduction to Conceptual Methods in MCE/AYA (3 cr. hours)**
*Prerequisites: C- or higher in EDU226 & EDU230*
Students in this course explore curricular and instructional approaches in 6 – 12 classrooms through the lens of theory and research. Classroom experiences will engage students in inquiry-based learning units where students will link theory to practice. Throughout the semester students will begin the initial process of an actional research project by collecting and analyzing evidence-based research to develop a literature review and an appropriate action research question to be further pursued in subsequent semesters.

### EDU346
**Advanced Methods Middle/AYA (3 cr. hours)**
*Prerequisites: EDU310, EDU350, EDU360/EDU373/EDU380/EDU390, EDU366/EDU376/EDU386/EDU396*
Teacher candidates will expand upon the action research they began in EDU 310. Emphasis will be placed upon

making interdisciplinary connections, supporting the learning needs of individual students in the field placement, and implementing research in teaching and learning. 50 hours field experience required. There is an additional fee for this course.

**EDU350**
**Reading in the Content Area (3 cr. hours)**
*Prerequisites: EDU310, EDU320*
*Corequisites: EDU366/EDU376/EDU386/EDU396*
This course is part of Ohio's required 12 Semester-Hour Reading Core. This course emphasizes tools and techniques to help students process and learn from content materials, including understanding text structure, general and specific vocabulary, comprehension strategies, forms of discourse, and research in reading. Focus will be on learning to read, reading to learn, and finding and assessing age-appropriate materials and resources.

**EDU376**
**Social Studies Methods (3 cr. hours)**
Study of methods appropriate in social studies classes grades 4-12 using the standards of NCSS (National Council of the Social Studies). 50 hours field experience required. There is an additional fee for this course.

**EDU396**
**Science Methods (3 cr. hours)**
This course will emphasize developing and teaching equitable, standards-driven interdisciplinary lessons and assessments that promote curiosity and the maturation of 4-12 students' scientific thinking. Students will explore how to use the 5E Learning cycle (Engage, Explore, Explain, Elaborate, Evaluate) to help reveal, discuss, and explain the rationale behind the science in all science content domains as articulated in Ohio's Learning Standards in Science. Phenomena in science education will be explored through a historical lens, including the impact this has on the current state of the field and the future of scientific literacy. 50 hours field required. There is an additional fee for this course.

**EDU414**
**Diagnosis of Reading Difficulties (3 cr. hours)**
This course is part of Ohio's required 12 Semester-Hour Reading Core and it aligns to the metrics for the Science of Reading. This course focuses on the skills and knowledge that classroom teachers need to be able to diagnose students' reading difficulties. The course will provide students with the opportunity to plan and implement a program that is appropriate for students needing additional support or remediation in reading. A case study approach will be used and students will receive ample opportunities to apply the skills learned. All candidates will complete the Ohio Department of Education and Workforce course on Dyslexia. 10 hours field experience required. There is an additional fee with this course. There is an additional fee for this course.

**EIS200**
**Human Growth and Development (3 cr. hours)**
Explores the principal aspects of human growth and development including the social, emotional, cognitive and physical development from birth through adolescence with attention to diversity. Additionally, associated learning theories in relation to the age level characteristics will be discussed.

**EIS272**
**Educating Learners with Exceptional Needs (3 cr. hours)**
The art and science of teaching individuals with exceptional needs will be explored through self-awareness activities, readings and conversations with students with disabilities, their teachers and parents. Principles and theories, relevant laws and policies and diverse and historical points of view will be examined. Human issues that have historically influenced the field of special education and society's view of individuals with disabilities will be discussed. A wide variety of educational worldviews, pedagogical methods and practices will be introduced and critiqued. Students will use this knowledge as a ground upon which to construct their own personal understandings and philosophies of special education.

**EIS273**
**Building Positive Classroom Support Systems (3 cr. hours)**
*Prerequisite: C- or higher in EDU220*
The focus of this course is helping children develop positive social behaviors and habits that enable them to build relationships and achieve academic and social success. While children are born with intellectual capability, personality and potential, intentional guidance and structure are required to ensure that they develop skills for health socio-emotional well-being. Teacher candidates will explore theory, observe student behavior and develop plans for supporting positive behaviors, preventing negative ones and remediating behaviors that hinder student achievement.

**EIS279**
**Diagnostic Intervention Instruction (3 cr. hours)**
*Prerequisite: C- or higher EDU220*
This course will introduce educational assessment methods and procedures used in decision making and program planning for students with exceptional learning needs and from culturally or linguistically diverse backgrounds. Candidates will select, administer, and interpret norm-referenced and criterion-referenced assessments. Discussion of alternative assessment options will be integrated throughout this course. Basic inferential statistical concepts will be introduced and reviewed in the initial five weeks. Candidates will learn how to improve teaching practice and modify curriculum to meet student needs through the strategic use of both standardized and curriculum-based assessment data. Specific attention will be paid to interpretation of assessments conducted in multifactored evaluations (MFE) and their use in developing individual education programs (IEP). Candidates will observe student behavior during test administration and analyze results of assessments.

**EIS281**
**Assessment and Grading Equity (3 cr. hours)**
Research and theory of assessment and grading practices from both historical and current perspectives will be explored in this course. Students will analyze and question current assessment and grading practices through an equity lens, as practice is compared to research in this area. To evaluate and report student learning and engage learners in their own growth, students will apply research to the construction of multiple methods of assessment aligned to P-12 content standards. Students will analyze and interpret formative and summative classroom assessments as they monitor learner progress and guide instructional decision making for whole class and individual learners. Students will also explore and research current testing of P-12 students and the impact this has on teaching practices and student learning. ISP candidates take EIS279 in place of this course.

**EIS285**
**Phonics/World Identification (3 cr. hours)**
Rationale and approaches for teaching phonics will be emphasized as will stages in decoding, phonic elements, phonemic awareness, instructional strategies, scope and sequence of phonics instruction and structural and morphemic analysis. Appropriate use of technology to enhance and support strategies and skills will be examined. Assessment and evaluation of word identification strategies will be targeted. Required: 20 hour field experience.

**EIS320**
**Family Systems/Social Issues (3 cr. hours)**
Explores the sociocultural context of the family, school and community as pertinent influences on learning and essential to the role of the teacher, paraprofessional or any professional working with children and their families. Emphasis will be on the cultural, linguistic and ability diversity of children, families and communities. Intentional research-based practices for effective family and community partnerships are included to assist students in establishing a deeper awareness of family systems, effective home/school communication and collaborative practices. Students will recognize their essential role ineffective partnerships and communication with families. This course supports teacher candidates respect for dive3rsity and anti-bias approaches, awareness of public policy and advocacy issues; and methods for supporting diverse learners and their families.

**EIS348**
**Communication, Coordination and Collaboration in Special Education (3 cr. hours)**
*Prerequisites: EIS272 & EIS273*
In order to provide high quality, specially designed instruction to students with mild/moderate disabilities, intervention specialists need to communicate and collaborate with a number of professionals from diverse disciplines. Teacher candidates will focus on effective strategies for developing respectful reciprocal relationships with their general education peers, initiating and maintaining culturally responsive communication with families, and coordinating specially designed instruction and related services both within the school setting and with outside agencies. Teacher candidates will also develop effective strategies for working with community partners to facilitate students' transition from school to post-secondary life and career. 20 hours of field experience is required. There is an additional fee for this course.

**EIS349**
**Supporting Improved Outcomes (3 cr. hours)**
*Prerequisites: C- or higher EIS272*
Individuals with exceptional learning needs often face environmental, legal, and cultural barriers that prevent them from meeting appropriately high educational and career expectations. This course will focus on current research on and teacher advocacy for resources and learning conditions that enable individuals to meet their educational, behavioral, social, and career goals. Teacher candidates will demonstrate awareness of their implicit biases and students' multiple identities and actively engage in a process of mitigating bias and removing barriers for their students.

**EIS350**
**Curriculum/Instructional Methods (3 cr. hours)**
Prerequisite: C- or higher EIS272
This seated course provides the learner with knowledge and skills in assessing, planning, organizing, implementing, and evaluating instruction based on knowledge of the student, intended student outcomes, and English language arts and mathematics curricula. The course focuses on the needs of students with mild to moderate disabilities, including students with disabilities from diverse linguistic and cultural backgrounds. Topics include student characteristics, linking instruction with assessment, research based methods and strategies, curriculum standards, accommodations, and modifications to support student access to the general education curriculum. 50 hours field experience is required. There is an additional fee for this course.

**EIS416**
**Student Teaching Seminar (3 cr. hours)**
*Prerequisites: C- or higher in the appropriate licensure area*
This course is designed to help students integrate principles of teaching with previous coursework and field experiences and to discuss and reflect upon their experiences in student teaching as they assume the role of teacher. Effective strategies for building strong collegial relationships and resolving interpersonal conflicts are developed and discussed. Professional collaboration strategies such as team teaching and working with paraprofessionals and volunteers are explored. Preparation and submission of the edTPA is a central focus of the course. Sharing and problem-solving around classroom management, professionalism, planning, instruction, legal issues, and position procurement are also addressed. There is an additional fee for this course.

**EIS427**
**Student Teaching (10 cr. hours)**
*Prerequisites: C- or higher in EDU346 & EDU360/EDU373/EDU380/EDU390*
*Corequisite: EDU416*
Teacher candidates are placed with a qualified mentor teacher and university supervisor in a classroom setting for a minimum of 12 full weeks. Teacher candidates are expected to maintain all responsibilities of the mentor teacher including developing and implementing all instruction, assessments, classroom management, and professional activities. Teacher candidates pursuing the intervention specialist license take this course for 5 credit hours and EIS 429 for 5 credit hours. This course will meet the Capstone experience requirement. There is an additional fee for this course.

**EIS428**
**Student Teaching (10 cr. hours)**
*Prerequisite: C- or higher in EDU346*
*Corequisite: EIS416*
Teacher candidates are placed with a qualified mentor teacher and university supervisor in a classroom setting for a minimum of 12 full weeks. Teacher candidates are expected to maintain all responsibilities of the mentor teacher including developing and implementing all instruction, assessments, classroom management, and professional activities. Teacher candidates pursuing the intervention specialist license take this course for 5 credit hours and EIS 429 for 5 credit hours. There is an additional fee for this course.

## RIZE CONSORTIUM COURSES OFFERED AT TIFFIN UNIVERSITY

**ESM I**
**Introduction to eSports Management (3 cr. hours)**
*Prerequisite: ENG141*
*Offered: Online with RIZE Consortium*
This course starts with an introduction to the history of competitive gaming and continues with an exploration of its emerging ecosystem. Students will learn the complexities involved in understanding the dynamics of the eSports industry and all of its stakeholders from gamers to billion-dollar media companies. Students will learn to navigate the structure of eSports leagues, teams, players, gaming publishers, tournament operators, media and affiliate organizations. Relevant projects, market analysis and critical thinking will be utilized to understand management approaches that have succeeded and failed with recent eSports ventures.

**ESM II**
**Convention, Event, and Trade Show Planning (3 cr. hours)**
*Prerequisite: ENG141*
*Offered: Online with RIZE Consortium*
One of the major ways in which games are marketed to consumers is the convention. Shows like the Tokyo Game Show, PAX and E3 attract audiences ranging from 60,000 – 300,000 and serve as one of the best opportunities for game studios to generate excitement and favorable word-of-mouth for upcoming projects. Successfully executing a company presence at one of these shows requires a working understanding of budgeting, goal setting, demo creation, logistics, staffing, merchandising, and ROI evaluation; all topics covered in this course.

**ESM III**
**Distribution of Games (3 cr. hours)**
*Offered: Online with RIZE Consortium*
The role of a publisher in the games industry is to ensure that a game can get in front if its audience successfully. To do that, a publisher must consider a variety of distribution strategies and channels. This course will teach you how publishers promote games and bring them to market. By the end of this class you will be able to plan a game's launch and promotion. This online class features optional live sessions.

**GDM I**
**Introduction to Games (3 cr. hours)**
*Offered: Online with RIZE Consortium*
This course provides students with a broad overview of the games industry. It covers the state of the industry, the societal impact of games, and the fundamentals of game creation. Additionally, students will explore the different genres of games and improve their understanding of the heuristics and aesthetics of play.
This course is created in accordance with the Unity Curriculum Framework and the IGDA 2020 education guidelines. This course requires no prior knowledge of game design or programming.

**GDM II**
**Content and Systems Design (3 cr. hours)**
*Offered: Online with RIZE Consortium*
The experience of a game is driven by four major components; content, systems, narrative, and user experience. This class provides students with a working understanding of all four of these components, a further exploration of game documentation requirements, and an introduction to concepts of scripting.
This course was developed using the Unity Curriculum Framework and the IGDA2020 guidelines.

**GDM III**
**Unity I – Working with Unity (3 cr. hours)**
*Prerequisites: GDM I, GDM II, and CST201*
*Offered: Online with RIZE Consortium*
This course grows students' familiarity with the Unity engine and editor. Students will explore a variety of concepts, tools, and frameworks, with the ultimate goal of building the skills necessary to create a game in Unity. These topics will include: interfaces, environments, physics, animation, lighting, and sound. The course was developed using the Unity Curriculum Framework, and the IGDA 2020 guidelines. Students are expected to have basic familiarity with principles of game design and a working understanding of the Unity level editor.

**GDM V**
**Unity II – Advanced Unity Programming (3 cr. hours)**
*Prerequisites: GDM I, GDM II, GDM III, CST251 and CST450*
*Offered: Online with RIZE Consortium*

This course is intended to provide students with the skills and knowledge to bring their mastery of the Unity game engine and C# programming up to a professional standard. Students will learn how to perform a range of vital code-based tasks within the Unity platform, and will grow their skills in building core gameplay functionality, supporting systems and platform-specific optimizations. This course was built in collaboration with Unity. Upon successful completion, students will be prepared to sit for the Unity Certified Programmer exam.

**GDM VI**
**Capstone Project – Building a Game (3 cr. hours)**
*Prerequisites: GDM I, GDM II, GDM III, GDM V, CST201, CST255, CST251, CST450, and Senior status*
*Offered: Online with RIZE Consortium*
This course is intended as a culmination of all a student's work in the Unity Game Development major. Students will work in groups to build a game in the Unity engine that uses real-time, 2D or 3D visuals, and showcases their understanding of the core principles of game design. Students will pitch their game, design, prototype, build, and test their game. Students will be evaluated based on the quality of their game and their internal project management process.

**NSC315**
**Neuroscience I: Neuroscience Foundations (3 cr. hours)**
*Prerequisite: CHM132 and CHM132L or CHM231 and*
*CHM231L Offered: Online with RIZE Consortium*
Perception and Movement are fundamentally driven by biological processes. This course provides students with an understanding of the various systems and organs that play a role in the human ability to perceive the world and move through it. It builds upon Neuroscience Fundamentals to allow students to understand the impact of core neuroscience concepts.

**NSC325**
**Neuroscience II: Biological Basis of Perception and Movement (3 cr. hours)**
*Prerequisite: NSC315*
*Offered: Online with RIZE Consortium*
This course introduces students to the field of neuroscience, explores the cellular and molecular basis of neural systems, and discusses the neural basis of cognition. Students are expected to leverage their understanding of biology and chemistry to build a working knowledge of neuroscience fundamentals.

**NSC335**
**Neuroscience III: Cognitive Neuroscience (3 cr. hours)**
*Prerequisite: NSC325 and PSY101*
*Offered: Online with RIZE Consortium*
Cognitive Neuroscience is the study of the biological process which underlie behavior, learning, thought and experience. This course builds on students' understanding of neuroscience and psychology to explore information processing, behavior, language, and more. Special attention is paid to the neurological factors which drive behavior and give rise to a range of disorders understanding of biology and chemistry to build a working knowledge of neuroscience fundamentals.

**NSC415**
**Neuroscience IV: Clinical Neuropathology (3 cr. hours)**
*Prerequisite: NSC325 and PSY101*
This course captures foundational concepts in modern psychiatric care and neuroscience and makes them clear and accessible. It provides students with a broad knowledge base covering many of the latest developments in the field of neuroscience, including our most modern understanding of developmental disorders, various pathologies of neurological systems, the role of microbiology in neurological care and more. Upon completion, students will be well-prepared to pursue graduate study or work in the sciences, armed with a strong understanding of the current state of both neuroscience and mental health and the connections between both.

**WDM I**
**User Experience I – Understanding User Experience (3 cr. hours)**
*Prerequisite: CST255*
*Offered: Online with RIZE Consortium*
User Experience (UX) refers to all elements of a customer's interaction with a particular product and this course will focus on UX design for technology products. Silicon Valley companies spend billions of dollars ensuring that technology products are intuitive to use. Students will learn what drives product usability, the fundamentals of UX design, and how to build wireframes and prototypes.

**WDM II**
**User Experience II - Building Compelling User Experiences (3 cr. hours)**
*Prerequisite: WDM I*
*Offered: Online with RIZE Consortium*
This course builds upon User Experience I and teaches students how to build effective user experiences through a rigorous process of implementing best practices, testing designs and iterating. This course will also cover topics such as; branding, color palettes, user journeys, and designing for multiple platforms. To successfully complete this course, students will need to build a mobile app or website prototype and iterate upon it based on user feedback.

**WDM III**
**Capstone – Goal Oriented Web Design (3 cr. hours)**
*Prerequisites: WDM I, CST201, CST255, ART324 and Senior standing*
*Offered: Online with RIZE Consortium*
There is no substitute for experience. In this course, students will propose and build a new website for an existing company. This website should be optimized to boost conversion events for the company in question. Students will need to research customer behavior and industry trends in order to successfully complete this course. This course will test all of the skills a student has built up through their Web Design courses, prototyping, optimization, and programming.

## TERRA STATE COMMUNITY COLLEGE

**NUR1060**
**Nursing Success (2 cr. hours)**
*Prerequisites: BIO221 & BIO221L*
*Corequisites: NUR1160, NUR1163 & NUR1165*
This course helps students develop essential thinking skills needed for success throughout the nursing program and as a registered nurse. Students will explore foundational skills in noticing, interpreting, responding, and reflecting. Through interactive activities, students will practice “thinking like a nurse” while learning strategies for academic success. Topics include self-care, effective study techniques, and test-taking strategies tailored to nursing exams.

**NUR1160**
**Foundations in Nursing (3 cr. hours)**
*Prerequisites: BIO221 & BIO221L*
*Corequisites: NUR1165, NUR1163 & NUR1060*
This course focuses on fundamental concepts of nursing necessary for safe, compassionate, patient-centered care for a diverse patient population with well-defined healthcare concerns, their families, and other support persons. Select nursing skills are taught in the concurrent skills laboratory course; theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR1163**
**Foundations in Nursing (2 cr. hours)**
*Prerequisites: BIO221 & BIO221L*
*Corequisites: NUR1160, NUR1165 & NUR1060*
Fundamentals of nursing theory, patient care skills, and clinical judgment are applied to the care of diverse adult patients with well-defined healthcare concerns in various healthcare settings.

**NUR1165**
**Foundations in Nursing Lab (1 cr. hour)**
*Prerequisites: BIO221 & BIO221L*
*Corequisites: NUR1160, NUR1163 & NUR1060*
This course focuses on nursing skills related to fundamentals of nursing practice within the college nursing laboratory. Prepares the student to perform nursing psychomotor skills in the clinical setting.

**NUR1170**
**Adult Health Nursing I (3 cr. hours)**
*Perquisites: NUR060, NUR1160, NUR1163 & NUR1165*
*Corequisites: NUR1173 & NUR1175*
This course builds on and expands the nursing theory learned in semester 1 to the acquisition and application

of adult nursing theory for safe, compassionate, patient-centered care of diverse adult patients with acute and chronic health conditions, their families, and other support persons. Select nursing skills are taught in the concurrent skills laboratory course and theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR1173**
**Adult Health Nursing I (2 cr. hours)**
*Prerequisites: NUR1060, NUR1160, NUR1163 & NUR1165*
*Corequisites: NUR1170 & NUR1175*
This course applies Adult Health Nursing theory, patient care skills, and clinical judgment to the care of diverse adult patients with acute and chronic health conditions in various healthcare settings.

**NUR1175**
**Adult Health Nursing Lab I (1 cr. hour)**
*Prerequisites: NUR1060, NUR1160, NUR1163 & NUR1185*
*Corequisites: NUR1170 & NUR1173*
This course focuses on advanced nursing skills related to nursing practice across the life span within the college nursing laboratory. Prepares the student to perform nursing psychomotor skills in the clinical setting.

**NUR1180**
**Psychiatric Mental Health Nursing (1 cr. hour)**
*Prerequisite: NUR1060, NUR1160, NUR1163 & NUR1165*
*Corequisite: NUR1183*
This course builds on and expands the nursing theory learned in semester 1 to the acquisition and application of mental health nursing theory for safe, compassionate, patient-centered care of diverse patients with various mental health needs, their families, and other support persons. Theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR1183**
**Psychiatric Mental Health Nursing Clinical (1 cr. hour)**
*Prerequisites: NUR1060, NUR1160, NUR1163 & NUR1165*
*Corequisite: NUR1180*
Mental Health Nursing theory, patient care skills, and clinical judgment are applied to the care of diverse patients with mental health conditions in various healthcare settings.

**NUR2100**
**Maternal Newborn Nursing (1 cr. hour)**
*Prerequisite: NUR1170, NUR1173 & NUR1175*
*Corequisite: NUR2013*
This course builds on and expands nursing theory learned thus far in the program to the acquisition and application of nursing care of the reproducing family for safe, compassionate, patient-centered care of diverse patients, their families, and other support persons. Theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR2103**
**Maternal Newborn Nursing Clinical (0.5 cr. hour)**
*Prerequisite: NUR1170, NUR1173 & NUR1175*
*Corequisite: NUR2100*
Care of the Reproducing Family theory, patient care skills, and clinical judgment are applied to the care of diverse reproducing family including the neonate in various healthcare settings or simulated settings.

**NUR2200**
**Nursing Care of Children (1 cr. hour)**
*Prerequisites: NUR1170, NUR1173 & NUR1175*
*Corequisite: NUR2203*
This course builds on and expands the nursing theory learned thus far in the program to the acquisition and application of pediatric nursing theory for safe, compassionate, patient-centered care of diverse children, their families, and other support persons. Theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR2203**
**Nursing Care of Children (0.5 cr. hour)**
*Prerequisites: NUR1170, NUR 1173 & NUR1175*
*Corequisite: NUR2200*
Pediatric nursing theory, patient care skills, and clinical judgment are applied to the care of diverse children in the clinical setting.

**NUR2300**
**Adult Health Nursing II (3 cr. hours)**
*Prerequisites: NUR1170, NUR1173 & NUR1175*
*Corequisite: NUR2303*
This course builds on and expands the nursing theory learned thus far in the program to the acquisition and application of adult health nursing theory for safe, compassionate, patient-centered care of diverse patients with acute and chronic health conditions, their families, and other support persons. Theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR2303**
**Adult Health Nursing II Clinical (2 cr. hours)**
*Prerequisites: NUR1170, NUR1173 & NUR1175*
*Corequisite: NUR2300*
Adult Health Nursing theory, patient care skills, and clinical judgment are applied to the care of diverse adult patients with acute and chronic health conditions in various healthcare settings.

**NUR2400**
**Adult Health Nursing III (3 cr. hours)**
*Prerequisites: NUR2300 & NUR2303*
*Corequisites: NUR2403*
This course builds on and expands the nursing theory learned thus far in the program to the acquisition and application of adult nursing theory for safe, compassionate, patient-centered care of diverse adult patients with complicated health conditions, their families, and other support persons. Theory, patient care skills, and clinical judgment are applied in the concurrent clinical course. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR2403**
**Adult Health Nursing III Clinical (3 cr. hours)**
*Prerequisites: NUR2300 & NUR2303*
*Corequisite: NUR2400*
Adult health nursing theory, patient care skills, and clinical judgment are applied to the care of diverse adult patients with complicated health conditions in various healthcare settings.

**NUR2500**
**Nursing Care of Complex Patients (3 cr. hours)**
*Prerequisites: NUR2300 & NUR2303*
*Corequisite: NUR2505*
This culminating course expands on the theory of nursing practice for application to caring for a variety of adult patients with complex healthcare needs. Application of knowledge, patient care skills, and clinical judgment occurs in the concurrent simulation laboratory course. This advanced, comprehensive course provides a synthesis of all nursing concepts and content taught throughout the program. In this course the individual student identifies areas that need enhancement prior to entering Registered Nursing practice and includes a review for the NCLEX-RN with strategies for success. Principles of pathophysiology, nutrition and pharmacology are integrated into this course.

**NUR2505**
**Nursing Care of Complex Patients (1 cr. hours)**
*Prerequisite: NUR2300 & NUR2303*
*Corequisite: NUR2500*
Adult health nursing theory, patient care skills, and clinical judgment are applied to the care of diverse adult patients with complex healthcare needs in simulated healthcare environments.

# Graduate Program Information

**CAMPUS AND PROGRAM LOCATIONS**
Graduate Academic programs are offered by Tiffin University at the following locations:

**TIFFIN CAMPUS (MBA, MS-CJFP and MS-CEP, FP)**
The Tiffin Campus offers Master's degree programs in a seated, classroom format. On-campus housing and food services are provided in addition to student and university services, intercollegiate athletics, and extracurricular activities.

**INTERNATIONAL LOCATIONS (MBA)**
Tiffin University offers its MBA degree, taught in English in Bucharest, Romania, in partnership with the American Institute of Applied Sciences in Switzerland, a private university in La Tour-de-Peilz, Switzerland.

**TIFFIN UNIVERSITY ONLINE (MBA, MEd, MH and MS)**
Tiffin University offers the MBA, MEd, MH, MS and Doctoral programs in an online format. The online programs offer students nationwide and around the world an opportunity to obtain accredited degrees from Tiffin University. Tiffin University offers five graduate degrees: Master of Business Administration (MBA), Master of Education (MEd), Master of Humanities (MH) and the Master of Science (MS), A Doctor of Criminal Justice degree with multiple concentrations (DCJ) and a Doctor of Philosophy degree in Global Leadership and Change (Ph.D.). Tiffin University seeks highly motivated students with strong intellect and a desire to learn and apply knowledge from their graduate education to their personal, academic, and professional lives. Possession of such attributes is demonstrated by past academic performance, professional success and achievement, a written statement of interest, and other supporting materials that may be submitted as part of an application, including a professional résumé. Candidates are reviewed for admission by the Graduate Admissions Committee in accordance with established university policy.

**GRADUATE CERTIFICATES**
Graduate certificates are designed for working professionals who wish to take additional courses in a particular area of study. Graduate certificates are made up of courses in a specific concentration and are completely online, except for the Addictions Counseling Program. The Addictions Counseling certificate is only offered in a seated format on the Tiffin Campus.

1. The prospective student must complete an online application to be considered for admission into a chosen graduate degree or certificate program.
2. A Bachelor's degree, with an earned 3.0 cumulative GPA from a regionally accredited U.S. college or university or its equivalent is required to be considered for admission.
3. Undergraduate academic performance is one indicator of an applicant's ability to undertake graduate level work.
    a. If an applicant has below a 3.0 GPA the applicant will need to provide a professional resume. The application and resume will be reviewed and considered for admission.
    b. In some cases, a personal statement and/or letters of recommendation may be required to determine the ability of the applicant to undertake graduate level work successfully. The personal statement should include why the applicant wishes to pursue graduate studies and how a graduate degree from Tiffin University fits with the applicant's educational and career goals. The applicant may also be asked to provide letters of recommendation, additional writing samples, a phone interview or other material to support the candidate's application.

**NON-DEGREE ADMISSIONS**
Non-degree status is also available for students who choose to take graduate level courses outside of a degree program. Students seeking admission outside of the degree track will be required to fulfill the admission process requirements (résumé, transcripts, and application) in time for enrollment. Successful graduate course completion, while considered in any admission decision, is no guarantee for admission. Students admitted as non-degree are not eligible for federal financial aid. Students must declare a major if more than three classes will be completed.

**CONDITIONAL ADMISSIONS**
Conditional admission is available for students who are recommended for admission, but are unable to provide Tiffin University with official transcripts of their college performance. They are admitted on the condition that they provide the Office of Online and Graduate Enrollment Management with official transcripts before the next registration period in their program. If a student is unable to comply, they will be placed on inactive status until the required transcripts are provided. Note: Some students may be accepted on both a conditional and a probationary basis. Students admitted conditionally are not eligible to receive federal financial aid.

## INTERNATIONAL GRADUATE STUDENTS ADMISSIONS

International students enrich the academic and cultural life at Tiffin University. The University welcomes qualified international students into its academic programs.

## ADMISSION REQUIREMENTS FOR INTERNATIONAL GRADUATE APPLICATIONS

1. A Bachelor degree or a 3-year undergraduate professional degree from an officially recognized higher education institution.
2. Undergraduate academic performance is one indicator of an applicant's ability to undertake graduate level work.
    a. If the applicant has fewer than five years of work experience, a recommended minimum undergraduate GPA of 3.00 is required. Applicants may supplement their undergraduate record with official scores on either the GMAT or GRE. Generally, a minimum of 475 on the GMAT (or equivalent score on the GRE) is expected.
    b. If an applicant has below a 3.00 GPA, the application will be reviewed and considered admission on a probationary status.
    c. In some cases, a personal interview may be required to determine the ability of the applicant to undertake graduate level work successfully. The applicant may also be asked to provide letters of recommendation, additional writing samples, a phone interview, or other material that supports the candidate's application.
3. Work and life experience of an applicant is another factor considered in the admission process.
    a. Quality academic, professional, or managerial experience is considered an indicator of the applicant's potential to be an active, contributing participant in the program
4. Personal statement as to why the applicant wishes to pursue graduate studies and how a graduate degree from
    a. Tiffin University fits with his or her education and career goals.The statement is evaluated for meaning, usefulness, grammar, spelling, and direction. A personal statement is considered an indicator of the relevance and usefulness of the program to the applicant.
5. Satisfactory TOEFL score (79 iBT) or IELTS score 6.5 or Duolingo score of 110 or PTE score of 57 or MET score of 58 or Oxford Test of English score of 125. .

