As one of the first universities in Pennsylvania to offer bachelor's degrees that could be completed entirely in the evening, La Salle University has long been recognized for its dedication to the adult learner. Over the years, as more adults have chosen part-time college programs in order to meet work and family obligations during the day, La Salle has responded with more flexible programs and schedules. Courses are offered in the evening at La Salle's main campus. Day classes are offered at the Bucks County Center in Newtown, Pa. Online courses have also been introduced to the schedule. Part-time baccalaureate students at La Salle receive the same quality instructors and support services that full-time students receive—the same quality education that has ranked the University near the top of nearly every national survey.

LA SALLE/OFF-CAMPUS SITES

La Salle University seeks to meet the educational needs of students whose work and/or family obligations make full-time day attendance impossible. In keeping with this intention, the University has established two off-campus centers: the Bucks County Center in Newtown, Pa., and the Montgomery County Center in Plymouth Meeting, Pa. To further accommodate students' busy schedules, classes are available Monday through Thursday evenings and on Saturday at both centers. The courses are the same as those offered on Main Campus, and the faculty who teach at the off-campus centers are drawn from the University's day and evening faculty. In every way, it is a La Salle education, but brought closer to where students live and work.

Both the Bucks County Center and the Montgomery County Center are staffed by a La Salle University staff member, and there is an administrative office where advisement and essential student services are available. Registration, textbook sales, library searches, and academic advising are provided at these offices. The off-campus locations, however, are not intended as a branch campus of La Salle, and, therefore, do not supply the full range of academic support services available at main campus. Students enrolled in courses at the Bucks County Center and the Montgomery County Center have the same rights to facilities on main campus as do all other students, and their participation in the academic life and student activities on main campus is encouraged.

Located at Silver Lake Executive Campus, 33 University Drive in Newtown, Pa., approximately one mile from the Newtown-Yardley exit of Interstate 95, the Bucks County Center includes traditional classrooms, seminar rooms, a psychological assessment lab, nursing labs, computer classrooms and labs, executive training and professional development facilities, a student lounge, and a resource center that houses library materials and computer work stations. This state-of-the-art facility offers an undergraduate degree-completion program in Organizational Leadership during the day. The R.N.-BSN and graduate programs are available at the Bucks County Center during the evening. The Achieve Program, our undergraduate part-time evening and weekend nursing program that leads to a BSN, is offered at the Bucks County Center.

The Montgomery County Center is located at Metroplex Corporate Center on Chemical Road in Plymouth Meeting, Pa., approximately one-half mile from the Germantown Pike East/Plymouth Meeting Exit 19 of Interstate 476. The facility includes traditional classrooms, seminar rooms, computer classrooms and labs, executive training and professional development facilities, a student lounge, and a resource center that houses library materials and computer work stations. Graduate programs along with certificate programs are offered at the Montgomery County Center.

The degree-completion programs provide transfer options for students at local community colleges who want to go on to earn a bachelor's degree at La Salle.

FLEXIBILITY

Increasingly, adults are beginning, resuming, and/or completing their degree programs part time at night or online in order to meet work and family obligations during the day. Alternatively, some students work at night and take courses during the day. As new professional opportunities arise and personal goals change, more adults are enrolling in educational programs to broaden their education and to facilitate career advancement or career change.

La Salle University's part-time evening and weekend programs exist to provide learning opportunities and educational support for those adults seeking credit courses for a degree, professional growth or credentials, or educational enrichment. Major programs are designed to provide students with the opportunity to gain mastery of the information, skills, techniques, and technologies of their field. The hallmark of La Salle University has been its rapid response to the academic needs of emerging populations with newly designed programs of collegiate study.

La Salle University is committed to the principle that the desire to learn and the need to learn is a lifelong process. Consequently, learning experiences are structured to provide increased competency and personal fulfillment.

La Salle University is proud not only of the education it delivers but also of the way in which it is delivered. Students receive quality instruction and are introduced to many faculty members who have made significant contributions in research and in their respective professions.

Individual attention is enhanced by the smaller-than-average class size. At La Salle, no one is lost in the crowd. The style, size, and scale of classes are geared to enhance the education of the individual student. Advisement opportunities also reinforce this concept. Advisers are available in the various special programs, in the departmental majors, and in other areas of student services. Both faculty and administrators are committed to providing students with an environment in which teaching and learning can take place. La Salle University remains an environment of support and challenge to those individuals seeking to further their personal, academic, and career goals.

SUMMER SESSIONS

A variety of courses are offered in both day and evening sessions during the summer. Online courses also have been added to the summer sessions. Students may use these courses to enrich their academic programs, to lighten their regular schedules, to make up failures, or, in some instances, to accelerate progress toward a degree.

Properly qualified applicants from other accredited institutions also are admitted to the summer sessions.

For more information, call 215.951.1234.

ADMISSION

To qualify for admission, candidates must meet the following general procedural requirements and have earned a diploma from an accredited high school or have been granted a general equivalency diploma (GED) from a state department of education.

Qualified applicants desiring to pursue their education at La Salle are welcome in evening and part-time programs. Admission decisions are based on past scholastic record, present scholarship, aptitude, experience, potential, and recommendations.
All applicants, except those who already hold a bachelor’s degree from an accredited college or university, may be given verbal and mathematical placement examinations. The results of these examinations enable the Admission Committee to evaluate an applicant’s verbal and mathematical aptitudes.

Students can apply for admission beginning in the fall, spring, or summer semester. Once admitted, students are classified according to the program of study for which they have applied (i.e., as a candidate for the Associate of Arts, Bachelor of Arts, or Bachelor of Science). An applicant may also be admitted as a special or non-matriculated student to take courses without reference to degree requirements.

La Salle does reserve the right to refuse admission or require the withdrawal of any student whose presence would be in conflict with the ideals of the University or with the observance of its regulations.

APPLYING FOR ADMISSION

1. Secure an Application for Admission form, complete it, and return it with an application fee of $35 to the Office of Adult Enrollment, La Salle University, 1900 West Olney Ave. Philadelphia, PA 19141. A prospective student can also apply online by using the CPCSC Web site, www.lasalle.edu/schools/cpcs, and clicking on “Apply Now.”

2. Request that the high school from which you graduated and any colleges or universities that you attended send an official transcript of your record to the Office of Adult Enrollment. A photocopy of a state equivalency diploma (GED) may be submitted in lieu of a high school record.

3. You will receive final notification of the status of your application. If you applied for admission with advanced standing (based on official transcripts submitted from other colleges or universities), you also will be notified of the extent of advanced standing credit granted (i.e., accepted as transfer credits by La Salle).

TRANSFER CREDITS

An applicant who has attended another college or university accredited by one of the regional accrediting associations may be admitted to La Salle with advanced standing credit if the following conditions are met:

The courses must be approved for transfer by the Office of Adult Enrollment in consultation with the Deans of the University.

Credit will be considered for courses completed at the institution from which the applicant is transferring, if they have a quality point value equivalent to or above the La Salle “C” grade (2.0). The grades are not posted on your transcript nor computed in your academic index. Courses accepted for transfer are listed by name and number of credit hours earned. Students interested in transferring should have a minimum GPA of 2.25 with a GPA of 2.5 preferred. Certain programs may require other requirements.

A total of 70 credits is the maximum number that can be transferred to La Salle from other institutions.

At least half of the courses required by the major department (i.e., major requirements) must be completed at La Salle.

La Salle reserves the right to refuse advanced standing credit for whatever reasons deemed proper.

Junior- and senior-level business core courses will require validation (through exam or completion of specified upper-division course with a minimum “C” grade) in order to transfer.

STUDENT SERVICES

La Salle University is committed to providing a rich educational experience for all students by offering the opportunity to develop intellectually, professionally, socially, and spiritually.

IDENTIFICATION CARD

Each new student is issued an identification card, which is required for the use of the Connelly Library, Hayman Center (the physical recreation center), and the Independence Blue Cross Fitness Center. Photo identification cards are available at the University ID and Gold Card Account Office located in the lower level of the La Salle Union (adjacent to the Commuter Lounge and Food Services Office).

The La Salle University ID card serves as a means of access to a special Gold Card account. After depositing money in the account, students can use their ID to make purchases in the Campus Store, the Union Market convenience store, all food service areas, vending, etc.

For more information, contact the Gold Card Office at 215.951.1578.

RELIGIOUS ACTIVITIES

The Chapel of La Salle University provides a convenient center both for personal meditation and for group worship. Its facilities are available to the student body at all times. In addition, graduation ceremonies open with the Baccalaureate Mass, to which graduating seniors, their families, and friends are invited.

Upon request and by appointment, a campus minister will meet with a student.

STUDENT ORGANIZATIONS AND ACTIVITIES

ALPHA SIGMA LAMBDA

Alpha Sigma Lambda, the premier national honor society for adult students, was inaugurated at La Salle in December 1966. The La Salle University Alpha Delta chapter is open by invitation to men and women who have been enrolled in a college or university for an average of four semesters, completed a minimum of 30 semester credits at La Salle, and have a minimum academic index of 3.4. The Alpha Delta chapter seeks to promote and recognize the efforts and accomplishments of adult scholars through a formal induction and reception, which is usually held once each academic year.

