



2017  2018

Academic Programs
2017 - 2018 TRIDENT UNIVERSITY CATALOG
JULY 2018 ADDENDUM



The Trident University International (Trident) catalog consists of two parts: **Policy Handbook** and **Academic Programs**, which reflect current academic policies, procedures, program and degree offerings, course descriptions, and other pertinent information. This addendum to the catalog was prepared on the basis of the best information available at the time. Pursuant to the catalog rights policy, as laws, rules, accreditation standards and policies change from time to time the information in this addendum will be updated as deemed appropriate by the university administration. Trident University International assumes no responsibility for editorial, clerical, and programming errors that may have occurred in the publication of the addendum.

This addendum is effective beginning the Summer 2018, July 2018 Fastrac, and July 2018 Certrac sessions and modifies and/or updates the 2017-2018 University Catalog – Academic Programs and the 2017-2018 University Catalog – Policy Handbook.





Policy Handbook

The following sections of the Trident University 2017-2018 Policy Handbook have been amended/added:

Page 5: Admissions Requirements

Update the following:

Associate of Professional Studies

- A diploma from an accredited or state approved high school, or its equivalent.
- A minimum GPA of 2.0 in all high school coursework transcripts (if a student has less than 24 semester hours of post-secondary education)
- A certificate or diploma with at least 12 semester hours of transferable college credit, or equivalent military training*, as defined by Trident's transfer policy
- Proof of English proficiency (international students only; see section on English Proficiency)
- A minimum GPA of 2.0 in all transferable coursework

* Military rank of E4 or above; if below E4, students must have 12 or more transferrable credits on the JST

Page 11: Non-Degree Seeking (NDS) Students

Update the NDS student requirements to the following:

Trident provides opportunities for individuals not seeking a degree to continue their education by enrolling in courses. Non-degree-seeking students include:

- Students enrolling in courses for the purpose of transferring credits to their "home" (degree-granting) institution.
- Students interested in personal and/or academic growth.
- Students interested in courses that meet continuing education requirements for their professional discipline.

High school students who have completed their sophomore year of high school are eligible to enroll at Trident as non-degree-seeking students. To enroll, they must:

- Complete the online Trident University application for undergraduate admission.
- Submit a recommendation from a guidance counselor.
- Submit an official high school transcript with a minimum 3.0 cumulative GPA.

Enrollment Terms and Conditions for Non-Degree-Seeking Students:

- Permission to attend Trident as a non-degree-seeking student does not guarantee admission or degree-seeking status. Students interested in a degree program must apply for and meet all admission requirements. · Students holding non-degree-seeking status do not establish Catalog Rights.



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- Graduate (Master’s) non-degree-seeking students are required to provide proof of an earned undergraduate degree and may not complete more than three courses at Trident.
 - Non-degree-seeking students may apply successfully completed credits toward a Trident degree program if the students are later admitted or accepted for degree-seeking status as long as minimum residency requirements are met.
 - Non-degree-seeking students are not eligible to enroll in 600- and 700-level courses.
 - Non-degree-seeking students are not eligible for federal financial aid and certain other forms of tuition assistance. Students are urged to consult with their respective advisors regarding limitations on tuition assistance.

Page 17: First Session Enrollment in a Degree Program

Update the Policy to the following:

Undergraduate Students:

- Professional Diploma or Certificate students are required to provide official transcripts of all prior academic work from regionally or nationally accredited institutions.
- Undergraduate degree-level students are required to provide official transcripts of all prior academic work from regionally or nationally accredited institutions.
- Undergraduate students with conferred Associate’s degrees are required to provide official transcripts from all sources with credits that applied to their Associate’s degree.
- All eligible college-level coursework will be posted to the undergraduate student’s permanent record with the following exceptions:
 - failed coursework (grades of D- or lower are considered failing)
 - withdrawn courses
 - direct equivalents that have been repeated
 - repeated courses unless the transfer institution indicates the course is repeatable
- Undergraduate students must have earned a grade of “C-” or higher to meet the following requirements:
 - General Education Mathematics
 - General Education English
 - Program Core
 - Upper Division Requirements
- At the undergraduate level, a student may transfer in academically transferable credit no matter the date of completion; except where the content of a course is deemed outdated or no longer equivalent or relevant by the college. The credits for that course will transfer as general elective credits only.