Applicants from the following English-only countries may not need to prove English proficiency: Australia, Bahamas, Barbados, Belize, Canada (except Quebec), Dominica, Grenada, Cayman Islands, Guyana, Ireland, Jamaica, Liberia, New Zealand, Trinidad and Tobago, Turks and Caicos Islands, and United Kingdom.

## REQUIRED DOCUMENTS FOR INTERNATIONAL GRADUATE APPLICATION

1. A completed International Student Application for Admission
2. Copies of all undergraduate transcripts and, for MBA transfer applicants, a copy of the transcript from current MBA program
3. A copy of TOEFL, IELTS, iTEP, ACT, or SAT score
4. Personal Statement
5. Current Résumé
6. Proof of financial responsibility, including a completed Tiffin University Affidavit of Financial Support form and supporting financial documentation
7. Copy of passport
8. $75 Application Fee

## SCHOLARSHIPS

Tiffin University offers international scholarships to eligible international students.

## GRADE CONVERSION

In order to evaluate the grades for international applicants, Tiffin University uses scales provided by World Education Services, Education USA, AACRAO Edge, and NCAA.

## PLACEMENT

All undergraduate and graduate international students (including those with TOEFL or IELTS scores at or above the minimum required for regular admission) will be assessed after they arrive in Tiffin to determine their English language proficiency. The results will determine their enrollment in credit courses.

**SEMESTERS FOR ADMISSIONS**
Fall Semester (late August - mid December)
Spring Semester (mid-January - early May)

**APPLICATION DEADLINE**
Fall Semester: July 15th
Spring Semester: November 15th

**MEDICAL INSURANCE**
All undergraduate and graduate international students must show proof of health insurance coverage while in the United States. Students who do not provide proof of their health insurance coverage by a deadline set forth by the International Student Advising Office will be enrolled in the TU health insurance plan and charged accordingly.

**LATE ARRIVAL POLICY**
Late arrivals: International students must arrive by Friday of the first week of the semester. Students who are able to test for English proficiency prior to the last day to add classes may enroll in regular classes (if so placed according to the Proficiency Placement Grid). Any student who anticipates arriving after the last day to add a class will have their enrollment deferred until the next semester.

**GRADUATE TUITION AND FEES**
Tuition and fees are in effect as of the date of publication of this Bulletin. They are subject to change by vote of the Board of Trustees.

| | |
|---|---|
| MBA Tuition per credit hour | $755 |
| MS Criminal Justice Tuition per credit hour | $755 |
| MS Cyber Security per credit hour | $755 |
| MS Clinical Exercise Physiology per credit hour | $755 |
| MS Psychology Tuition per credit hour | $635 |
| MH Tuition per credit hour | $635 |
| MEd Tuition per credit hour | $635 |
| MSN | $860 |
| Supplemental Course Material Fee* | Varies |

*Some courses may include a supplemental course material fee, which will support and enhance the students' learning.

| | |
|---|---|
| Health Insurance* | |
| International students (required) | Varies by year |
| Transcript Fee, Official | $8 |
| Transcript Fee, Unofficial | $6 |
| Returned Check Fee | $40 |

*Information about insurance coverage is available to full-time Tiffin campus graduate students upon request. Insurance is required for all full-time international students on the Tiffin campus.

Tiffin University provides a tuition payment plan option to allow for monthly payments. Refer to page 33. Contact the Office of Student Accounts at studentaccounts@tiffin.edu for more information.

**TUITION FEES FOR PREPARATORY COURSE WORK**
Where deemed necessary, students admitted to any graduate program may be asked to enroll in specially designed graduate-level courses to fulfill the preparatory needs of the student. Credit hours accrued in prerequisite work do not count toward graduation requirements. Tuition charged for the preparatory course work will be the same as for any graduate course. Some courses may include additional technology fees, which will be included on the student's billing statement.

**ADD OR WITHDRAW FROM CLASSES**
A student may add a class, or classes, prior to the first meeting of the course or with permission of the professor after the course has begun online, or meet one time for seated courses.

The student is responsible for notifying the Office of Online and Graduate Enrollment Management of all withdrawals from classes. Students may withdraw from a class prior to the 60% point in the term for MBA, MEd and MS or the semester for MH & MS-FP. If, after 60% of a graduate course has been completed, the professor of the course agrees that the circumstances are such that withdrawal, and not an Incomplete, is the best course of action for the student, the professor may sign-off and the student will be withdrawn from the course. If the professor does not believe that the withdrawal is for sufficient reasons, the student may appeal to the Dean of the appropriate discipline school for reconsideration. If the Dean agrees with the student, after first consulting with the course professor, the Dean can approve the student's withdrawal, if so warranted. If a student drops out of school without notifying the University in writing, the Excessive Absence Withdrawal Policy will be implemented.

**GRADUATE READMISSION PROCEDURES**
Any student who falls into any of the following categories below must apply for readmission to Tiffin University.

- Was enrolled at Tiffin University, but has not taken classes for one or more semesters
- Was academically dismissed

A student seeking readmission to Tiffin University's Graduate Program must complete and submit an application for readmission. The application form is available online or from the Office of Online and Graduate Enrollment Management. The readmission application must also include a listing of, and transcripts from, all schools attended during the absence from Tiffin University. Any student who has been academically dismissed must also submit an essay stating their intention to return to the graduate program. Students should contact the Office of Online and Graduate Enrollment Management for assistance in processing necessary paperwork.

Readmission status will be decided by the Dean of the appropriate discipline school, based on consultation with the Graduate Admissions Committee, the student's former graduate faculty instructors, and other necessary parties the School Dean deems helpful. Further, the student's readmission will only be valid for the semester for which the student applied. If the student does not begin courses during that semester, he or she will have to begin the readmit process again.

**GRADUATE STUDENT RESPONSIBILITIES**
Students are responsible for being familiar with all program requirements listed in the Academic Bulletin. The University reserves the right to change its course offerings, academic policies and requirements for graduate degrees. Information in the Academic Bulletin is subject to change. Check with the Office of Online and Graduate Enrollment Management for the latest Academic Bulletin and any changes.

Students are responsible for correctly selecting courses for their programs of study each semester and for fulfilling all degree requirements. Although advisors will assist wherever possible, the final responsibility rests with the student. Students should use their major curriculum sheets to track their progress. Students are encouraged to obtain up-to-date curriculum sheets from the Office of Online and Graduate Enrollment Management or online.

Students are expected to make sure that they are fulfilling all degree requirements as published in the issue of the Academic Bulletin for the year they entered Tiffin University or the year they officially changed their major. Regardless of the term of matriculation (entry), students are typically governed by the policies in the most current annual Academic Bulletin. First-time students are governed by the degree requirements in the annual Academic Bulletin in effect the year of their matriculation.

A university-assigned student email account shall be an official university means of communication with all students at Tiffin University. Students are responsible for all information sent to them via their university-assigned email account. If a student chooses to forward their university email account, he or she is responsible for all information, including attachments, sent to any other email account.

To stay current with university information, students are responsible and are expected to check their official university email account and other electronic communications (MyTU portal, mobile app, etc.) on a frequent and consistent basis. Recognizing that some communications may be time-critical, the university recommends that each form of electronic communication be checked daily.

### GRADUATE STUDENT EXPECTATIONS

Tiffin University expects that graduate students will:

1. Keep pace with colleagues (both faculty and peers) and actively participate in their own learning experience. Students will approach the subject with curiosity and perform as colleagues by sharing what they know.
2. Act as life-long learners and knowledge-seekers, not simply degree-seekers, while demonstrating academic maturity beyond that of undergraduates.
3. They will participate as partners in their education by taking a major role in defining what learning takes place and assuming ownership of their learning process.
4. Employ reflective learning practices through retrospective deliberation and action-based research efforts. Capstone projects conceived and created in collaboration with peers serve as models for ongoing and future research and signify points on a learning lifestyle continuum.
5. Take personal responsibility for their learning and thus will act more like co-learners and co-investigators in the learning and research processes. Rather than act as passive recipients in their own educational processes, students will initiate scholarly activity beyond that prescribed in the course.

# Graduate Academic Policies

### TRANSFER OF CREDIT FROM OTHER INSTITUTIONS

Graduate level credits earned at a regionally accredited college or university may be transferred and applied toward a student's degree requirements at Tiffin University. To transfer course credit, the student must have earned a grade of "B" or better and the course must be equivalent to the same course offered at Tiffin University. The student must submit course descriptions and/or syllabi for any course they would like to have considered for transfer credit. The Graduate Program Chair and Discipline School Dean will determine the suitability of the course for transfer credit. A maximum of one-third of the required credit hours for a degree can be transfer credits. Transferred credits must not have been used to meet the requirements of any other completed graduate degree. Applicants can apply for advance approval of transfer credits by contacting the Office of Online and Graduate Enrollment Management. In admitting transfer or returning students, the University will allow, when possible, credit for courses taken up to ten years prior to the date of admission or readmission. However, individual schools may choose not to accept courses regardless of age for credit in the major. Courses of a technical nature or courses in a particularly dynamic field may not be accepted for credit. Final determination of the acceptability of such courses is the responsibility of academic units and generally occurs after the student has matriculated (entered) or been readmitted.

### CLASS LOAD

Full-time class load is eight credits (8) per semester for the MH program, 10 for the MED program, 8 - 10 for the MBA program and 10 - 12 for the MS programs. Students who wish to enroll beyond full-time student class load in their program must receive permission from the Office of Online and Graduate Enrollment Management with confirmation from the Graduate Program Chair before enrolling. Financial aid regulations require that a student be enrolled in and take four (4) credits per semester to be considered a half-time student.

### COURSE LEVELS

**Course numbers**

500-699 Masters level
700-999 Doctoral level

### GRADING SYSTEM

Tiffin University awards credit based on semester hours.

| Grade | Quality Points | Remarks |
|---|---|---|
| A | 4 | – |
| B | 3 | – |
| C | 2 | – |
| F | 0 | Failure |
| I | – | Incomplete Work |
| WD | – | Withdrew before deadline, notifying the Registrar |
| WF | – | Withdrew failing - withdrew after deadline |

Grades of A, B, or C may be indicated with a '+' or '-' on the student's transcript. However, the '+' or '-' is not used in the computation of the quality point average.

**GRADES**
When an instructor has released a grade, it should not be changed unless there has been a mistake in computing or in transcribing it. Any change of grade must be reviewed by the Provost.

**INCOMPLETE COURSE WORK – UNIVERSITY POLICY FOR UNDERGRADUATE, GRADUATE AND Ph.D. PROGRAMS**
Students must complete all work for any course by the end of the term in which they are registered. If there is an adequate reason why the work is not completed by the end of the term, the student may petition the instructor of the course by completing an Incomplete Grade Contract form, in order to finish the semester with an incomplete grade in that course. To qualify for the incomplete grade, the student must have completed 75% of the course assignments, as determined by the course instructor. The student must complete the coursework within 30 days of the final day of the course. This time-limit may be extended by the course instructor on a case-by-case basis; however, the exact time limit for course completion will be noted on the Incomplete Grade Contract and agreed to by the instructor and student. An incomplete grade will be changed by the instructor if the student completes the required coursework before the deadline stipulated in the Incomplete Grade Contract. If a student does
not complete the necessary coursework by this deadline, the incomplete grade will be changed to a grade as determined by the course instructor based on the overall grade earned.

**GRADUATE ACADEMIC PROBATION AND DISMISSAL POLICY**
Any graduate student whose cumulative grade point (GPA) average falls below a 3.00 will be placed on Academic Probation (semester end) and given one semester in order to achieve the required 3.00. Any course in which a graduate student receives an “F” must be taken again at its next offering. Failure to achieve the minimum semester 3.0 GPA in the immediate subsequent semester will result in the student’s dismissal from the graduate program.

**TIME LIMIT TO COMPLETE THE DEGREE**
All coursework for graduate degrees must be completed within six (6) years from the semester the student first enrolls in a graduate level class at Tiffin University. If a student needs more time to complete the program, the student must petition the Office of Online & Graduate Admissions and Advising for an extension. A request for such an extension of time must be for good cause and must contain a plan of study and a firm degree completion date. The extension may be granted by the Dean of the appropriate discipline school.

**CREDIT FOR PRIOR LEARNING***
Tiffin University believes that learning occurs both inside and outside of the classroom. Our Credit for Prior Learning (CPL) process rewards you for your achievements, helps to reduce your number of required courses and allows you to progress toward a master’s degree faster.

TU’s Credit for Prior Learning process provides can be opportunity for students who have already amassed significant relevant experience in their degree field to earn experiential learning credits that will fulfill their program’s requirements.

**CLEE - CERTIFIED LAW ENFORCEMENT EXECUTIVE****
A student who has successfully completed the Certified Law Enforcement Executive Program may receive up to nine hours of credit (3 courses) toward a Criminal Justice degree. The student must have completed the entire CLEE program and meet the admissions criteria for a CJ degree. In addition, the student will need to submit their collection of CLEE documentation (10-15 papers completed during the training program) and/or write a 10-12 page paper on an assigned topic related to the TU course for credit. There is an administrative and processing fee of $100 per course. Contact the School Dean for more information.

**PELC - POLICE EXECUTIVE LEADERSHIP COLLEGE****
A student who has successfully completed the PELC may receive up to six hours of credit (2 courses) toward a Criminal Justice degree. The student must have completed the entire PELC program and meet the admissions criteria for the CJ degree. In addition, the student will need to submit their collection of PELC documentation (10-15 papers completed during the training program) and/or write a 10-12 page paper on an assigned topic related to the TU course for credit. There is an administrative and processing fee of $100 per course. Contact the School Dean for more information.

**STEP – Supervisor Training and Education Program**
A student who has successfully completed the Supervisor Training and Education Program through the Law Enforcement Foundation may be eligible to receive 3 credit hours (1 course) to-ward a Criminal Justice degree. There is an administrative and processing fee of $100 per course. Contact the School Dean for more information.

**FBINA**
FBINA law enforcement training can translate into college credit at Tiffin University. Members of FBINA could receive up to 12** credit hours toward masters-level degree programs or up to 30** credits toward an undergraduate-level degree.

**The maximum number of semester credit hours a student may accumulate from all of these sources combined is thirty (30) to be applied to a Bachelor's degree The maximum number of semester credit hours a student may accumulate from these sources, combined with transfer credit, is 30 toward an Associate's degree program.*

*** The maximum number of semester credit hours a student may accumulate toward a Master's degree from all of these sources combined may not exceed one-third of the total number of credits required for the degree.*

**GRADUATION REQUIREMENTS**
To be eligible for graduation, a candidate for the Master's degree must complete the number of semester hours required for each program with a cumulative grade point average of at least 3.00. Tiffin University holds commencement once each academic year, at the end of the spring semester. Most students will follow the normal graduation procedure of finishing their studies and be approved to receive their degrees by the Tiffin
University faculty at the last faculty meeting before graduation. Students who have achieved sufficient progress and appropriate status will be allowed to participate in the graduation ceremony. However, such attendance does not constitute meeting graduation requirements. In order to qualify for the graduation ceremony, the student must successfully complete the course work required and the number of semester hours specified by the school in which the degree is housed.

**ACADEMIC HONORS**
Academic honors for the Graduation ceremony are determined for all students completing their academic requirements during the Spring or Summer semester based on the cumulative GPA at the completion of the Fall semester due to final grades not being submitted by the Spring graduation ceremony. Once final grades are posted the academic honors will be adjusted accordingly. Fall graduates' transcripts and diplomas are noted with academic honors based on the cumulative GPA at the completion of the semester.

**GRADUATION APPLICATION**
Each student must declare his or her intention to graduate by completing and submitting an application for graduation by the given semester deadline to be approved as a degree candidate. The application for graduation must be submitted to the Registrar by the deadline posted for his or her expected graduation date in order to receive a graduation audit, be approved by the faculty, and presented to Tiffin University's Board of Trustees for conferral of degrees.

## SPECIAL ACADEMIC OPPORTUNITIES

**INTERNSHIPS**
Internships may be available for MBA students only. Tiffin University internship programs require students to apply their learning in a real work setting. A faculty member and a site coordinator supervise interns. The minimum requirements of an internship include a work plan and 200 hours of fieldwork. For more information, see the course description for LDR670 Leadership Internship, SMG670 Sport Mentorship or contact Graduate Admissions and Student Services.

**WASHINGTON CENTER INTERNSHIPS**
Graduate students interested in internships, may take advantage of The Washington Center Internship program in Washington, D.C. A participating student works full time in his or her chosen field in a placement that matches the student's individual interests and skills. In some cases, the student may receive Tiffin University credit as determined by the Department Chair and the Dean(s) of the appropriate discipline school(s). Housing arrangements can be made through the Center. There are non-credit bearing options available to graduate students. Contact the Washington Center Internship liaison on Tiffin University's campus. Financial aid in the form of loans may be available if the student is receiving academic credit. Additional information can be found at the Washington Center website twc.edu

**BUCHAREST, ROMANIA**
MBA students have the option of participating in Tiffin University's hybrid program in Bucharest, Romania for either one or two terms. Housing is available in exchange for internship service hours (Option A: Minimum 80 hours for 4 weeks / Option B: Minimum 200 Hours for 10 weeks). Affordable public transportation and meal options are available. Tuition will be paid directly to Tiffin University at the U.S. rate for credit hours.

Qualified students in good academic standing may intern with either the Department of Commerce at the U.S. Embassy or with Sievco, a local software company partnering with worldwide companies to offer solutions for commercial and industrial corporations such as the European Aviation Safety Agency and the EduTubePlus consortium.

### STUDY ABROAD

Tiffin University has established a number of semester abroad programs in cooperation with Oxford University in Oxford, England, American Institute for Foreign Study, Spanish Studies Abroad, and the Sant'anna Institute in Sorrento, Italy. These programs are located in a number of locations throughout Europe, as well as Asia, Latin America, the Pacific and South Africa. All courses are accredited in the United States and most are taught in English.

Contact the Study Abroad Coordinator or the Office of Online and Graduate Enrollment Management for information on the program details, requirements, and course selection. Tiffin University will bill students directly for tuition, room, and board (if applicable). Students eligible for financial aid may be able to receive assistance to attend one of these programs. International students or students who have lived or studied outside the U.S. may not be eligible to participate in their home country or the country in which they have studied.

## GRADUATE ACADEMIC SUPPORT SERVICES

### ACADEMIC ADVISING

Academic advising is a connecting point for all students at Tiffin University. We believe in the importance of academic advising, so every student has been assigned an Advisor in his or her academic area. Academic Advising for graduate students is done through the Office of Online and Graduate Enrollment Management. The student is ultimately responsible for his or her progress toward completion of a degree. The Office of Online and Graduate Enrollment Management will monitor students' progress through their chosen curriculum and provide guidance as needed. Individual schools and programs may provide additional academic support and advising for the purpose of research and/or credential preparation.

### ONLINE TUTORING

Online tutoring for graduate students is available through the Murphy Academic Support Center. This service is offered free to Tiffin University graduate students. For information on how to set up an appointment, contact the Office of Online and Graduate Enrollment Management.

### ORIENTATION FOR ONLINE STUDENTS

Each semester, students entering online programs in the graduate school are required to complete an orientation with their Graduate Admissions Counselor. The session, conducted through an interactive, online format, is designed to orient students to Tiffin University's online environment, including Moodle, Self-Service and MyTU. The orientation covers:

- How to log into Moodle, using the student's assigned username and password and the services available on MyTU
- How to interact with online courses, demonstrated by utilizing the Orientation Course posted on Moodle and Self Service
- An overview of the location of relevant documents and policies, including the current Academic Bulletin, curriculum sheets, and semester schedules
- How to utilize services from the bookstore and Career Development
- Information about the Financial Aid Office, Office of Graduate Admissions and Student Services, Information Technology Services (ITS), and the Library.
- Discussion of online expectations including time management, online participation in collaborations, submitting documents, etc.
- Review of procedures for dropping and adding classes, refund policies, and the services provided by the Office of Online and Graduate Enrollment Management (academic advising, scheduling, referrals, etc.)

### ORIENTATION FOR ON-CAMPUS GRADUATE STUDENTS

Students entering on campus, seated programs are invited to attend an orientation prior to beginning their program of study at TU. The orientation includes:

- A tour of campus to locate campus buildings and services that are relevant to graduate students such as the bookstore, Career Development Office, Financial Aid Office, Office of Online and Graduate Enrollment Management, and ITS
- An overview of the Academic Bulletin, which outlines policies relevant to being a graduate student at TU, including a review of procedures for dropping and adding classes, refund policies, and the services provided by the Office of Online and Graduate Enrollment Management (academic advising, scheduling, referrals, etc.)

- How to log into the MyTU and Self-Service, using the student's assigned username and password
- A brief welcome presentation by the Office of Online and Graduate Enrollment Management regarding expectations and requirements for graduate students

# Graduate Program Degrees

**GRADUATE DEGREES, MAJORS, AND MAJORS WITH CONCENTRATIONS**
Tiffin University offers the following graduate degrees, majors, and majors w/concentrations. All concentrations are offered online only, with the exception of MBA-LC and MS-CJFP. The MS-CJFP is only available on the Tiffin campus.

**MASTER OF BUSINESS ADMINISTRATION (MBA) DEGREE**
Applied AI for Business
Data Analytics
Concentration Finance
Concentration
Forensics and Fraud Examination Concentration
Healthcare Administration Concentration
Human Resource Management
Concentration International Business
Concentration Leadership & Change
Concentration
Project Management
Strategic Brand and Digital Marketing
Sports Management Concentration

**MASTER OF EDUCATION (MEd) DEGREE**
Higher Education Administration Concentration
Instructional Design Concentration

**MASTER OF HUMANITIES (MH) DEGREE**
Art & Visual Media
Concentration Creative
Writing Concentration Film
Studies Concentration
Rhetoric & Composition Concentration

**MASTER OF SCIENCE (MS) DEGREE**
Artificial Intelligence
Clinical Exercise Physiology Major
Criminal Justice Major
- Crime Analysis Concentration
- Crime Science Concentration
- Criminal Behavior Concentration
- Homeland Security Concentration
- Justice Administration Concentration
- Forensic Psychology Concentration
  Computer Science

Cyber Security

**MASTER OF SCIENCE IN NURSING (MSN)**
Health Systems Administration
Dual Degree MSN with an MBA Concentration in Healthcare Administration
Dual Degree MSN with a MBA concentration in Data Analytics

**GRADUATE-LEVEL CERTIFICATES**
Advanced Instructional Design
Leader Basic Instructional Design
Practitioner Crime Analysis
Crime
Science
Criminal
Behavior
Data
Analytics
Finance
Forensics and Fraud
Examination Justice
Administration
Healthcare Administration Homeland
Security
Human Resource Management
International Business Management
Leadership & Change
Marketing
Sport Management
Teaching College Art
Teaching College Film
Teaching College Writing

**POST-LICENSURE CERTIFICATE**
Addictions Counseling

# GRADUATE CURRICULA

## MASTER OF BUSINESS ADMINISTRATION (MBA) DEGREE

The MBA degree focuses on developing competencies in communication skills, leadership and teamwork, information technology, and problem solving. A distinguished faculty leads a rich and diverse student body through current issues in management and prepares the students for the technology-driven global workplace of the third millennium.

**MBA CORE CURRICULUM**

| | |
|---|---|
| ECO524 Managerial Economics | 2 hours |
| FIN612 Managerial Finance | 2 hours |
| MGT515 Managerial Business Foundations** | 2 hours |
| MGT516 Fundamentals of Quantitative Business** | 2 hours |
| MGT522 Management of Human Resources | 2 hours |
| MGT526 Quantitative Business Analysis and Research | 2 hours |
| MGT614 Global & Transnational Management | 2 hours |
| MGT621 Organization Analysis and Design | 2 hours |
| MGT622 Strategic Management | 2 hours |
| MGT623 Legal and Ethical Issues in Management | 2 hours |
| MGT630 Innovative Decision Making | 2 hours |
| MKT523 Marketing Management | 2 hours |
| **Total** | **24 hours** |

**Courses may be waived by permission of the Dean
**Courses do not count towards graduation and are considered graduate-level foundation courses
In addition to the MBA core curriculum, each candidate must complete one of the concentrations listed below.

### CONCENTRATION: APPLIED AI FOR BUSINESS

The Applied AI for Business concentration integrates applied AI and analytics for managers, generative AI and Intelligent automation for business processes, AI strategy and governance for responsible deployment emphasizing change leadership and measurable business impact.

| | |
|---|---|
| AIT612 Foundations of Applied AI & Data Driven Decision Making | 3 hours |
| AIT620 Generative AI, Intelligent Automation & Business Innovation | 3 hours |
| AIT630 AI Strategy, Governance & Functional Applications | 3 hours |
| AIT642 Applied AI for Business Capstone & Change Leadership | 3 hours |
| **Total** | **12 hours** |

### CONCENTRATION: LEADERSHIP & CHANGE

The Leadership & Change concentration provides students with a comprehensive organizational perspective, combined with real world applications. Exposure to individual and group theories and practice will prepare graduates to become well-rounded business professionals. Competencies covered will include ethical decision making, interdependence, inclusion, global perspective, technology with courses focused on the individual leadership, behavior and change dynamics, systems thinking, negotiations and conflict resolution.

| | |
|---|---|
| LDR531 Individual Leadership & Influence | 3 hours |
| LDR610 Leadership Behavior and Change Dynamics | 3 hours |
| LDR611 Systems Thinking & Innovative Teamwork | 3 hours |
| HRM610 Negotiations & Conflict Resolution | |
| *or* | |
| LDR670 MBA Leadership Internship | 3 hours |
| **Total** | **12 hours** |

### CONCENTRATION: DATA ANALYTICS

The Data Analytics concentration focuses on the development of managerial competencies related to statistics, accounting, economics, finance, computer information, policy, ethics, law, globalization, and marketing. In addition, the program focuses on self-actualization of a higher level of learning. In addition, this concentration will provide specialized training needed in the advancing technological business environment.

| | |
|---|---|
| DAX511 Database and Data Modeling | 3 hours |
| DAX521 Applied Statistics for Data Analytics | 3 hours |
| DAX631 Advanced Data Analysis Techniques | 3 hours |
| DAX641 Data Visualization, Design and Presentation | 3 hours |
| **Total** | **12 hours** |

### CONCENTRATION: FINANCE

The Finance concentration enables the student to build upon the solid foundation from the course work in the MBA program and provides students with greater exposure to economic and financial business practices. The finance courses will provide an opportunity for students to learn about local, national and international economies in cooperating and competing markets. Students will explore performance of stocks, bonds, commodities, and other types of investments. The degree prepares students to work in the field of financial management either independently or with a corporation, bank, securities firm, nonprofit organization, or an investment agency.

| | |
|---|---|
| FIN617 International Financial Management | 3 hours |
| FIN622 Financial Markets and Institutions | 3 hours |
| FIN623 Investment Analysis | 3 hours |
| FIN627 Emerging Markets Finance | 3 hours |
| **Total** | **12 hours** |

### CONCENTRATION: FORENSICS AND FRAUD EXAMINATION

Forensics and Fraud Examination concentration qualifies students for above entry-level positions with auditing firms. These courses utilize the Association of Certified Fraud Examiners Manual to assist the student in understanding the current field of forensic accounting/fraud. This coursework parallels the content of the Certified Fraud Examiners Exam and serves to prepare students to receive the certification (CFE) upon completion of the concentration.

| | |
|---|---|
| FFE510 Fraud Prevention and Deterrence | 3 hours |
| FFE520 Fraud Investigation | 3 hours |
| FFE610 Fraud Legal Environment | 3 hours |
| FFE620 Financial Transactions and Fraud Schemes | 3 hours |
| **Total** | **12 hours** |

## CONCENTRATION: HEALTHCARE ADMINISTRATION

The Healthcare Administration concentration is designed for working professionals employed in the areas of education, childcare, social services, healthcare and business. The curriculum will focus on management systems, decision-making tools, new technologies, financial management, and referral systems as well as current issues in healthcare law and ethics.

| | |
|---|---|
| HCA541 Managing Healthcare Systems | 3 hours |
| HCA553 Current Issues in Healthcare Administration | 3 hours |
| HCA634 Healthcare Finance and Process Management | 3 hours |
| HCA643 Healthcare Policy, Law, and Ethics | 3 hours |
| **Total** | **12 hours** |

## CONCENTRATION: HUMAN RESOURCE MANAGEMENT

The MBA with a Human Resource Management concentration enables the student to integrate the knowledge and skills gained from the core coursework for the MBA degree in order to address the issues and challenges faced by today's human resource management professional. Students will benefit from exposure to theories and applications involved in acquiring and developing talented employees, managing the ongoing employer/employee relationship, and providing competitive advantages through strategic human resource policies and practices.

| | |
|---|---|
| HRM610 Negotiations and Conflict Resolution | 3 hours |
| HRM611 Human Resource Planning & Talent Acquisition | 3 hours |
| HRM612 Talent Development & Performance Management | 3 hours |
| HRM613 Strategic Human Resource Management | 3 hours |
| **Total** | **12 hours** |

## CONCENTRATION: INTERNATIONAL BUSINESS MANAGEMENT

The MBA with an International Business concentration enables the student to build upon the solid foundation from the core coursework in the MBA program and provides students with the knowledge and capability necessary to function effectively as managers in today's competitive and globalized economies. The courses in the IB concentration will give the students an opportunity to learn about the functioning of the international economy and how multinational firms of all sizes, both governmental and non-governmental working in a variety of cultural and political/legal environments, interact with it. The courses will also allow students to learn about international trade theories and agreements, global financial markets and the financial skills required for effective management of companies engaged in international business with an emphasis on international financial management.

| | |
|---|---|
| FIN617 International Financial Management | 3 hours |
| FIN627 Emerging Markets Finance | 3 hours |
| HRM610 Negotiations and Conflict Resolution | 3 hours |
| MKT627 Digital Analytical Global Marketing Management | 3 hours |
| **Total** | **12 hours** |

## CONCENTRATION: PROJECT MANAGEMENT

Project management is an increasingly sought-after skill set across industries such as healthcare, IT, finance, construction and manufacturing. A MBA concentration in Project Management equips students with the tools to lead complex initiatives, manage cross-functional teams and deliver results on time and within budget. This concentration emphasizes strategic planning, risk management and agile methodologies to prepare graduates for leadership roles in dynamic, project-driven environments.

| | |
|---|---|
| PMG510 Project Management Fundamentals | 3 hours |
| PMG515 Project Risk Management | 3 hours |
| PMG610 Project Leadership and Team Management | 3 hours |
| PMG615 Project Budgeting and Cost Management | 3 hours |
| **Total** | **12 hours** |

## CONCENTRATION: STRATEGIC BRAND & DIGITAL MARKETING

The MBA with a Marketing concentration enables the student to build upon the solid foundation from the core coursework for the MBA degree and provides students with the advanced knowledge in marketing products and services. Students will explore the practices and techniques commonly used to increase exposure and market positions. Challenges and benefits in negotiating sponsorships and endorsement deals allow the students to develop competencies to potentially maximize revenue for organizations and individuals. Students will also be exposed to marketing in an international arena.

| | |
|---|---|
| MKT526 Digital Information Systems for Marketing | 3 hours |
| MKT623 Strategic Brand Management | 3 hours |
| MKT627 Digital Analytical Global Marketing Management | 3 hours |
| MKT634 Digital Marketing Analytics | 3 hours |
| **Total** | **12 hours** |

### CONCENTRATION: SPORTS MANAGEMENT

The Sports Management concentration is one of just a few programs in the U.S. offered entirely online. T.U.'s program is designed to maximize convenience while providing the necessary structure to enhance students' marketability and to improve their business skills. Faculty are prepared to help students make connections with a growing network of alumni working in sports or with the extensive list of sports industry contacts that have professional relationships with our faculty.

| | |
|---|---|
| SMG532 Communication and Fundraising in Sports | 3 hours |
| SMG634 Business Strategies in Sports | 3 hours |
| SMG637 Personnel Management in Sport | 3 hours |
| SMG670 Sport Mentorship | 3 hours |
| **Total** | **12 hours** |

## MASTER OF EDUCATION (MEd) DEGREE

Tiffin University's Master of Education program exists to help people interested in a variety of educational fields gain a graduate-level degree to help them advance in their careers. The Higher Education Administration concentration helps those interested in working in non-academic roles better understand how higher education works from a variety of perspectives. The concentration in Instructional Design is specifically tailored to develop graduates who go on to design and build learning experiences that deliver the greatest amount of value to the broadest populations at our institutions and workplaces.