ALPHA EPSILON SOCIETY

The Alpha Epsilon alumni honor society was instituted at La Salle University in 1936 to recognize “high scholarship in the pursuit of a Christian and liberal education together with the exceptional but unrewarded participation in the extracurricular life of the University.” Members are selected each year from the upper fifth of the senior class, which includes evening and weekend students.

The Society also inducts, from time to time, members of the faculty and alumni who have demonstrated loyalty and service to the University.

SIGMA THETA TAU

Sigma Theta Tau, an international honor society for nursing, was initiated at La Salle in 1988. It is open to students who have demonstrated superior achievement and scholarship in nursing. Inductions occur in the spring semester of each academic year.
**AWARDS AND HONORS**

**DR. JOSEPH J. SPRISSLER AWARD**
This award honors an evening and weekend student who has exemplified outstanding participation and leadership abilities in extracurricular activities and contributed unselfishly to the enrichment of student life in La Salle University's undergraduate evening degree programs.

**HUGH CARROLL AWARD**
Established in 1972 to commemorate the 25th anniversary of the University's undergraduate evening degree programs, the Hugh Carroll Award is presented to an evening and weekend student who has contributed the most to the advancement of the University's evening undergraduate programs. This award may be in recognition of work performed in a single year or over a period of years.

**VICTOR D. BROOKS AWARD**
This award honors the evening and weekend students possessing the highest cumulative average. To qualify for the Victor Brooks award, at least half of the student's credits must be earned at La Salle University.

**SCHOOL OF NURSING AND HEALTH SCIENCES AWARDS**
The School of Nursing and Health Sciences honors nursing students with the R.N.-BSN award for achievement and the Center for Nursing Excellence for Leadership.

**PUBLICATIONS**

**THE EXPLORER**
The Explorer is the yearbook published for the members of each graduating class. The book serves as a record of college life and activities.

**INTRAMURAL ATHLETICS AND RECREATIONAL FACILITIES**
The intramural sports program at La Salle offers a wide variety of athletic activities, and students are welcome to participate when their schedules permit. Recreational facilities at Hayman Center include the gym, pool, and exercise areas, as well as locker rooms. In addition, South Campus houses the Independence Blue Cross Fitness Center. Outdoor tennis courts and an all-weather outdoor track are also available for use by students. Day and evening hours are available. Further information and schedules of hours and activities are available from the athletic office at the Hayman Center.

**FOOD SERVICES**
The University has contracted ARAMARK Dining Services to manage all the dining facilities at the University. Food services are available all evenings and weekends, when classes are held, in the Union Food Court. The Union Market, a convenience store adjacent to the Union Food Court, offers everything from frozen food to fresh fruits and vegetables, along with soft drinks, snacks, and gourmet coffee.

**THE CAMPUS STORE**
The University has contracted Barnes and Noble to manage the Campus Store, located in Wister Hall. It offers general school supplies, stationery, trade books, textbooks, and some personal care items.

Hours of operation for the fall and spring semesters are Monday through Thursday, 8:30 a.m. to 7 p.m., Friday, 8:30 a.m. to 3:30 p.m., and Saturday 10 a.m. to 3 p.m. Hours during semester breaks can vary. Summer hours are Monday through Thursday 8:30 a.m. to 5:00 p.m. and Friday 8:30 to 3:30 p.m. Extended hours are posted for semester openings.

The selling and distribution of books at the off-campus centers are arranged and coordinated through the main Campus Store.

**THE ALUMNI ASSOCIATION**
The Alumni Association seeks to promote the welfare of La Salle University and to encourage good fellowship among alumni. To achieve these ends, the Association works principally through the University Alumni Office and class organization.

The Alumni Association is controlled and directed by the alumni in cooperation with the University administration. The governing board is called the Alumni Board of Directors. It consists of representatives from each graduating class and a Director of the Association appointed by the University.

Alumni are encouraged to take an active part in promoting the attendance of worthy and talented students, to take an intelligent interest in the academic affairs of the University, to support the University financially to the best of their ability, and to foster the growth of the University. Alumni are also encouraged to assist The Career Services Office by calling to its attention job opportunities for La Salle students.

**EXPENSES**
All fees listed in this catalogue reflect fees at the date of publication. However, in view of rising costs, La Salle University must reserve the right to amend or add to these charges at any time and to make such changes applicable to both new and current students.

**APPLICATION FEE**
A non-refundable application fee of $35 is due with the application for admission. This fee can be waived if applying online.

**TUITION**
The tuition charge is based on the number of credit hours taken in any semester and is calculated at $540 per credit hour. Students enrolled in Post-Baccalaureate programs: Nutrition, Pre-Med Certificate, Pre-Speech-Language Pathology are charged $655 per credit hour. The charge for students in the ACHIEVE nursing program is $575 per credit hour. Clinical nursing courses are assessed a $100 exam fee. A complete listing of tuition charges and fees can be found at www.lasalle.edu/financeadmin/bursar. Payment in full at the time of registration or formal arrangements for the automatic payment plan is required to complete registration. The automatic payment plan is a monthly payment plan. Please visit http://my.lasalle.edu to enroll. Evening students registering for more than 11 credits in the day school will be charged the full-time day division tuition rate and activities fee.
GENERAL UNIVERSITY FEE
A General University Fee of $100 is charged per semester regardless of the number of credit hours taken during the semester. This fee helps support all of the support services provided to the student, such as registration, billing, academic support, and Commencement.

TECHNOLOGY FEE
A technology fee of $50 is charged per semester for part-time students. A technology fee of $100 is charged per semester for full-time students.

LATE FEES
A 1 percent monthly late fee will be assessed for all students who have not made payment in full or who have not made acceptable payment arrangements by the official first day of the semester. This fee will be calculated and assessed on the 30th day of the semester and again every 30 days thereafter. If you are unable to make payment in full, you are encouraged to sign up for the automatic payment plan or refer to the Financial Aid section of the University Web site for directions on how to apply for financial aid.

PAYMENT FEE
Main Campus parking for evening and part-time students is $45 per semester and $10 for the summer or $990 per year. Parking is free in the G Lot - Shoppes at La Salle at Chew and Wister streets near the Main Campus and at the Bucks County and Montgomery County centers.

OTHER FEES:
Excelsior Examination fees vary according to the examination scheduled. Students should consult the Excelsior website at www.excelsior.edu/exams. Excelsior exams are available to students with less than 90 credits on their La Salle record.

CLEP Examinations carry a $80 testing fee and a $15 administrative fee per exam. Credit awarded through CLEP carries a $25-per-credit posting fee to be paid at the time the credit is assigned.

A special examination fee of $5 is charged when a student takes any make-up examination (with instructor’s approval). A $10 fee is charged for special make-up final examinations.

The Office of the University Registrar charges a $5 transcript fee for an official transcript. No transcripts may be issued until all financial obligations to the University have been settled satisfactorily.

A candidate will not be recommended for a degree, diploma, or certificate until all financial obligations have been paid.

PAYMENT OF TUITION
Fall semester electronic bills (eBills) will be available for viewing and payment in early July, and spring semester eBills will be available in early December. Payments are due as follows:
- Fall semester: First Wednesday in August
- Spring semester: First Friday in January

Credit card (American Express, Discover, MasterCard, and VISA) and eCheck (ACH) payments can be made at http://my.lasalle.edu. Credit card payments are subject to a 2.75 percent convenience fee; however, eCheck payments are not subject to a convenience fee. An ACH payment is an electronic debit of a checking or savings account. You must have your account number and routing number available to make an ACH payment. If you choose to pay via wire transfer, instructions are available on the secure portal. You must include your student ID number.

If you choose to mail your payment, make your check or money order payable to La Salle University and forward it to La Salle University, P.O. Box 536386, Pittsburgh PA 15253-5005.

Write your student ID number on the face of the check/money order to ensure accurate and timely processing. A $35 fee will be assessed for all returned checks. If the University receives a total of two returned checks, all future payments must be made via cash, certified check, or money order. DO NOT SEND CASH THROUGH THE MAIL.

There is a payment drop box outside of the Office of Student and Accounts Receivable, located on the first floor of the Lawrence Center. DO NOT PUT CASH IN THE DROP BOX.

If full payment cannot be made, the Actively Managed Payment Plan (AMPP) is available for the fall, spring, and summer semesters; and an annual plan is available for fall and spring only. All financial obligations must be satisfied before a student’s enrollment is finalized.

ACTIVE MANAGED PAYMENT PLAN
The Actively Managed Payment Plan (AMPP), administered by Nelnet Business Solutions, is an interest-free option that allows you to pay your education expenses over monthly installments during the school year. The annual (fall and spring, only) and fall semester plans begin July 5. The spring semester plan begins December 5. The summer semester plan begins April 9. The annual plan enrollment fee is $55. The enrollment fee for each semester plan is $35.

