

Correction to Back Cover:

The correct phone number for National Online is 1-866-847-6152.

2015-2016 Academic Calendar (pg. 1)

Delete the entire calendar and replace with the following:

2015-2016 ACADEMIC CALENDAR

Summer Quarter 2015

July 6 – September 27

- [2015 Summer Session I](#)

July 6 – August 16

- [2015 Summer Session II](#)

August 17 – September 27

Fall Quarter 2015

October 5 – December 27

- [2015 Fall Session I](#)

October 5 – November 15

- [2015 Fall Session II](#)

November 16 – December 27

Winter Quarter 2016

January 4 – March 27

- [2016 Winter Session I](#)

January 4 – February 14

- [2016 Winter Session II](#)

February 15 – March 27

Spring Quarter 2016

April 4 – June 26

- [2016 Spring Session I](#)

April 4 – May 15

- [2016 Spring Session II](#)

May 16 – June 26

Summer Quarter 2016

July 5 – September 25

- [2016 Summer Session I](#)

July 5 – August 14

- [2016 Summer Session II](#)

August 15 – September 25

PROGRAM PAGES

Accounting Associate's Degree (pg. 6)

Effective October 21, 2015, this program is replaced by the version offered through the state catalogs/addenda.

Accounting Bachelor's Degree

Add the new program page provided at the end of this addendum.

Business Management Associate's Degree (pg. 7)

Effective October 21, 2015, this program is replaced by the version offered through the state catalogs/addenda.

Business Management Bachelor's Degree (pg. 8)

Delete and replace with the new program page provided at the end of this addendum.

Business Systems Analysis Certificate (pg. 9)

Enrollments and re-enter students are no longer accepted into this program.

Business Systems Analysis Bachelor's Degree (pg. 10)

Enrollments and re-enter students are no longer accepted into this program.

Human Resources and Organizational Leadership Bachelor's Degree (pg. 13)

Delete the General Education Courses section and replace with the following:

ADDENDUM to the Rasmussen College Catalog 2015-2016

Edition: AcceleratED Learning Options

June 23, 2016

GENERAL EDUCATION COURSES +
UPPER DIVISION

Communication (Select 1 course)	4
Humanities (Select 2 courses)	8
Math/Natural Sciences (Select 1 course)	4
Social Sciences (Select 2 courses)	8

Human Resources and Organizational Leadership Bachelor's Degree (pg. 13)

The proper course name for MAN 3322 is "Human Resource Information Systems."

Early Childhood Education Leadership Bachelor's Degree (pg. 16)

Delete the General Education Courses section and replace with the following:

GENERAL EDUCATION COURSES +
UPPER DIVISION

Communication (Select 1 course)	4
Humanities (Select 2 courses)	8
Math/Natural Sciences (Select 1 course)	4
Social Sciences (Select 2 courses)	8

Health and Wellness Bachelor's Degree (pg. 17)

Delete the entrance requirements section and replace with the following:

ENTRANCE REQUIREMENTS:

Students entering the AcceleratED Health and Wellness Bachelor Completer program must provide evidence of a conferred Associate's degree from an accredited institution as recognized by the Department of Education or students must have successfully completed 90 quarter (60 semester) credits with a grade C or higher. In addition, students entering the Health and Wellness Bachelor's program must provide evidence of having successfully completed with a grade of C or higher, Medical Terminology, Structure and Function, and Pathophysiology. Any student who is not transferring successfully completed Medical Terminology, Structure and Function, and Pathophysiology, or equivalent courses will be required to successfully complete the required coursework within a regularly scheduled term at the regular non-AcceleratED tuition rate prior to acceptance into the AcceleratED Bachelor's Degree Program. Students transferring into an AcceleratED program who are required to complete additional non-AcceleratED coursework in order to begin the AcceleratED program (pre-qualified students) will have their posted credits adjusted to reflect the additional coursework required.