### CORE CURRICULUM

| | |
|---|---|
| EDU515 Research and Professional Communication in Education | 3 hours |
| EDU616 Diversity, Ethics and Law in Education | 3 hours |
| EDU646 Connecting Research, Theory, and Practice through Philosophy, Psychology, and Sociology | 3 hours |
| EDU695 Capstone Project | 3 hours |
| **Total** | **12 hours** |

### CONCENTRATION: HIGHER EDUCATION ADMINISTRATION

| | |
|---|---|
| EDU520 Issues in Student Affairs | 3 hours |
| EDU585 Student Enrollment and Retention | 3 hours |
| EDU590 Institutional Assessment and Evaluation | 3 hours |
| EDU635 Human Resource Management in Educational Organizations | 3 hours |
| EDU640 Higher Education Finance and Budgeting | 3 hours |
| EDU642 Higher Education Athletic and Sports Management | 3 hours |
| **Total** | **18 hours** |

### CONCENTRATION: INSTRUCTIONAL DESIGN

| | |
|---|---|
| EDU501 Instructional Design, Development & Evaluation | 3 hours |
| EDU502 Universal Design for Learning | 3 hours |
| EDU503 Implementation of Content | 3 hours |
| EDU601 Designing for Contemporary Issues in Education | 3 hours |
| EDU602 Strategic Communication for Instructional Designers | 3 hours |
| EDU603 Emerging Pedagogies and Critical Design | 3 hours |
| **Total** | **18 hours** |

## MASTER OF HUMANITIES (MH) DEGREE

Tiffin University's Master of Humanities program invites students to explore creative and conceptual expressions of the human condition in all of its forms, from antiquity to the present. Students may choose from several expertly-designed concentrations in Art & Visual Media, Creative Writing, or Film Studies. While no degree by itself can guarantee either eligibility to teach or professional certification or licensure, our concentrations support those who wish to teach at the high school or community college levels, while engaging the imagination of those who wish to grow in their knowledge of these fields. Students are also given ample opportunity to develop their own creativity through creative writing courses in the novel, short story and screenwriting. The Master of Humanities program welcomes students seeking to take

an adventure of the mind that engages the most imaginative forms of human expression and their own intellectual and creative potentials.

**ART & VISUAL MEDIA (ART)**
The M.H. in Art & Visual Media is designed to prepare you for either teaching at the community college level or applying for further graduate study at the doctoral level. Students will learn how theory turns into practice by studying multiple art genres and art media. Students enjoy creative assignments that build critical thinking and analysis skills in all courses.

**CREATIVE WRITING (ENG)**
The M.H. in Creative Writing is designed to improve your writing skills and help you work towards publication. It will also prepare you to lead creative writing workshops or other teaching opportunities open for creative writers. Students will learn how theory turns into practice by participating in writing workshops with instructors and other students. In addition to improving students' writing skills, students also enjoy creative assignments that build critical thinking and analysis skills in all courses.

**RHETORIC & COMPOSITION (RHET)**
The M.H. in Rhetoric & Composition is designed to prepare students for either teaching at the community college level or applying for further graduate study at the doctoral level. As a graduate of the program students will be prepared to teach students a variety of writing genres, research and critical thinking. The degree will also allow students to pursue their own interests in the capstone project. Throughout the program, students will complete creative assignments that can be used with their own students. Courses will also give students the opportunity
to participate in peer review, adding the necessary skills of group work and evaluation to their portfolio. Overall, faculty will guide students through courses using metacognition - analyzing activities in the courses while completing the activities themselves.

**FILM STUDIES (FLM)**
The M.H. in Film Studies is designed to prepare students for either teaching at the community college level or applying for further graduate study at the doctoral level. Students will learn how theory turns into practice by studying the history of film as well as a variety of film genres and techniques. Students will enjoy creative assignments that build critical thinking and analysis skills in all courses.

**MASTER OF HUMANITIES: CORE**

| | |
|---|---|
| ENG505 Graduate Rhetoric & Composition | 3 hours |
| ENG525 Research Methods | 3 hours |
| HUM670 Capstone I | 3 hours |
| HUM671 Capstone II | 3 hours |
| **Total** | **12 hours** |

**CONCENTRATION: ART AND VISUAL MEDIA**

| | |
|---|---|
| ART525 History of Photography | 3 hours |
| ART561 Survey of Western Art History | 3 hours |
| ART624 Women in Art | 3 hours |
| ART630 Survey of Non-Western Art History | 3 hours |
| ART636 Issues in Technology and Art | 3 hours |
| HUM516 Teaching the Humanities | 3 hours |
| **Total** | **18 hours** |

**CONCENTRATION: CREATIVE WRITING**

| | |
|---|---|
| ENG541 Creative Writing: Short Story | 3 hours |
| ENG542 Creative Writing: The Novel I | 3 hours |
| ENG545 Creative Writing: Screenwriting | 3 hours |
| ENG642 Creative Writing: The Novel II | 3 hours |
| ENG653 The Publishing Business | 3 hours |
| ENG656 Marketing Your Publications | 3 hours |
| **Total** | **18 hours** |

**CONCENTRATION: RHETORIC & COMPOSITION**

| | |
|---|---|
| ENG506 Introduction to Linguistics | 3 hours |
| ENG605 Advanced Grammar | 3 hours |

| | |
|---|---|
| ENG609 History of the English Language ENG611 Business and Technical Writing | 3 hours |
| ENG616 Ethics and AI in Business and Technical Writing | 3 hours |
| HUM516 Teaching the Humanities | 3 hours |
| **Total** | **18 hours** |

### CONCENTRATION: FILM STUDIES

| | |
|---|---|
| HUM516 Teaching the Humanities FLM534 Censorship in Film | 3 hours |
| FLM535 Classic Hollywood Cinema | 3 hours |
| FLM615 Documentary Film FLM620 Third Cinema | 3 hours |
| FLM630 Cult & Independent Film | 3 hours |
| **Total** | **18 hours** |

## MASTER OF SCIENCE (MS) DEGREE

The highlights of the MS curriculum are an interdisciplinary curriculum, an experienced and accomplished faculty, the latest thinking in the field, and professional development. A Master of Science (MS) degree assembles practitioners from the various components of the disciplines. The diversity in background and experience provides synergy in the classroom. The MS faculty contribute their expertise and professional experience to the educational experience.

### MAJOR: ARTIFICAL INTELLIGENCE

**AI CORE (12 credit hours)**

| | |
|---|---|
| AIT510 Advanced Artificial Intelligence | 3 hours |
| CST505 Advanced Operating Systems Theory | 3 hours |
| CST535 Programming Languages: Design & Concepts | 3 hours |
| CST560 Advanced Algorithm Design & Analysis | 3 hours |

**AI SELECTIVE COURSES (21 credit hours)**

| | |
|---|---|
| AIT540 Data Mining | 3 hours |
| AIT550 Advanced Machine Learning | 3 hours |
| AIT650 Deep Learning | 3 hours |
| AIT660 Natural Language Processing | 3 hours |
| AIT670 Human and Computer Vision | 3 hours |
| AIT680 Big Data Analytics | 3 hours |
| AIT685 Capstone | 3 hours |
| **Total** | **33 hours** |

### MAJOR: CLINICAL EXERCISE PHYSIOLOGY

| | |
|---|---|
| CEP505 Exercise, Health and Disease | 3 hours |
| CEP535 Nutritional Concepts for Disease Prevention & Management | 3 hours |
| CEP575 Exercise Pharmacology | 3 hours |
| CEP580 Behavior Change and Wellness Coaching | 3 hours |
| CEP585 Research Seminar | 1 hour |
| CEP605 Exercise Biochemistry and Metabolism | 3 hours |
| CEP625 Advanced Exercise Physiology | 3 hours |
| CEP625L Advanced Exercise Physiology Lab | 1 hour |
| CEP665 Exercise for Special Populations | 3 hours |
| CEP665L Exercise for Special Populations Lab | 1 hour |
| CEP675 Clinical Exercise Testing & Prescription | 3 hours |
| CEP675L Clinical Exercise Testing & Prescription Lab | 1 hour |
| CEP685 Internship | 3 hours |
| **Total** | **31 hours** |

### MAJOR: CRIMINAL JUSTICE

#### CONCENTRATION: CRIME ANALYSIS

The completion of 30 semester hours of course work is required to receive a Master of Science in Criminal Justice degree with a concentration in Crime Analysis, offered in a 3-semester format if taken full-time. The emphasis of the Crime Analysis concentration is to provide students with the theoretical knowledge and hands on skills to be crime analysts for various types of criminal justice, intelligence, and business organizations.

| | |
|---|---|
| ENF512 Theories of Crime Analysis | 3 hours |
| ENF532 Computer Applications in Crime Analysis, Community Policing, and Investigation | 3 hours |
| ENF612 Criminal Intelligence | 3 hours |
| ENF622 Geographic Information Systems: Applications in Criminal Justice | 3 hours |
| ENF627 Crime Analysis Project | 3 hours |
| ENF675 Problem Solving in Crime Analysis | 3 hours |
| JUS510 Contemporary Criminal Justice: Issues and Trends | 3 hours |
| JUS515 Research Design and Analysis | 3 hours |
| JUS525 Legal and Ethical Issues in Criminal Justice | 3 hours |
| PSY521 Statistical Procedures I | 3 hours |
| **Total** | **30 hours** |

### CONCENTRATION: CRIME SCIENCE

The completion of 30 semester hours of course work is required to receive a Master of Science in Criminal Justice degree with a concentration in Crime Science. The emphasis of the Crime Science concentration is to provide knowledge to a broad-range of working professionals whose focus is to provide safe, crime-controlled environments, both public and private, via the study of why crime occurs in certain environments and how it can be controlled through intentional and evidence-based design.

| | |
|---|---|
| ENF511 Crime Science Overview: Theories, Principles, and Methods | 3 hours |
| ENF515 Crime Prevention Through Environmental Design | 3 hours |
| ENF621 Evidence-Based Policing | 3 hours |
| ENF622 Geographic Information Systems: Applications in Criminal Justice | 3 hours |
| ENF631 Strategies for Reducing Crime | 3 hours |
| ENF681 Practical Application of Crime Science – Capstone | 3 hours |
| JUS510 Contemporary Criminal Justice: Issues and Trends | 3 hours |
| JUS515 Research Design & Analysis | 3 hours |
| JUS525 Legal and Ethical Issues in Criminal Justice | 3 hours |
| PSY521 Statistical Procedures I | 3 hours |
| **Total** | **30 hours** |

### CONCENTRATION: CRIMINAL BEHAVIOR

The completion of 30 semester hours of course work is required for the MS degree with a concentration in Criminal Behavior. It is offered in a 3-semester format if taken full-time. The emphasis of the Criminal Behavior concentration is to provide students with a specific area of expertise in the psychological causes of crime.

| | |
|---|---|
| JUS510 Contemporary Criminal Justice: Issues and Trends | 3 hours |
| JUS515 Research Design and Analysis | 3 hours |
| JUS525 Legal and Ethical Issues in Criminal Justice | 3 hours |
| PSY512 Introduction to Forensic Psychology | 3 hours |
| PSY521 Statistical Procedures I | 3 hours |
| PSY548 Mental Health Law | 3 hours |
| PSY552 Criminogenic Psychopathology | 3 hours |
| PSY615 Drug Abuse and Society | 3 hours |
| PSY626 Advanced Psych Assessment Theory | 3 hours |
| PSY636 Cultural Competence in Professional Practice | 3 hours |
| **Total** | **30 hours** |

### CONCENTRATION: HOMELAND SECURITY

The completion of 30 semester hours of course work is required to receive a Master of Science in Criminal Justice degree with a concentration in Homeland Security Administration, offered in a 3-semester format if taken full-time. The emphasis of the Homeland Security concentration is designed to help meet the growing and demanding needs of governing agencies for motivated individuals.

| | |
|---|---|
| ENF520 The Intelligence Community | 3 hours |
| ENF530 Emergency Management | 3 hours |
| ENF570 Homeland Security Enterprise | 3 hours |
| ENF620 Policy Formation & Analysis in HS | 3 hours |
| ENF625 Federal Budgeting for HS | 3 hours |
| ENF680 Practical Application of Policy in HS (Capstone) | 3 hours |

| | |
|---|---|
| JUS510 Contemporary Criminal Justice: Issues and Trends | 3 hours |
| JUS515 Research Design and Analysis | 3 hours |
| JUS525 Legal and Ethical Issues in Criminal Justice | 3 hours |
| PSY521 Statistical Procedures I | 3 hours |
| **Total** | **30 hours** |

## CONCENTRATION: JUSTICE ADMINISTRATION

The completion of 30 semester hours of course work is required to receive a Master of Science in Criminal Justice degree with a concentration in Justice Administration, offered in a 3-semester format if taken full-time. The emphasis of the Justice Administration concentration is focused on students who want to enter leadership roles within the Criminal Justice field. Students will develop their cognitive skills for application, analysis, synthesis, and evaluation of the significant data and materials this course of study will provide to them.

| | |
|---|---|
| JUS510 Contemporary Criminal Justice: Issues and Trends | 3 hours |
| JUS515 Research Design and Analysis | 3 hours |
| JUS525 Legal and Ethical Issues in Criminal Justice | 3 hours |
| JUS531 Human Resource & Personnel Management in Criminal Justice - Law & Theory | 3 hours |
| JUS532 Human Resource & Personnel Management in Criminal Justice | 3 hours |
| JUS610 Justice Administration Policy Formulation & Analysis | 3 hours |
| JUS612 Strategic Planning, Cooperation & Coordination | 3 hours |
| JUS618 Budget & Finance for Criminal Justice Administrators | 3 hours |
| JUS635 Leadership & Practical Application in Criminal Justice | 3 hours |
| PSY521 Statistical Procedures I | 3 hours |
| **Total** | **30 hours** |

## CONCENTRATION: FORENSIC PSYCHOLOGY

The Forensic Psychology concentration requires 42 credits and is offered in a 4-semester format with an optional thesis and/or internship. The Forensic Psychology concentration is designed for students interested in examining the relationship between psychology and the criminal justice system. The program is primarily research based and will prepare students for careers in the criminal justice system and/or mental health service agencies.

| | |
|---|---|
| PSY511 Psychology and Law | 3 hours |
| PSY515 Research Design and Analysis in Forensic Psychology | 4 hours |
| PSY520 Statistical Applications in Forensic Psychology | 4 hours |
| PSY525 Victimology | 3 hours |
| PSY530 Legal and Ethical Issues in Forensic Psychology | 3 hours |
| PSY547 Mental Health Law in Forensic Psychology | 3 hours |
| PSY551 Psychopathology and Criminal Behavior | 3 hours |
| PSY613 Professional Seminar in Advanced Clinical and Experimental Forensic Psychology | 3 hours |
| PSY614 Substance Abuse | 3 hours |
| PSY620 Sex Crimes and Paraphilias | 3 hours |
| PSY625 Applied Advanced Psychological Assessment | 4 hours |
| PSY635 Cultural Competence in Professional Practice in Forensic Psychology (Intersession) | 3 hours |
| PSY637 Forensic Counseling | 3 hours |
| **Total** | **42 hours** |
| Optional Courses: | |
| PSY640 Thesis | 3 hours |
| PSY640-1 Thesis Extension | 1 hour |
| And/Or PSY670 Internship in Criminal Justice and Social Sciences | 3 hours |
| **Total w/Optional Courses** | **42 – 49 hours** |

## MAJOR: COMPUTER SCIENCE

| | |
|---|---|
| AIT510 Advanced Artificial Intelligence | 3 hours |
| AIT540 Data Mining | 3 hours |
| CST505 Advanced Operating Systems Theory | 3 hours |
| CST535 Programming Languages: Design & Concepts | 3 hours |
| CST560 Advanced Algorithm Design & Analysis | 3 hours |
| CST620 Computer Architecture: Design Perspectives | 3 hours |
| CST630 Network Engineering & Security | 3 hours |
| CST640 Parallel Computing Essentials | 3 hours |
| CST665 Ethics in Computing | 3 hours |
| CST670 Global Perspectives in Computing | 3 hours |
| CST685 Capstone | 3 hours |
| **Total** | **33 hours** |

## MAJOR: CYBER SECURITY

The academic goal of the 33 semester hours required to earn a Master of Science in Cyber Security degree is to provide graduate-level education and skills to a field that is demonstrably suffering from a shortage of qualified personnel. This program provides continuing education of undergraduate Cyber Security majors who are seeking an advanced degree for qualifications in the field. The MS-Cyber Security degree curriculum is based on the following four pillars: Risk/Threat; Legal/Policy; Cyber Technical Skills; and Mitigation/ Response. This well-rounded, criminal justice/security studies focus distinguishes Tiffin's MS-Cyber Security degree from others which are computer science based. The existence of TU's lab in the Center for Cyber Defense and Digital Forensics allows students a place to not only explore new technologies, but to hone Cyber Security skills.

| | |
|---|---|
| AIT510 Advanced Artificial Intelligence | 3 hours |
| CST505 Advanced Operating Systems Theory | 3 hours |
| CST535 Programming Languages: Design & Concepts | 3 hours |
| CST560 Advanced Algorithm Design & Analysis | 3 hours |
| CDS540 Advanced Security Principles | 3 hours |
| CDS610 Governance, Risk and Compliance (GRC) | 3 hours |
| CDS615 Security Operations Management | 3 hours |
| CDS635 Cyber Threat Assessment | 3 hours |
| CDS650 Emerging Technologies in Cybersecurity | 3 hours |
| CDS685 Capstone | 3 hours |
| CST630 Network Engineering & Security | 3 hours |
| **Total** | **33 hours** |

## MAJOR: PSYCHOLOGY

**Recommended for students without a bachelor's degree in Psychology or closely related field.*

The course work of 41 hours is divided into 4 courses each semester if full-time. The MS in Psychology is focused on scientific/experimental psychology and not counseling/clinical psychology, and does not lead to licensure of any kind.

| | |
|---|---|
| PSY501 Professional Practices in Psychology | 3 hours |
| PSY521 Statistical Procedures I | 3 hours |
| PSY522 Statistical Procedures II | 3 hours |
| PSY533 Research Design and Analysis I | 3 hours |
| PSY534 Research Design and Analysis II | 3 hours |
| PSY541 History and Systems of Psychology | 3 hours |
| PSY543 Developmental Psychology | 3 hours |
| PSY545 Advanced Theories of Personality | 3 hours |
| PSY546 Psychopathology | 3 hours |
| PSY611 Professional Issues I: Law and Ethics | 2 hours |
| PSY612 Professional Issues II: Cross Cultural Issues in Psychology | 2 hours |
| PSY621 Social Psychology | 3 hours |
| PSY622 Cognitive Psychology | 3 hours |
| PSY631 Neuropsychology | 3 hours |
| PSY641 Capstone Research I | 2 hours |
| PSY642 Capstone Research II | 2 hours |
| **Total** | **44 hours** |

**MASTER OF SCIENCE IN NURSING (MSN)**

| | |
|---|---|
| Health Systems Administration Analytics | |
| NUR520 Biostatistics for Evidence-Based Practice | 3 hours |
| NUR530 Healthcare Informatics and Advancing Technologies | 3 hours |
| NUR540 Health Policy, Advocacy and Patient Safety | 3 hours |
| NUR552 Ethical, Philosophical and Theoretical Bases of Advanced Nursing Practice | 3 hours |
| NUR601 Nursing Research and Evidence Based Practice | 3 hours |
| MSN Administration Track | |
| NUR625 Leadership and Organizational Culture in Contemporary Healthcare | 3 hours |
| NUR640 Financial Management and the Economics of Healthcare for the Nurse Leader | 3 hours |
| NUR662 Human Resource Management and Talent Development in Healthcare | 3 hours |
| NUR670 Health Systems Administration Practicum I | 2 hours |
| NUR673 Health Systems Administration Practicum II | 3 hours |
| NUR685 Health Systems and Strategy Development for the Nurse Leader | 3 hours |
| NUR690 Health Systems Administration Practicum III | 4 hours |
| **Total** | **36 hours** |

**MSN with MBA Dual Degree with a Concentration in Healthcare Administration**

| | |
|---|---|
| ECO524 Managerial Economics | 2 hours |
| FIN612 Managerial Finance | 2 hours |
| MGT515 Managerial Business Foundations | 2 hours |
| MGT526 Quantitative Business Analysis & Research | 2 hours |
| MGT614 Global and Transnational Management | 2 hours |
| MKT523 Marketing Management | 2 hours |
| NUR520 Biostatistics for Evidence-Based Practice | 3 hours |
| NUR530 Healthcare Informatics and Advancing Technologies | 3 hours |
| NUR540 Health Policy, Advocacy and Patient Safety | 3 hours |
| NUR552 Ethical, Philosophical and Theoretical Bases of Advanced Nursing Practice | 3 hours |
| NUR601 Nursing Research and Evidence Based Practice | 3 hours |
| NUR625 Leadership and Organizational Culture in Contemporary Healthcare | 3 hours |
| NUR640 Financial Management and the Economics of Healthcare for the Nurse Leader | 3 hours |
| NUR662 Human Resource Management and Talent Development in Healthcare | 3 hours |
| NUR670 Health Systems Administration Practicum I | 2 hours |
| NUR673 Health Systems Administration Practicum II | 3 hours |
| NUR685 Health Systems and Strategy Development for the Nurse Leader | 3 hours |
| NUR690 Health Systems Administration Practicum III | 4 hours |
| **Total** | **48 hours** |

**MSN with MBA Dual Degree with a Concentration in Data Analytics**

| | |
|---|---|
| DAX511 Database Design and Data Modeling | 3 hours |
| DAX521 Applied Statistics for Data Analytics | 3 hours |
| DAX631 Advanced Data Analysis Techniques | 3 hours |
| DAX641 Data Visualization, Design and Presentation | 3 hours |
| ECO524 Managerial Economics | 2 hours |
| MGT614 Global and Transnational Management | 2 hours |
| MGT630 Innovative Decision Making | 2 hours |
| MKT523 Marketing Management | 2 hours |
| NUR520 Biostatistics for Evidence-Based Practice | 3 hours |
| NUR530 Healthcare Informatics and Advancing Technologies | 3 hours |
| NUR540 Health Policy, Advocacy and Patient Safety | 3 hours |
| NUR552 Ethical, Philosophical and Theoretical Bases of Advanced Nursing Practice | 3 hours |
| NUR601 Nursing Research and Evidence Based Practice | 3 hours |
| NUR625 Leadership and Organizational Culture in Contemporary Healthcare | 3 hours |
| NUR640 Financial Management and the Economics of Healthcare for the Nurse Leader | 3 hours |
| NUR662 Human Resource Management and Talent Development in Healthcare | 3 hours |
| NUR670 Health Systems Administration Practicum I | 2 hours |
| NUR673 Health Systems Administration Practicum II | 3 hours |
| NUR685 Health Systems and Strategy Development for the Nurse Leader | 3 hours |
| NUR690 Health Systems Administration Practicum III | 4 hours |
| **Total** | **56 hours** |

## GRADUATE-LEVEL CERTIFICATES

Tiffin University certificate programs are designed for working professionals who wish to enhance their professional knowledge, skills, and leadership abilities. This practical, flexible and learner-centered curriculum is offered completely online with no residency requirement. Mid-career professionals, traditional and non-traditional students may find certificate programs particularly valuable for:

- Exploring a new professional path or career
- Staying current with industry trends, strategies, philosophies, and knowledge
- Justifying a promotion
- Continuing lifelong learning goals
- Complementing a formal course of academic study with practical training and skills

Students wishing to matriculate into a graduate degree program, upon completion of a graduate certificate, must meet the admission requirements as set forth in the academic bulletin. Courses completed toward graduate certificates may be applied to Tiffin University's graduate degrees. All graduate-level certificates are only available in the online format, except Addictions Counseling, which is only available on the Tiffin Campus.