FINANCIAL OBLIGATIONS
At the time of registration, the student contracts for the full amount of the tuition and related fees, regardless of the arrangement for payment. A student who is financially delinquent or who has a record of indebtedness cannot attend class, register for subsequent semesters, or receive grade reports, transcripts, or a diploma until such indebtedness is paid.

TUITION REDUCTION FOR CATHOLIC SCHOOL TEACHERS
Students employed as full-time teachers in Catholic schools within the dioceses of Philadelphia, Allentown, Trenton, Camden, and Wilmington may receive a 30 percent tuition reduction for courses taken in all programs, except for Graduate Religion and Psy.D. To apply for this tuition reduction, the student is required to present a letter to the Office of Financial Aid from his or her principal, verifying full-time employment for each semester the tuition reduction is granted. The student must apply each semester.

REFUND OF TUITION
The following refund policies apply to all students.

Under certain circumstances, students who drop during the first week of the semester, or withdraw during the second through fourth weeks of the semester, may receive a partial refund of tuition. There are no exceptions to the following terms and conditions.
EVENING AND WEEKEND PROGRAMS

**EVENING AND WEEKEND PROGRAMS**

EVENING AND WEEKEND PROGRAMS

- Consideration is 2.5, with some scholarships requiring a 3.0 or higher.
- Each academic year.
- The minimum grade point average for scholarship qualifications.

**Ellis Scholarship,** that are administered by the Office of Financial Aid, qualify for multiple private scholarship opportunities, such as the Brother Students may complete a Common Scholarship application in order to qualify for part-time programs.

**COMMON SCHOLARSHIP**

Students may complete a Common Scholarship application in order to qualify for multiple private scholarship opportunities, such as the Brother Ellis Scholarship, that are administered by the Office of Financial Aid, each academic year. The minimum grade point average for scholarship consideration is 2.5, with some scholarships requiring a 3.0 or higher.

**CHARLOTTE W. NEWCOMBE FOUNDATION**

Scholarships are offered to women at least 25 years of age who are part-time or full-time students and who will be enrolled at La Salle for a minimum of six credits during the term when the scholarship will be used. The student must demonstrate a financial need, have a minimum cumulative grade point index of 2.5, and have completed a minimum of 60 credits by the term during which the scholarship will be used and of which six credits must have been earned at La Salle University. Applications are available in the forms section of the Student Financial Services Web site and must be submitted by Aug. 1 for both fall and spring semesters.

**MODERN HANDLING EQUIPMENT COMPANY SCHOLARSHIP PROGRAM**

Through the generous auspices of the Modern Handling Equipment Company, evening students pursuing an undergraduate degree in our School of Business are eligible for this scholarship for the fall and spring semesters. Students must be enrolled for a minimum of six credits during the term when the scholarship will be used. Information on eligibility and scholarship applications are available in the Office of Student Financial Services or in the forms section of the Student Financial Services Web site and must be submitted by Aug. 1 for both the fall and spring semesters.

**ACADEMIC PROGRESS**

Academic progress information for full-time students is listed in the day section of this catalog.

Part-time students are making adequate progress toward the degree if they have:

1) Completed three-fourths of the total credits attempted, when the combined credits attempted in semesters for which funds were received total 12 or more semester hours in new coursework at satisfactory levels as indicated:

   a) Completed Freshman Status (0-23 credits)
   b) Completed Sophomore Status (24-53 credits)
   c) Completed Junior Status (54-83 credits)
   d) Completed Senior Status (84+ credits)

2) Completed graduation requirements within a maximum of 13 years of part-time studies. Note that guidelines for academic progress for financial aid are defined in the Student Financial Services section titled “Satisfactory Standards of Academic Progress for All Financial Aid” at the front of this catalog.

**FINANCIAL AID**

Federal and state financial aid programs and information are listed in the day section of this catalog.

**ACCREDITATION**

La Salle University endeavors to treat all students fairly and consistently through its published tuition refund policy. However, it recognizes that in rare instances individual circumstances may warrant exceptions from this published policy and an appeal may be filed with the Tuition Refund Appeals Committee. To prepare an application for submission to the committee, an undergraduate student who wishes to file an appeal should contact the Assistant Dean of his or her school/college; a graduate student should contact his or her Program Director. The deadline for submitting an appeal for the fall term is 30 calendar days after the first day of the following spring term; the deadline for appeals for the spring or summer term(s) is 30 calendar days after the first day of the following fall term.

**INTERSESSION SEMESTER**

**Accelerated and Five-and-a-Half-week Summer Semesters**
- Before and during the first day of class: 100%
- After the first day, during the first week of class: 60%
- After the first week of class: No refund

**Intersession Semester**
- Before and during the first day of class**: 100%
- After the first day of class: No refund

**Accreditation**

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Part-time students are making adequate progress toward the degree if they have:

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   a) Completed Freshman Status (0-23 credits)
   b) Completed Sophomore Status (24-53 credits)
   c) Completed Junior Status (54-83 credits)
   d) Completed Senior Status (84+ credits)

2) Completed graduation requirements within a maximum of 13 years of part-time studies. Note that guidelines for academic progress for financial aid are defined in the Student Financial Services section titled “Satisfactory Standards of Academic Progress for All Financial Aid” at the front of this catalog.
ACADEMIC CENSURE

ACADEMIC CENSURE

Academic censure is intended to be a service to the student who is in academic difficulty. It serves to alert some students to the severity of their academic problem and to encourage them to seek the help and counsel they need. For others, it is the imposition of a time period away from academic endeavors to permit adjustment of priorities.

Academic censure may assume one of two forms, probation or suspension, depending on the student's academic standing. During the evaluation of student records at the end of each semester, a student will normally be subject to the form of academic censure indicated, if the cumulative grade point average (GPA) falls below the level outlined.

For purposes of censure, the sum of the number of credits transferred from another institution and the number of credits attempted at La Salle are used to determine the student's year.

PROBATION

A student is placed on probation when he/she has attained a cumulative grade point average of (a) less than 1.75 after any term in the freshman year, (b) less than 1.9 after any term in the sophomore year, or (c) less than 2.0 after any term in the junior or senior year.

During the probation period, the student must consult with his/her academic adviser concerning remedial measures he/she can pursue to improve his/her academic performance. He/she must also limit his/her course load to two courses (six credits).

SUSPENSION

A student is liable for suspension when he/she has attained a cumulative GPA for two or more semesters of (a) less than 1.75 during their freshman year (zero-23 credits), (b) less than 1.9 during the sophomore year (24-53 credits), or (c) less than 2.0 during the junior (54-83 credits) or senior (84-plus credits) year. At the discretion of the Dean, a student may be permitted to pursue an additional semester on probation with the two-course-per-semester limitation or encouraged to pursue academic programs elsewhere. After one year of suspension, a student can apply to be reinstated to the college. The decision to readmit the student can involve an evaluation of approved coursework taken elsewhere to determine the student's readiness to resume coursework at La Salle.

The Renewal Policy can assist students who need to raise their GPAs after they return to La Salle.

DEANS’ HONOR LIST

The Dean's Honor List is published at the end of each fall and spring semester. Students enrolled in degree programs who complete at least three credits of La Salle University course work and earn a semester grade point average of 3.5 and above are placed on the Dean's Honor List. An academic convocation is held in the fall semester.

ACADEMIC ADVISEMENT

Academic advisers are available to consult with and to assist students in planning and pursuing their educational goals at the University. In addition, the Department Chairs and Program Directors serve as academic advisers for their particular subject areas, and they provide supplementary counseling in choosing a major program, in meeting major requirements, and in developing new areas of interest. Students in the School of Nursing and Health Sciences are advised directly by the School of Nursing and Health Sciences academic adviser. The School of Nursing and Health Sciences publishes specific information about policies and program goals in the R.N.-BSN Student Handbook. These are available from the School of Nursing and Health Sciences student adviser.

REGISTRATION

During announced registration periods published on the academic calendar, students are required to meet with their department chair or academic advisor to create a roster of courses for the upcoming semester. The student may register for courses via the mylasalle portal or in person during the times specified by the Office of the University Registrar. The Office of Student Accounts Receivable will bill the student following each registration cycle.

- Fall, Spring, and Full-term Summer semesters, students may register through the first week.
- Accelerated, Five and a Half Week Summer and Intersession semesters, students may register through the first day of class.

A student, who chooses to drop a course during the registration period, will not have the course recorded on their academic transcript. After the registration period is over, students may withdraw from a course on or before the withdrawal deadline. Refer to the section entitled "Course Withdrawal."

ROSTER PLAN

In the fall and spring semesters, three-credit-hour courses usually meet once a week for a 160-minute period, which includes a 10-minute break. Four-credit courses usually meet twice a week for 125-minute periods. Courses with laboratories require additional time. Courses offered under the Accelerated Scheduling format meet for a total of seven weeks, on one night per week or on three alternate Saturdays. Exact meeting times are posted in the Course Roster for each semester. The general pattern of class periods is as follows:

MAIN CAMPUS

Monday through Thursday
6:15-8:55 P.M.
Saturday
9 A.M.-noon

LA SALLE/BUCKS COUNTY/MONTGOMERY COUNTY

Monday through Thursday
Courses offered in the accelerated programs follow various day and hour formats.