Page 26: Tuition and Fees

Add the following section just after the Tuition table:

Also add to each doctoral program:

Dissertation Continuation Courses

According to the Federal Student Aid Handbook, “A student must be enrolled at least half time to receive aid... To be enrolled half time, a student must be taking at least half of the course load of a full-



time student..." (Page 19, Volume 1, Chapter 1). Trident defines full-time in the doctoral program as 4 semester credit hours per 12-week session. Accordingly, since the dissertation continuation courses are zero credit courses, they do not constitute as half-time enrollment and thus not eligible for financial aid. Similarly, dissertation continuation courses are not eligible for VA/GI BILL benefits.

Page 26: Other Fees

Update the Lab Fee to the following:

| Fee | Cost |
|--|---|
| Application fee for Doctoral programs (Nonrefundable; no application fee for Bachelor's and Master's programs) | \$75 |
| Student ID Card (optional) | \$10 |
| Official Transcript (per copy) | \$10 |
| Official Transcript "Rush Fee" | \$35 |
| Lab Fee (for students enrolled in courses with lab portion) | \$25-69 (varies according to course) |
| Graduation Fee | \$150 |
| Duplicate Diploma | \$30 |
| Bounced-check fee | \$30 |
| Payment plan arrangement fee | \$30 |
| Other expedited fees | Varies based on region |
| Student Tuition Recovery Fund Fee (Non-refundable) | \$0 |

Page 27: 4 Week Session Refund Policy

Update the policy to the following:

If the student withdraws from the program after the period allowed for cancellation of the agreement, Trident University will calculate whether a refund of tuition and fees is due for the payment period up to sixty (60) percent. If student withdraws after sixty (60) percent, it is deemed that the student has earned one hundred (100) percent of the payment period. The refund amount will be the difference between earned charges and unearned charges for the payment period. Earned charges are calculated by dividing the number of calendar days completed by the total number of calendar days in the payment period. Refunds will be provided to students within 45 days after all applicable charges, such as Title IV returns, have been calculated.



| Ex 1: | Days | % | Ex 2: | Days | % | Ex 3: | Days | % |
|------------------------|-------------|------|------------------------|-------------|------|------------------------|-------------|------|
| Payment Period | 105 | 100% | Payment Period | 105 | 100% | Payment Period | 105 | 100% |
| Last Day of Attendance | 50 | 48% | Last Day of Attendance | 30 | 29% | Last Day of Attendance | 65 | 62% |
| Unearned | 55 | 52% | Unearned | 75 | 71% | Unearned | 40 | 38% |
| Tuition | \$ 6,000.00 | | Tuition | \$ 6,000.00 | | Tuition | \$ 6,000.00 | |
| Earned | \$ 2,857.14 | | Earned | \$ 1,714.29 | | Earned | \$ 6,000.00 | |
| Unearned/Refund | \$ 3,142.86 | | Unearned/Refund | \$ 4,285.71 | | Unearned/Refund | \$ - | |

Page 30: Disbursements

Update the policy to the following:

Disbursements

First disbursements are released if all of the following has been met:

- after census of the first session in the payment period
- enrollment in the first payment period
- has demonstrated academic activity in the first session of the first payment period (For 8 & 12-week Fastrac sessions: A Case or Session Long Project Assignment. For 4-week Certrac sessions: A Graded Activity or Quiz assignment)
 - First time undergraduate students at Trident must complete ALL assignments in both Modules 1 and 2 prior to receiving their first disbursement. (For 8-week Fastrac sessions: A Case, Session Long Project, and Discussion Post. For 4-week Certrac sessions: A Graded Activity, Quiz and Discussion Post)
 - First time undergraduate student borrowers will be required to wait 30 days before receiving their first student loan disbursement. In this instance, your disbursement will be scheduled to disburse 30 days after the first day of the session you were awarded.

Second disbursements are released if the first payment period was successfully completed and all of the following has been met:

- after census of the first session in second payment period
- enrollment in the second payment period
- has demonstrated academic activity in the first session of the second payment period (For 8 & 12-week Fastrac Sessions: A Case or Session Long Project Assignment. For 4-week Certrac sessions: A Graded Activity or Quiz assignment)

Page 50: Graduation Requirements

Update the doctoral programs requirements to the following:

Ph.D. Programs

- Total Semester Hours: Total Degree semester hour requirement comprises 56 semester hours of coursework.
- Residency: Ph.D. students must complete a minimum of 44 semester hours (32 in coursework and 12 in dissertations) at Trident University International.
- Academic Program: Ph.D. students must satisfy all requirements of the individual program.
- Qualifying Exam: Ph.D. students must pass their qualifying exam.