Human Services Bachelor's Degree (pg. 19)

Delete the General Education Courses section and replace with the following:

GENERAL EDUCATION COURSES +
UPPER DIVISION

Communication (Select 1 course)	4
Humanities (Select 2 courses)	8
Math/Natural Sciences (Select 1 course)	4
Social Sciences (Select 2 courses)	8

Computer Science Bachelor's Degree (pg.20)

Delete and replace the final sentence of the first paragraph in the Entrance Requirements with the following:

Alternatively, students must have successfully completed 90 quarter or 60 semester credits of college-level coursework with a grade of C or higher, including the courses: C++ Programming, Database Fundamentals for Programming, and Introduction to HTML.

Computer Science Bachelor's Degree (pg. 20)

Delete the General Education Courses section and replace with the following:

GENERAL EDUCATION COURSES +
UPPER DIVISION

Communication (Select 1 course)	4
Humanities (Select 2 courses)	8
Math/Natural Sciences (Select 1 course)	4
Social Sciences (Select 2 courses)	8

Delete "TOTAL DEGREE CREDITS 181" and replace with the following:

TOTAL DEGREE CREDITS 180

COURSE DESCRIPTIONS**Course Descriptions (pg. 25)**

Add the following introductory information before the course descriptions begin:

Most programs use a combination of lecture and laboratory methods of instruction. A class period, particularly in a technology-intensive learning environment, is defined as either lecture or laboratory depending primarily on whether new material is introduced. Lecture is a class setting in which the student is instructed in the theory, principles, and history of an academic or vocational subject. The student should expect a requirement of two hours of outside preparation for each hour of lecture instruction. Some lecture classes have additional time scheduled without additional charge to the student to provide for individualized coaching. Laboratory is a setting in which the student applies information and demonstrates, tests, or practices for reinforcement skills previously acquired through lecture or outside reading.

An instructor is normally present in the laboratory setting, but for coaching and clarification rather than for presentation of new material. Two hours of laboratory have the credit equivalency of one hour of lecture. Internship (also externship or practicum) is program-related work experience with indirect instructor supervision and employer assessment, usually coupled with lecture sessions in which the workplace experience is discussed. Three hours of internship have the credit equivalency of one hour of lecture. The individual student's ability to attain the necessary competencies may influence the number of clock hours necessary to complete an individual course. Prerequisites may be waived in unusual circumstances, but only with the consent of the instructor and approval of the Department Chair or Department Dean, Academic Dean or Campus Director.

Prerequisites and Corequisites

In order to take a course that lists a prerequisite, the student must have previously received a passing grade in the prerequisite course. A course that lists a corequisite must be taken concurrently with the corequisite course. A course listed as a pre- or corequisite must be either previously completed with a passing grade or taken concurrently with the course listing the pre- or corequisite. Prerequisites and corequisites may be waived in unusual circumstances only with the approval of the Department Chair or Department Dean.

Add the following course descriptions:**ACG 3205 Risk Management for Accountants
40 Hours, 4 Credits**

This course provides a survey of the theory and application of cost accounting principles. Topics include cost behaviors, production costing methods, data processing, economic analysis, budgeting, and management and financial control. Topics include how to identify, measure, and accumulate direct and indirect costs, how to apply manufacturing overhead, introduction to job costing systems, budgeting, cost-volume profit relationships, and relevant costing.

Prerequisite: none

**ACG 3246 Intermediate Financial Accounting I
40 Hours, 4 Credits**

Intermediate Financial Accounting provides an overview of the accounting conceptual framework and accounting principles. It places a focus on accounting issues related to revenue, expenses, inventory, receivables, tangible and intangible assets. Students will be able to prepare and present income statement and asset information to internal and external stakeholders using generally accepted accounting principles.

Prerequisites: none

**ACG 3256 Intermediate Financial Accounting II
40 Hours, 4 Credits**

This course is a continuation of Intermediate Financial Accounting and focuses on the liability and equity side of the balance sheet. The course also explores issues related to revenue recognition and the complex reporting involved with the statement of cash flows. Students will also have opportunities to construct and analyze components of financial statements.

Prerequisite: (suggested, not required) Intermediate Financial Accounting I

**ACG 3481 Cost Accounting
40 Hours, 4 Credits**

This course provides a survey of the theory and application of cost accounting principles. Topics include cost behaviors, production costing methods, data processing, economic analysis, budgeting, and management and financial control. Topics include how to identify, measure, and accumulate direct and indirect costs, how to apply manufacturing overhead, introduction to job costing systems, budgeting, cost-volume profit relationships, and relevant costing.