ROSTER REQUIREMENTS

Evening and weekend students who maintain a satisfactory scholarship index are permitted to schedule a maximum of 12 credit hours in any semester. Most students, however, roster six credit hours each semester,
and a number of students choose to take three credit hours. The number of courses that a student is permitted to take is dependent upon the student’s ability, past academic record, program of study, and time available for study.

**ATTENDANCE POLICY**

Students are expected to attend classes regularly. If students must be absent because of conditions beyond their control (e.g., illness or serious personal or family situations), they should explain the problem to their instructor. If an absence extends over a protracted period of time, the Office of the Dean of the individual student’s school should be notified. Attendance is taken from the first regular class day regardless of the time of registration.

**CHANGE IN COURSE**

The student is responsible for following the sequence of courses for the curriculum in one’s major field of study. If changes are desired, approval must be obtained in writing from the Department Chair and the Dean. Students should contact their advisor for approvals.

**CHANGE IN MAJOR**

Evening and weekend students who wish to change their major curriculum must file a written request for a Change of Major in the CPCS Office. Nursing students should contact their adviser in the School of Nursing and Health Sciences.

**CHANGE IN DIVISION**

Students who have earned fewer than 90 credits and are in good academic standing may change from undergraduate day to undergraduate evening status, and vice versa. Students who have more than 90 credits are not permitted to transfer divisions.

The conditions for transfer differ, depending on the originating program:

- A student who wishes to transfer from the undergraduate evening to an undergraduate day program should have earned at least 15 credits at La Salle. In addition, the student must have a minimum GPA of 2.5 (if 15-30 credits have been earned) or 2.25 (if more than 30 credits have been earned).
- A student who wishes to transfer from undergraduate day to undergraduate evening must be transferring to a degree program offered in the evening.

Students wishing to change their division status should see the Assistant Dean of their respective school or their adviser.

**CHANGE IN DIVISION POLICY FOR INACTIVE STUDENTS**

La Salle undergraduate day students with 90 or more credits who have been inactive for four or more years are permitted to return to the University as an evening student to complete requirements for their degree. A student will be able to complete the degree in the undergraduate evening program, providing the major is an active evening major at the time the student is reactivated. If the student’s major from his/her prior experience at La Salle is not an active major offered in the evening program, the student will need to switch majors to an active evening major. If the student does not wish to switch majors, he/she must remain a day student to complete degree requirements.

The University reserves the right to require students to repeat coursework where content has become outdated due to the amount of elapsed time between taking the course and seeking credit for a degree.

**WITHDRAWAL**

It is the student’s responsibility to notify the University in the event that he or she needs to withdraw from a course(s).

Students may withdraw from a course(s) prior to its completion under the following conditions:

1. Students must have approval from their Dean’s Office. Students must file a Course Withdrawal form with their Dean’s Office by the “Last day for withdrawal from classes,” published in the Academic Calendar, located in the current edition of this catalog, and located on the University’s Web site, www.lasalle.edu. Please be advised that the date of filing the withdrawal notice is considered as the date of withdrawal from the class(es).

2. Students should consult with their financial aid counselor and/or veteran’s benefits coordinator to understand how this change in their enrollment status may affect their aid. Additionally, international students should contact one of the international education associates at the Multicultural and International Center.

Ceasing to attend a class does not constitute a withdrawal; students must officially withdraw by filling out the Course Withdrawal form in their Dean’s Office. Ceasing to attend without officially withdrawing will result in the student receiving a grade for the course, possibly a failing grade. A “W” designation will only be assigned upon official withdrawal from a course.

La Salle University does not grant students a leave of absence. Students who wish to leave the University temporarily during a semester must file a request for withdrawal through their Dean as indicated in the section above.

**EXAMINATIONS**

Examinations are given at any time during the course at the instructor’s discretion, at mid-semester, and at the conclusion of the semester.

Final examinations are conducted at the times published in the examination schedule issued each semester.

Nursing students must make special arrangements for examinations with their Nursing course instructors.

**RENEWAL POLICY FOR RETURNING STUDENTS**

La Salle University evening and weekend students who have not enrolled in credit courses at any college or university for a period of five years, who return to an evening and weekend undergraduate degree program, and who have successfully completed 12 consecutive credit hours with a grade of “C” or better in each course may request a “transcript renewal” in writing from the Dean. Should the request be granted, the student will have the
option of having all “Fs” renewed or all “Fs” and all “Ds” renewed. Grades of renewed courses will remain and be noted on the transcript and cumulative grade point average will be adjusted accordingly. This request may be made only once by a given student.

CREDIT FOR COURSES TAKEN AT OTHER INSTITUTIONS

Regularly enrolled La Salle students who are in good standing may be approved to take courses at other institutions, subject to college, department, or school restrictions.

Please note:
- Prior to having 60 credits on one’s La Salle transcript, students are permitted to take courses at a two- or four-year school that bring their credit total to 60 credits.
- After attaining 60 credits on their La Salle transcript, students are permitted to take a maximum of 12 transfer credits, but only at a four-year school.
- Major courses may not be taken at other institutions.
- Credit is transferred only for grades of “C” (2.0) or better; however, the letter grade is not included in the computation of a student’s academic index at La Salle.
- Courses taken at La Salle for which a student received a grade may not be repeated elsewhere; however, a course from which a student withdrew and thus received a “W” grade may be repeated elsewhere.
- Students must obtain written permission from the Dean’s Office of the student’s school or college before registering for courses at the other institution.
- Permission for credit for study abroad programs, other than those sponsored by La Salle University, must be obtained in advance from the dean’s office of the student’s school or college.

It is the responsibility of the student to have an official transcript of credit for approved off-campus courses sent to the dean’s office for inclusion in the student’s record.

The transfer credit requirement and residency requirement are repeated here from other sections of this bulletin because of their impact on courses taken at other institutions.

Transfer Credit requirement
- A total of 70 credits is the maximum number that can be transferred to La Salle from other institutions.

Residency requirement
- Students are required to take their last 30 credits at La Salle.

COLLEGE-LEVEL EXAMINATION PROGRAM (CLEP)

Undergraduate students may receive credit for approved courses taught in the La Salle University curriculum through participation in the College-Level Examination Program (CLEP) of the College Entrance Examination Board. Students who wish to attempt credit through examination must receive permission from the Assistant Dean of their major/program (Day students). Evening and Online students must obtain the permission from their Academic Adviser to determine which examinations are acceptable, the signature of approval must be executed on the CLEP Application form.

While the academic Dean determines the credits to be granted for CLEP, the individual department designates the subject examinations, which are applicable to specific courses at La Salle University. There are CLEP Examination restrictions and passing score requirements outlined on the CLEP website.

All CLEP exams must be taken by July 15 (summer semester), Nov. 15 (fall semester), or April 15 (spring semester) in order for those credits to be included in that particular semester. If these deadlines are not met, graduation will be postponed to the next conferral date.

All CLEP Examination instructions can be found on the College of Professional and Continuing Studies website at www.lasalle.edu/schools/cpcs/, click on Academic Resources and select CLEP.

END-OF-COURSE EXAMINATION

Students who believe that their experience and study have trained them sufficiently to bypass a given La Salle University course may challenge that course through an end-of-course examination. (End-of-course-examinations are offered at the discretion of individual departments in the School of Arts and Sciences. End-of-course examinations are not offered for courses in the School of Business. End-of-course examinations are restricted in the School of Nursing and Health Sciences; students should contact their adviser directly.) A written request should be submitted to the Department Chair, who will then request the approval of the Dean. There is a $30 charge for each examination. Students who successfully complete the examination will receive credits for the course challenged, which will be posted on their La Salle transcripts upon receipt by the Office of Student and Accounts Receivable of a $25 per credit administrative fee. This credit is not assigned a letter grade, nor is it computed in determining the student’s cumulative academic index.

AMERICAN COUNCIL ON EDUCATION (ACE) APPROVED COURSES

Students who have successfully completed educational programs and seminars approved by the American Council on Education’s Program on Noncollegiate Sponsored Instruction (PONSI) may be eligible to receive credit. This credit is not assigned a letter grade, nor is it computed in determining the student’s cumulative academic index. A written request with documentation of course completion should be forwarded to the Dean’s Office for evaluation.

REQUIREMENTS FOR DEGREES

ASSOCIATE’S DEGREE

A candidate for an associate degree must meet the following requirements:
- completed course work equivalent to a minimum of 60 credit hours, at least 30 of which have been fulfilled at La Salle University;
- have not attained more than 84 credit hours;
- have not received a prior associate degree;
- fulfilled all course requirements prescribed by the University for the specific associate degree;
- have a cumulative academic index of 2.0;
- the candidate must file an application for the associate degree at least four months before the completion of the requirements.

Associate degrees can be conferred in August, January, or May.
EVENING AND WEEKEND PROGRAMS

Associate degree recipients can receive a diploma during Commencement exercises in May.