**Basic Instructional Design Practitioner**

| | |
|---|---|
| EDU501 Instructional Design, Development and Evaluation | 3 hours |
| EDU502 University Design for Learning | 3 hours |
| EDU503 implementation of Content | 3 hours |
| **Total** | **9 hours** |

**Advanced instructional Design Leader**

| | |
|---|---|
| EDU601 Designing for Contemporary Issues in Education | 3 hours |
| EDU602 Strategic Communication for Instructional Designers | 3 hours |
| EDU603 Emerging Pedagogies and Critical Instructional Design | 3 hours |
| **Total** | **9 hours** |

**Data Analytics Certificate**

| | |
|---|---|
| DAX511 Database Design and Data Modeling | 3 hours |
| DAX521 Applied Statistics for Data Analytics | 3 hours |
| DAX631 Advanced Data Analytics Techniques | 3 hours |
| DAX641 Data Visualization, Design and Presentation | 3 hours |
| MGT526 Quantitative Business Analysis and Research | 3 hours |
| **Total** | **15 hours** |

## CRIME ANALYSIS CERTIFICATE

This certificate provides students with a solid foundation of crime analysis, both theoretical and applied.

| | |
|---|---|
| ENF512 Theories of Crime Analysis | 3 hours |
| ENF532 Computer Applications in Crime Analysis, Community Policing, and Investigations | 3 hours |
| ENF612 Criminal Intelligence | 3 hours |
| ENF622 Geographic Information Systems: Applications in CJ | 3 hours |
| ENF627 Crime Analysis Project | 3 hours |
| ENF675 Problem Solving in Crime Analysis | 3 hours |
| **Total** | **18 hours** |

## CRIME SCIENCE CERTIFICATE

This certificate provides students with a solid foundation in crime science, both theoretical and applied.

| | |
|---|---|
| ENF511 Crime Science Overview: Methods and Techniques | 3 hours |
| ENF515 Crime Prevention Through Environmental Design | 3 hours |
| ENF621 Evidence-Based Policing | 3 hours |
| ENF622 Geographic Information Systems in Criminal Justice | 3 hours |
| ENF681 Practical Application of Crime Science – Capstone | 3 hours |
| **Total** | **15 hours** |

## CRIMINAL BEHAVIOR CERTIFICATE

This certificate provides learners with expertise in the psychological causes of crime. Students will develop knowledge and expertise in crisis intervention, counseling, psychopathology, personality assessment, and research methods.

| | |
|---|---|
| PSY512 Introduction to Forensic Psychology | 3 hours |
| PSY548 Mental Health Law | 3 hours |
| PSY552 Criminogenic Psychopathology | 3 hours |
| PSY615 Drug Abuse & Society | 3 hours |
| PSY626 Advanced Psych Assessment Behavior | 3 hours |
| PSY636 Cultural Competence in Professional Practice | 3 hours |
| **Total** | **18 hours** |

## FINANCE CERTIFICATE

| | |
|---|---|
| FIN617 International Financial Management | 3 hours |
| FIN622 Financial Markets and Institutions | 3 hours |
| FIN623 Investment Analysis | 3 hours |
| FIN627 Emerging Markets Finance | 3 hours |
| **Total** | **12 hours** |

## FORENSICS AND FRAUD EXAMINATION CERTIFICATE

| | |
|---|---|
| FFE510 Fraud Prevention and Deterrence | 3 hours |
| FFE520 Fraud Investigation | 3 hours |
| FFE610 Fraud Legal Environment | 3 hours |
| FFE620 Financial Transactions and Fraud Schemes | 3 hours |
| **Total** | **12 hours** |

## HEALTHCARE ADMINISTRATION CERTIFICATE

| | |
|---|---|
| HCA541 Managing Healthcare Systems | 3 hours |
| HCA553 Current Issues in Healthcare Administration | 3 hours |
| HCA634 Healthcare Finance and Process Management | 3 hours |
| HCA643 Healthcare Policy, Law and Ethics | 3 hours |
| **Total** | **12 hours** |

## HOMELAND SECURITY CERTIFICATE

| | |
|---|---|
| ENF520 The Intelligence Community | 3 hours |
| ENF530 Emergency Management | 3 hours |
| ENF570 Homeland Security Enterprise | 3 hours |
| ENF620 Policy Formulation & Analysis in HS | 3 hours |
| ENF625 Federal Budgeting for HS | 3 hours |
| ENF680 Practical Application of Policy in HS (Capstone) | 3 hours |
| **Total** | **18 hours** |

## HUMAN RESOURCE MANAGEMENT CERTIFICATE

| | |
|---|---|
| HRM610 Negotiations and Conflict Resolution | 3 hours |
| HRM611 Human Resource Planning & Talent Acquisition | 3 hours |
| HRM612 Talent Development & Performance Management | 3 hours |
| HRM613 Strategic Human Resource Management | 3 hours |
| **Total** | **12 hours** |

## JUSTICE ADMINISTRATION CERTIFICATE

This certificate provides learners with perspectives in human resource management, policy formation and analysis, law and management practices and administrative theory.

| | |
|---|---|
| JUS531 Human Resource & Personnel Management in Criminal Justice - Law & Theory | 3 hours |
| JUS532 Human Resource & Personnel Management in Criminal Justice - Application | 3 hours |
| JUS610 Justice Administration Policy Formulation & Analysis | 3 hours |
| JUS612 Strategic Planning, Cooperation & Coordination | 3 hours |
| JUS618 Budget & Finance for Criminal Justice Administrators | 3 hours |
| JUS635 Leadership & Practical Application in Criminal Justice | 3 hours |
| **Total** | **18 hours** |

## LEADERSHIP & CHANGE CERTIFICATE

| | |
|---|---|
| HRM610 Negotiations | 3 hours |
| LDR531 Individual Leadership & Influence | 3 hours |
| LDR610 Leadership Behavior and Change Dynamics | 3 hours |
| LDR611 Systems Thinking & Innovative Teamwork | 3 hours |
| **Total** | **12 hours** |

## MARKETING CERTIFICATE

| | |
|---|---|
| MGT623 Strategic Brand Management | 3 hours |
| MKT526 Information Systems for Marketing | 3 hours |
| MKT627 Global Marketing Management | 3 hours |
| MKT634 Digital Marketing Analytics | 3 hours |
| **Total** | **12 hours** |

## SPORTS MANAGEMENT CERTIFICATE

| | |
|---|---|
| SMG532 Communication and Fundraising in Sports | 3 hours |
| SMG634 Business Strategies in Sports | 3 hours |
| SMG637 Personnel Management in Sports | 3 hours |
| SMG670 Sport Mentorship | 3 hours |
| **Total** | **12 hours** |

### Teaching College Art

| | |
|---|---|
| ART525 History of Photography | 3 hours |
| ART561 Survey of Western Art History | 3 hours |
| ART624 Women and Art | 3 hours |
| ART630 Survey of Non-Western Art History | 3 hours |
| ART636 Issues in Technology and Art | 3 hours |
| HUM516 Teaching the Humanities | 3 hours |
| **Total** | **18 hours** |

### Teaching College Film

| | |
|---|---|
| FLM534 Censorship in Film | 3 hours |
| FLM535 Classic Hollywood Cinema | 3 hours |
| FLM615 Documentary Film | 3 hours |
| FLM620 Third Cinema | 3 hours |
| FLM630 Cult & Independent Film | 3 hours |
| HUM516 Teaching the Humanities | 3 hours |
| **Total** | **18 hours** |

### Teaching College Writing

| | |
|---|---|
| ENG505 Graduate Rhetoric and Composition | 3 hours |
| ENG506 Introduction to Linguistics | 3 hours |
| ENG525 Research Methods | 3 hours |
| ENG611 Business and Technical Writing | 3 hours |
| ENG616 Ethics and AI in Business and Technical Writing | 3 hours |
| HUM516 Teaching the Humanities | 3 hours |
| **Total** | **18 hours** |

## ADDICTIONS COUNSELING: POST-LICENSURE CERTIFICATE

The goal of the graduate Addictions Certificates are to equip students with the skills, knowledge, and attitudes which will enable them to function well in the demanding and ever-changing world of the criminal justice and/or behavioral health professions. This mission is closely aligned with that of Tiffin University's mission to offer quality, professionally focused, learning-centered graduate programs and life-long learning opportunities to prepare for successful careers and for productive and satisfying lives of excellence, leadership and service. The faculty's goal is to provide high quality training programs grounded in self-evaluation and improvement with the intention to remain responsive to the changing requirements of a dynamic and pluralistic society. The curriculum also aims to develop the knowledge, attitudes, and skills necessary in working successfully with chemically involved individuals and families across a broad range of settings.

Tiffin University's professional certificate in Addictions Counseling is designed for returning or existing professional students (those with at least a Bachelor's degree in a behavioral science). The certificate curriculum begins with a basic level, which is where many students are likely to start.

## ADDICTIONS COUNSELING: POST-LICENSURE CERTIFICATE

Geared to meet the requirements of LCDC II: Licensed Chemical Dependency Counselor II in Ohio or LCDC III: Licensed Chemical Dependency Counselor III

| | |
|---|---|
| CSL510 Addiction Theory & Practice | 3 hours |
| CSL520 Counseling Procedures: Strategies with Addicted & Disordered Populations | 3 hours |
| CSL525 Group Process & Techniques: Working with Addicted and Disordered Population | 3 hours |
| CSL535 Assessment & Diagnosis of Addictive & Behavioral Health Problems | 3 hours |
| CSL540 Prevention, Intervention, and Treatment Planning in Addictions | 3 hours |
| CSL545 Theory and Practice of Relationship Counseling in Addictions & Behavioral Health | 3 hours |
| **Total** | **18 hours** |

## MASTER OF BUSINESS ADMINISTRATION (MBA)

**AIT612**
**Foundations of Applied AI & Data-Driven Decision Making (3 cr. hours)**
*Co-Requisite: MGT516 or MGT526*
Introduces core concepts of artificial intelligence, machine learning and data analytics from a managerial perspective. Students learn how AI systems are built and deployed, what kinds of problems they solve and how to interpret their outputs for business decisions. Topics include descriptive, predictive and prescriptive analytics; supervised vs. unsupervised learning; model performance basics and the role of data quality, bias and uncertainty in decision making. Hands-on work uses low-code/no-code tools to build intuition without requiring a programming background.

**AIT620**
**Generative AI, Intelligent Automation & Business Innovation (3 cr. hours)**
Focuses on generative AI (large language models and related technologies) and their role in transforming business processes. Students learn advanced prompting strategies, prompt patterns and AI-augmented workflows for analysis, content creation, coding assistance and customer engagement. The course also explores intelligent automation, including using AI agents, APIs and low-code tools to orchestrate multi-step business processes. Emphasis is placed on value creation, risk management and designing human-AI collaboration rather than full automation.

**AIT630**
**AI Strategy, Governance & Functional Applications (3 cr. hours)**
Examines how organizations design, govern and scale AI capabilities across core business functions. Students learn to align AI initiatives with corporate strategy, design AI governance frameworks and evaluate AI-related risks (ethical, legal, operational). Through functional case studies, the course explores how AI is applied in marketing, finance, operations/supply chain and human resources, emphasizing both opportunities and pitfalls. The course also covers emerging regulations and responsible AI guidelines.

**AIT642**
**Applied AI for Business Capstone & Change Leadership (3 cr. hours)**
Students complete an applied AI project that integrates strategy, analytics, generative AI and governance in a real or realistic organizational setting. Working individually or in teams, students identify an AI opportunity, assess feasibility, propose a solution architecture (using appropriate tools and partners), evaluate risks and governance needs and design a change-management and implementation plan. Emphasis is placed on stakeholder alignment, communication and measuring impact.

**DAX511**
**Database Design and Data Modeling (3 cr. hours)**
This course will investigate principles and practices of database management and design. Students will compare and contrast relational database design, normalization, SQL queries, reports and other interfaces to database data, and documentation. Examination of public sources of data will lead to the practice of applying data sources in real-world examples. This course will utilize spreadsheet (i.e. Microsoft Excel) and database (i.e. Microsoft Access) technology currently used in organizations by applying functions in key field areas such as pivot tables, charts, queries, reports, macros, data load utilities, records and modules.

**DAX521**
**Applied Statistics for Data Analytics (3 cr. hours)**
This course will explore techniques to analyze data, produce graphical illustrations and draw conclusions using statistical, data analysis and visualization software packages. Focusing on the central tendency, data exploration and analytics, probability distributions and random variables, students will compare and contrast the basics of statistical inference, testing hypothesis and building confidence intervals, correlation and causation, and simple and multiple regression analysis.

**DAX631**
**Advanced Data Analysis Techniques (3 cr. hours)**
*Prerequisite: DAX521*
This course prepares students for analyzing data using advanced data analysis software and techniques to make decisions on data. Topics include Multivariable Regression, Non-Linear Regression, ANOVA, Cluster and Factor Analysis and Logistics Regression.

**DAX641**
**Data Visualization, Design and Presentation (3 cr. hours)**
*Prerequisite: DAX631*
This concentration capstone course will synthesize the previous learning outcomes in the Data Analytics Concentration to compose and construct a final project demonstrating application of data presentation and design. The design of the final project will focus on visualizing data analysis in real-world application by combining techniques of data modeling and data analytics; data processing; mapping data attributes to graphical attributes; and, constructing strategic visual encoding based on known properties of visual perception. Additionally, students will justify the effectiveness of visualization designs and critical thinking necessary in design decisions. Students will create their own data visualizations, and learn to use visualization tools and software.

**ECO524**
**Managerial Economics (2 cr. hours)**
*Prerequisite: MGT526*
This course builds on basic concepts of microeconomics, and places an emphasis on the firm's use of limited information in an uncertain environment. A global perspective is stressed.

**FFE510**
**Fraud Prevention and Deterrence (3 cr. hours)**
*There is a fee attached to this course*
This course emphasizes the understanding of fraud prevention and deterrence that are essential to prevent and deter fraudulent activities. The contents within this course focuses on the material that is covered in the Fraud Prevention and Deterrence section on the Certified Fraud Examiners certification of the Association of Certified Fraud Examiners certification of a Certified Fraud Examiner (CFE).

**FFE520**
**Fraud Investigations (3 cr. hours)**
This course emphasizes the understanding of fraud investigations that are essential to understanding how to conduct an investigation of fraudulent activities. The content within this course focuses on the material that is covered on the Investigation section of the Certified Fraud Examiners certification and the Association of Certified Fraud Examiners certification of a Certified Fraud Examiner (CFE).

**FFE610**
**Fraud Legal Environment (3 cr. hours)**
This course emphasizes the understanding of the fraud legal environment that is essential to fraudulent activities. The content within this course focuses on the material that is covered on the Legal section of the Certified Fraud Examiners certification of the Association of Certified Fraud Examiners certification of a Certified Fraud Examiner (CFE).

**FFE620**
**Financial Transaction and Fraud Schemes (3 cr. hours)**
This course emphasizes the understanding of financial transactions that are potential indicators of fraudulent activities. An emphasis is also on the understanding of fraudulent schemes that exist. The content within this course focuses on the material that is covered on the Financial Transactions and Fraud Schemes section of the Certified Fraud Examiners certification of the Association of Certified Fraud Examiners certification of a Certified Fraud Examiner (CFE). Students will be required to take the simulated, timed practice exam for the Certified Fraud Examiners certification.

**FIN612**
**Managerial Finance (2 cr. hours)**
*Prerequisite: MGT526*
Financial decision making addressing the structure of capital, its cost, availability, and selection, along with management of cash flows and distributions are the focus of this course.

**FIN617**
**International Financial Management (3 cr. hours)**
*Prerequisite: FIN612*
Structure and operation of global financial markets: The international monetary system, global banking, eurocurrency markets, global securities markets, foreign exchange markets, emerging capital markets, and global portfolio management. Financial skills are required for effective management of companies engaged in international business with an emphasis on international financial management, extension of closed economy financial management techniques to the global market environment. Topics include balance of payments and exchange rate determination, the hedging of exchange rate risk, multinational capital budgeting, political risk management, taxation, the corporate management of short-term and long-term assets and liabilities and financing the global operations of firms.

**FIN622**
**Financial Markets and Institutions (3 cr. hours)**
*Prerequisites: ECO524 and FIN612*
This class introduces students to the institutions and markets that form the worldwide economic system of trading financial and real assets. The course will cover concepts of financial theory, institutional detail, regulations, and the history of the financial markets. Students will be exposed to legal, ethical, technological, and global issues facing financial managers, financial markets, and the financial assets traded in these markets. The course is designed to provide an overview of the financial world, the financial assets that are traded, and the people who participate in the financial markets.

**FIN623**
**Investment Analysis (3 cr. hours)**
*Prerequisite: FIN612*
This class examines the investment process. Students will learn how to put together a portfolio and understand and interpret news about the financial markets. It will discuss different types of securities (bonds, stocks, mutual funds, derivatives) and how they are combined to form a portfolio. It includes background information relative to these securities. This information includes topics such as types of markets, placing orders, and what interpreting stock indices represent.

**FIN627**
**Emerging Markets Finance (3 cr. hours)**
*Prerequisites: ECO524 and FIN612*
This course deals with investment issues that are unique to emerging economies since they are likely to afford significant growth opportunities for global investors. The course will provide a framework for understanding the international financial environment including markets, systems and institutions and will focus on challenges confronting firms that compete in the global marketplace. An array of issues relevant to firms operating on the global stage, including analyzing international opportunities; developing foreign entry, growth and pricing strategies; financing business operations; and leveraging resources and capabilities internationally will be discussed. We will discuss techniques that will enhance investment decision-making by future managers in emerging markets.

**HCA541**
**Managing Healthcare Systems (3 cr. hours)**
*Prerequisite: MGT522*
This course is a comprehensive approach to the multitude of organizations and flow management systems for managing healthcare. Students explore the historical context, social implications, evolution and current state of healthcare services in America. Topics include the types of managed care organizations, provider payment plans, utilization control, negotiations, underwriting and rate setting, and managing efficient and effective organizational structures. The course also addresses marketing and information systems (both onsite and web-based) for business operations and management decision making in the industry.

**HCA553**
**Current Issues in Healthcare Administration (3 cr. hours)**
The course is designed to expose students to significant current issues that impact the healthcare professional. Topic areas will include healthcare industry-specific marketing, technology, finance, human resource management, the political environment, healthcare management culture and other current issues as they relate to the healthcare administrator. Topics will vary as changes to the industry environment dictate.

**HCA634**
**Healthcare Finance and Process Management (3 cr. hours)**
*Prerequisite: FIN612*
This course is designed to educate students regarding the complex and volatile aspects of healthcare financial management and how these aspects affect the processes associated with providing healthcare services in a variety of healthcare settings. Topics address organizational behavior while focusing on wage and benefit factors, operating revenue by payer sources, healthcare tax status information, managing capital, capitation and fee-for-service reimbursement, healthcare reform regulatory requirements related to reimbursement for all sectors in the industry, capital and financial budgeting and forecasting, managing inventory, strategic planning, and healthcare ratio analysis. Students investigate the application of financial management to an industry where reimbursement from payers has declined for over a decade while the demand for technologically advanced and expensive healthcare services will soon meet a breaking point. The social justice issues of quality, access, and cost for healthcare services are examined within the reality of available funds to provide such services.

**HCA643**
**Healthcare Policy, Law, and Ethics (3 cr. hours)**
This capstone course will require students to examine general healthcare administration issues within a framework of legislative issues and their impact on healthcare systems in the United States. Special emphasis will focus on the changes in federal governmental regulations and their impact on quality and financial administrative issues. Through the case study approach involving politics, policy, regulatory environments, economics and ethics, students will critically analyze issues for both healthcare providers and organizations related to corporate governance, personal choice, and regulatory compliance. Topics will include applied ethics, conflicts of interest, and allocation of scarce resources, FDA regulations, confidentiality, payment policies, patient rights, data security, professional liability, and global competition.

**HRM610**
**Negotiations and Conflict Resolution (3 cr. Hours)**
This course explores the nature and steps in negotiation strategies for conflict/dispute resolution, labor/management relations and mediation. In addition, the student evaluates interpersonal skills in order to achieve positive outcomes.

**HRM611**
**Human Resource Planning & Talent Acquisition (3 cr. Hours)**
*Prerequisite: MGT522*
This course focuses on workforce planning, recruitment, and selection as tools for facilitating the achievement of organizational goals. Topics covered include short and long term human resource planning, job analysis, internal and external recruitment processes, selection tools, and organizational entry/socialization.

**HRM612**
**Talent Development & Performance Management (3 cr. hours)**
*Prerequisite: MGT522*
This course centers on training and developing employees and aligning their performance with organizational goals. Topics include: performance appraisal and feedback; compensation, benefits and total rewards; training and development; and human resource information systems (HRIS).

**HRM613**
**Strategic Human Resource Management (3 cr. Hours)**
*Prerequisite: MGT522*
This course explores the use of human resource strategies and practices in creating and sustaining competitive advantage for the organization. Topics include: measurement of human resource outcomes and the impact on the bottom line; human resource and organizational strategy; human resource and globalization; and human resource role in other strategic management decisions.

**LDR531**
**Individual Leadership & Influence (3 cr. hours)**
Course focus will be on learning to make a difference as a leader. Discussion and utilization of practical principles of leadership with an emphasis on integrating theory and practices are included. Students will work to create a model and set of related perspectives about how one can become a better leader of one's self as well as the organization.

**LDR610**
**Leadership Behavior and Change Dynamics (3 cr. hours)**
*Prerequisite: LDR531*
This course utilizes organizational theory to develop understanding of how individual and group behavior develops leadership and transforms change. This course will include an exploration of the technical, economic, and social dynamics associated with the change process; and, the role of the leader as a change agent. Students will build skills to alter behaviors through negotiation, assessment and diagnosis, action-planning, implementation and evaluation.

**LDR611**
**Systems Thinking & Innovative Teamwork (3 cr. hours)**
*Prerequisite: LDR531*
This course will focus on an analysis or organizational leadership and the practice of leading and managing teams. An analysis of systems thinking will explore different organizational structures through intellectual, psychological, political and social sources of leadership. Utilizing the theoretical foundation and practical applications of nonprofit, government and corporate organizations will provide a strategic understanding of leadership elements. The concepts of transformational, transactional and other leadership styles are continually examined in global organizations. Students are encouraged to develop their leadership skills through strong communication, negotiations, role development, and research projects.

**LDR670**
**Leadership Internship (3 cr. hours)**
*Prerequisite: Final course in MBA Leadership Concentration course (or set elective)*
Tiffin University internship programs require students to apply their learning in a real work setting. This internship provides students with the opportunity to undertake professional level employment that leverages their MBA studies and supports their career objectives while earning credits toward their degree. A minimum of 200 hours will be spent with the employer and supervised by a member of the business faculty.

**MGT515**
**Managerial Business Foundations (2 cr. hours)**
This course is a foundational MBA course for non-business undergraduates. The course will focus on critical thinking and reasoning skills by building knowledge in the qualitative areas of business. Students will be exposed to common professional components within the Tiffin University MBA program in the areas of business, including problem solving, communication, ethics, globalization, marketing and leadership.

**MGT516**
**Foundations of Quantitative Business Methods (2 cr. hours)**
This class is for the MBA students whose undergraduate studies and/or experience need to be supplemented by an additional course in the quantitative skills necessary to be successful in the Tiffin University MBA program. The course provides an overview of foundational skills in the quantitative areas of Accounting, Economics, Finance, Information Systems, and Operations management.

**MGT522**
**Management of Human Resources (2 cr. hours)**
The focus of this course is the human side of enterprise. The sub-functions of human resource management, diversity in the workplace, rights of the individual, and the various legal and ethical issues in the area are addressed.

**MGT526**
**Quantitative Business Analysis and Research (2 cr. hours)**
This course focuses on developing the use of statistical analysis necessary to develop managerial problem solving techniques. Additionally, students will learn how to apply this analysis to research methods and tools used by decision makers in organizations.

**MGT614**
**Global and Transnational Management (2 cr. hours)**
This course deals with the management of multinational enterprises and managing in a global economy. Building on the interdisciplinary knowledge gained throughout the program, this course deals with cross-cultural issues, socio political and economic concerns, and international strategic management.

**MGT621**
**Organizational Analysis and Design (2 cr. hours)**
Prerequisite: 12 hours of previous graduate coursework
The examination of organizations in terms of patterns in design and operation through topics including organizational-environment interface, structure, technology, and socio-technical systems and culture are the basis for this course.

**MGT622**
**Strategic Management (2 cr. hours)**
*Prerequisite: This course to be taken in the final semester of the MBA program.*
Strategic Management is required as a capstone course in the MBA curriculum because it involves the most sophisticated and comprehensive approach to the process of organizational management. Key elements to the understanding of strategic management are: Internal organizational analysis, analysis of the external environment, and directing a successful fit between the organization and its environment.

**MGT623**
**Legal and Ethical Issues in Management (2 cr. hours)**
The ethical and legal issues facing managers in the public and private sectors are the focus of this course. Current issues, regulations, trade practices, and liability will be discussed.

**MGT630**
**Innovative Decision Making (2 cr. hours)**
*Prerequisite: This course to be taken in final semester of MBA program*
This course explores the various aspects of decision making in business organizations. Primary attention is given to the processes that surround and shape the decision making process. Information processing,
attention allocation and preference processing are also examined. Attentional biases and other decision making pathologies are examined in the hopes of improving the decision making process. A power-based model of decision making is also addressed.

**MGT690**
**Special Topics (2 cr. hours)**
The global, cultural, economic, legal, and competitive environment of business is constantly changing, therefore the MBA curriculum also includes a class that focuses on a topic that is especially relevant at the time the MBA cohort is preparing to graduate. Past examples include events such as the impact of potential terrorism on business or ethics in the wake of Enron and other financial scandals that were timely and focused on that moment in time.

**MKT523**
**Marketing Management (2 cr. hours)**
This course examines the role of the marketing function of firms participating in both consumer and business markets, with emphasis on tactical and operating decisions and decision-making processes. Areas studied include market and customer analysis, market segmentation, and marketing mix tactics and implementation.

**MKT526**
**Digital Information Systems for Marketing (3 cr. hours)**
*Prerequisite: MKT523*
This course provides students with the key concepts and tools to turn raw data, marketing metrics and information into useful marketing intelligence. Students will examine new and existing technologies for data mining and market information access to assist in strategic decision-making. The course will provide

an understanding of the role of digital and traditional integrated marketing communications in the overall marketing program and its contribution to marketing strategy.

**MKT623**
**Strategic Brand Management (3 cr. hours)**
*Prerequisite: MKT523*
Course will address the strategic importance of branding and will focus on the design and implementation of marketing programs and activities to build, measure, and manage brand equity. It addresses 3 important questions: (1) How do you build brand equity? (2) How can brand equity be measured? (3) How do you capitalize on brand equity to expand your business?

**MKT627**
**Digital Analytical Global Marketing Management (3 cr. hours)**
*Prerequisite: MKT523*
This course will equip students with the skills and knowledge necessary to effectively develop and execute digital marketing strategies for global audiences. The course will cover a wide range of topics related to international marketing, including cross-cultural communication, global branding, localization and global market research.

**MKT634**
**Digital Marketing Analytics (3 cr. hours)**
This class is designed to provide students with advanced skills and knowledge related to analyzing, measuring and optimizing digital marketing campaigns. The course typically focuses on the application of data analytics tools and techniques to gain insights into consumer behavior, campaign performance and ROI.

**PMG510**
**Project Management Fundamentals (3 cr. hours)**
This foundation course covers the key principles, processes and methodologies of project management. Topics include project initiation, planning, execution, monitoring, controlling and closing.

**PMG515**
**Project Risk Management (3 cr. hours)**
This course focuses on identifying, analyzing and responding to project risks. Students learn techniques for risk assessment, mitigation and contingency planning to ensure project success.

**PMG610**
**Project Leadership and Team Management (3 cr. hours)**
This course explores the role of project managers as leaders and effective team managers. Topics include team dynamics, motivation, conflict resolution and communication strategies.

**PMG615**
**Project Building and Cost Management (3 cr. hours)**
This course covers the fundamentals of project budgeting, cost estimation and cost control. Students learn how to develop and manage project budgets, track costs and ensure projects are completed within budget constraints.

**SMG532**
**Communication and Fundraising in Sport (3 cr. hours)**
Students will recognize communication as integral to the management, marketing, and operational goals of sport organizations at all levels. Students will also recognize the needs of professional and volunteer fundraisers in an exploration of the tools, tips, and techniques used to fundraise through solicitation, events, and grants common in the sports industry.

**SMG634**
**Business Strategies in Sport (3 cr. hours)**
The case study approach will be used in a critical analysis of business concepts related to decision making, leadership, ethics, communication, marketing, sponsorship, budgeting, policy development, public relations and fundraising in the sport industry.

**SMG637**
**Personnel Management in Sport (3 cr. hours)**
This course provides a study of the principles of personnel management including recruiting, staffing, development of human resources, maintaining a favorable work environment, compensation administration, benefits, security, and system appraisal as they apply to sport agencies. The course emphasizes the value of diversity and inclusion in human resource practices of sport organizations.

**SMG670**
**Sport Mentorship (3 cr. hours)**
*Prerequisite: This course will be taken as the last course in the Sports Management concentration.*
Students are required to participate in 200 contact hours of field experience under the direction of an approved mentor in the sports industry. To enroll in the mentorship, students must complete an online application the semester prior to the requested course enrollment period. Students will maintain an e-portfolio and engage in professional development / career management activities as part of their course requirements. Students must have completed a minimum of 12 graduate credit hours with a minimum GPA of 3.0 for eligibility to enroll in the mentorship.

## MASTER OF EDUCATION (MEd)

**EDU501**
**Instructional Design, Development, & Evaluation (3 cr. hours)**
This course covers the process of instruction through the analysis of learning needs and systematic development of learning materials. This course covers how technology and multimedia can be used as tools to enhance instruction and the assessment of the learning process.

**EDU502**
**Universal Design for Learning (3 cr. hours)**
This course prepares students to design educational materials and user experiences for maximum benefit by all students, regardless of physical, cognitive, or emotional challenges. As a foundation, students first learn about accessibility standards and techniques to ensure equal and comparable access to course materials. Extending past a compliance approach to accommodating learners with special needs, students then learn to apply Universal Design for Learning (UDL) and User Experience (UX) principles to create engaging course content, navigation, and interfaces for ALL students.

**EDU503**
**Implementation of Content (3 cr. hours)**
The course covers considerations related to the practical aspects of the planning, delivery, and evaluation of content. In this course, students will prepare an implementation plan based on a specific use case, decide on an appropriate delivery move, and prepare supportive materials.

**EDU515**
**Research and Professional Communication in Education (3 cr. hours)**
This course integrates the fundamentals of educational research with professional communication skills necessary for success in educational settings. Students will learn to locate, analyze and synthesize research, as well as communicate their findings effectively in written and oral formats. Through a series of applied projects, students will practice designing and presenting professional reports, proposals and research-based artifacts that address educational issues and audiences across diverse contexts.

**EDU520**
**Issues in Student Affairs (3 cr. hours)**
This course focuses on the issues, administration, and philosophies of the student affairs profession in higher education. Topics introduced include functions within administration, finance, crisis management, student success, engagement, technology and the future direction of the industry.

**EDU585**
**Student Enrollment and Retention (3 cr. hours)**
This course covers a systematic set of activities designed to enable educational institutions to exert more influence over their student enrollments, ways to attract and retain a pool of students based on the goals of the educational organization in selectivity in enrollment practices. The student will learn the procedures involved in the application process, methods of marketing the university and programs to attract applicants to the university. The course will also cover predictive models. The course will focus on undergraduate enrollment, covering both graduate and professional school enrollment. Students learn the roles involved in admissions and retention of students through academic, social and athletic integration.

**EDU590**
**Institutional Assessment and Evaluation (3 cr. hours)**
This course explores the role of the Office of Academic Affairs at the University; particularly through the lens of program assessment, improvement and prioritization. Students will also gain a fundamental understanding of the concept of institutional effectiveness, which focuses on the institution's ability to use planning strategies and

evaluation data to evaluate current performance and create plans for enhancement as well as the organization of evidence and creation of an appropriate augment narrative in support of the accreditation cycle.

**EDU601**
**Designing for Contemporary Issues in Education (3 cr. hours)**
Instructional designers today may have many decisions placed upon them, whether they are working in higher education or corporations. In some cases, you will be asked to be the point person for making decisions about software, LMS'S, privacy, VPATs, ext. In this course, we will look at some of the issues that have come up (and are on the horizon) for instructional designers. Building on your emerging theories course, we will look at how to apply ethical frameworks to practical situations.

**EDU602**
**Strategic Communication for Instructional Designers (3 cr. hours)**
This course equips instructional designers with skills set in strategic communication necessary to navigate human interactions in complex organizations. Students learn to recognize and to assess conflict styles in power-up and power-down dynamics, in order to focus on collaborative outcomes. Emphasizing active listening, students hone skills of audience analysis to discern the needs orientation apparent within a given learning context. Learners explore the rhetoric of intervention to advocate, when necessary, for pedagogical practices.

**EDU603**
**Emerging Pedagogies and Critical Instructional Design (3 cr. hours)**
What does it mean to be a critical instructional designer? How can we design and develop courses that do the least amount of harm to the most vulnerable populations at our institutions, offices, etc.? In this course, learners will be looking at the work of instructional designers, educators, technologists and activists who are questioning the practices of white, colonial education and instructional design practices. We will look at the critical instructional design, design justice and other emerging pedagogies and frameworks to start centering our work. We will explore a few ethical decision-making frameworks as well as how other professions integrate ethics into their work.

**EDU616**
**Diversity, Ethics and Law in Education (3 cr. hours)**
This course provides an integrated exploration of diversity, ethics and legal frameworks that influence educational environments. Students will examine the ethical and legal responsibilities of educators and administrators in addressing cultural, linguistic and socioeconomic diversity while ensuring equitable educational practices. Through case studies and applied research, students will develop leadership strategies that promote inclusive, ethical and legally compliant learning communities.