- Dissertation: Ph.D. students must conduct their research (i.e., collect data, analyze it, and provide a report and full discussion of the findings), write the full five-chapter dissertation proposal, and successfully defend the dissertation proposal and completed dissertation within a maximum number of 12 sessions.
- Minimum Grade: Students must receive a minimum grade of “B-” in doctoral coursework taken at Trident.
- Grade Point Average Requirement: Students must receive a minimum cumulative GPA of 3.0 in all doctoral coursework taken at Trident.

Professional Doctorate Programs

- Total Semester Hours: Total degree Semester Hour Requirement comprises 60 semester hours of coursework.
- Residency: Ed.D. students must complete a minimum of 40 semester hours at Trident.
- Academic Program: Ed.D. students must also satisfy all requirements of the individual program.
- Minimum Grade: Students must receive a minimum grade of “B-” in doctoral coursework taken at Trident.

Grade Point Average Requirement: Students must receive a minimum cumulative GPA of 3.0 in all doctoral coursework taken at Trident.

Page 69: Grading Policy

Update the policy to the following:

Trident uses the following grading scale for Degree Programs:

- A = 4 grade points per semester hour
- B = 3 grade points per semester hour
- C = 2 grade points per semester hour
- D = 1 grade point per semester hour
- F = 0 grade points per semester hour
- W = Withdrew, assigned to course(s) after the add/drop period, not included in the GPA calculation
- AR = Academic Renewal, not included in GPA calculation
- WM = Military Withdrawal, not included in the GPA calculation
- I = Incomplete, not included in the GPA calculation
- R = course repeated, not included in the GPA calculation
- NP = Not Passing, not included in the GPA calculation
- PR = In Progress, not included in GPA calculation
- P = Passing, semester hours earned, not included in the GPA calculation

In addition to the grades listed, grades of A-, B+, B-, C+, C-, D+, and D- can be assigned as final grades by instructors. The plus (+) adds .333 and the minus (-) deducts .333 from the associated numeric grade (e.g., a C+ grade is worth 2.333). There is no A+ grade at Trident.

The following numeric grade values are assigned for each semester hour:

- A = 4.0, A- = 3.666
- B+ = 3.333, B = 3.0, B- = 2.666



- C+ = 2.333, C = 2.0, C- = 1.666
- D+ = 1.333, D = 1.0
- D- = 0.666 (Fail), F = 0 (Fail)

To meet graduation requirements, undergraduate students must receive a minimum grade of “D”, AND maintain a cumulative GPA of 2.0; masters students must receive a minimum grade of “B-” AND maintain a cumulative GPA of 3.0; and doctoral students must receive a minimum grade of “B-” AND maintain a cumulative GPA of 3.0.

Page 80: Satisfactory Academic Progress

Update the following section:

4 Week Track Academic Years:

12 Month Programs:

A Full Academic Year is defined as a minimum of 32 weeks of instructional time and 24 successfully earned semester credit hours that apply toward the student’s program of study.

Page 80: Satisfactory Academic Progress

Update the following section:

Qualitative Standard:

- Students in the Doctoral degree programs must complete each Doctoral course with a grade of “B-” (2.67) or higher and maintain a cumulative GPA of 3.0 (B) or higher for all courses applying toward the degree.
- Students in a Professional Certificate or Diploma Program must complete each undergraduate course with a grade of “D” (1.0) or higher and maintain a cumulative GPA of 2.0 (C) or higher throughout the program.



Academic Programs Catalog

The following sections of the Trident University 2017-2018 Academic Programs Catalog have been amended/added:

Page 63: Graduate Teaching Practicum:

Update the program to the following

Graduate Teaching Practicum Requirements:

Students accepted to the Graduate Teaching Practicum are required to complete three courses over three sessions and must maintain enrollment in dissertation coursework while enrolled as a GTA. The GTA Practicum Experience courses are 0.0-unit courses and students are subject to applicable tuition. A GTA who is eligible for employment and assigned to teach a course or complete course development as part of the Graduate Teaching Practicum will be compensated. Upon successful completion of the coursework, students receive recognition for completion of the Graduate Teaching Practicum. The learning outcomes of each session are provided below.