BACHELOR’S DEGREE
A candidate for the bachelor’s degree must meet the following requirements:

- completed course work equivalent to a minimum of 120 credit hours; the 120 credit hours must include at least 38 courses of three credits or more; in determining the number of courses, a course carrying six credit hours or more will be counted as equal to the lowest number of courses obtained by dividing the credit value by three;
- fulfilled all University Core and major requirements;
- have a cumulative academic index of 2.0 overall as well as in the major courses;
- filed an application for graduation one year before the expected date of graduation.
- Residency requirement: students are required to take their last 30 credits at La Salle.

SECOND BACHELOR’S DEGREE
La Salle University will award either a B.A. or B.S. degree to a student who has already earned a bachelor’s degree from an accredited institution under the following conditions:

1. The student has obtained written permission from the appropriate Dean and Department Chair.
2. If the student holds a bachelor’s degree from La Salle University, the student must meet substantial requirements of the major as determined at the time the student matriculates in the program leading to the second degree. A minimum of 30 credit hours is required.
3. If the student holds a degree from an institution other than La Salle, a maximum of 70 credit hours may be transferred toward the second degree. The student must fulfill the Core requirements of one religion and one philosophy course and the requirements of the major as determined at the time the student enrolls in the second degree program.

HONORS
The bachelor’s degree with honors is conferred on a student who has completed course requirements at the University with a cumulative academic index not lower than 3.40 and who has not incurred any academic censure.

The candidate who has earned an index between 3.40 and 3.59 is graduated with the distinction Cum Laude.

The candidate who has earned an index between 3.60 and 3.79 is graduated with the distinction Magna Cum Laude.

The candidate who has earned an index of 3.80 or better is graduated with the distinction Maxima Cum Laude.

POLICY ON GRADUATION REQUIREMENTS
Students are expected to fulfill the requirements of the curriculum which is in place at the time of matriculation. Students, who have not attended La Salle for a period of two years or more, will not be grandfathered to the time of initial matriculation but will need to fulfill the curricular requirements at the time of reentry to La Salle. Individual waivers and adjustments can be made by the Chair with notification to the Dean’s office for major program requirements and by the Dean for University Core requirements. Students will be notified of changed requirements through publications, the advisement system, and the roster.

CONFERRAL OF DEGREE
La Salle University confers degrees three times a year on Aug. 31, Jan. 15, and on the date of the Commencement exercises in May. Students receiving diplomas in August or January are invited to participate formally in the Commencement exercise of the following May.

CURRICULUM
All degree programs have a similar structure, which includes the Core Curriculum, major requirements, and Free electives:

THE CORE CURRICULUM
The Core Curriculum clusters course requirements into areas defined by educational objectives: “Powers,” “Frameworks of Scientific Understanding,” “Patterns of Meaning,” and “Understanding at Home and Abroad.”

“Powers” refers to competencies that enable students to learn, to think, and to communicate. With this coursework, students will emerge from the Core Curriculum possessing a strong set of skills in reading, writing, oral communication, and mathematics. They also will learn how to use computer technology to aid their work in each of these areas. These competencies will be integrated in courses in all areas of the Core, but they will be taught directly in courses in writing, public speaking, mathematics, and computer science.

“Frameworks of Scientific Understanding” refers to concepts and methods learned in courses in the natural and social sciences. In these courses, students will become familiar with the scientific method and sharpen their understanding of the natural processes and the social developments that shape the world in which we live. The “Frameworks of Scientific Understanding” category includes courses in economics, political science, psychology, sociology, biology, chemistry, geology, and physics.

“Patterns of Meaning” refers to a set of capacities students must acquire to engage the moral, aesthetic, and spiritual significance of human events and achievements. Courses in the humanities (religion, philosophy, literature, history, fine arts, and foreign languages) will enable students to develop these capacities.

“Understanding at Home and Abroad” refers to fostering the Christian Brothers’ ideals of community, social justice, and compassionate understanding across barriers dividing human beings. Students are required to enroll in one course in the Academic Bulletin designated by the symbol of a “house” (Understanding at Home) and one course designated by the symbol of a “plane” (Understanding Abroad). Some students may fulfill the Understanding at Home or Understanding Abroad requirement through an independent project with the approval of the Department Chair and the Core Director. Faculty and staff will mentor a limited number of such projects.

CORE COURSES
All courses in the core may be counted toward any minor or major barring exclusions by the academic departments sponsoring the minor or major.
To complete the core requirements, most Arts and Sciences majors must complete a maximum of 19 courses; School of Business majors, a maximum of 16 courses; and School of Nursing and Health Sciences majors, a maximum of 15 courses. The following is a general outline of the core (specific requirements will vary among major programs).

**POWERS COURSES**
- English 110
- English 210
- Mathematics 150
- Communication 150 or Business 150
- Computer Science 151

**FRAMEWORKS OF SCIENTIFIC UNDERSTANDING COURSES**
Natural Sciences (one course from the following disciplines)
- Biology
- Chemistry
- Geology
- Physics

Social Sciences (two courses, one from each area)
- Economics or Political Science
- Psychology or Sociology

**PATTERNS OF MEANING COURSES**
(two courses in each of five areas, followed by a third course in one of the 5 areas)
- Religion
- Philosophy
- Literature
- History
- Fine Arts or Foreign Languages

**MAJOR REQUIREMENTS**
Major requirements are those courses determined by your major’s department to fulfill the requirements for your degree. Major requirements vary and may include courses outside your primary department. They may include “controlled electives” that allow you to choose courses from several different stated offerings or from offerings in several different departments. Major requirements may even be organized differently; for example, business administration majors are required to take the introductory courses in the business core drawn from several different departments, as well as the professional studies courses in accounting, management, marketing, or finance.

**FREE ELECTIVES**
Free electives offer a further opportunity to influence your own program of education. You may select courses of special interest to fulfill the free electives in your academic program. The Curriculum Progress Chart is used by your adviser to review your academic progress. Examples of the Curriculum Progress Charts for the Associate of Arts, Bachelor of Arts, and Bachelor of Science degrees are included in this bulletin.
<table>
<thead>
<tr>
<th>I. Powers (5 courses)</th>
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<tbody>
<tr>
<td>A. Writing I</td>
</tr>
<tr>
<td>• ENG 110 College Writing I</td>
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<tr>
<td>B. Writing II</td>
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<tr>
<td>• ENG 210 College Writing II</td>
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<tr>
<td>C. Numbers</td>
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<tr>
<td>•</td>
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<tr>
<td>D. Speech</td>
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<tr>
<td>• COM 150 Public Speaking</td>
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<tr>
<td>E. Information Technology</td>
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<tr>
<td>• CSC 151 Introduction to Computing Using Packages</td>
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<table>
<thead>
<tr>
<th>II. Frameworks of Scientific Understanding (3 courses)</th>
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</thead>
<tbody>
<tr>
<td>A. Natural Science</td>
</tr>
<tr>
<td>B. Social Science</td>
</tr>
<tr>
<td>1. Economics or Political Science</td>
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<tr>
<td>2. Psychology or Sociology</td>
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<tr>
<th>III. Patterns of Meaning (8 courses)</th>
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<tbody>
<tr>
<td>A. Religion</td>
</tr>
<tr>
<td>1. REL 150 The Christian Tradition</td>
</tr>
<tr>
<td>or REL 153 The Dynamics of Religion</td>
</tr>
<tr>
<td>2. REL REL 200 or 300-Level</td>
</tr>
<tr>
<td>B. Philosophy</td>
</tr>
<tr>
<td>1. PHL 151 The Human Person</td>
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<tr>
<td>or PHL 152 Moral Choice</td>
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<tr>
<td>2. PHL PHL 200 or 300-Level</td>
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<tr>
<td>C. Literature</td>
</tr>
<tr>
<td>• ENG 150 Themes in Literature and Culture</td>
</tr>
<tr>
<td>or LIT 150 Modern European and Latin American Writers</td>
</tr>
<tr>
<td>D. History</td>
</tr>
<tr>
<td>• HIS 151 Global History to 1500</td>
</tr>
<tr>
<td>or HIS 155 Themes in American History</td>
</tr>
<tr>
<td>E. Fine Arts or Language (one of the following three)</td>
</tr>
<tr>
<td>• ART 150 Introduction to Art</td>
</tr>
<tr>
<td>• MUS 150 The Art of Listening</td>
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<tr>
<td>• Foreign Language</td>
</tr>
<tr>
<td>F. Second Course (Literature, History, Fine Arts, or Language)</td>
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</tbody>
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<table>
<thead>
<tr>
<th>IV. Electives</th>
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<tbody>
<tr>
<td>1.</td>
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<td>2.</td>
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<tr>
<td>3.</td>
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<td>4.</td>
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</tbody>
</table>
### BACHELOR OF ARTS OR SCIENCE PROGRESS RECORD*