**EDU635**
**Human Resource Management in Educational Organizations (3 cr. hours)**
This course focuses on the organizational systems and activities that colleges and universities can use to create effective management of both faculty and staff employees. Topics included in this course include information systems and management of employee information, strategic planning for organizational needs and productivity, human resource processes, legal regulation and unionism and collective bargaining.

**EDU640**
**Higher Education Finance and Budgeting (3 cr. hours)**
This course focuses on the language and processes in budget development and management. A study of budgeting models for public and private organizations. This course includes the factors involved in implementing institutional budgets. Application to case studies.

**EDU642**
**Higher Education Athletic and Sports Management (3 cr. hours)**
This course focuses on a general understanding of the administration of athletic programs in higher education. Topics covered include the legal and ethical aspects in athletic department management, support programs for athletes, the impact of college athletics, recruiting, the hiring process and current issues in intercollegiate athletics.

**EDU646**
**Connecting Research, Theory, and Practice through Philosophy, Psychology, and Sociology (2 cr. hours)** Students will examine major philosophical theories in education and connect these concepts to pedagogical practices and student understanding. Psychological and sociological development are examined through a practitioner's lens and addresses issues that may impact future practice, such as:

technological advances; current issues; and trends in American Education. This analysis will lead students to develop their own Personal Philosophy of Education, constituting as the final project for the course.

**EDU647**
**Connection Research, Theory and Practice Through Philosophy, Psychology & Sociology (3 cr. hours)**
Students will examine major philosophical theories in education and connect these concepts to pedagogical practices and student understanding. Psychological and sociological development are examined through a practioner's lens and addresses issues that may impact future practice, such as: technological advances, current issues and trends in American Education. This analysis will lead students to develop their own Personal Philosophy of Education, constitution as the final project for the course.

**EDU660**
**Capstone Project (2 cr. hours)**
*Prerequisite: Completion of at least 25 hours of coursework.*
This course is drawn from all courses in the TU graduate program as well as individual professional development credentials they may have completed during the degree program. Students will organize presentations around their individual themes. Each student will create a summative project and presentation that illustrate how the degree program has changed their knowledge and helped prepare them for a career.

**EDU678**
**Foundations of Education of Individuals with Exceptionalities (3 cr. hours)**
This course provides the student with a knowledge base about the historical development of special education particularly in the United States. This course also gives students an overview of special education and all of the categories of students that special education encompasses from gifted education to physically, emotionally and behaviorally handicapped students.

**EDU679**
**Collaboration Between Schools, Families and Community Support Services (3 cr. hours)**
This course will provide students with a study of collaborative partnerships used in education of students with mild/moderate disabilities. Coursework topics and activities include collaboration between general and special educators, para-educators and other educational professionals and agencies.

**EDU681**
**Vocabulary, Comprehension and Writing (3 cr. hours)**
Teacher candidates understand that designing instruction for student literacy learning requires identifying clear learning tools based on student IEPs, creating appropriate opportunities for students to show evidence for their learning as well as engaging students in authentic writing assignments. The teacher candidates create classroom environments that encourage students to select from a variety of media, both visual and written, to read extended texts and to read, write and produce texts in multiple media and modes for authentic purposes.

**EDU682**
**Reading Assessment, Instruction and Intervention for Individuals with Exceptionalities (3 cr. hours)**
Teacher candidates will understand the practice and processes of authentic reading assessment that contributes to student learning. In the course teacher candidates explore their role in the diagnostic and assessment process, the nature and interrelatedness of factors that affect reading performance and the instruments and techniques available for the assessment and diagnosis of reading performance and utilizing such assessments to develop IEP goals and objectives.

**EDU683**
**Special Education Law and Policy (3 cr. hours)**
This course is designed to introduce the student to the legal and ethical considerations in educating individuals with exceptionalities. This course also provides the student with pertinent, current and easy-to-understand guidance regarding special education law.

**EDU684**
**Assessment and Diagnosis of Individuals with Exceptionalities (3 cr. hours)**
This course will provide students with a study of the legally required steps of pre-referral prior to a suspected disability and an understanding of the assessment and diagnosis of students with mild/moderate educational disabilities. Coursework topics and activities include examining the history of educational disabilities, overview of legal requirements related to assessment, the administration of sound and non-biased assessment methods and criteria for eligibility determination in Ohio. Special emphasis will be placed on the assessment of the main areas of disability in education: intelligence, achievement, health impairments and behavioral and mental health concerns.

**EDU685**
**Foundations of Literacy for Individuals with Exceptionalities (3 cr. hours)**
This course will focus on understanding the theoretical and evidence-based foundations of language and literacy for all students. Teacher candidates will identify factors that contribute to deep comprehension, questioning strategies, subject-matter and content specific vocabulary, verbal reasoning ability and knowledge of literary structures and conventions while aligning curriculum and instruction with student IEPs and state and local standards. In addition, candidates will understand the role of writing in literary learning and provide opportunities for students to compose for a wide array of audiences in multiple genres, modes and media.

**EDU686**
**Phonological Awareness and Phonics (3 cr. hours)**
In this course teacher candidates will demonstrate evidence-based knowledge of the way oral and written language work, which includes an understanding of the development of phonological awareness, phonics, word identification and spelling knowledge as well as the writing process. Candidates will understand how writing experiences, in conjunction with phonics instruction can enhance reading development in meeting student IEP goals.

**EDU690**
**Student Teaching (6 cr. hours)**
Student teaching provides students with an intensive opportunity to put into practice the skills and competencies of effective teaching of children with exceptionalities. This course is the culminating experience in the student's educational program. Students will complete all elements of the Teacher Performance Assessment (edTPA). This course will include intense experiences and practices in teaching and learning, appropriate learning environments and collaborative practices for meeting the needs of K-12 children with disabilities.

**EDU695**
**Capstone Project (3 cr. hours)**
This course is drawn from all courses in the TU graduate programs as well as individual professional development credentials they may have completed during the degree program. Students will organize presentations around their individual themes. Each student will include a summative paper that explains how the degree program has changed their knowledge and helped prepare for a career or complete a capstone experience.

## MASTER OF HUMANITIES (MH)

**ART525**
**History of Photography (3 cr. hours)**
This course surveys topics in the history and cultural uses of photography in Europe and the US in the 20th and 21st centuries. Starting with the origins of photography in Enlightenment and early Industrial Revolution Europe, students examine the role of the daguerreotype in the U.S., and photography's role within war, western expansion, and social Darwinism. There will be discussions on the establishment of elite art organizations in Europe and the U.S. by the 1890s concurrent with the flood of mass consumer photography and commercial production. The course will then examine major developments and uses of photography such as magazine journalism, advertising and fashion, and social documentary as well as photographic practices linked to art movements like constructivism, surrealism, documentary realism, and formalism. It will conclude with a look at the more contemporary postmodern practices, which foreground the question of photography's social and psychic operations. Special attention will be paid to the interrelations among photography's diverse cultural uses and the terms in which debates about the medium's unstable art status have played out.

**ART561**
**Survey of Western Art History (3 cr. hours)**
This course is an introduction to the art of the West from prehistory to the present. Works will be studied within their historical, religious, political, economic, aesthetic, and social contexts. Methodologies of the discipline of art history will be explored, as well as primary source texts from the cultures in which these works were created.

**ART624**
**Women and Art (3 cr. hours)**
Art history as a discipline has expanded over the last thirty years to move beyond formalism and connoisseurship to include divergent perspectives in theory and visual culture. Feminism provides a framework to examine the intersections of race, gender, and sexuality to challenge the idea of art history as a

unified discourse. This course will examine the impact of women on the arts in three ways. It will examine the theories of feminism, race, gender, and sexuality and explore how these theories are expressed in the visual arts. The course will also survey the lives and contributions of women artists from the Renaissance to the present, and the shifts in the portrayals of women, and criticism of female artists over that time period.

**ART630**
**Survey of Non-Western Art History (3 cr. hours)**
This is a comparative study of art from select regions, cultures and traditions from ancient times to modernity. Art from Asia, Africa, the Americas and the Middle East will be examined. We will examine how art in these regions played an integral part of culture. A discussion of Orientalism and contemporary art from these areas will challenge the notion of Modernism as a Western system, and demonstrate how art is a global practice.

**ART636**
**Issues in Technology and Art (3 cr. hours)**
As technology becomes more accessible and prevalent in all areas of life, students must be aware of the issues it causes or improves within their chosen field of study. In this course, students will examine how technology interacts. The course will explore different technologies used in creating and evaluating art as well as how technology affects a variety of visual media.

**ENG505**
**Graduate Rhetoric and Composition (3 cr. hours)**
This course strengthens students' writing ability so they can write appropriately at the graduate level. It also provides a foundation of knowledge in rhetoric and composition for students wishing to teach college level writing. The course will be organized around the five canons of rhetoric: Invention, Arrangement, Style, Memory, and Delivery.

**ENG506**
**Introduction to Linguistics (3 cr. hours)**
Students will learn the basics of each linguistic sub-field: phonology, morphology, syntax, semantics, and pragmatics. Students will also explore the many types of linguistics such as historical linguistics, applied linguistics, sociolinguistics, and so on. By understanding how languages work, students will be able to more effectively compose appropriate text and help students to do the same, should they so choose.

**ENG510**
**Business Writing (3 cr. hours)**
Students will learn the basics of business writing including genres of the field such as letters, memoranda, presentations, proposals and reports. Emphasis will be placed on writing for an audience and purpose-driving writing. Students will also explore project management and collaboration techniques to build skills that are increasingly needed in the workplace. Lastly, students will work with case studies to help them gain as much experience as possible.

**ENG525**
**Research Methods (3 cr. hours)**
*Prerequisite: ENG505*
This course is a practical introduction to doing research in graduate school. It will introduce ways to "join the scholarly conversation" in their chosen concentration, including finding, evaluating, and using appropriate graduate-level sources. The course will begin with a discussion on the difference between an undergraduate and a graduate education, including expectation in the classroom, and how to move to practical skills in working
with primary and secondary sources, including the importance of the peer review. Students will ultimately write a critical history on a topic or text of their choice, with help from the instructor.

**ENG541**
**Creative Writing: Short Story (3 cr. hours)**
Students in this course will learn how to effectively create their own short stories using the conventions of plot, dialogue and exposition within the format of a short narrative. The course will be conducted primarily as a creative writing workshop. Creative Writing Workshops are writing courses in the tradition of the classic writer's workshop with the advantage of being online. Students will write and criticize their own and each other's material in light of critical study of the writing of short fiction.

**ENG542**
**Creative Writing: The Novel I (3 cr. hours)**
This course is the first in a two-part sequence. The focus of the course will be on writing an original novel or

a good portion of a novel over the course of the two classes, using the creative writing workshop tradition, with the advantage of being online. Students will write and criticize each other's work with suggestions for improvement.

This course is writing intensive for the novelist in training; therefore it will require a minimum of 50,000 words (approximately 160-200 pages depending on format) of written creative work and 20 pages of discussion.

**ENG545**
**Creative Writing: Screenwriting (3 cr. hours)**
This course develops skills in the art and craft of telling stories through performance media such as films and plays. Through writing scenes, scripts for short films, and tightly focused writing exercises, students will learn correct screenplay format, develop a "feel" for screenwriting style, enhance their powers of description, their skills in writing dialogue and action, and in constructing scenes and plot. The overarching emphasis is on learning how to translate mental moving images (the film or play that the writer sees in his or her head and all it encompasses or evokes), to words on the page in a way that those words create approximately the same moving images in the reader's mind.

**ENG605**
**Advanced Grammar (3 cr. hours)**
*Prerequisite: MA Core Courses and ENG506*
Students will learn the prescriptive grammar rules for Standard American English. The course will cover the form and function of all parts of speech as well as morphological and syntactical grammar rules. Students will analyze and create sentences in order to understand first the rules of words, then phrases and clauses, and finally complete sentences.

**ENG609**
**History of the English Language (3 cr. hours)**
This course studies the history of English and how the language has evolved from the Old English period through to modern English. Students will analyze the purpose of language and how language changes over time and place, including dialects, pidgins, and creoles. The course will begin with a brief review of modern prescriptive English grammar and introduction to the International Phonetic Alphabet (IPA). The course will also require some translation from Old and Middle English.

**ENG611**
**Business and Technical Writing (3 cr. hours)**
This course is a continuation of the graduate level Business Writing course. Students will learn the basics of technical writing including genres of the field such as fact sheets, instructions and usability tests. Emphasis will be placed on writing for an audience and purpose-driven writing, including writing in the STEM fields. The course will also briefly cover the principles of design layout for creating documents and websites that look professional. Lastly, students will work with case studies to help them gain as much experience as possible.

**ENG616**
**Ethics and AI in Business and Technical Writing (3 cr. hours)**
This course examines ethics and ethical issues in the field of business and technical writing. Beyond communicating information accurately, ethics involves addressing stakeholders' concerns, knowledge of legal issues in writing, appreciation of writing's effect on different cultures, accessibility issues and other issues of this nature. Students will analyze case studies to determine ethical issues and resolutions.

**ENG642 (w)**
**Creative Writing: The Novel II (3 cr. hours)**
This course is a continuation of ENG542. Students will continue to compose their novel into a finished product through the creative writing workshop format. Creative Writing Workshops are writing courses in the tradition of the classic seated writer's workshop, but this course will have the advantage of being online. Students will write and criticize their own and each other's material in light of critical study of the writing of a novel. At the end of the semester, students may receive a grade of Incomplete (I). The instructor will grade all final novels over the semester break. Once novels are graded, grades will be posted no later than a week before the next semester begins.

**ENG653**
**The Publishing Business (3 cr. hours)**
This course will discuss options for publishing a student's work. Approaches to the market will be discussed, including networking, approaching publishers and agents, trends in publishing and alternative areas and modes of publishing. Students will also explore different types of publishing such as book publishers, magazine publishing, vanity presses, self-publishing, etc.

**ENG656**
**Marketing Your Publications (3 cr. hours)**
This course will focus on how students can market their own work in the world of publishing. There are many different options for writers to publish their work and each option requires a different marketing strategy. Therefore, students will build on what they learn from the Business of Publishing class to decide on appropriate marketing and networking strategies for their particular strengths.

**FLM534**
**Censorship in Film (3 cr. hours)**
This course focuses on social and cultural aspects of film censorship while covering key issues and events in the history of film censorship in the United States. Be Fairly Warned: It is the nature of a course in film censorship that some of the screenings, clips and images viewed in the course could be considered offensive, controversial, indecent, sacrilegious, immoral, pornographic, politically incorrect or unpatriotic. You should be willing to keep an open mind and to discuss viewings and topics in a calm and thoughtful manner, as well as respect the opinions and beliefs expressed by your peers and your instructor - even in you disagree with them - which you are welcome to do (in a civil manner and with proper netiquette, of course). Film clips and images will be available for viewing on the course site, but members of the class may be required to view several full length feature films on their own. These films are readily available in the United States for purchase, rental on DVD or rental through online streaming services such as Netflix and Amazon. If titles may not be available to some students, alternative titles will be offered.

**FLM535**
**Classic Hollywood Cinema (3 cr. hours)**
This course explores the popular reception, historical and technological advances and narrative, aesthetic and cultural aspects of the "Golden Age" of cinema as it developed in the United States. The time period is roughly 1929-1945, though some consider it to extend through 1950 and even 1960. Members of the class will be required to arrange for a viewing of feature films through purchase, rental from a streaming service provider such as Netflix or Amazon Prime, or internet search for free streaming. Students will have many options of films to choose from in screening weeks so there shouldn't be a problem finding the required number screenings.

**FLM615 (w)**
**Documentary Film (3 cr. hours)**
Documentary films have emerged as a popular medium for non-fiction storytelling. This course provides a conceptual overview of the form, strategies and conventions of documentary films and videos. We will screen historical and contemporary documentaries to examine questions of defining the genre, ethical dilemmas, the debate over objectivity and the ways that documentaries can stimulate critical thinking about the construction of our social world. Students will need to join a movie subscription service to gain timely access to the films for each week. Please note that it will be very difficult to access these films outside of the U.S., so students living internationally are advised to check on the accessibility of the films before registering for this course.

**FLM620**
**Third Cinema (3 cr. hours)**
This course is a survey of the history and theory of what is currently understood as "Third Cinema." Third Cinema can be thought of in a number of ways and the definition, like the world, is changing rapidly. Therefore, part of the take of this course is to critically and thoughtfully negotiate the slippery terrain of what "Third Cinema" might be. As a starting point, we can consider that we will be focusing on the development of the filmmaking industries, practices and theoretical approaches in Africa, Latin America (Central and South America), the Indian Subcontinent, the Middle East, East and Southeast Asia and Turkey.

**FLM630**
**Cult and Independent Film (3 cr. hours)**
This course is a study of independent film and the phenomenon known as "cult film." Independent films and cult films are discrete categories, but the majority of cult films are independent films, therefore insights into their modes of production, marketing and distribution can shed light on their status. From the definition (or designation) of "cult" to the unusual yet vital role in society this non-genre fills, the cult film does not easily fit into traditional critical rhetoric. Instead, being a marginalized area of film, studying cult film and the audiences of this phenomenon can deconstruct mainstream film entertainment and analysis. The independent film portion of the course will focus on independent films that arose beginning in the 1980's "Miramax ear" and their reception by audiences and influences on the Hollywood system. Independent films not considered cult will also be viewed. *PLEASE NOTE: Due to the nature of many of the most famous and popular cult films, the majority of screenings are for mature audiences only and contain material that may be considered offensive.*

**HUM516**
**Teaching the Humanities (3 cr. hours)**
This course will investigate both theoretical and practical issues related to teaching topics in the humanities, including but not limited to first-year composition, art and film. Course topics will include developing effective syllabi, identifying and articulating learning objectives, designing effective writing assignments, assessing college writing, understanding and creating rubrics and developing an effective critique process. Students will also develop a teaching philosophy, syllabus and sample lesson plans.

**HUM670**
**Capstone I (3 cr. hours)**
*Prerequisite: MH Core Courses minimum of 21 credit hours*
This course co-taught by two faculty members is available for students who wish to complete their course of study with a capstone project. By the end of class, students should have a completed prospectus with outline, a rough draft of the literature review and a partially annotated bibliography.

**HUM671**
**Capstone II (3 cr. hours)**
*Prerequisite: HUM670*
This course, co-taught by two faculty members, is available for students to complete their course of study with a capstone project and it is a continuation of HUM680. The course will support students as they write their capstone project as well as offer a few weeks of publishing and formatting advice. The course may be repeated if necessary.

**HUM690**
**Special Topics: Applying for Jobs (1 cr. hour)**
This course is a special topics course designed around finding a job in academia. The goals is for students to learn where to find jobs, analyze job ads and compile job documents appropriate to specific job ads. This course is repeatable.

## MASTER OF SCIENCE (MS)

**AIT510**
**Advanced Artificial Intelligence (3 cr. hours)**
This graduate-level course provides a comprehensive introduction to modern Artificial Intelligence (AI) and its applications. Students will explore both historical and contemporary AI methodologies, including machine learning, deep learning and neural networks, while developing hands-on experience in building AI-driven solutions. The course emphasizes critical problem-solving skills and prepares students to apply AI techniques across various domains.

**AIT540**
**Data Mining (3 cr. hours)**
This course is an introductory course on data mining, which is the process of discovering patterns in large datasets involving methods at the intersection of machine learning, statistics and database systems. The aim of this course is to provide students with the comprehensive understanding of the modern development of data mining foundations and techniques. Students will be able to develop advanced skills to solve a wide range of unsupervised learning problems, such as frequent pattern mining and data clustering.

**AIT550**
**Advanced Machine Learning (3 cr. hours)**
This course provides a comprehensive introduction to Machine Learning. It builds upon fundamental concepts in a Mathematics, specifically probability and statistics, linear algebra and calculus. Students will learn about supervised and unsupervised learning, various learning algorithms and basics of learning theory, graphical models and reinforcement learning.

**AIT650**
**Deep Learning (3 cr. hours)**
This course provides a comprehensive overview of different concepts and methods related to deep learning. Students will first learn the foundations of deep learning, after which they will be introduced to a series of deep models: convolutional neural networks, autoencoders, recurrent neural network and deep generative models. Students will work on case studies of deep learning in different fields such as computer vision, medical imaging, natural language processing, etc.

**AIT660**
**Natural Language Processing (3 cr. hours)**
This course provides a comprehensive introduction to Natural Language Processing. It builds upon fundamental concepts in Mathematics, specifically probability and statistics, linear algebra and calculus and assumes familiarity with programming. This graduate level course aims to familiarize students with the foundations of core Natural Language Processing algorithms.

**AIT670**
**Human and Computer Vision (3 cr. hours)**
This course provides a comprehensive introduction to the basics of human visual system and color perception, image acquisition and processing, linear and nonlinear image filtering, image features description and extraction, classification and segmentation strategies. Moreover, students will be introduced to quality assessment methodologies for computer vision and image processing algorithms.

**AIT680**
**Big Data Analytics (3 cr. hours)**
This course is an introductory course on big data processing, which is the process of analyzing and utilizing big data. The course involves methods at the intersection of parallel computing, machine learning, statistics, database systems, etc. The aim of this course is to provide students with the comprehensive understanding of the academic and industrial development of big data processing foundations and techniques. Students will understand the basic concepts of parallel computing, big data, MapReduce, Hadoop, etc. and will be able to develop advanced skills to solve practical big data processing problems.

**CDS510**
**Introduction to Cyber Security (3 cr. hours)**
Introduction to Cyber Security teaches the basic concepts and principles of information security, and the fundamental approaches to secure computers and networks. Some of the topics covered in this course are security basics, security management and risk assessment, software security, operating systems security, database security, cryptography algorithms and protocols, network authentication and secure network applications, malicious malware, network threats and defenses, web security, and privacy.

**CDS511**
**Introduction to Information Systems and Operating Systems (3 cr. hours)**
Introduction to Information Systems and Operating Systems addresses a broad range of topics in operating system design and implementation. Operating system structuring, synchronization, communication, and failure and recovery management will all be covered.

**CDS512**
**Law and Ethics in Cyber Security (3 cr. hours)**
Law and Ethics in Cyber Security focuses on the ways that law, ethics and cyber security overlap and intersect. This course will also cover the laws related to intellectual property, civil litigation, criminal prosecutions, and privacy. An exploration of ethics and cyber security, as well as of workplace ethics will be covered in this course.

**CDS513**
**Network Security (3 cr. hours)**
Network Security covers the theory and practice of network security from a tactical and strategic perspective. This course addresses various aspects of networking including configuration, communication, protocols, testing, operation, maintenance, firewalls, hardware, switches, router, proxy servers, and more.

**CDS520**
**Cyber Threat Intelligence and Analysis (3 cr. hours)**
Cyber Threat Intelligence and Analysis introduces students to fundamentals of cyber threat intelligence. This course will cover the processes of enabling organizations to gather valuable insights based on analysis of contextual and situational risks. This course will teach students to identify and assess the capabilities of cyber security criminals.

**CDS522**
**Cyber Resilience GRC (3 cr. hours)**
Cyber Resilience GRC will cover governance, risk, and compliance as they relate to cyber security. This course will cover the management aspects of governance in a cyber security setting, the process of risk identification, analysis, and management, and how to maintain corporate compliance. This course will also teach students how to identify, detect, respond to, and recover from a cyber attack. This course will cover

key elements of a cyber resilience process, the principles behind effective cyber security, the elements of a robust business continuity management system, mitigating cyber risks and recovering from cyber attacks.

**CDS540**
**Advanced Security Principles (3 cr. hours)**
This course explores core security principles while tackling advanced cybersecurity challenges. Students will analyze security models, risk assessment methods and secure architecture design. Topics include zero-trust security, advanced cryptography, security automation and adversarial attack strategies. The focus is on assessing and countering complex cyber threats, using real-world case studies and industry-standard frameworks.

**CDS620**
**Cyber Investigations and Incident Management (3 cr. hours)**
Cyber Investigations and Incident Management will cover the collection, processes, preservation, analysis, and presentation of computer-related evidence. It will also cover the tactics, techniques, and procedures for a full range of investigative tools and processes. Responding to urgent situations and mitigating immediate threats will also be covered.

**CDS622**
**Cyber Security Management (3 cr. hours)**
Cyber Security Management addresses management issues surrounding information systems in today's enterprises including strategic, personnel, infrastructure, cloud, IoT, policy, emergency planning, security awareness, and more.

**CDS640**
**Executive Cyber Leadership (3 cr. hours)**
Executive Cyber Leadership examines the aspects of leadership in a cyber security setting. This course will cover a variety of topics including supervision, decision making, communication, conducting evaluations, and more. It will detail on how leaders in cyber security execute decision making and establish a vision and direction for an organization's cyber operations.

**CDS610**
**Governance, Risk and Compliance (GRC) (3 cr. hours)**
This course examines the principles of governance, risk management and compliance (GRC) in cybersecurity. Students will explore regulations, industry standards and best practices for risk assessment and policy development. Topics include governance structures, legal and ethical issues, compliance audits and incident response planning. Using case studies students will evaluate real-world challenges and build strategies to balance compliance with strong security. The course also emphasizes practical approaches to aligning security efforts with organizational goals.

**CDS615**
**Security Operations Management (3 cr. hours)**
This course examines the strategic and operational elements of managing cybersecurity in an organization. Students will explore security leadership, program development, budgeting personnel management and incident response coordination. Topics include Security Operations Center (SOC) management, security metrics and aligning security objectives with business goals. The course also addresses crisis communication and reporting structures for effective decision-making during incidents. Students will gain practical skills to lead and sustain security efforts across diverse organizational needs.

**CDS635**
**Cyber Threat Assessment (3 cr. hours)**
This course examines the identification, analysis and mitigation of cyber threats within organizational contexts. Students will study threat actors, attack methodologies and their Tactics, Techniques and Procedures (TTPs). Key topics include threat intelligence gathering, intrusion detection, malware analysis and profiling adversarial behaviors. The course emphasizes practical application of Security Information and Event Management 9SIEM) tools, cyber threat intelligence platforms and structured analytical techniques to detect and respond to threats effectively. Students will develop skills to assess and counter evolving cyber risks using real-world scenarios and industry-standard tools.

**CDS650**
**Emerging Technologies in Cybersecurity (3 cr. hours)**
This course examines how emerging technologies, shape cybersecurity, focusing on quantum computing,

the Internet of Things (IoT), artificial intelligence (AI) and blockchain security. Students will explore the security challenges and opportunities these technologies present. Topics include post-quantum cryptography, AI-driving security analytics, IoT threat mitigation and secure blockchain implementations. The course emphasizes critical analysis of future cybersecurity trends and practical strategies for addressing evolving risks. Students will gain insights into protecting systems in a rapidly changing technological landscape.

**CDS685**
**Capstone (3 cr. hours)**
This capstone course integrates program knowledge into a substantial project tackling a real-world problem. Students will design solutions that prioritize analysis and ethical considerations, presenting their work through virtual platforms. The course culminates in a comprehensive project that showcases mastery of essential concepts and refines professional skills, bridging academic study with practical application and preparing students for leadership roles in the field. This course must be completed within the last 12 hours of the program.

**CEP505**
**Exercise, Health and Disease (3 cr. hours)**
Students will actively engage in the detailed study of how exercise influences the development of disease and maintenance of health. Further, students will apply the principles of exercise testing and prescription to design exercise programs for disease prevention and the management of obesity, hypertension, hyperlipidemia, arthritis, and osteoporosis.

**CEP535**
**Nutritional Health Strategies for the Prevention and Treatment of Disease (3 cr. hours)**
This course will introduce good practices for a healthy lifestyle. The course will integrate the nutrition care process as well as the latest scope and standards of healthy dietetics. It will focus on the pathophysiology of chronic and debilitating diseases and introduce pathophysiological and metabolic basis for nutritional management in the prevention and treatment of such diseases. The topics covered will emphasize clinical or diet therapy based on nutritional needs, along with the need for a healthy lifestyle. The course will also cover the latest concepts in the nutrition care processes along with assessment, intervention, monitoring, and evaluation.

**CEP575**
**Exercise Pharmacology (3 cr. hours)**
This course involves the application of relevant pharmacological agents to common patient cases encountered by clinical exercise physiologists such as atherosclerotic plaque diseases, cardiac arrhythmias, emphysemas, chronic bronchitis, hyperlipidemia, myalgia, depression, and osteoarthritis. Students will apply pathophysiologic concepts and pharmacokinetic and pharmacodynamic principles and apply them to clinical situations in exercise physiology.

**CEP580**
**Behavior Change and Wellness Coaching (3 cr. hours)**
Students will actively study and engage in the psychosocial determinants of the promotion of good health; explore behavior and behavioral risk factors associated with chronic disease; investigate how to effectively cope with and reduce stress; and comprehend the recovery process of health disorders. Students will learn to apply these determinants within theories, models and frameworks of health-related behavior in the context of exercise adoption and adherence.

**CEP605**
**Exercise Biochemistry and Metabolism (3 cr. hours)**
Students will actively engage in the detailed study of the role and regulation of oxidative and non-oxidative energy pathways during acute exercise and how these pathways adapt to exercise training. Additionally, this course will discuss fuel utilization during exercise of varying intensity and duration and lactic acid production and utilization. Lastly, this course will discuss exercise metabolism concepts and their relationship to clinical conditions such as dyslipidemia, obesity, and diabetes mellitus.

**CEP625**
**Advanced Exercise Physiology & Lab (4 cr. hours)**
*A lab fee is associated with this course.*
Students will actively engage in the detailed study and application of principles of human physiology with an emphasis on the variations and alterations in metabolic pathways, the cardiovascular, pulmonary, neuromuscular, endocrine, and musculoskeletal systems as aa result of sedentary behavior, acute and chronic exercise, and environmental conditions. Furthermore, students will learn and apply testing

techniques for evaluating the capacity for cardiovascular, pulmonary, and muscular systems during labs. During laboratory experiences, students will also learn blood analysis techniques in exercise physiology and preventive health.

**CEP665**
**Exercise for Special Populations and Lab (4 cr. hours)**
*A lab fee is associated with this course.*
This course is designed to apply theoretical knowledge in the areas of basic pathophysiology and science of health status, condition, disorder or disease, client consultation, program planning, safety, emergency procedures, and legal issues. These topics are relevant for working with special population clients of all ages. Emphasis will be placed on the successful completion of the National Strength and Conditioning Certified Special Population Specialist examination.