DEL651: Graduate Teaching Assistant Practicum

- Describe and distinguish, in a comprehensive manner, pedagogical theories, pedagogical models, concepts, principles, learning styles, and/or practices in online education
- Communicate proficiently in a professional manner with others in the field of education through scholarly writing with skilled oral and written presentations to general and specialized audiences

DEL652: Graduate Teaching Assistant Practicum 2

- Understand instructional models in the online learning environment
- Develop critical thinking skills necessary to assess and evaluate online curriculum and instructional design
- Understand diverse viewpoints and the role of multiculturalism in online instruction

DEL653: Graduate Teaching Assistant Practicum 3

- Develop a teaching philosophy
- Create a teaching portfolio
- Apply instructional practices to an online learning environment

Page 128: Course Descriptions

Update the course Descriptions to the following:

DEL 651 Graduate Teaching Assistant Practicum

Develops a teaching experience by being an intermediary between the professor and students while comprehending the general education pedagogy and learning models. Understands the assigned course objective and learning outcomes to fulfill the responsibilities as Graduate Teaching Assistant (GTA). This course is not eligible for financial aid or VA.

DEL 652 Graduate Teaching Assistant Practicum 2



Discussion of teaching approach and teaching mode including value of diversity, multiculturalism, and cultural sensitivity in the classroom. Focus on mentor skills and teaching effectiveness by coordinating lab and tutoring operations along with refining teaching skills. This course is not eligible for financial aid or VA.

DEL 653 Graduate Teaching Assistant Practicum 3

Final course of GTA program to develop a teaching philosophy and create a teaching portfolio with teaching goals and strategies, teaching responsibilities, teaching and learning experience, diversity values, and ethical actions in teaching by reflecting on teaching experience through GTA program. This course is not eligible for financial aid or VA.

Page 173: Course Descriptions

Update the Course description to the following:

MGT 422 Decision Making for Leaders

This course provides an overview of decision-making theory and practice, with emphasis on various heuristics and biases that result in poor decisions. Four areas are sampled: biases related to the limitations of human memory, limitations when considering correlation and causality, decisions made with and about other people, and the intractable problems associated with “unmaking decisions” (opinion change). Discussing statistical insights in a totally non-mathematical way, the course provides guidance for making sound decisions in leadership, management, and all areas of life.

Page 186: Course Descriptions

Add the following Course Descriptions:

PRS 104 Fundamentals of Data Communications and Networks (3 SH)

This course provides a survey of the fundamentals of data communications and networks. It begins with a look at important aspects of data communications, data networks, and the Internet along with key facets of protocol architectures, TCP/IP, and Internet-based applications. The concepts and terminology centered on data transmission, transmission media, signaling encoding techniques, and error detection/correction are also covered. The course wraps up with a look at the value of data link control protocols and multiplexing in data communications and networks today. Multimedia content and interactive simulations are used throughout to reinforce course concepts.

PRS 125 Microsoft Excel (3 SH)

In this course students will gain the skills needed to create, customize, and organize professional-looking workbooks in Microsoft Excel 2016. The course begins by illustrating how to create and manage Excel workbooks and worksheets, use formatting tools for cells and any type of data, and print the resulting worksheets. The course continues by explaining how to enter formulas into an Excel worksheet and introduces several functions of common use applied to both text and number data types. The course wraps up by introducing tables, charts, and other objects such as shapes, sparklines, and SmartArt that are used to improve the readability of the Excel worksheet, resulting in a professional-looking document.



PRS240 General Radiotelephone Operator License (3 SH)

This course provides the fundamental knowledge that enables the student to prepare for the FCC Element 1 Marine Radio Operator Permit exam, and the FCC Element 3 General Radiotelephone Operator License (GROL) exam. FCC Element 1 provides basic radio law and operating practice to become familiar with aircraft, ship, and other FCC-licensed radio communications equipment. FCC Element 3 provides general electrical and electronic knowledge required to repair and maintain radio transmitters and receivers. The General Radiotelephone Operator License is recognized by several employers as evidence of knowledge in the radio telecommunications field.

Page 178: Teach Out Programs and Courses

Add the following to the programs and courses on Teach Out:

| Program/Concentration | Teach Out Start |
|---|------------------------|
| Bachelor of Science in Health Science: <ul style="list-style-type: none">• Health Care Management | July 2018 Fastrac |