#### I. Powers (5 courses)

<table>
<thead>
<tr>
<th>A. Writing I</th>
<th>ENG 110</th>
<th>College Writing I</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. Writing II</td>
<td>ENG 210</td>
<td>College Writing II</td>
</tr>
<tr>
<td>C. Numbers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. Speech</td>
<td>COM 150</td>
<td>Public Speaking</td>
</tr>
<tr>
<td>E. Information Technology</td>
<td>CSC 151</td>
<td>Introduction to Computing Using Packages</td>
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</tbody>
</table>

#### II. Frameworks of Scientific Understanding (3 courses)

<table>
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<tr>
<th>A. Natural Science</th>
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<tr>
<td>B. Social Science</td>
<td>1. Economics or Political Science</td>
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<tr>
<td></td>
<td>2. Psychology or Sociology</td>
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</table>

#### III. Patterns of Meaning (8 courses)

<table>
<thead>
<tr>
<th>A. Religion</th>
<th>REL 150</th>
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<td></td>
<td>or REL 153</td>
<td>The Dynamics of Religion</td>
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<td>2. REL</td>
<td>REL 200 or 300-Level</td>
<td></td>
</tr>
<tr>
<td>B. Philosophy</td>
<td>PHL 151</td>
<td>The Human Person</td>
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<tr>
<td></td>
<td>or PHL 152</td>
<td>Moral Choice</td>
</tr>
<tr>
<td>2. PHL</td>
<td>PHL 200 or 300-Level</td>
<td></td>
</tr>
<tr>
<td>C. Literature</td>
<td>ENG 150</td>
<td>Themes in Literature and Culture</td>
</tr>
<tr>
<td></td>
<td>or LIT 150</td>
<td>Modern European and Latin American Writers</td>
</tr>
<tr>
<td>D. History</td>
<td>HIS 151</td>
<td>Global History to 1500</td>
</tr>
<tr>
<td></td>
<td>or HIS 155</td>
<td>Themes in American History</td>
</tr>
<tr>
<td>E. Fine Arts or Foreign Language</td>
<td>ART 150</td>
<td>Introduction to Art</td>
</tr>
<tr>
<td></td>
<td>MUS 150</td>
<td>The Art of Listening</td>
</tr>
<tr>
<td></td>
<td>Foreign Language</td>
<td></td>
</tr>
<tr>
<td>F. One of the following:</td>
<td>ENG 250</td>
<td>Writers and their Worlds</td>
</tr>
<tr>
<td></td>
<td>LIT 250</td>
<td>Topics in World Literature</td>
</tr>
<tr>
<td></td>
<td>HIS 251</td>
<td>Global History 1500 to Present</td>
</tr>
<tr>
<td></td>
<td>Another course in what was taken in category E: Fine Arts (200 or 300-level) or Foreign Language</td>
<td></td>
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#### IV. Major Requirements

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#### V. Electives

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*This curriculum progress chart is subject to department requirements and restrictions. Students should consult with their academic advisor for proper selection of courses.

This curriculum progress chart is used for the evening Organizational Leadership major.

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1 May be in English Literature or in Foreign Literature in English Translation.
ENGLISH LANGUAGE INSTITUTE

La Salle University’s English Language Institute (ELI) was established to provide the highest quality English as a foreign Language (EFL) instruction for international students and business professionals. Courses focus on all aspects of EFL learning proficiency—listening, speaking, reading, and writing—to meet learning goals. The ELI recognizes that learning English requires more than just studying in the classroom. ELI students are encouraged to interact with other students and share experiences as a valuable part of their education and for learning English. As the ELI is a part of and located on the campus of La Salle University, EFL students are encouraged to participate in campus activities as well as events organized by the ELI.

ELI 005
This level develops the English language skills necessary for speaking, listening, and reading for beginner level students interested in formal study at La Salle University. The objectives of the course of study include academic vocabulary development, improvement of listening skills in academic settings, note-taking skills, grammar, and reading comprehension. The skills of listening, writing, speaking, and reading are monitored by specific learning outcomes consistent with beginner student needs. For communication fluency, students will be taught accent reduction exercises. Successful completion of this one-semester course (14 weeks) satisfies requirements for entry to ELI 010.

ELI 010
This level further develops listening, speaking, and reading skills from ELI 005, while adding an academic writing and research skills component that teaches students the style of writing required at the university level. The learning objectives build on the basic skills needed for writing, listening, speaking, and reading comprehension. Another core component of this level is the skills needed for vocabulary development, improvement in writing, reading comprehension analysis, and preliminary development of academic essay and research paper writing skills. Students will be expected to read and present material both verbally and through short essay writing. 14 weeks is required to complete ELI 010. Successful completion of this course satisfies requirements for entry to ELI 015.

ELI 015
This intermediate level develops academic listening and speaking skills and reading/writing scenarios from ELI 010. Learner outcomes for listening/speaking include academic listening skill improvement, development of effective note-taking skills, and improved discussion and presentation skills. Students at this level are expected to work effectively in groups and comprehend intermediate level lectures. Learner outcomes for the reading/writing component include further reading comprehension, writing proficiency, academic specific vocabulary, and research skills. Activities for this level include formal classroom presentations, reading/listening specific to academic content, test-taking, academic lectures, and research reports. The learning objectives build on the skills learned in ELI 010, and successful completion of this course satisfies requirements for formal undergraduate matriculation to the University. 14 weeks is required to complete ELI 020.

ELI 025
This advanced level ELI course further develops the academic listening, reading, speaking, and writing scenarios for upper level ESL students. The course is designed to immerse students in the language and activities of graduate level classes to better prepare them for matriculation into graduate programs at La Salle. This course prepares students for university study through replicating the texts and tasks encountered in academic contexts. Learner outcomes include mastery of critical academic skills in vocabulary development, research writing, listening skills improvement, reading comprehension, and writing essays. Activities for this level include formal classroom presentations, discussions specific to academic listening and reading content, test-taking, academic lectures, and research reports. The learning objectives build on the skills learned in ELI 020. 14 weeks is required to complete ELI 025.

ELI 030
ELI 030 was designed to teach critical thinking skills and academic writing and presentations for undergraduate (sophomore and above transfers) and graduate students preparing for matriculation at La Salle. Activities at this level are similar to what students will face in La Salle’s ENG 110 writing program as the same text and similar syllabus is used. In addition, students will be required to demonstrate they have developed the critical thinking skills for presentations, classroom discussions, and academic writing. This 14 week course requires more independent study and one on one meetings with ELI faculty. Students who successfully complete ELI 030 are prepared for undergraduate and graduate study at La Salle.
THE ASSOCIATE IN ARTS DEGREE

The Associate of Arts in Liberal Arts is structured like the bachelor’s degree programs, but it requires only half as many credit hours to attain (60). The courses that fulfill the requirements for the associate’s degree can be applied to the bachelor’s degree. At least 30 credit hours must be fulfilled at La Salle University.

THE BACHELOR’S DEGREE

The undergraduate curriculum enables the student to pursue an academically valid general education and an in-depth study in a major academic field. The highly flexible program preserves the elements of a common intellectual experience appropriate to a liberal arts university, while at the same time affording the adult student freedom and choice in designing an educational experience which helps to develop knowledge, skills, and abilities.

The program of study leading to a bachelor’s degree consists of 120 credits distributed among courses in the University Core Curriculum, major requirements, and free electives. The 120 credits must include at least 38 courses of three credits or more. (See Academic Policy on Bachelor’s Degree Requirements)

The Bachelor of Arts can be earned in criminal justice, information technology, organizational leadership, psychology, and religion.

The Bachelor of Science can be earned in business administration and nursing. The Bachelor of Social Work also can be earned.

Curriculum requirements for the Bachelor of Arts, Bachelor of Social Work, Bachelor of Science in Business Administration, and Bachelor of Science in Nursing are explained in their respective school or college.
BACHELOR OF ARTS IN ORGANIZATIONAL LEADERSHIP

Organizational Leadership is an online program offering adult learners an experiential learning setting to develop strategic-thinking, through the application of technical and professional expertise, to solve real world business problems.

The curriculum provides many opportunities for learners to practice the role of an organizational development consultant—recognizing, planning, implementing, and evaluating the impact of change within an organization as well as the potential impact on other organizations.

ORGANIZATIONAL LEADERSHIP PROGRAM COMPETENCIES:

Knowledge

- Identify effective leadership skills in order to meet organizational goals.
- Understand how a global perspective, team and group dynamics, organizational structure, change management, culture, and innovation connect with effective organizational leadership.
- Explain the effective leadership tools and techniques for survival, growth, increased productivity, and relationship building in today’s fast-paced business environment.

Skills

- Develop approaches to recognize, plan, and implement change in complex organizational systems.
- Generate effective, organizationally-relevant communication—written, oral, and technological.
- Set priorities for outcomes and results that impact the organization, e.g., thinking critically and problem solving.
- Facilitate meetings and presentations using variety of technologies for different audiences within an organization.
- Evaluate employee performances, re-training strategies, and organizational needs.
- Analyze financial reports and organizational impacts.
- Assess market research and business restructuring approaches.

Attitudes

- Appreciate a variety of approaches for building professional relationships with clients and employees.
- Value the role of leadership in organizational success.