**CEP675**
**Clinical Exercise Testing & Prescription (3 cr. hours)**
*Co-requisite: CEP675L*
Students will actively engage in the detailed study of how exercise influences the pathophysiology of cardiovascular, pulmonary, and metabolic diseases. Further, students will apply the principles of exercise testing and prescription to design safe and effective inpatient and outpatient exercise/rehabilitation programs. Emphasis will be on the role of the exercise physiologist in cardiopulmonary assessment and rehabilitation.

**CEP675L**
**Clinical Exercise Testing & Prescription Lab (1 cr. hour)**
*Co-requisite: CEP675*
A lab fee is associated with this course.
Students will learn and apply testing techniques applicable for the clinical exercise physiologist and successful completion of the American College of Sports Medicine's Clinical Exercise Physiologist examination. Students will learn in-depth analysis of cardiovascular stress testing and 12-lead ECG interpretation, pulmonary function, cardiovascular risk assessment, and physical examinations relevant for clinical exercise physiologists.

**CEP685**
**Internship (3 cr. hours – 150 experiential hours to receive 3 credit hours)**
*Prerequisite: Successful completion of all required coursework A fee is associated with this course.*
In accordance with Tiffin University's mission to educate students by linking knowledge to professional practice, graduate students in the Clinical Exercise Physiology program will be required to complete 150 hands-on experiential practice at the conclusion of the program's coursework requirements. It will be up to the student to find an Internship site and approval of the Exercise Science faculty is required prior to the start of the internship. Internship sites may include the following: 1) current place of employment (so long as tasks performed align with the professional outcomes of the program), 2) cardiovascular and pulmonary rehabilitation clinics, 3) health-fitness facilities, 4) employee/corporate wellness programs, 5) community and/or public health offices, 6) medical/allied health clinics, 7) sports teams or 8) sites determined by the Exercise Science faculty to offer sufficient exercise physiology-related services.

**CSL510**
**Introduction to Addiction Theory and Practice (3 cr. hours)**
This course is designed to examine the etiology, risk factors, and treatment of alcoholism and other addictions. Focus will include historical and research foundations with the understanding of the trans-disciplinary foundations of substance abuse theory and professional practice.

**CSL520**
**Counseling Procedures and Strategies with Addicted and Disordered Populations (3 cr. hours)**
This course is designed to provide the student with knowledge and experience in therapeutic factors, techniques, methods, and basic skills relative to effective counseling. Specific focus will include an introduction to the practice of individual counseling with the micro-skills approach (Ivey). Students will demonstrate competence with basic counseling theory and skills through simulated counseling sessions. Counseling skills and intervention strategies will be practiced through in-class exercises.

**CSL525**
**Group Process and Techniques Working with Addicted and Disordered Populations (3 cr. hours)**
This course addresses the patterns and dynamics of groups in a treatment and growth process. Focus includes group counseling, structure, types, stages, development, leadership, therapeutic factors, the impact of groups on the individual and larger systems. Effective group facilitation skills and techniques used to address diversity issues and special population needs are addressed.

**CSL535**
**Assessment and Diagnosis of Addictive and Behavioral Health Problems (3 cr. hours)**
Examines the diagnostic criteria for substance use disorders as well as a number of other major mental health disorders often seen as co-occurring in substance abusing populations. Provides a systematic approach to screening, assessment, and diagnosis of addictive and behavioral health problems with individuals and families in order to determine the most appropriate initial course of action given the client's needs, characteristics and available resources. Provides significant opportunity for hands-on practice in documentation and ethical decision-making required for counselors and therapists.

**CSL540**
**Prevention, Intervention, and Treatment Planning in Addictions (3 cr. hours)**
This course will cover models of prevention and intervention of psychoactive substance use, abuse and dependence. Provides significant opportunity for case conceptualization and hands-on practice in treatment planning documentation and ethical decision-making.

**CSL545**
**Theory and Practice of Relationship Counseling in Addictions and Behavioral Health (3 cr. hours)**
An introduction to the family as a dynamic relationship system focusing on the effects of addiction pertaining to family roles, rules, and behavior patterns. In this course, students will gain a broad background in marriage and family intervention and counseling techniques in the treatment of addiction and other behavioral health concerns.

**CST505**
**Advanced Operating Systems Theory (3 cr. hours)**
This course explores the theoretical underpinnings of operating systems, focusing on principles such as process synchronization, memory management and file systems. Students will analyze abstract models and algorithms that govern resource management in computing environments, using virtual simulations to deepen understanding. The course emphasizes critical evaluation of operating system designs and their theoretical implications for performance and security. Students will gain insight into how operating systems form the backbone of modern computing, enabling efficient and secure resource management across diverse platforms. This exploration equips students with the ability to anticipate future advancements in operating systems and their application in emerging technologies.

**CST535**
**Programming Languages: Design & Concepts (3 cr. hours)**
This course examines the design and structure of programming languages, covering syntax, semantics, type systems and paradigms like functional and object-oriented approaches. Students will analyze languages using formal methods and evaluate design decisions that influence software correctness and expressiveness. Virtual discussions and exercises will foster critical thinking about the evolution and impact of programming languages. Through this exploration, students will understand how language design shapes software development and innovation, equipping them to contribute to the field's advancement.

**CST560**
**Advanced Algorithm Design and Analysis (3 cr. hours)**
This course focuses on designing and analyzing algorithms, exploring techniques like divide-and-conquer, dynamic programming and greedy methods. Students will assess complexity and data structures through mathematical proofs and abstract reasoning, reinforced by virtual problem-solving sessions. The course emphasizes creating efficient solutions for complex challenges in fields such as artificial intelligence, data science and cryptography. Students will develop skills to innovate and apply these concepts to real-world problems.

**CST620**
**Computer Architecture: Design Perspectives (3 cr. hours)**
This course investigates computer architecture with a focus on processor design, memory systems and paradigms such as RISC and CISC. Students will explore computational models and their hardware implementations to assess performance trade-offs. The course underscores the importance of hardware-software interaction in building efficient and innovative computing systems. Students will also examine how these insights influence the development of next-generation architectures.

**CST630**
**Network Engineering & Security (3 cr. hours)**
This course examines the essentials of computer networks, focusing on protocol design, architectures like OSI and TCP/IP and security models. Students will analyze data communication principles and network performance. The course emphasizes how a deep understanding of protocols ensures reliable and secure global communication systems. Students will also explore networking in applications of modern contexts like cloud computing and the Internet of Things.

**CST640**
**Parallel Computing Essentials (3 cr. hours)**
This course explores the essentials of parallel computing, covering parallel algorithms, scalability and synchronization. Students will design efficient parallel solutions and assess their performance using abstract models with virtual discussions addressing challenges in system design. Mastery of these concepts will prepare students to tackle high-performance computing tasks and solve large-scale problems in areas like distributed systems and big data.

**CST665**
**Ethics in Computing (3 cr. hours)**
This course explores ethical considerations in computing, using philosophical frameworks like utilitarianism and deontology to address issues such as privacy and security. Students will engage in virtual discussions and case studies to sharpen their ethical reasoning skills for technology-related dilemmas. By applying these frameworks, students will develop the ability to make principled decisions amid evolving challenges, preparing them to lead responsibly in the computing field.

**CST670**
**Global Perspectives in Computing (3 cr. hours)**
This course examines computing from a global viewpoint, exploring the intersection of technology and globalization. Students will analyze topics like digital equity and cross-border data flows through virtual collaborations, developing strategies to address worldwide computing challenges. By engaging with these issues, students will understand how computing shapes and is shaped by diverse societal contexts, preparing them to navigate the complexities of a global tech landscape.

**CST685**
**Capstone (3 cr. hours)**
This capstone course integrates program knowledge into a substantial project tackling a real-world problem. Students will design solutions that prioritize analysis and ethical considerations, presenting their work through virtual platforms. The course culminates in a comprehensive project that showcases mastery of essential concepts and refines professional skills, bridging academic study with practical application and preparing students for leadership roles in the field. This course must be completed with the last 12 hours of the program.

**ENF511**
**Crime Science Overview: Theories, Principles, and Methods (3 cr. hours)**
This course provides students with an overview of the field of Crime Science. It examines general theories of Crime Science including Routine Activity theory, Crime Pattern theory, and Rational Choice theory, among others. The course introduces students to the various aspects of Crime Science in practice, including situational crime prevention principles and techniques. Students will become acquainted with the various methods used in Crime Science including crime scripting, agent-based modeling, and social network analysis. Finally, the course offers explanations of the relationships between the Crime Science field and related fields such as Criminology, Law Enforcement, and Forensic Science, and many others.

**ENF512**
**Theories of Crime Analysis (3 cr. hours)**
The course covers the three types of crime analysis. The focus of the class is an overview of the theory behind the crime analysis process and an outline of some of the major issues crime analysts and crime analysis units must face. Emphasis will be placed on the examination of how research supports the use of crime analysis theory to enhance the productivity of police departments.

**ENF515**
**Crime Prevention Through Environmental Design (3 cr. hours)**
The purpose of this course is to examine Crime Prevention Through Environmental Design (CPTED) and its components. Through evaluation and discussion of a wide range of multidisciplinary topics and issues, students will gain an appreciation for the role of CPTED as a component of crime science. Students will also learn to identify and engage appropriate assets, capabilities and resources to apply CPTED to reduce crime. The course will review standards related to CPTED as part of community planning and physical security. The course will also compare CPTED to other crime prevention approaches.

**ENF520**
**The Intelligence Community (3 cr. hours)**
Provides a broad overview of the field of US Intelligence, the composition of the Intelligence Community (IC), the various functions of each of the member agencies, as well as the limitations and capabilities

of intelligence. Students will explore the impacts of US intelligence on the "whole of nation" approach to national security policy and operations. This course also provides an examination of the process of intelligence analysis. Students will critique the application of logic, critical thinking and analytic practices with the goals of mitigating traditional analytic pitfalls. Throughout this course, students will explore the continuing evolution of the US Intelligence Community in today's' highly dynamic and increasingly complex environment.

**ENF530**
**Emergency Management (3 cr. hours)**
The course presents an introductory overview of emergency management. Students will synthesize the administrative, legislative, and operational elements of emergency management programs and processes, including assessment of emergency management policies, history, and concepts. The student will also analyze legal, political, social, technical, and natural factors that challenge or support emergency management operations. The perspective will include the public and private sector dimensions of the theory and practice of emergency management at the national, regional, state, and local levels.

**ENF532**
**Computer Applications in Crime Analysis, Community Policing, and Investigations (3 cr. hours)**
*Prerequisite: ENF512*
The focus of the class is a study of the crime analysis process through the utilization of applications software (Microsoft Office). The student will develop an understanding of the usefulness of the software and see how each component is applicable to crime analysis. Work will be collected, analyzed and presented through all aspects of the applications software, individually and in combination.

**ENF570**
**Homeland Security Enterprise (3 cr. hours)**
Provides an overview of the Department of Homeland Security and the Homeland Security Enterprise. Throughout this course, students will explore the broad range of domestic and foreign threats to US national security, interests, data, and networks. Students will also examine the collaboration between the public and private sectors to protect critical infrastructure and key resources. Throughout this course, students will explore the all-hazards function of the Homeland Security Enterprise and the various touch points between federal, state, local, tribal,
and territorial agencies, and organizations. Students will also assess how the growing integration of technology throughout governance impacts all-hazards risk management within the Department of Homeland Security.

**ENF612**
**Criminal Intelligence (3 cr. hours)**
Prerequisite: ENF512
Course is focused on the criminal intelligence process as a whole. This process defines problems, data collection and storage, data analysis and dissemination for action to be taken by appropriate personnel. Students will learn to consider relationships between individuals, between individuals and organizations and between organizations in developing pertinent analysis. Class will utilize both inductive and deductive logic.

**ENF620**
**Policy Formulation & Analysis in Homeland Security (3 cr. hours)**
This course details the research and planning process leading to the formulation of homeland security policy, which enhances the preparedness, protection and collaborative response efforts and capabilities between the local, state and federal government against terrorist based incidents. Participants will research, develop and evaluate homeland security policy that affect the U.S on a domestic and international level.

**ENF621**
**Evidence-Based Policing (3 cr. hours)**
This course will introduce students to the body of knowledge and research in evidence-based policing. Evidence-based policing involves decision making through careful examination and evaluation of the best available evidence from multiple sources and applying critical thinking skills to successfully appraise the evidence while addressing answerable questions. This course will distinguish evidence-based practices from opinion and assumption in the field of policing. Students will gain an understanding of the need to develop their own evidence-based practices and learn to use the best available evidence to inform and challenge policies, practices, and decisions in their own professions.

**ENF622**
**Geographic Information Systems: Applications in Criminal Justice (3 cr. hours)**
*Prerequisite: ENF532; There will be a lab fee associated with this course.*

The focus of the class is to provide an overview of Geographic Information Systems (GIS) and the techniques used in the study of criminal justice. This class will cover some of the major concepts that can aid law enforcement in becoming more efficient in the decision-making process in the areas of tactical, strategic, and operational functions. The course will focus on both theoretical work, which will give a fundamental grounding in the work of environmental criminologists, and in practical application, giving students an understanding of how GIS is applied in law enforcement.

**ENF625**
**Federal Budgeting for Homeland Security (3 cr. hours)**
Sound financial practices are crucial to managing increasingly scarce funds in homeland security organizations. Students in this course will examine finance and budgeting concepts, policies, and practices related to homeland security organizations as well as the fiscal climate within which they operate. The purpose of this course is to introduce students to the intricacies of the federal budgeting process, understanding that every federal agency uses slightly different processes, but all share common concepts. Students in this course will learn the Department of Homeland Security's Planning, Programming, Budgeting, and Execution (PPBE) process, which is modeled on the Department of Defense's PPBE process. Once learning the process from this perspective, students will be well-equipped to work with all other agencies' processes. Students will prepare a Federal Emergency Management Agency (FEMA) grant application and research a case study.

**ENF627**
**Crime Analysis Project (3 cr. hours)**
As a capstone course utilizing the skills for other analysis courses, the student will work with an instructor to develop a crime analysis project. This project will describe a defined problem, set parameters for solving the problem, select tools and options for choosing a correct path for solving the problem. The project does not necessarily have to involve crime analysis but it must approach a significant problem that any police department might experience. To be taken in the last semester.

**ENF631**
**Strategies for Reducing Crime (3 cr. hours)**
The course provides students with exposure to strategies, methods, and techniques used in Crime Science to tackle crime through manipulation of the opportunity structures. As Crime Science techniques have been applied primarily to curtail property and violent crime, it has also been used to address more complex criminal activity such as terrorism and human trafficking. In this course, students will focus their study on the various modern techniques used to address a wide range of criminal activity.

**ENF675**
**Problem Solving in Crime Analysis (3 cr. hours)**
Students will examine the fundamental objectives of policing and its relationship with crime analysis. Students will study crime problems and offenders, related criminological theories, the SARA approach to problem-solving, the 80/20 Rule, and the Problem Analysis Triangle. Students will also study the styles of policing, data collection and analysis for problem solving, offender motivations, the principles of crime opportunity, and research and related literature which inform effective policing strategies and responses. This will include exploring the diverse and evolving resources necessary to devise such plans and strategies that will reduce crime and disorder.

**ENF680**
**Practical Application of Policy in Homeland Security (3 cr. hours)**
This course is intended to provide students with the opportunity to evaluate how homeland security policy development and public administration lead to and shape decisions in the homeland security enterprise. Students will synthesize the knowledge they have acquired through the balance of the program, assessing how policy development and program administration directly affect and impact the reality of homeland security operational and management decision making. Through a case study approach, course participants will analyze how homeland security authorities, risk assessment, strategic planning, management and evaluations have shaped past and current decision making by homeland security managers at all levels of government on a variety of issues, including counterterrorism operations, intelligence gathering, incident response, critical infrastructure protection, and border security. Through such analysis, students will assess the critical role that policy and management play in decision making, the requirements of managers for policy development and public administration when they are crafting their decisions, and the problems and limitations that poorly developed or managed policy can create. Finally, through a capstone project, students will be given a leadership scenario and asked to evaluate its resulting policy and public administration issues, and then synthesize a proposal for a programmatic solution for a leader to adopt.

**ENF681**
**Practical Application of Crime Science – Capstone (3 cr. hours)**
The course is intended to provide students with the opportunity to apply Crime Science knowledge obtained throughout the program to a real-world environment. Using a case study approach, students will take on the role of Crime Scientists to assess, evaluate, strategize, collaborate, and design environments consistent with the theories, principles, and methods of modern-day Crime Science. Students will synthesize the skills gained in the program to formulate a capstone project involving the intentional design of an environment optimized to thwart crime.

**JUS510**
**Contemporary Criminal Justice: Issues and Trends (3 cr. hours)**
Provides a contemporary overview of the criminal justice system with a focus on current trends, major crime problems and statistics, crime control issues, the nature and causes of crime, justice agencies and personnel, key decision-making by justice agents, and the changing features of the American legal system and criminal justice agency management which impact the quality of service to community residents.

**JUS515**
**Research Design and Analysis (3 cr. hours)**
*Prerequisite: PSY521*
Examines various research design models applied to the study of crime, and agency administration issues. The course concludes a discussion of the philosophy of scientific inquiry, the discovery and conceptualization of research questions (descriptive, relational, and casual), the opalization of project concepts and variables, conduct of the study, data analysis, formulating conclusions, and generalization of findings. This course will allow students to analyze various research designs such as historical, legal, action, quasi-experimental, experimental, content analysis, polling, meta-analysis, data mining, citation analysis, policy analysis, investigative reporting, action research, comparative method, observer, participant-observer, micro history, ethnography, oral history, symbolism, photographic analysis, geographic information systems, program evaluation, evaluation, survey research, and other designs and methods. Students will also read and practice policy decisions from report research.

**JUS525**
**Legal and Ethical Issues in Criminal Justice (3 cr. hours)**
The course examines ethical systems/models and their application to the multitude of criminal procedure, ethical, and civil liability issues in criminal justice such as substantive/procedural justice, legal paternalism, moral paternalism, punishment of the mentally ill/juveniles/white collar criminals, authority, power, discretion, duty, discrimination, gratuities, on-duty use of drugs/alcohol, graft, sexual harassment, excessive/deadly force, undercover work, media, investigation/interrogation, loyalty/whistle-blowing, professionalism, and corruption.

**JUS531**
**Human Resource & Personnel Management in Criminal Justice - Law & Theory (3 cr. hours)**
Provides a background of law and theory of the administration and substance of the human resource functions in criminal justice agencies which includes sound principles of personnel management, employment and civil service law, the setting and background for human resource administration, the recruitment of personnel, employment testing methods and issues, the selection process, job analysis and position classification, fair employment practices, promotion, transfer, discharge, performance evaluation, the discipline process, training and education, worker motivation and job satisfaction, and wage and salary administration.

**JUS532**
**Human Resource & Personnel Management in Criminal Justice Application (3 cr. hours)**
*Prerequisite: JUS531*
Provides a thorough examination and application of the administration and substance of the human resource functions in criminal justice agencies which includes sound principles of personnel management, employment and civil service law, the setting and background for human resource administration, the recruitment of personnel, employment testing methods and issues, the selection process, job analysis and position classification, fair employment practices, promotion, transfer, discharge, performance evaluation, the discipline process, training and education, worker motivation and job satisfaction, and wage and salary administration.

**JUS610**
**Justice Administration Policy Formulation & Analysis (3 cr. hours)**
Details the research and planning process leading to the formulation of policy to guide criminal justice agencies and practitioners, including the introduction and practice of skills necessary to evaluate the effectiveness of policy in police, court, and corrections agencies. Participants research, develop, and evaluate policies that affect criminal justice practice.

**JUS612**
**Strategic Planning, Cooperation & Coordination (3 cr. hours)**
In an increasingly complex world, leaders and administrators in criminal justice and homeland security agencies need skills that will enable them to successfully prepare and use a strategic plan. Students in this course will address the fundamentals of strategic planning: what it is, why it is important, how it is done, who should be involved, and why many organizations struggle with it. The focus will be on community and interagency strategic planning because a successful strategic plan for a criminal justice agency is firmly rooted in community needs and priorities. The course will also focus on the importance of mission-focused collaboration in the strategic planning process as it specifically relates to the Department of Homeland Security (DHS). DHS was created through the integration of all or part of 22 different federal departments and agencies into a unified integrated department. The concepts of cooperation, coordination, and collaboration will be used to address alignment of people, resources, and processes to the agency mission, vision and purpose of the organization.

**JUS618**
**Budget and Finance for Criminal Justice Administrators (3 cr. hours)**
Sound financial practices are crucial to managing increasingly scarce funds in criminal justice organizations. Students in this course will examine finance and budgeting concepts, policies, and practices related to criminal justice organizations as well as the fiscal climate within which they operate. The purpose of this course is to introduce students to the intricacies of budgeting and related areas of fiscal administration, including line item budget format, financial forecasting, performance budgeting, budget development, budget implementation, internal controls, and cost analysis. Students will read, analyze and create budgets, financial statements, and reports.

**JUS635**
**Leadership & Practical Application in Justice Administration (3 cr. hours)**
This course is intended to provide students the opportunity to expand their ability to enact the knowledge and learning acquired in the courses leading up to this course. The purpose is to demonstrate critical thinking, research, and inquiry skills to produce a capstone project. The capstone project will synthesize and integrate previous Justice Administration course content to complete a capstone practical application as related to the student's professional experience. The capstone project will require a proposed-way-forward recommendation that reflects the policy interests and needs of the criminal justice community. The goal is to support the degree objectives of the graduate program. In addition, course content will include a strong leadership focus in criminal justice that practitioners require to promote criminal justice initiatives and direction.

**NUR520**
**Biostatistics for Evidence-Based Practice (3 cr. hours)**
This course is designed to master statistical methods crucial for interpreting and applying nursing research. Emphasizing real-world applications, the course covers data analysis, hypothesis testing, and the use of statistical software to inform clinical decisions. Students will develop the skills necessary to critically evaluate research literature and implement evidence-based practices to improve patient outcomes.

**NUR530**
**Healthcare Informatics and Advancing Techniques (3 cr. hours)**
This course introduces students to the pivotal role of information technology in modern healthcare. The course covers the design, implementation, and evaluation of health information systems, emphasizing their impact on patient care, data management, and decision-making. Students will explore electronic health records, telehealth, and other emerging technologies, gaining skills to leverage informatics for improved healthcare outcomes and operational efficiencies.

**NUR540**
**Health Policy, Advocacy and Public Safety (3 cr. hours)**
This course prepares students with the expertise to shape health policies and advocate for patient safety within healthcare systems. It explores the intersections of health policy, legislative processes, and advocacy strategies, alongside a focus on creating and maintaining safe care environments. Students will learn to analyze policy impacts, engage in effective advocacy, and implement safety protocols. Through practical exercises and policy analysis, this course prepares nurse leaders to derive systemic changes that will enhance healthcare quality and safety for diverse populations.

**NUR552**
**Ethical, Philosophical and Theoretical Bases of Advanced Nursing Practice (3 cr. hours)**
This course provides students with a profound understanding of the foundational principles guiding advanced nursing roles. The course delves into various nursing theories, philosophical underpinnings, and ethical frameworks essential for informed and reflective practice. Students will engage in critical analysis of these concepts to enhance their decision-making and leadership capabilities in diverse healthcare environments.

**NUR601**
**Nursing Research and Evidence-Based Practice (3 cr. hours)**
Students will learn the skills to critically appraise and conduct research to inform nursing practice. The course emphasizes the integration of scientific evidence into clinical decision-making to improve patient outcomes. Students will explore advanced research methodologies, data analysis techniques, and the ethical considerations of research. By engaging in hands-on projects and literature reviews, students will be prepared to lead evidence-based initiatives and contribute to the advancement of nursing knowledge.

**NUR622**
**Human Resource Management and Talent Development in Healthcare (3 cr. hours)**
This course prepares students with the skills to effectively manage and develop diverse healthcare teams. The course covers the key aspects of human resource management functions, including recruitment, retention, performance evaluation, and legal considerations. Students will learn strategies for fostering a positive work environment, promoting professional growth, and aligning talent development with organizational goals. Through practical applications, the course prepares future nurse leaders to optimize workforce potential and enhance overall healthcare delivery.

**NUR625**
**Leadership and Organizational Culture in Contemporary Healthcare (3 cr. hours)**
This course prepares students to understand and influence the dynamics of organizational culture within healthcare settings. The course explores leadership theories, cultural assessments, and change management strategies, emphasizing their practical application in today's healthcare environment. Students will learn to foster positive organizational cultures that enhance team performance and patient care, equipping them with the skills to lead effectively in complex and evolving healthcare landscapes.

**NUR640**
**Financial Management and the Economics of Healthcare for the Nurse Leader (3 cr. hours)**
This course is designed for students to master the financial principles and economic factors that influence healthcare systems. This course covers budgeting, financial planning, and cost analysis, alongside the study of healthcare economics, market dynamics and policy impacts. Students will learn to apply financial and economic theories to real-world healthcare challenges, enabling them to make informed decisions that enhance organizational efficiency and patient care. Through practical exercise and case studies, the course prepares future nurse leaders to navigate the financial complexities of the healthcare industry.

**NUR670**
**Healthcare Systems Administration Practicum I (2 cr. hours**)
This course provides students hands-on leadership experience within a healthcare organization. This practicum provides the opportunity to apply leadership theories and principles in real-world settings, focusing on enhancing organizational effectiveness and patient care quality. Under the guidance of experienced mentors, students will develop critical leadership skills, engage in strategic planning, and implement evidence-based initiatives to address organizational challenges. Students will begin work on their integrative project in consultation with their faculty advisor and mentor/preceptor.

**NUR673**
**Healthcare Systems Administration Practicum II (3 cr. hours)**
This course builds on foundational leadership skills with an immersive experience for students. This advanced practicum focuses on strategic leadership and operational management within healthcare settings, allowing students to lead complex projects and initiatives. Guided by experienced mentors, students will refine their ability to drive organizational change, optimize healthcare delivery, and enhance patient outcomes through evidence-based practices and innovative solutions. Students will continue work on their integrative project in consultation with their faculty advisor and mentor/preceptor.

**NUR685**
**Health Systems and Strategy Development for the Nurse Leader (3 cr. hours)**
This course prepares students to navigate and influence complex healthcare environments through strategic leadership. This course delves into the structure and function of healthcare systems, emphasizing the development of effective strategies to improve organizational performance and patient care outcomes. Students will learn to assess healthcare landscapes, formulate strategic plans, and lead initiatives that align with organizational goals. Through case studies and interactive projects, the course equips future nurse leaders with the skills to drive innovation and achieve sustainable success in healthcare settings.

**NUR690**
**Health Systems Administration Practicum III (4 cr. hours)**
This course provides the capstone experience for students to master advanced leadership and management skills in healthcare settings. This practicum emphasizes high-level strategic planning, policy development, and organizational transformation. Under expert mentorship, students will lead significant projects, implement innovative solutions, and evaluate their impact on healthcare delivery and patient outcomes, preparing them for executive roles in the healthcare industry. As part of this course students will complete and present their integrative project to their peers and faculty members.

***PSY501**
**Professional Practices in Psychology (1 cr. hour)**
*Cannot be used to fulfill graduation requirements*
This one-credit, self-directed course offers a professional socialization into the field of psychology. Students will critically examine the methods, problems, critical thinking approaches, writing style, current issues and career options in the field of psychology. Students will also practice the writing style of the American Psychological Association with the development of the required knowledge and skills needed for the advanced study of psychology.

**PSY511**
**Psychology and Law (3 cr. hours)**
This class examines the theoretical and empirical bases for the field of forensic psychology. Students will explore how psychologists interact with offenders, victims, and criminal justice agencies. Topics will also include the role of psychologist in mental health law and family law.

**PSY512**
**Introduction to Forensic Psychology (3 cr. hours)**
The class is designed to present students with a broad overview of the field of Forensic Psychology. The course will explore the various applications of theories and research in psychology to aspects of the criminal justice system.

**PSY515**
**Research Design and Analysis in Forensic Psychology (4 cr. hours)**
*Prerequisite: PSY511 or PSY520*
Students in this course will receive an in-depth examination of the application, construction and design of research as it applies to Forensic Psychology. Content includes discussion of philosophy of science, reliability, validity, questionnaire construction, sampling, and a variety of research designs commonly found in Forensic Psychology research. Each student would be responsible for designing and implementing an original, empirical research project.

**PSY520**
**Statistical Applications in Forensic Psychology (4 cr. hours)**
Students in this course explore the principles and application of statistical models and techniques that are of value in the criminal justice system. All types of social science statistical uses will be explored from descriptive to inferential, to sophisticated statistical measurement. Particular emphasis will be placed on the application of statistical techniques to research in Forensic Psychology and criminal justice.

**PSY521**
**Statistical Procedures I (3 cr. hours)**
This course provides a foundation on the basic principles of statistics. Students will focus on methods of summarizing and describing data and will be introduced to the concepts of inferential statistics and hypothesis testing. The course provides an introduction to the use of electronic statistical software such as Microsoft Excel and SPSS.

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**PSY522**
**Statistical Procedures II (3 cr. hours)**
*Prerequisite: PSY521*
This course explores and applies practical statistical methods to the relevant work of psychologists as well as social service and mental health professionals, managers, and executives. We will focus on statistical methods to prepare you to be intelligent consumers of reported research, to apply appropriate statistical analysis to various types of research designs, to report agency performance results, and to identify and use various statistical data sources in print and electronic form.

**PSY525**
**Victimology (3 cr. hours)**
This course will cover the broad views of the study of victims at the social, legal, individual, and psychological level. The course is designed to broaden the understanding of victims. The student will be given the history of how victims have been treated over time, how the interface of victim-offender dynamics has changed in the criminal justice system, how society treats victims, and the psychological processes, services, and therapeutic remedies that are available for victims. Various types of victims/crimes will be covered. Legislative and social movements geared at advancing public awareness for victims will be discussed.

**PSY530**
**Legal and Ethical Issues in Forensic Psychology (3 cr. hours)**
*Prerequisite: PSY511*
Forensic Psychologists encounter ethical conflicts when called upon to function in the criminal justice system. This course will focus on various ethical, legal, and professional controversies and dilemmas. Analysis and resolution of these controversies and dilemmas will be explored. Topics include the psychologist-examinee relationship, the retaining party-examiner relationship, legal limits on confidentiality, the psychologist as expert witness, forensic psychology records, etc.

**PSY533**
**Research Design and Analysis I (3 cr. hours)**
Research Design and Analysis I is an introduction to research. The student will learn the basics of research methods and the language by which research is conducted in various disciplines around the world. Students will be introduced to basic concepts in research and learn the conceptual basis for the application of statistical techniques (the joining of statistics to research concepts). Students will develop a working hypothesis, derived from an empirical theory to create their own original empirical research. Students will learn to transform that idea into a measurable research design. Students will learn ethical guidelines and measurement construction for their research. Students will write an IRB proposal and submit it for approval.

**PSY534**
**Research Design and Analysis II (3 cr. hours)**
*Prerequisite: PSY533*
Research Design and Analysis II is meant to continue from PSY 533, Research Design and Analysis I. Upon IRB approval of the proposal written in PSY533, students are to conduct, analyze, write, and present their own original empirical research. Students should be able to apply correct statistical techniques to their data and draw scientifically valid findings. Students will be encouraged to present their research at regional or national conferences, or to seek publication in scholarly journals. Finally, students should be able to create additional research that will answer questions empirically in the field, at their place of employment, or to create professional programming.

**PSY541**
**History and Systems of Psychology (3 cr. hours)**
This graduate level course will explore and describe the historical and systemic foundations of psychology through the lenses of philosophy, literature, medicine, and art in a lecture/seminar format. Emphasis will be placed on exploring views from other cultures and how the history of psychology continues to influence the field today. Students will engage in online debates, conduct historical research, and present findings in a manner supported by the American Psychological Association's Publication Manual.

**PSY543**
**Developmental Psychology (3 cr. hours)**
This course takes a life span approach in studying human development from conception through death. Students will examine the physical, cognitive, social, and emotional growth in the human being. Emphasis will be on exploring and describing human growth and development in terms of cultural and ecological systems as supported by relevant peer reviewed data.

**PSY545**
**Advanced Theories of Personality (3 cr. hours)**
This course will critically examine the research in historical, contemporary, and emerging theories regarding personality formation and development. The methods of measuring personality will also be addressed. Students will develop an integrated and advanced theory of personality.

**PSY546**
**Psychopathology (3 cr. hours)**
This course will provide an overview of the history of psychopathology as well as current views and approaches to psychopathology. Behavioral, developmental, biological/neurological, and social/cultural aspects of psychopathology will be examined as will the theories of the etiologies of psychopathology. The role of assessment and diagnosis tools, the DSM and its framework as well as the ICD system, and treatment approaches, including psychopharmacology, will be considered.

**PSY547**
**Mental Health Law in Forensic Psychology (3 cr. hours)**
*Prerequisite: PSY530*
This course will introduce students to the psychologic issues in mental health law. The course will study the needs and rights of individuals with mental illness and/or intellectual developmental disorders, the historical evolution and philosophical underpinnings of mental health law, the delivery of mental health services, the regulation of mental health professions, and the attitudes of society for persons with mental illness and /or intellectual disability. Other topics to be considered include forensic competencies, civil commitment, the right to treatment, the Americans with Disability Act, violence risk assessment, and the management and treatment of offenders with mental illness.

**PSY548**
**Mental Health Law in Criminal Behavior (3 cr. hours)**
This course will introduce students to the psychology related legal issues in mental health law. The course will study the needs and rights of individuals with mental health disorders and intellectual developmental disorders, the delivery of mental health services, the regulation of mental health professions, and the societal concerns for persons with mental health or intellectual developmental diagnosis. Other topics to be considered include competence, commitment, the right to treatment, the Americans with Disability Act, restraint and treatment issues, advanced psychiatric directives and natural support in the community.

**PSY551**
**Psychopathology and Criminal Behavior (3 cr. hours)**
*Prerequisite: PSY511*
This course explores the link between psychological disorders and different types of criminal behavior. It will provide an in-depth examination of the etiology, symptomatology, and dynamics involved in personality deviation and emotional disorder. Disorders from DSM will be covered. Psychological assessment using the DSM and intensive case material will be used.

**PSY552**
**Criminogenic Psychopathology (3 cr. hours)**
*Prerequisite: PSY512*
This course explores the link between psychopathology and criminal behavior. Students in the class will review research on the relationship between psychological disorders and criminal violence. The class explores the various historical trends of forensic views on the role of mental illness on interpersonal and criminal violence.

**PSY611**
**Professional Issues I: Law and Ethics (2 cr. hours)**
This graduate level course will explore and describe how legal and ethical considerations develop in psychology and the helping professions; how practitioners respond to these issues; and consequences of such decisions. Emphasis will be placed on the American Psychological Association's Code of Ethics, the Ohio Revised Code, and best practices in the helping professions as supported by peer reviewed data.

**PSY612**
**Professional Issues II: Cross Cultural Issues in Psychology (2 cr. hours)**
*Prerequisites: PSY541, PSY546, and PSY611*
This course will provide a comparative overview of cultural aspects and effects and their impact on human psychology. It will examine psychological diversity and the links between cultural norms and behavior. It will also review the ways in which particular aspects of human thoughts, feelings, and behaviors are influenced by social and cultural forces. In addition, this course will focus on the cultural influences that shape personality,

identity development, mental health, wellness, and pathology, and help-seeking practices and access and barriers to treatment. Cross-cultural research practices in the field of psychology will be presented and discussed.

**PSY613**
**Professional Seminar in Advanced Clinical and Experimental Forensic Psychology (3 cr. hours)**
*Prerequisites: PSY515 and PSY530*
This course provides an in-depth examination of the areas of Advanced Clinical and Experimental Forensic Psychology. Students will conduct analyses of contemporary topics in these two areas as they impact the criminal justice system. The course would include both intensive small group analysis, as well as individual examination of topics.

**PSY614**
**Substance Abuse (3 cr. hours)**
*Prerequisite: PSY551*
Examines the types of abusable substances, the symptomatology, etiology, and treatment of substance abuse. The relationship of substance abuse to criminal behavior and emotional functioning are examined. Regulation, prevention strategies, and treatment strategies are examined. The entire spectrum of substance abuse is examined.

**PSY615**
**Drug Abuse and Society (3 cr. hours)**
This course covers information regarding drug abuse and society, more specifically; it examines the social, legal, economic, and psychological effects of drugs on individual behavior as well as the impact on society as a whole. This is a very comprehensive area, and the course will be reading/writing intensive. This course examines the various types of drugs, their dynamics of use, abuse, addiction, and recovery. A historical view of drug use, and legal and social responses are covered. Current trends in crime and drug control are examined, including the connection between drugs and crime, the illicit drug industry, law enforcement, drug courts, legalization, and decriminalization. Additionally, prevention, diagnosis, and treatment of drug abuse are also covered.

**PSY620**
**Sex Crimes and Paraphilias (3 cr. hours)**
*Prerequisite: PSY547*
This course explores the wide net that the term sex crime casts. In exploring the many different types of sex crimes that exist, detailed focus will be placed on the typology and etiology of the offenders who commit these various crimes and the effect that these crimes have on their victims. The legal system has put in place many policies governing sex offenders based upon an underlying assumption that sex offenders pose a greater risk to society than other types of criminals. We will discuss the various legal issues that surround sex offenders and explore empirical research to determine if this underlying assumption is valid. Topics of treatment effectiveness, therapeutic jurisprudence, and the challenges of managing sex offenders in the community will also be discussed.

**PSY621**
**Social Psychology (3 cr. hours)**
This course is intended to provide a graduate level survey of the content, theories, research paradigms, and findings of the field of social psychology. After completing this course, students will understand the types of questions social psychologists address and the current state of knowledge in the field. The class will be conducted in a lecture/discussion format.

**PSY622**
**Cognitive Psychology (3 cr. hours)**
This course is an in-depth study of the key areas of cognitive psychology, a sub-discipline of psychology, which examines the mental processes that underlie human thought and behavior such as perception, attention, representation, memory, reasoning, language, and expertise.

**PSY625**
**Applied Advanced Psychological Assessment (4 cr. hours)**
*Prerequisite: PSY551*
This course will explore the various assessment instruments used in clinical and forensic psychology that assess individuals. It will address the psychological factors to be assessed, clinical tools, interviews, projective tests, TAT, WISC-R, and other psychological tools. The course will review the gamut of approaches to assessment and treatment. Goal evaluation (of offender/victim/client) will be discussed. Goal plans

(evaluation of the entire context/course of treatment) will be examined. Concepts such as the therapeutic alliance, transference, resistance, clarification and confrontation, interpretation, and termination will be covered.

**PSY626**
**Advanced Psychological Assessment Theory (3 cr. hours)**
*Prerequisite: PSY552*
This course will explore the various assessment instruments used in clinical and forensic psychology that assess individuals. It will address the psychological factors to be assessed, clinical tools, interviews, projective tests, TAT, WISC-R, and other psychological tools. The course will review the gamut of approaches to assessment and treatment. Goal evaluation (of offender/victim/client) will be discussed. Goal plans (evaluation of the entire context/course of treatment) will be examined. Concepts such as the therapeutic alliance, transference, resistance, clarification and confrontation, interpretation, and termination will be covered.

**PSY631**
**Neuropsychology (3 cr. hours)**
This course covers knowledge of neuropsychology, a branch of psychology that concerns itself with relationships between the brain, nervous system, cognition, affect, and behavior. This course is designed to provide a student with an in-depth overview of the field neuropsychology with special emphasis on behavioral impairments.

**PSY635**
**Cultural Competence in Professional Practice in Forensic Psychology (3 cr. hours)**
*Prerequisite: PSY530*
Students will work to increase awareness of and appreciation for cultural differences. The course will require that participants consider and examine their own values, attitudes and biases; reflect upon personal life experiences that have contributed to their understanding of differences and diverse cultures; examine how mental health/ forensic issues are viewed in the context of the value systems embraced by different cultures; apply analysis to understand organizational barriers that interfere with providing culturally competent services; develop an action plan for addressing culturally competent services in agencies.

**PSY636**
**Cultural Competence in Professional Practice (3 cr. hours)**
*Prerequisite: JUS525*
Students will work to increase awareness of and appreciation for cultural differences. The course will require that participants consider and examine their own values, attitudes and biases; reflect upon personal life experiences that have contributed to their understanding of differences and diverse cultures; examine how mental health/ forensic issues are viewed in the context of the value systems embraced by different cultures; apply analysis to understand organizational barriers that interfere with providing culturally competent services; develop an action plan for addressing culturally competent services in agencies, create a culturally competent agency.

**PSY637**
**Forensic Counseling (3 cr. hours)**
*Prerequisite: PSY625*
This course will cover the theories and practice strategies involved in counseling juvenile and adult offenders. Emphasis is on the evaluation and the development of effective models and treatment oriented interventions for counseling clients in a correctional or community environment. Focus is on development of effective knowledge and skills in working with legally involved and court committed adult and juvenile offenders.

**PSY640**
**Thesis (3 cr. hours)**
*Prerequisite: PSY515; Students must register for this course in their 4th semester. In order to register for the Thesis, students must not have received a final grade lower than a "B" in any of their courses.*
The Thesis is an original, empirical research project. The student will work closely with an advisor, producing a work corresponding to the guidelines of the Publication Manual of the American Psychological Association and the Tiffin University School of Criminal Justice and Social Sciences. Students must register for this course in their 4th semester.

**PSY640-1**
**Thesis Extension (1 cr. hour)**
*Prerequisite: PSY640*
This course is the final semester that a student is given to complete their thesis. The thesis is an original, empirical research project. The student will work closely with an advisor, producing a work corresponding to the guidelines of the Publication Manual of the American Psychological Association and the Tiffin University School of Criminal Justice and Social Sciences.

**PSY641**
**Capstone Research I (2 cr. hours)**
The goals of the Capstone Research courses are to help psychology graduate students synthesize the knowledge, skills, and understanding that they have gained through their psychology courses, and to apply their skills and acquired knowledge in carrying out a research project consistent with the standards in the field.
**Capstone I:** Students will design a research project and complete a documented literature review for a proposed research project. Projects must demonstrate explicitly, through scholarship consistent with the field and should be based on a meaningful integration of the student's course of study to date. This course is a completion of a project research proposal.
**Capstone 2:** will be the implementation and completion of this project.

**PSY642**
**Capstone Research II (2 cr. hours)**
*Prerequisite: PSY641*
The goals of the Capstone Research courses are to help psychology graduate students synthesize the knowledge, skills, and understanding that they have gained through their psychology courses, and to apply their skills and acquired knowledge in carrying out a research project consistent with the standards in the field. Students will implement the research plan as proposed in Capstone I. This will include ethical data gathering (as approved by faculty and where appropriate IRB) in a chosen and approved proposal topic consistent with the field. The topic should be based on a meaningful integration of the student's course of study to date. Communication and interpretation of the results will be required.

**PSY670**
**Internship in Criminal Justice and Social Sciences (3 cr. hours)**
*Prerequisite: Permission of the School*
The Internship in Criminal Justice and Social Sciences provides graduate students with hands-on field experience, applying their academic knowledge in a professional setting. This internship offers the opportunity to engage in career-relevant work while under professional supervision. Students must complete a minimum of 300 supervised hours with an approved employer under the guidance of CSJJ faculty.

# DOCTORAL INFORMATION

**TIFFIN UNIVERSITY ONLINE (DCJ and Ph.D.)**
Tiffin University offers the DCJ and Ph.D. programs in an online format. The online programs offer students nationwide and around the world an opportunity to obtain accredited degrees from Tiffin University. Tiffin University offers two doctoral degrees: Doctor of Criminal Justice and Doctor of Philosophy degree in Global Leadership and Change (Ph.D.). Tiffin University seeks highly motivated students with strong intellect and a desire to learn and apply knowledge from their graduate education to their personal, academic, and professional lives. Possession of such attributes is demonstrated by past academic performance, professional success and achievement, a written statement of interest, and other supporting materials that may be submitted as part of an application, including a professional résumé. Candidates are reviewed for admission by the Graduate Admissions Committee in accordance with established university policy.

**GRADUATE TUITION AND FEES**
Tuition and fees are in effect as of the date of publication of this Bulletin. They are subject to change by vote of the Board of Trustees.

| | |
|---|---|
| DCJ Tuition per credit hour | $860 |
| Ph.D. Tuition per credit hour | $860 |
| Residency Fee | $200 |
| Supplemental Course Material Fee* | Varies |

*Some courses may include a supplemental course material fee, which will support and enhance the students' learning.

| | |
|---|---|
| Transcript Fee, Official | $8 |
| Transcript Fee, Unofficial | $6 |
| Returned Check Fee | $40 |

# DOCTORAL Program Degrees

**DOCTORATE OF PHILOSOPHY (Ph.D.) DEGREE**
Global Leadership and Change

**DOCTORATE OF CRIMINAL JUSTICE (DCJ) DEGREE**
Criminal Justice

## DOCTOR OF CRIMINAL JUSTICE (DCJ) DEGREE

Tiffin University's Doctorate of Criminal Justice (DCJ) program aims to bridge the gap between theoretical knowledge and practical experience, delivering a comprehensive synthesis that will empower graduates to lead with confidence and expertise. Designed specifically for working professionals in the criminal justice field, this programs caters to individuals seeking to advance their careers. The program is expected to attract highly accomplished mid to upper-level criminal justice leaders with prior master's degree qualifications.

Doctoral studies often overlook adult professionals as a demographic that could greatly benefit from the opportunity to gain comprehensive knowledge in their field. Despite working in an environment where knowledge is crucial, these professionals are often excluded from pursuing higher education due to the limited availability of online doctoral programs in the criminal justice field. Because of this, Tiffin University's program is offered in an online format that contains limited residency requirements. The interpersonal approach of faculty engagement allows students to work independently, but never alone. Working adults who wish to pursue a DCJ while continuing their careers are the target student population and will be served well by this program that is built with them in mind.

**DCJ Course Format**
DCJ Courses are offered in the online (Moodle) format in two, 7-week terms per semester. Program start dates are available in August and January of each year.

**Degree Completion**
Based on variance within the completion of applied project research, the average degree completion timing

is estimated at 2.5 – 3.5 years. Students generally will take two (2) course per term. However, students may request to take an additional course during any term based on academic abilities and external workload/responsibilities.The online program will assist students in balancing personal, professional and educational needs. A DCJ student is expected to successfully complete the applied research project and pass the final oral defense within five calendar years of finishing all coursework and residency requirements. If an extension of these terms becomes necessary, the student and their advisor must submit a petition to the DCJ Director for an extension of up to one (1) year. Should the extension exceed one (1) year, approval from the school dean is required. Requests for extension exceeding one (1) year must be accompanied by evidence demonstrating that the degree candidate remains current and in good standing within their program and field of study.

**Admission Requirements**
The DCJ program will admit students who have expressed a strong desire to do research, practice and/or teach in the field of leadership and change in the global environment or criminal justice field. Students are required to have achieved a minimum GPA of 3.25 on a 4.0 scale while earning a master's degree in any academic discipline from a regionally accredited US institution or nationally accredited from an institution outside the US. All applicants are required to submit a resume or CV, college transcripts and a personal statement regarding their interest in global leadership and change. The student will also be required to submit three (3) professional references and their contact information. These individuals should be well-qualified to speak from first-hand knowledge about the applicant's potential for graduate study. Each reference may be contacted and asked to comment on an applicant's ability to do research and perform the program's required coursework.

**Conditional Admissions**
Conditional Admission if available for students who are recommended for admission but are unable to meet the minimum GPA requirement for admission. The application will be reviewed by the DCJ Admission Committee. A determination will be made regarding the student's potential to be successful in the program. If they are admitted, they will be placed on probation for the first semester at a minimum. In order to be removed from probational status, students must complete one (1) semester (two terms) with a GPA of 3.25 or higher.

**Residency Requirements**
Residencies are weekend gatherings of active DCJ students on the Tiffin University campus; typically, Friday evening through mid-day Sunday in both the Fall and Spring semesters. To attend a residency weekend a student must be actively enrolled. Students will be required to attend three residency events as a degree requirement. The third residency involves the development and submission of a paper or presentation proposal for an academic conference under the direction of a faculty member. Students will be required to attend the conference of submission regardless of final status of the submission. DCJ faculty members may attend these conferences and assist in student engagement related to the conference activities.

Students are responsible for any travel and other associated costs attached to the residency weekend.

**Graduation Requirements**
*Complete a minimum of 60 doctoral credit hours of coursework
* Maintain a cumulative 3.25 GPA in all courses and dissertation work
*Completion of all three residency requirements
*Successful completion of the applied project, including the final oral defense
*All fees paid to Tiffin University for tuition and outstanding obligations

**DCJ Academic Support Services**
While DCJ students typically work independently, the Tiffin University program makes a commitment that our students never work alone. Tiffin University employees three, full-time librarian, with one designated specifically as the eLibraian, from ALA-accredited institutions who support our library resources and services. These librarians are available through email, text, chat and one-on-one appointments to support student needs. They also work to provide course supplements, research guides and weekly research webinars. Each student is assigned an advisor through graduate advising department. They will also receive guidance from their Applied Project Committee. Annual academic progress letters are sent to each student to review their progress and develop planning for each new year. Faculty and staff are responsive and actively engaged in student success and achievement.

**Investment and Cost**
The cost of the program is $800 per credit hour with a minimum of 60 doctoral credit hours of coursework and potentially 3- 9 credit hours of dissertation coursework required. Tuition rates are the same whether a student is in state, out-of-state or international. Textbooks and supplied are purchased separately by the student. Students are also responsible for any travel costs and fees associated with the required residency weekend attendance.

**Grading System**
Tiffin University awards DCJ credit based on semester hours.

| Grade | Quality Points | Remarks |
|---|---|---|
| A | 4 | – |
| B | 3 | – |
| C | 2 | - |
| F | 0 | Failure |
| I | – | Incomplete Work |
| WD | – | Withdrew before failing, notifying the Registrar |
| WF | _ | Withdrew failing – withdrew after deadline |

**Academic Dismissal**
If a doctoral student earns a grade of "F" in any course, the student will be Academically Dismissed from the DCJ program and will have to submit an application for readmission, but will not be allowed to enroll in any courses until they have sate out at least one semester (15 weeks). The student must repeat the course in which they earned the grade of "F". A doctoral student may only repeat one (1) course in the entire time of doctoral study at Tiffin University. If a student earns a second "F" in a course the result will be Permanent Academic Dismissal from the DCJ program. If a doctoral student cannot finish the work required in a course by the end of said course, the student may request an Incomplete grade to be assigned (I). The instructor and the student must submit an Incomplete Grade Contract to the Registrar's Office, indicating that the student is intending to complete all the work required of the course by the deadline indicated on the Incomplete Grade Contract. The instructor, at their discretion may give the student additional time to complete the necessary work, up to the end of the following semester. If the student does not complete the necessary work in the allotted time, the Incomplete grade will automatically became an "F" grade.

**DCJ Tiffin University Credit Transfer Program**
This program applies to the DCJ applicants requesting transfer credit with a MSCJ graduate degree from Tiffin University. The request for acceptance of transfer credits must be made at the time of application for admission to the DCJ program. An official MSCJ transcript will be verified to award transfer credit for DCJ level courses. Tiffin University also accepts transfer credit from other doctoral programs pending official transcripts and a review of those transcripts.

**Requirements:**
*DCJ applicants with an earned MSCJ from Tiffin University may receive a maximum of six (6) credit hours/two (2) courses of transfer credit. Students must have earned a "B" in each transferrable course to receive credit.
*The Tiffin University MSCJ must have been earned within the last ten (10) years

**Course Transfer Specifics:**
**Master of Science in Criminal Justice: Any concentration except Forensic Psychology**
*JUS510 will transfer for DCJ760 Emerging Issues and Actionalable Problem Solving in Criminal Justice
*JUS525 will transfer for DCJ720 Ethics in Criminal Justice

**Master of Science in Criminal Justice: Forensic Psychology**
*PSY511 will transfer for DCJ780 Law and Social Control
*PSY530 will transfer for DCJ720 Ethics in Criminal Justice

## DOCTOR OF PHILOSOPHY (Ph.D) DEGREE
The Tiffin University Global Leadership and Change Ph.D. degree is designed with a curriculum to appreciate the challenges and tremendous opportunities within today's cross-cultural work environment. Practitioners in leadership roles in today's business and educational settings have frequently been ignored by the traditional delivery of Ph.D. programs and the extensive residency requirements within these programs. Tiffin University's program is offered utilizing an online format that contains limited residency requirements. The interpersonal approach of faculty engagement allows students to work independently, but never alone.

Adult professionals are an underserved group in the area of doctoral studies. Working adults who wish to pursue a Ph.D. while continuing their careers will be served by a program that is built with them in mind. While they often work in an environment where knowledge is the new economic currency, they have often been excluded from gaining comprehensive knowledge within higher education. The Tiffin University program invites students to pursue their Ph.D. studies while working in a management or academic capacity within the business and/or educational environment.

**Ph.D. Course Format**
Ph.D. courses are offered in the online (Moodle) format, in two, 7-week terms per semester. Program start dates are available in August and January of each year.

**Degree Completion**
Based on variance within the completion of dissertation research, the average completion timing is estimated at 3.5 – 4.5 years. The intent is to have students take two (2) courses each session, as possible. Students have up to six (6) years to successfully defend a dissertation and may petition for a seventh. Based on demonstrated academic ability, students may request to take an additional course during any term. The online program will assist students in the balancing of personal, professional and educational needs.

**Admission Requirements**
The program will admit students who have expressed a strong desire to do research, practice, and/or teach in the field of leadership and change in the global environment. Students are required to have achieved a minimum GPA of 3.25 on a 4.0 scale while earning a master's degree in any academic discipline from a regionally accredited US institution or nationally accredited from an institution outside the US. All applicants are required to submit a resume or CV, a personal statement regarding her/his interest in global leadership and change. The student will also need to submit three (3) letters of recommendation written by persons well-qualified to speak from first-hand knowledge about the applicant's potential for graduate study. All letters should comment on an applicant's ability to do research and perform the program's required coursework.

**Conditional Admissions**
Conditional Admission is available for students who are recommended for admission but are unable to provide Tiffin University with official transcripts of their college performance. They are admitted on the condition that they provide the Office of Online and Graduate Enrollment Management with official transcripts before the next registration period in their program. If a student is unable to comply they will be placed on inactive status until the required transcripts are provided. Note: some students may be accepted on both a conditional and a probationary basis. Students admitted conditionally are not eligible to receive federal financial aid.

**Residency Requirements**
Residencies are weekend gatherings of active Ph.D. students on the Tiffin University campus; typically, Friday evening through mid-day Sunday in both the Fall and Spring semesters. To attend a residency weekend, a student must be actively enrolled. Students will be required to attend three residency events as a degree requirement. The third residency involves the development and submission of a paper or presentation proposal for an academic conference, under the direction of a faculty member. Students will be required to attend the conference of submission regardless of final status of the submission. Ph.D. faculty members will attend these conferences and assist in student engagement related to the conference activities.

Students are responsible for any travel and other associated costs attached to the residency weekend.

**Graduation Requirements**
- Complete a minimum of 60 doctoral credit hours of coursework
- Maintain a cumulative 3.25 GPA in all courses and dissertation work
- Completion of all three residency requirements
- Successful defense of dissertation
- All fees paid to Tiffin University for tuition and outstanding obligations

**Ph.D. Academic Support Services**
While Ph.D. students typically work independently, the Tiffin University program makes a commitment that our students never work alone. Tiffin University employs three, full-time librarians, with one designated specifically as the eLibrarian, from ALA-accredited institutions who support our library resources and services. These librarians are available through email, text, chat, and one-on-one appointments to support student needs. They also work to provide course supplements, research guides and weekly research webinars. Each student is assigned a

faculty advisor and the graduate advising department assigns a second advisor. Annual academic progress letters are sent to each student to review their progress and develop planning for each new year. Faculty and staff are responsive and actively engaged in student success and achievement.
Investment and Cost

The cost of the program is $800.00 per credit hour, with a minimum of 60 doctoral credit hours of coursework and potentially 3-9 credit hours of dissertation coursework required. Tuition rates are the same whether a student is in-state, out-of-state, or international. Textbooks and supplies are purchased separately by the student. Students are also responsible for any travel costs associated with required residency weekend attendance.

**Grading System**
Tiffin University awards Ph.D. credit based on semester hours.

| Grade | Quality Points | Remarks |
|---|---|---|
| D | 4 | – |
| E | 3 | – |
| F | 2 | - |
| F | 0 | Failure |
| I | – | Incomplete Work |
| WD | – | Withdrew before failing, notifying the Registrar |
| WF | – | Withdrew failing – withdrew after deadline |

**Academic Dismissal**
If a doctoral student earns a grade of "F" in any course, the student will be Academically Dismissed from the Ph.D. program and will have to submit an application for readmission, but will not be allowed to enroll in any courses until she or he has sat out at least one semester/15 weeks. The student must repeat the course in which she or he earned the grade of "F". A doctoral student may only repeat one (1) course in the entire time of doctoral study at Tiffin University. If a student earns a second "F" in a course, the result will be Permanent Academic Dismissal from the Ph.D. program.

**Doctoral Incomplete Policy**
If a doctoral student cannot finish the work required in a course by the end of said course, the student may request an Incomplete Grade to be assigned (I). The instructor and the student must submit an Incomplete Grade Contract to the Registrar's Office, indicating that the student is intending to complete all the work required of the course by the deadline indicated on the Incomplete Grade Contract. The instructor, at his or her discretion, may give the student additional time to complete the necessary work, up to the end of the following semester. If the student does not complete the necessary work in the allotted time, the Incomplete grade will automatically become an "F" grade.

## PH.D. TIFFIN UNIVERSITY CREDIT TRANSFER PROGRAM

This policy applies to Ph.D. applicants requesting transfer credit with an MBA graduate business degree from Tiffin University. The request for acceptance of transfer credits must be made at the time of application for admission to the Ph.D. program. Verifying an official transcript entry of the graduate degree completion will verify credits to be transferred for Ph.D. level courses.

**GUIDELINES**

- Ph.D. candidates with an earned MBA from Tiffin University's master degree: maximum of 6 hours permitted for transfer. The minimum cumulative B (3.0) GPA or equivalency grade will be considered for transfer credit.
- The Tiffin University MBA must have been earned within the last ten years.

**COURSE TRANSFER SPECIFICS:**

GLC810, Human Resource Development (3 credit hours) will be recognized as completed through transfer credit from the MBA to the Ph.D. program.

GLC715, Strategic Management Analysis (3 credit hours) will be recognized as completed through transfer credit from the MBA to the Ph.D. program.