A Bachelor of Arts degree in Organizational Leadership enhances an individual’s potential for both formal and informal leadership positions. Graduates are equipped with the interpersonal skills to develop key business relationships necessary to influence decision makers within their organizations. They gain the skills to unlock their potential to become effective, constructive leaders who will implement change within complex organizations.

The Organizational Leadership courses listed below are offered in a seven-week online format (Fall, Spring or Summer). All other required core curriculum courses, and many elective courses, may be offered in a seven-week online format. Organizational Leadership is especially designed for adult learners who want to finish what they started and complete their degrees.

ORGANIZATIONAL LEADERSHIP DEGREE COMPLETION PROGRAM CURRICULUM:

- **O RL 201** Introduction to Organizational Leadership
- **O RL 301** Human Resources Leadership
- **O RL 303** Writing at Work
- **O RL 304** Leadership Skills: Understanding, Assessment, and Development
- **O RL 310** Organizational Change in Complex Adaptive Systems
- **O RL 314** Team Analysis, Group and Intergroup Dynamics
- **O RL 320** Organizational Assessment, Diagnosis Intervention, and Evaluation
- **O RL 330** Social Media, Marketing, and Leadership
- **O RL 340** Analytics, Metrics, and Operations Leadership
- **O RL 350** Corporate Conversations and Leadership
- **O RL 401** Senior Capstone Project
- **P SY 225** Social Psychology

Students in the Organizational Leadership program must successfully complete a minimum of 120 credits to earn the Bachelor of Arts degree. At least half of the courses required in the major must be completed at La Salle University. Students must complete the program with a minimum 2.00 GPA.

The online Organizational Leadership program is part of the College of Professional and Continuing Studies, which is dedicated to meeting the needs of adult learners. This program has been designed to help students achieve their educational goals quickly without sacrificing quality.

The University core liberal arts curriculum is offered in an online format. Course instructors are skilled in online teaching and have advanced degrees. There is an emphasis on carefully blending organizational theory and practice. Students in the program are expected to participate in online discussions, submit written papers, and complete projects as assigned. Undergraduate students must enroll in at least 6 credits (two courses) to be eligible to apply for financial aid.

Course Descriptions

**O RL 201**
**INTRODUCTION TO ORGANIZATIONAL LEADERSHIP**
3 credits

This course will introduce students to the interdisciplinary field of organizational leadership, providing the framework within which other courses in the major will fit. Issues of diversity, leadership, and community will be covered, as well as the micro and macro aspects of organizations.

**O RL 301**
**HUMAN RESOURCES LEADERSHIP**
3 credits

This course focuses on how human resources add value to the organization. It focuses on HR strategy aligned to business strategy to deliver value and improve organizational performance. Students will analyze their organization’s mission/vision and values. They will discuss external realities and people strategies designed to enable their organization to achieve its mission goals. Students will examine the design, delivery, and evaluation of human resources policies and programs.

**O RL 303**
**WRITING AT WORK**
3 credits

There is a very strong need for a writing intensive course that will stress the day-to-day writing requirements of a leader at work. This course will focus on writing in a global marketplace, ethical issues in business writing, collaborative writing, basic business correspondence, report writing and written presentations. The course will also address how to edit the writings of others at work.
ORL 304
LEADERSHIP SKILLS: UNDERSTANDING, ASSESSMENT, AND DEVELOPMENT
3 credits
Students in this course will have the opportunity to gain an understanding of the critical skills that are necessary to develop in order to support successful leadership in organizations. This course begins with the premise that the most fundamental skill is the skill of self-assessment. By partaking in a myriad of assessment activities, students will gain an understanding of their own personal assets and liabilities. Throughout the course, students will gain an understanding of the most important skills associated with leadership based on sound research. Students will have the opportunity to apply this theoretical knowledge by developing leadership development plans.

ORL 310
ORGANIZATIONAL LEADERSHIP AND CHANGE IN COMPLEX ADAPTIVE SYSTEMS
3 credits
This course examines how change takes place within complex adaptive systems. It also examines the role of leadership and focuses on specific skills that are required to be an effective leader and agent of change in a complex adaptive system.

ORL 314
TEAM ANALYSIS AND LEADERSHIP SKILL DEVELOPMENT
3 credits
Students in this course will have the opportunity to gain an understanding of current theories and thinking regarding teams and team development. This course will afford students the opportunity to develop their leadership skills in a team environment. Analysis and experience will be the foundation of the skill development.

ORL 320
ORGANIZATIONAL ASSESSMENT, DIAGNOSIS, INTERVENTION, AND EVALUATION
3 credits
This course is an overview of the theories and strategies to diagnose and intervene within an organization to increase the effectiveness of the organization, including its employee performance. The course will provide opportunities for learners to practice the role of an organizational development consultant, including learning the interpersonal skills to develop the key business relationships necessary to influence decision makers within the organization. Since the field of organizational leadership (ORL) is dynamic, the course will leverage the latest books, articles, and ORL strategies. The course will require students to make presentations sharing their ORL analysis of an organization (either professional or personal affiliation) using the strategies and tools learned in the course.

ORL 330 (TBA)
SOCIAL MEDIA MARKETING
3 credits
The learning expectation for this course is to become familiar with various social media and marketing techniques and how they are used for communications and engagement in a enterprise environment. The learner will develop strategies for using social media and recognize best practices and successful initiatives used by companies that are successful in social media campaigns.

ORL 340 (TBA)
ANALYTICS, METRICS AND OPERATIONS LEADERSHIP
3 credits
This course focuses on enterprise intelligence, enterprise analytics and metrics. It will examine the fundamentals of enterprise metrics including user models and case studies. It will look at lifecycle, how to implement enterprise analytics, and the confluence of people, data, process and technology. The course will discuss why good data sources and the ensuring analytics are vital to the health of an organization and how to apply it to your own experience and profession.

ORL 350 (TBA)
CORPORATE CONVERSATIONS AND LEADERSHIP
3 credits
Corporate Conversations and Leadership is designed to introduce students to leadership perspectives and the role conversation plays in effective leadership and leadership strategies. The course explores communication variables involved when leaders attempt to influence members to achieve a goal. Topics include high-potential leadership challenges, conversations to build relationships, conversations to develop others, conversations to make decisions, and conversations to take action. This course will also focus on your own personal development and building your authentic leadership voice.

ORL 401
SENIOR CAPSTONE PROJECT
3 credits
The Capstone Project provides students with the opportunity to demonstrate and incorporate what they have learned throughout their course of study in organizational leadership at La Salle. It requires students to apply the knowledge and skills they have learned to address a specific real or invented organizational concept of their own choosing. Students will be required to research and describe in detail the situation, analyze the environment, identify the stakeholders, and then develop a comprehensive and realistic approach to ensure that their intervention addresses the situation effectively. The Capstone also requires strong peer review of the the Capstone Project.
PRE-BUSINESS ADMINISTRATION PROGRAM (PBA)

Students interested in pursuing a B.S. in Business Administration will be accepted initially into the Pre-Business Administration Program. Upon successful completion of 22 credits in Liberal Arts courses (listed below) and 18 credits in business courses (listed below), students with a 2.25 cumulative academic index are eligible for admissions into the bachelor’s degree program in the School of Business Administration. Students may designate their intended business professional studies option while enrolled in the PBA Program.

PRE-BUSINESS ADMINISTRATION PROGRAM (PBA)

Intended Business Professional Studies Option: Accounting or General Business Administration

PRE-BUSINESS (PBA) CURRICULUM PROGRESS CHART

To move from Pre-Business Administration to Business Administration status, students must meet the following criteria:
1. have a total of at least 40 credits
2. have a cumulative GPA index of at least 2.25
3. have completed the following courses:

Liberal Arts
1. ENG 110
2. ENG 210
3. MTH 101
4. MTH 114 (4 cr.)
5. PSY or SOC
6. CSC 151
7. 

Business Courses
1. BUS 101
2. BUS 150 (2 credits)
3. BUS 202
4. BUS 207 E (2 credits)
5. BUS 208 E (2 credits)
6. ECN 150
7. ECN 201

Note: PBA students are not permitted to take 300 or 400 level business courses.
PRE-NURSING PROGRAM

Students, with fewer than 60 credits in transfer, who are interested in pursuing a Bachelor of Science in Nursing from La Salle's School of Nursing, will initially be accepted into the Pre-Nursing (PNUR) Program. Upon successful completion of a minimum of 60 credits at La Salle in the prescribed courses, students with a 3.0 cumulative academic index are eligible for consideration for the bachelor's program in the School of Nursing. Students in the PNUR program will be required to complete the Powers and Patterns of Meaning requirements along with eight specific courses in the Frameworks of Scientific Understanding as noted below. Students must maintain grades of "B" or better in each of the five Natural Sciences and "C" or better in the Social Sciences. Only one course in the Natural Sciences may be repeated to attain a better grade.

**Powers:**

- HSC 217  Statistics for Health Science Professionals
- or ECN 213  Introductory Statistics will fulfill the "numbers" requirements.