## DOCTORATE OF CRIMINAL JUSTICE

### DCJ CURRICULUM

DCJ students must select one of three specializations - Criminal Justice in Leadership and Administration, Forensic Psychology or Teaching Criminal Justice in Higher Education. The DCJ program is a minimum of 60 credit hours (regardless of chosen specialization). Some students may need additional ARP courses to complete their Applied Research Project, which may increase the number of courses/credits required.

| **Research Core** | |
|---|---|
| RES710 Academic Writing | 3 hours |
| RES720 Qualitative Research Methods | 3 hours |
| RES722 Quantitative Research Methods | 3 hours |
| RES730 Statistical Modeling | 3 hours |
| **Total** | **12 hours** |

| **Content Core** | |
|---|---|
| DCJ710 Leading Criminal Justice Organizations | 3 hours |
| DCJ720 Ethics in Criminal Justice | 3 hours |
| DCJ730 Cultural Competence in Criminal Justice Leadership | 3 hours |
| DCJ740 Civil Liability for Criminal Justice Leaders | 3 hours |
| DCJ750 Leveraging Technology in Today's Criminal Justice Organizations | |
| DCJ760 Emerging Issues and Actionable Problem Solving in Criminal Justice | 3 hours |
| DCJ770 White Collar Crime | 3 hours |
| DCJ780 Law and Social Control | 3 hours |
| **Total** | **21 hours** |

| **Specialization I - Criminal Justice Leadership and Administration** | |
|---|---|
| DCJ810 Media Relations for Criminal Justice Executives | 3 hours |
| DCJ815 Recruitment, Hiring and Training in CJ Organizations | 3 hours |
| DCJ820 Policy Formulation and Analysis for CJ Executives | 3 hours |
| DCJ828 Race, Gender, Class and Criminal Justice | 3 hours |
| **Total** | **12 hours** |

| **Specialization II - Forensic Psychology** | |
|---|---|
| DCJ825 Public Safety Psychology for CJ Leaders | 3 hours |
| DCJ830 Understanding Violence, Risk and Threat Assessment | 3 hours |
| DCJ840 Advanced Issues in Forensic Psychology | 3 hours |
| DCJ845 Program Evaluation | 3 hours |
| **Total** | **12 hours** |

| **Specialization III - Teaching Criminal Justice in Higher Education** | |
|---|---|
| DCJ850 Teaching CJ in Higher Education | 3 hours |
| DCJ855 Teaching by Modality | 3 hours |
| DCJ860 Instructional Design | 3 hours |
| DCJ865 Internship/Student Teaching | 3 hours |
| **Total** | **12 hours** |

| **Applied Research Project Core** | |
|---|---|
| ARP895 Applied Research Project Proposal Development | 3 hours |
| ARP896 Applied Research Project and Completion | 9 min. hours |
| **Total** | **12 hours** |

| **Program Total** | **60 hours** |
|---|---|

## DOCTORATE OF PHILOSOPHY: GLOBAL LEADERSHIP AND CHANGE DEGREE PH.D. CURRICULUM

| | |
|---|---|
| DIS895 Dissertation Proposal Development | 3 hours |
| DIS896 Dissertation Research and Completion | 1-6 hours** |
| GLC710 Leadership and Change Theory and Practice | 3 hours |
| GLC715 Strategic Management Analysis | 3 hours |
| GLC720 Organizational Theory and Design | 3 hours |
| GLC730 Economic Analysis for Leaders | 3 hours |
| GLC735 Ethics and Sustainability Issues | 3 hours |
| GLC740 Change, Innovation, and Entrepreneurial Motivation | 3 hours |

| | |
|---|---|
| GLC750 Communication Theories and Issues | 3 hours |
| GLC755 Global Leadership Theory and Practice | 3 hours |
| GLC810 Human Resource Development | 3 hours |
| GLC815 Advanced Topics in Global Leadership Research | 3 hours |
| GLC820 International Leadership Experience | 3 hours |
| GLC825 Global Leadership Dynamics | 3 hours |
| GLC845 Cultural Intelligence in Leadership | 3 hours |
| RES710 Academic Writing | 3 hours |
| RES720 Qualitative Research Methods | 3 hours |
| RES722 Quantitative Research Methods | 3 hours |
| RES730 Statistical Modeling | 3 hours |
| RES810 Research Prospectus Development | 3 hours |
| RES820 Research Methods and Design (pre-dissertation) | 3 hours |
| **Total** | **60 - 66 hours** |

****IF NEEDED, students will be enrolled in 1 hour each term for DIS896 until the dissertation is completed.**

## DOCTORATE OF CRIMINAL JUSTICE (DCJ)

**ARP895**
**Applied Research Project Proposal Development (3 cr. hours)**
*Prerequisite: Successful completion of all coursework*
Doctoral candidates in the Doctor of Criminal Justice program will embark on an intensive journey of identifying and addressing real-world challenges within criminal justice organizations. Grounded in a culmination of both practical experience and academic theory, students will harness their comprehensive understanding of the field to develop innovative solutions through rigorous individual research. Drawing from contemporary empirical findings, they will be encouraged to critically assess and integrate these insights to inform policy and practice decisions. By the end of the course, students will have crafted a refined research proposal that synthesizes their hands-on experience with theoretical knowledge, demonstrating their advanced comprehension and application skills. This course serves as part of a capstone experience, bridging the gap between theory and practice and prepares graduates to be forward-thinking leaders in the realm of criminal justice.

**ARP896**
**Applied Research Project and Completion (9 cr. hours minimum)**
Doctoral candidates in the Doctor Criminal Justice program will embark on an immersive and rigorous journey, connecting theory with practice. Students will actively engage with a real-world problems faced by a criminal justice organization, utilizing their previously approved applied research project proposal as a guiding framework. Students will refine their skills in empirical research, evidence-based analysis and policy formulation. The core essence of this capstone experience is to empower students to meld their hands-on criminal justice experience with foundational and advanced classroom theory. An emphasis will be placed on evaluating, assimilating and applying the latest research findings in order to drive innovative policy and practice solutions. By the conclusion of this doctoral capstone project, candidates will have demonstrated advanced knowledge and comprehension skills, synthesizing academic learnings with pragmatic applications for transformative change in the criminal justice landscape.

**DCJ710**
**Leading Criminal Justice Organizations**
Professionals leading various criminal justice organizations are tasked today with problems and situations not previously experienced within the field. Leadership skills such as critical thinking, situational awareness, team management, conflict resolution, and relationship building just begin to scratch the surface of the needed leadership skills criminal justice administrators need today. Today's criminal justice leaders are not only held to higher levels of accountability than ever before, but they are also expected to be more open and accessible than previous leaders. Understanding workplace makeup, employee expectations, and societal needs are now at the forefront of leadership. With younger and more diverse generations coming into the criminal justice field, leadership has and will continue to change dramatically and quickly. This course will prepare current and future criminal justice leaders to understand the needs, demands, and issues related to modern criminal justice organizations.

**DCJ720**
**Ethics in Criminal Justice (3 cr. hours)**
This course is designed to provide students with a comprehensive understanding of the ethical issues that arise in the criminal justice system. The course will examine the theoretical foundations of ethics and explore how ethical considerations shape the decision-making processes within law enforcement, courts and corrections. Students will also explore the relationship between ethics and social justice in the criminal justice system.

**DCJ730**
**Cultural Competence in Criminal Justice Leadership (3 cr. hours)**
Students will work to increase awareness, knowledge and skills required for understanding and working with diverse populations. This course will explore a wide variety of issues regarding diversity and multiculturalism in criminal justice leadership. The course will require participants to consider and examine their own values, attitudes and biases; reflect upon various elements that have contributed to their understanding of different populations; examine how criminal justice issues are viewed in the context of the value systems, embraced by different cultures; and analyze and problem solve social, organizational and systemic barriers to providing culturally competent services in criminal justice leadership.

**DCJ740**
**Civil Liability for Criminal Justice Leaders (3 cr. hours)**
This course will explore civil liability issues that criminal justice leaders may face in the course of their duties. Legal principles, policies and practices that shape the civil liability landscape in the criminal justice system will be examined, in additional to the impact of civil liability on criminal justice leaders, their organizations and the communities they serve. The course will begin with an overview of the criminal justice system's legal framework for civil liability, including federal state laws, regulations and case law. Students will examine the legal duties and responsibilities of criminal justice leaders, such as police officers, prosecutors, judges and correctional officers and how those duties relate to civil liability. The course will delve into specific civil liability issues that criminal justice leaders may encounter such as use of force, false arrest, excessive detention, malicious prosecution and failure to protect. Students will analyze key court cases and legal precedents that have shaped the landscape of civil liability in these areas and explore strategies for minimizing risk and mitigating liability.

**DCJ750**
**Leveraging Technology in Today's Criminal Justice Organizations**
This course examines the role of technology in contemporary criminal justice organizations. It covers a range of topics, including the impact of technology on policing, crime analysis, intelligence gathering and the use of technology in course proceedings. Additionally, the course delves into ethical and legal issues surrounding technology use in the criminal justice system.

The use of technology in criminal justice organizations has become ubiquitous and is now an essential tool for all criminal justice practioners. GPS, AI, CCTV, body cameras, computer surveillance, drones, robots, license plate scanners and national data systems such as NCIC are just some of the everyday tools used by various criminal justice professionals. While in the past, technology only aided criminal justice organizations and their operations; it is now an integral part of their standard tools and operating systems. Criminal justice organizations that understand the uses and benefits of technology are better equipped to serve themselves and the public.

**DCJ760**
**Emerging Issues and Actionable Problem Solving in Criminal Justice (3 cr. hours)**
This course examines emerging issues and actionable problem-solving approaches to solve or minimize the impact of these issues. The course explores contemporary issues in criminal justice such as technology, public policy and community engagement. Students will examine the implications of these emerging issues and develop solutions through the use of evidence-based practices, collaboration and innovative approaches.

**DCJ770**
**White Collar Crime (3 cr. hours)**
This course explores the theoretical and practical aspects of white-collar crime and the intersection of law, business and regulation. Students will analyze the various forms of white-collar crime, including fraud, embezzlement, insider trading, bribery, money laundering and cybercrime and their impact on individuals, organizations and society. The course will examine the role of law enforcement agencies, regulatory bodies and private entities in detecting, investigating and prosecuting white-collar crime, as well as the challenges and limitations of such efforts.

**DCJ780**
**Law and Social Control (3 cr. hours)**
This course explores the relationship between law and social control and their implications for individual rights, social justice and public order. Students will examine the theories of law and social control, the forms of legal and extra-legal social control and the challenges and opportunities of alternative approaches to social control, such as restorative justice and community policing.

Additionally, students will analyze the implications of law and social control for social justice and inequality and assess the effectiveness of various strategies for promoting social justice and reducing inequality in the criminal justice system. Students will assess the effectiveness of various strategies for promoting social justice and reducing inequality in the criminal justice system, including decarceration, sentencing reform and community empowerment.

**DCJ810**
**Media Relations for Criminal Justice Executives (3 cr. hours)**
Effective media relations are critical for criminal justice administrators to communicate with the public and maintain transparency in their departments. This course explores the importance of media relations in criminal justice and provides practical strategies for engaging with various media platforms, including on-camera interviews, social media and video conferencing.

Through case studies and real-world examples, students will learn how to leverage different media modalities to effectively communicate with diverse audiences, from directing the public through disasters to sharing information on community events. The course will also cover strategies for addressing public concerns and disseminating relevant information while maintaining the integrity of the department. Additionally, this course will emphasize the importance of understanding and utilizing emerging media platforms, such as podcasts and live streaming, to stay current with evolving communication trends. Students will leave the course equipped with the knowledge and skills to navigate the complexities of media relations and build positive relationships with the public.

**DCJ815**
**Recruitment, Hiring and Training in Criminal Justice Organizations (3 cr. hours)**
This course is designed to provide doctoral students with a comprehensive understanding of the recruitment, hiring and training processes in criminal justice organizations. The challenges faced by criminal justice organizations in recruiting and retaining talented and qualified individuals to work in law enforcement, courts, corrections and related fields will be examined. The course explores the various methods of recruitment used by criminal justice organizations today, including traditional methods such as job postings, as well as newer methods such as social media and online job boards. The course then covers the selection process, including job analysis, assessment methods and legal and ethical issues related to hiring. The course also explores the importance
of training and professional development in criminal justice organizations. Students will learn about the various types of training provided to criminal justice professionals, including in-service training, specialized training and leadership development programs. The course will examine the effectiveness of these training programs, as well as the challenges associated with implementing and evaluating training initiatives in criminal justice organizations.

**DCJ820**
**Policy Formulation and Analysis for Criminal Justice Executives (3 cr. hours)**
Students will explore the process of policy development, implementation and evaluation in the context of criminal justice organizations. The course will also examine the various factors that influence policy decisions, such as political, legal, ethical and social considerations. Students will engage in critical analysis of current criminal justice policies, evaluate their effectiveness and assess their impact on diverse communities. They will also learn to apply various analytical tools, including cost-benefit analysis, systems analysis and stakeholder analysis, to evaluate policy options and develop evidence-based recommendations.

**DCJ825**
**Public Safety Psychology for CJ Leaders (3 cr. hours)**
Public Safety Psychology for CJ Leaders is designed to increase awareness in areas where psychological principles and theories apply to essential functions of police and public safety personnel. Topics include the psychology of transactional and transformational leadership, emotional intelligence in leadership, police management development and promotional assessments, recruitment and selection of public applicants, common and novel stressors in the unique working conditions inherent in public safety work, normal and abnormal

adaptation to occupational stress and trauma, fitness-for-duty assessments, post-shooting interventions, resilience and recovery in public safety personnel and the role of public safety psychology in developing organizational policy and procedure to strengthen management and employee relationships and police and community relationships.

**DCJ828**
**Race, Gender, Class and Criminal Justice (3 cr. hours)**
The course will examine the relationship between race, gender, class and criminal justice and their implications for social justice and equality. Students will analyze the theoretical and empirical evidence on racial, gender and class disparities in the criminal justice system and evaluate various strategies for reducing these disparities.

The course will also analyze the intersectional nature of discrimination and the challenges of achieving justice in a diverse and multicultural society. By the end of the course, students will have gained a comprehensive understanding of the complex and dynamic relationship between race, gender, class and criminal justice and developed advanced skills to address the challenges of achieving social justice and equality in the criminal justice system.

**DCJ830**
**Understanding Violence, Risk & Threat Assessment (3 cr. hours)**
In this course, students will examine the theoretical and empirical foundations of violence, risk and threat assessment in the criminal justice system. Students will critically analyze the various forms and manifestations of violence, including interpersonal violence, institutional violence and collective violence and evaluate the risk factors and protective factors associated with violent behavior. They will also examine the methods and techniques of violence, risk and threat assessment in criminal justice, including psychological, social and environmental risk factors and the role of profiling, surveillance and predictive policing.

**DCJ840**
**Advanced Issues in Forensic Psychology (3 cr. hours)**
This course will examine the theoretical and practical applications of psychology in the criminal justice system. Students will critically analyze the intersection between psychology and the law, including the role of psychology in legal decision-making, the use of psychological assessments in criminal proceedings and the psychological impact of crime and victimization.

The course will also examine advanced issues forensic psychology, including the assessment and treatment of criminal behavior, the psychological impact if incarceration and reentry and the role of psychology in addressing social justice and human rights in the criminal justice system.

**DCJ845**
**Program Evaluation (3 cr. hours)**
This course will cover various aspects of current criminal justice program evaluations that include conceptual models, methods and current field practices used in a variety of criminal justice programs. Students will examine key methods and theoretical approaches used in program evaluation. Students will also explore programs from idea, design, refinement and all the way through program implementation. Current evidence-based practices will be applied to the program evaluations.

**DCJ850**
**Criminal Justice Teaching in Higher Education (3 cr. hours)**
This course will begin the specialization area for the DCJ in Criminal Justice Teaching in Higher Education. This specialization is designed for future educators and professionals aspiring to teach at the college-level instruction and its associated components. Throughout this course, students will explore a diverse range of topics relevant to the effective teaching of criminal justice within higher education institutions. Key areas covered include: teaching strategies, student learning research, teaching pedagogy and best practices. Students will learn from experienced criminal justice practitioners and educators.

**DCJ855**
**Criminal Justice Teaching by Modality (3 cr. hours)**
Building upon the foundational knowledge acquired in DCJ850: Criminal Justice Teaching in Higher Education, this advanced course explores the dynamic landscape of teaching criminal justice in various higher education settings. Students will delve into the intricacies of diverse course modalities, including traditional seated, online and hybrid formats.

Students will gain a comprehensive understanding of the commonalities and distinctions inherent in these instructional modalities. By examining the unique challenges and opportunities presented by each delivery method, students will develop the expertise necessary to adapt their teaching strategies effectively.

**DCJ860**
**Criminal Justice Instructional Design (3 cr. hours)**
Students will be exposed to the instructional design process by creating, building and revising online college courses. Through a structured exploration, participants will master the step-by-step process to build college level courses for delivery in an online modality using a learning management system. Students will also become familiar with working with instructional designers (ID's) and subject matter experts (SME's). Philosophy and methods of being a subject matter expert (SME) will be utilized and applied to the course the student builds.

**DCJ865**
**Criminal Justice Internship/Student Teaching (3 cr. hours)**
*Prerequisite: DCJ855 & 860*
Throughout this practicum, students will embark on their teaching journey by applying the knowledge garnered in previous courses. Students teach an undergraduate online course that is within the existing Tiffin University criminal justice curriculum. Under the expert guidance of a dedicated faculty mentor, students will teach the course as the primary instructor, with the faculty mentor overseeing to ensure the course runs smoothly and complies with the MCCG's, CLO's, PLO's and the university's policies and principles.

**RES710**
**Academic Writing (3 cr. hours)**
This course will develop the skills needed to successfully write in the academic environment. The student will learn to review and analyze research to develop ideas that are supported by the existing academic literature. Students will learn how to convey evidence-based meaning concerning complex ideas or concepts in the areas of global leadership and change. The course will include argumentative/persuasive essay elements. Application of APA format within the academic writing process will be featured.

**RES720**
**Qualitative Research Methods (3 cr. hours)**
This course is designed to introduce doctoral students to research techniques to demonstrate how qualitative research methods differ from those of quantitative research. Students will be able to define emergent themes based on research analysis and data collection.

**RES722**
**Quantitative Research Methods (3 cr. hours)**
This course requires students to become familiar with the characteristics, language and logic of quantitative research. A component of this course is to understand the available techniques for quantitative data analysis by reading and evaluation of research methods within the student's area of interest.

**RES730**
**Statistical Modeling (3 cr. hours)**
*Prerequisites: RES722*
Students will learn how to apply appropriate statistical models to address research questions of interest in a methodologically sound way. They will analyze parametric and non-parametric statistical methods. This course will interpret data finding while examining the challenges of reliability and validity in cross-cultural research.

## DOCTORATE OF PHILOSOPHY (Ph.D.)

**RES710**
**Academic Writing (3 cr. hours)**
This course will develop the skills needed to successfully write in the academic environment. The student will learn to review and analyze research to develop ideas that are supported by the existing academic literature. Students will learn how to convey evidence-based meaning concerning complex ideas or concepts in the areas of global leadership and change. The course will include argumentative/persuasive essay elements. Application of APA format within the academic writing process will be featured.

**RES720**
**Qualitative Research Methods (3 cr. hours)**
This course is designed to introduce doctoral students to research techniques to demonstrate how qualitative research methods differ from those of quantitative research. Students will be able to define emergent themes based on research analysis and data collection.

**RES722**
**Quantitative Research Methods (3 cr. hours)**
This course requires students to become familiar with the characteristics, language and logic of quantitative research. A component of this course is to understand the available techniques for quantitative data analysis by the reading and evaluation of research methods within the student's area of interest.

**RES730**
**Statistical Modeling (3 cr. hours)**
*Prerequisite: RES722*
Students will learn how to apply appropriate statistical models to address research questions of interest in a methodologically sound way. They will analyze parametric and non-parametric statistical methods. This course will interpret data finding while examining the challenges of reliability and validity in cross-cultural research.

**RES810**
**Research Prospectus Seminar (3 cr. hours)**
Under the principal guidance of the course professor, students develop the research prospectus materials and complete the Institutional Review Board (IRB) application for approval. Invitations to and forming of the Research Prospectus Committee is completed.

**RES820**
**Research Methods and Design (pre-dissertation) (3 cr. hours)**
*Prerequisite: Completion of all coursework*
This course offers critical concepts to apply research paradigms, study designs, and methods of inquiry. Students will formulate and respond to research questions. The course is designed to prepare the student to select valid and defensible research design choices in order to gather and interpret findings.

**GLC710**
**Leadership and Change Theory and Practice (3 cr. hours)**
The course evaluates leadership and management theories/concepts that have emerged within the global environment. The course will focus on contemporary global perspectives related to culture and leading change. Theories and applications will be explored related to cross-cultural behaviors for individuals, groups and organizations.

**GLC715**
**Strategic Management Analysis (3 cr. hours)**
This course analyzes how organizations around the world develop and sustain competitive advantage. Students will analyze emerging global leadership practices designed to develop organizational agility and responsiveness. Emphasis is placed on how organizations develop creative, adaptive, and flexible organizational approaches. The course integrates theoretical and practical applications for effectively leading organizations in a constantly changing world.

**GLC720**
**Organizational Theory and Design (3 cr. hours)**
The course explores the theoretical foundation for organizational learning and system-wide design in culturally diverse organizations. Analysis of organizational culture and innovative change will create awareness of cross-cultural differences. Students will evaluate the influence of power and politics on decision making and leadership practice.

**GLC730**
**Economic Analysis for Leaders (3 cr. hours)**
This course analyzes the complex organizational relationship of strategic economic issues within the global environment. Students explore multi-national environmental factors and economic policy that impact organizational dynamics. Students will develop strategic leadership strategies by evaluating economic theory in today's rapidly changing environment.

**GLC735**
**Ethics and Sustainability Issues (3 cr. hours)**
The course provides an overview of the current state of sustainable business theory and practice within the context of global business strategies. Students will discuss opportunities of leading change in the development of environmental integrity and enhancing social equity while improving economic vitality, as well as examine emerging conceptual frameworks and techniques of moral reasoning and argumentation.

**GLC740**
**Change, Innovation, and Entrepreneurial Motivation (3 cr. hours)**
This course explores innovative and entrepreneurial opportunities for organizational change strategies from a global perspective. Students will analyze how the multinational organization depends on technological and related skills to achieve strategic innovation and change objectives. Assessment of theories and models of effective exchange, innovation and entrepreneurial motivation will allow students the opportunity to examine and apply practical tools for individual and organizational change. Key elements of the course include globalization, individual and group behaviors, organizational culture and change, systems thinking, innovation, entrepreneurial motivations and social responsibility.

**GLC750**
**Communication Theories and Issues (3 cr. hours)**
This course examines organizational communication theory and research dealing with global communication issues. Students will contrast Western and international perspectives of communication in today's information-postindustrial society. Communication theories are discussed in relation to change management and innovation in the global environment.

**GLC755**
**Global Leadership Theory and Practice (3 cr. hours)**
This course offers an in-depth study of problems in operating across multiple political and cultural boundaries. Students examine current literature about cross-cultural leadership and the conceptual foundations on which it is based. Special emphasis will be placed on understanding globalization and its impact on how leadership is exercised in today's world. This course explores challenges facing modern corporations in organizing cross-border activities.

**GLC810**
**Human Resource Development (3 cr. hours)**
The course examines core theoretical principles related to the concept of Human Resource Development (HRD), Talent Development (TD), and Reskilling. Students will examine and critique contemporary research literature and theory across a continuum of human resource, talent development and reskilling topic areas. Emphasis will be placed on theory and practice in contemporary organizations and institutions with focus on incorporating cross-cultural application within a global environment.

**GLC815**
**Advanced Topics in Global Leadership Research (3 cr. hours)**
This course involves the review of current research issues in global leadership and change. The research process and structure will be emphasized and linked to relevant topics will be explored to emphasize challenges in the global environment. Students will use various research applications to explore these advanced topics.

**GLC820**
**International Leadership Experience (3 cr. hours)**
This is an optional course that can be contracted to substitute for another course completion requirement. This course is intended to immerse students in a global practicum opportunity. The course requires a student to interact with organizations and leaders outside of the North America environment. The experience will allow for development of individual student research experience. Actual trips and locations must be approved by the Program Director. This course is not mandatory, but highly encouraged.

**GLC825**
**Global Leadership Dynamics (3 cr. hours)**
This course equips doctoral students with advanced knowledge and competencies in strategic leadership, cultural agility and global systems thinking. Topics include theories (e.g., GLOBE, Hofstede frameworks), ethical and systems-level decision-making, cross-cultural team leadership and leadership in complex adaptive settings. Students will engage in case analyses, simulations and individual reflection projects to bridge theory and practice in global leadership environments. Incorporates evidence-based coaching strategies and advanced leadership models as seen in other graduate leadership programs.

**GLC845**
**Cultural Intelligence in Leadership (3 cr. hours)**
This doctoral-level course develops advanced competencies in cultural intelligence (CQ)with leadership contexts. Drawing on foundational models (Earley & Ang, Livermore), students will explore motivational (CQ-Drive), cognitive (CQ-Knowledge), meta-cognitive (CQ-Strategy) and behavioral (CQ-Action) facets of CQ. Through theoretical inquiry, reflective practice, case analyses, stimulations and organizational assessments, learners will cultivate strategies to lead effectively across diverse cultures, enhance inclusive decision-making and foster culturally responsive leadership.

A key component of the course is the integration of the Intercultural Aptitude Assessment (IAA), an evidence-based tool that both predicts and extends cultural intelligence (CQ). The IAA provides individualized feedback on four core attributes of intercultural leadership – cultural interest, cross-cultural communication, emotional self-regulation and ethical orientation – allowing students to establish a baseline of intercultural competencies and track their growth across the term. By engaging with the IAA in combination with course activities, students will cultivate strategies to enhance inclusive decision-making, strengthen ethical orientation and foster culturally responsive leadership.

**DIS895**
**Dissertation Proposal Development (3 cr. hours)**
*Prerequisite: Completion of all coursework*
Students who have completed all coursework can enroll in DIS895 under their dissertation chair's direction and develop the dissertation proposal. A dissertation proposal includes the completed first three chapters of the dissertation.

**DIS896**
**Dissertation Research and Completion (1-6 cr. hours)**
*Prerequisite: Completion of DIS895*
This course will be a continuation and completion of the dissertation. This course is necessary to comply with the continuous registration requirement of the degree program. To receive a passing grade (P) with each enrollment in DIS896, students must demonstrate sufficient progress toward completion of the dissertation. A maximum of 6 terms of DIS896 may be taken.

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# 2026-2027 Calendar

## UNDERGRADUATE – TIFFIN CAMPUS

## Summer 2026

***Term I - Online Only- May 11 -June 28***
**Grades Due: June 30
***Term II- Online Only-June 29-August 16***
**Grades Due: August 18

## Fall Semester 2026

| | |
|---|---|
| RISE Week: | August 19-28 |
| Classes Begin: | **Monday, August 24** |
| **Convocation:** | **Monday, August 24** |
| Last Day to Add a Class to an Existing Schedule: | August 21 |
| Labor Day (No classes): | September 7 4-Week Progress Reports: |
| September 16 Midterms: | |
| Week of October 5 Mid term Break: | October 12-13 |
| Midterm Grades Due: | October 14 |
| Last Day to Withdraw Without a Failing Grade: | October 28 |
| Registration for Spring 2027: | |
| October 26: Seniors | |
| October 28: Juniors | |
| November 2: Sophomores | |
| November 4: First-Years | |
| 12-Week Progress reports: | November 11 |
| Thanksgiving Recess: | November 25-27 |
| Last Day of Class: | December 4 |
| Final Examination Period: | December 7-10 |
| Final Grades Due: | December 15 |

## Spring Semester 2027

| | |
|---|---|
| Classes Begin: | **Monday, January 11** |
| MLK, Jr. Day (no classes): | January 18 |
| Last Day to Add a Class to an Existing Schedule: | January 8 |
| 4-Week Progress Reports: | February 3 |
| Midterms: | Week of February 22 |
| Spring Break: | February 26-March 5 |
| Midterm Grades Due: | March 8 |
| Last Day to Withdraw Without a Failing Grade: | March 22 |
| Registration for Fall 2027: | |
| March 22: Seniors | |
| March 24: Juniors | |
| March 29: Sophomores | |
| March 31: First-Years | |
| 12-Week Progress reports: | March 31 Last Day of Class: April 22 |
| Final Examination Period: | April 26-29 |
| Commencement: | **Saturday, May 1, 2027** |
| Final Grades Due: | May 4 |

# 2026-2027 Calendar

## Undergraduate Online and Graduate Online

## Fall Semester 2026

### Term I

| | |
|---|---|
| Classes Begin: | **Monday, August 24** |
| Last Day to Withdraw Without a Failing Grade: | September 21 |
| Final Grades Due: | October 13 |

### Term II

| | |
|---|---|
| Classes Begin: | Monday, October 19 |
| Last Day to Withdraw Without a Failing Grade: | November 15 |
| Final Grades Due: | December 8 |

## Spring Semester 2027

### Term I

| | |
|---|---|
| Classes Begin: | Monday, January 11 |
| Last Day to Withdraw Without a Failing Grade: | February 8 |
| Final Grades Due: | March 2 |

### Term II

| | |
|---|---|
| Classes Begin: | Monday, March 8 |
| Last Day to Withdraw Without a Failing Grade: | April 4 |
| Final Grades Due: | April 27 |
| Commencement: | **Saturday, May 1, 2027** |

# 2026-2027 Calendar
## GRADUATE – MBA TIFFIN CAMPUS

## Fall Semester 2026
### Term I

| | |
|---|---|
| Classes Begin: | **Monday, August 24** |
| Labor Day (No classes): | September 7 |
| Last Day to Withdraw Without a Failing Grade: | September 24 |
| Final Grades Due: | October 14 |

### Term II

| | |
|---|---|
| Classes Begin: | Monday, October 12 |
| Last Day to Withdraw Without a Failing Grade: | November 12 |
| Thanksgiving Recess: | November 25 - 27 |
| Final Grades Due: | December 8 |

## Spring Semester 2027
### Term I

| | |
|---|---|
| Classes Begin: | Monday, January 11 |
| Last Day to Withdraw Without a Failing Grade: | February 4 |
| Final Grades Due: | March 2 |

### Term II

| | |
|---|---|
| Classes Begin: | Monday, March 8 |
| Last Day to Withdraw Without a Failing Grade: | April 1 |
| Final Grades Due: | April 27 |
| Commencement: | **Saturday, May 1, 2027** |

# 2026-2027 Calendar

## MS IN CRIMINAL JUSTICE: FORENSIC PSYCHOLOGY – TIFFIN CAMPUS

### Fall Semester 2026

| | |
|---|---|
| Classes Begin: | **August 29** |
| Last Day to Withdraw Without a Failing Grade: | October 17 |
| Thanksgiving Break: | November 28 |
| Final Grades Due: | December 8 |

### Spring Semester 2027

| | |
|---|---|
| Classes Begin: | Monday, January 16 |
| Spring Break: | February 27 |
| Last Day to Withdraw Without a Failing Grade: | March 13 |
| Final Grades Due: | April 27 |
| Commencement: | **Saturday, May 1, 2027** |

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