**Frameworks of Scientific Understanding:**

**Natural Sciences**

- BIO 161  Anatomy and Physiology I
- BIO 162  Anatomy and Physiology II
- BIO 163  Clinical Microbiology
- CHM 161  Chemistry of the Life Sciences
- NUTR 165  Principles of Nutrition

**Social Sciences**

- SOC 150  Introduction to Sociology
- PSY 210  Developmental Psychology

**Choose one of the following:**

- PSY 150  Introduction to Psychology
- or PSYC 220  Psychopathology
- or PSY 225  Social Psychology
THE PRE-SPEECH-LANGUAGE PATHOLOGY PROGRAM

The PreSLP program provides post-baccalaureate students who do not have the required background in communication sciences and disorders with the prerequisite courses in basic human communication sciences needed to apply to a master’s degree program in speech-language pathology.

This unique program offers the recommended 10 to 11 required courses online, affording students the choice of a flexible schedule to pursue the needed prerequisites for a master’s program in speech-language pathology.

Upon completing the PreSLP program, students demonstrate knowledge of basic human communication and swallowing processes, including their biological, neurological, acoustic, psychological, developmental, linguistic, and cultural bases.

Students are strongly encouraged to take all PreSLP courses unless their records indicate that they have taken equivalent courses and earned a B or higher in those courses. By completing the PreSLP program, students are prepared to apply to a graduate program in speech-language pathology. However, entrance into the PreSLP program does not guarantee acceptance into La Salle’s graduate Speech-Language Pathology Program.

The following courses are the recommended PreSLP courses and will be offered online. Note that WB indicates online and P WB courses are limited to students enrolled in the PreSLP program:

COSD 100P WB
INTRODUCTION TO LANGUAGE AND COMMUNICATION
3 credits

This course is an introduction to the study of the grammar and sound systems of natural languages with an emphasis on English. Historical and present-day controversies on linguistic theories and the nature of language are emphasized.

COSD 102P WB
INTRODUCTION TO COMMUNICATION DISORDERS
3 credits

This course is an introductory survey of normal processes and disorders of speech, language, and hearing. The behavioral and social consequences of communication disorders in people throughout the life span are presented. Different categories, symptoms, and causes of communication disorders are examined. The roles of the speech-language pathologist and audiologist in the evaluation and treatment of communication disorders are discussed. Preferred American Speech-Language-Hearing Association (ASHA) practice patterns pertaining to a variety of professional situations are surveyed.

COSD 200P WB
PHONETICS
3 credits

This course involves the exploration and study of American English pronunciation through the application of the International Phonetic Alphabet (IPA). Students will be trained in transcription of English phonemes and allophones and introduced to distinctive feature analysis, phonological rules, prosodic features, dynamics of articulation, American dialectical variants, and developmental phonology.

COSD 202P WB
ANATOMY AND PHYSIOLOGY OF THE SPEECH AND HEARING MECHANISMS
4 credits

This course is designed to give students a basic understanding of the structural organization (anatomy), function (physiology), and neural control for speech production and hearing. The course will emphasize both normal and disordered systems. Two hours lecture, four hours laboratory. Prerequisite: BIO 161 and BIO 162, BIO 164P WB, or permission of instructor.

COSD 203P WB
LANGUAGE DEVELOPMENT
3 credits

This course explores the specific nature, sequence, and patterns of language development from birth through adolescence and its relation to other aspects of child development. Conditions that place infants and children at risk for speech and language disorders are explored. Patterns of normal language development are discussed as a guide for the evaluation and treatment of children with developmental language disorders. Prerequisite: COSD 100, COSD 100P WB, or permission of instructor.

COSD 211P WB
ACOUSTIC BASES OF SPEECH AND HEARING
3 credits

This course explores the physical characteristics of speech sounds and the psychophysical processes involved in hearing and speech perception. Sound waves, resonance, decibels, and spectrogram reading are discussed. Computer applications with practical implications are explored.

COSD 304P WB
INTRODUCTION TO AUDIOLOGY
3 credit

This course is a survey of the field of audiology, including the measurement of hearing and the nature and causes of hearing impairment in infants, children, and adults. Students are introduced to strategies used by audiologists and physicians in managing hearing impairment.

COSD 306P WB
NEUROLOGICAL BASES OF COMMUNICATION AND BEHAVIOR
3 credits

This course is an examination of the structure (neuroanatomy), organization (neuropsychology), and functions of the central and peripheral nervous systems as they relate to speech, language, hearing, and cognition. Behavioral manifestations of normal and abnormal brain functioning are contrasted. Prerequisite: COSD 202 or equivalent, or permission of instructor.

COSD 308P WB
CLINICAL PROCEDURES IN SPEECH AND LANGUAGE PATHOLOGY
4 credits

This course introduces the speech-language-hearing science major to the clinical and supervisory process. Basic information regarding certification, professional standards, and ethics are discussed. Goal setting, lesson planning, methods of observing, describing and recording behavior, informal assessment, and related topics are also discussed. Behavioral observation and computer technology in the measurement and modification of speaker-listener attributes are examined. Students develop clinical writing skills appropriate to various speech-language pathology settings. This course is an introduction to the clinical practicum experience and requires observation of a wide variety of clinical cases. Prerequisite: COSD 102, COSD 200, COSD 203, or equivalents, or permission of instructor.
COSD 314P WB
DIAGNOSTIC PROCEDURES IN SPEECH AND LANGUAGE PATHOLOGY
3 credits
This course provides the student majoring in speech-language-hearing science with a framework for understanding the diagnostic process in speech-language pathology. General topics in the area of diagnostics are discussed, including obtaining and interpreting assessment information. Report-writing and presentation of findings are examined. Observations of diagnostic testing by an American Speech-Language-Hearing Association (ASHA)-certified speech-language pathologist are required. Principles and procedures common to the diagnosis of most communication and swallowing disorders are considered. Assessments of culturally and linguistically different individuals are surveyed. The ASHA Code of Ethics is emphasized. Standardized testing as well as alternatives to standardized testing are explored. Prerequisite: COSD 102, COSD 200, COSD 203, or equivalents, or permission of instructor.

GENERAL ASHA CERTIFICATION REQUIREMENTS
The 2014 ASHA certification guidelines require students to complement their courses in basic human communication sciences with additional courses. These guidelines require students to have a course in biology, physical science, and statistics. In addition, students need to have courses in the social and behavioral sciences. Currently, La Salle does not offer most of these courses online. Students who have not completed these requirements on the undergraduate level may have to take these courses on either La Salle’s campus or another institution to gain the credits needed to be accepted into a master’s program.

To fulfill these requirements, La Salle University suggests the following:
- BIO 164 WB Essentials of Anatomy and Physiology (Biological Sciences)
- PHY 205 Essentials of Physics for Health Sciences (Physical Sciences)
- HSC 217 Statistics for the Health Sciences
- EDC 103 Educational Psychology OR PSY 210 Developmental Psychology
- PSY 220 Psychopathology (Social and Behavioral sciences)

Course Descriptions

BIO 164 WB
ESSENTIALS OF ANATOMY AND PHYSIOLOGY
4 credits
This is a Web-based course designed to present the essentials of human anatomy and physiology. The cell as the fundamental unit of life is discussed and examined, including structure and metabolism. The organization of cells into tissues, tissues into organs, and organs into systems is thoroughly explored, and the integumentary, skeletal, muscular, and nervous systems are focal points of study. The course examines in depth the structure and function of five organ systems: (1) endocrine system, (2) blood and cardiovascular system, (3) lymphatic and immune system, (4) respiratory system, and (5) digestive system. The course emphasizes structure and function relationships as well as the interaction among the organ systems. There will be an array of lecture and laboratory exercises involving the use of computerized data acquisition and analyses.

POST-BACCALAUREATE PREMEDICAL CERTIFICATE PROGRAM
La Salle University’s Post-Baccalaureate Premedical Certificate Program affords individuals an opportunity to change their current career path with one in the health professions. This program provides students with the necessary prerequisites for admissions into medical school or another health professions program. The program is not intended for post-baccalaureate students who need to enhance their academic profile by retaking these undergraduate prerequisites. Students in La Salle’s post-baccalaureate program have undergraduate degrees in engineering, business, and liberal arts.

Post-baccalaureate premedical students can choose to complete the program in 15 months or 21 months. The premedical prerequisites include general chemistry, organic chemistry, physics, biology and math, and additional elective courses. At La Salle these courses would be CHM 111-112, CHM 201-202, PHY 105-106, BIO 210-220, and MTH 113. All courses are taken with La Salle undergraduates. Students who complete a minimum of seven science/math courses in this program receive a Certificate in Premedical Sciences.

The post-baccalaureate program has established Accelerated Acceptance programs with Robert Wood Johnson Medical School and The Philadelphia College of Osteopathic Medicine. Eligible candidates can apply and be accepted and matriculate within the same year. Requirements for each of the accelerated programs can be found at the Post-Baccalaureate Premedical Certificate Program Web site: (http://www.lasalle.edu/schools/cpcs/content.php?section=post_bac_certificates&group=prehealth&page=overview)