Prerequisite: none

**ACG 4619 Corporate and International Accounting
40 Hours, 4 Credits**

Corporate and International Financial Reporting builds on intermediate financial reporting concepts and explores advanced financial principles, processes, and procedures related to interim and segment reporting, leases and taxes. The development and challenges concerning

international accounting standards is also studied. Further, this course focuses on mergers and acquisitions and foreign currency translations as they relate to corporate reporting and financial decision making.

Prerequisite: Intermediate Financial Accounting I;
Intermediate Financial Accounting II

ACG 4724 Career Planning for Professionals**30 Hours, 3 Credits**

This course is the study of career planning for professionals. It places focus on planning for your career after your degree. Topics covered will be interviewing, setting career goals and objectives, options for professional certification, and continuing education. This course will prepare students for choosing what path is best for them to take after graduation and how to navigate that path.

Prerequisite: none

ACG 4880 Accounting Internship**70 Hours, 3 Credits****ACG 4880 Lecture (10 hours, 1 credit)****ACG 4880LL Internship (60 hours, 2 credits)**

Students will complete an internship within an Accounting / Finance discipline with their current employer or a Rasmussen corporate / business partner. The College will guide students in the process of finding an appropriate employer and internship opportunity. The internship will integrate prior coursework into a comprehensive understanding of the Accounting discipline and provide students with hands-on learning opportunities and professional experience. During the internship, the student will shadow an employer mentor, complete a project(s), and complete academic assignments including reflective papers based on the internship and the student's experience.

Prerequisite: intended for student's last quarter

ACG 4885 Bachelor's Accounting Capstone**30 Hours, 3 Credits**

This course will be a synthesis of the accounting, business, and general education courses offered in the Accounting BS Degree Program. A study of emerging issues and timely topics in financial accounting, professional ethics, and transferable skills necessary for the success of an accounting graduate. This course focuses on research, case analysis, inter-personal communication and class presentation.

Prerequisite: intended for student's last quarter

BUL 3266 Business Law and Finance**40 Hours, 4 Credits**

In this course, students will learn the fundamentals of law applicable to business transactions, the types of business organizations, property laws, wills, trusts, estate planning, bankruptcy, creditor and debtor relationships, commercial paper, securities regulation, contracts, and other areas of

the Uniform Commercial Code and business law. Students will analyze how these concepts and principles impact financial managers and financial analysts.

Prerequisite: none

E320 Junior Seminar**0 credits**

This seminar course challenges students at the end of their program of study to reflect on concepts and skills learned in courses across the curriculum. Summative assessments focus on general education skills that provide the basis for lifelong learning. Students must complete the Junior Seminar as part of associate's degree program requirements.

ECO 3250 Managerial Economics**40 Hours, 4 Credits**

This course is designed to enable students to assess, understand, and evaluate managerial economics in the context of large and small businesses. Students will gain knowledgeable insight of how to solve real-life problems through questions and answers, problem sets, and by using a systematic approach to applying advanced concepts of both macroeconomics and microeconomics to business environments.

Prerequisite: none

ENT 3281 Business Innovation: Best Practices in New Business Development**(40 hours, 4 credits)**

Students will explore sources of creativity and innovation and how to use them to brainstorm new business ideas. Techniques to inspire creativity, harness market and customer insights, and identify winning business ideas will be examined. Students will develop methods of critical thinking and assessment to identify new business opportunities and assess concept viability. Students will gain the knowledge needed to begin a business plan.

Prerequisite: none

ENT 3624 Funding a New Business**(40 hours, 4 credits)**

Funding new ventures is a critical process that requires both creativity and business acumen. In this course, students will develop the skills to analyze the financial value of a startup business idea and develop the skills to successfully pitch a new idea to gain funding. Identification and evaluation of capital funding sources, like Angel Investors, as well as structuring the financing agreements will be discussed and analyzed. This course teaches students to utilize data based decision making for long-term and day-to-day activities.

Prerequisite: none

ENT 4011 Sales and Marketing for New Business Ventures
(40 hours, 4 credits)

This course focuses on creating integrated sales and marketing programs utilizing guerilla tactics along with traditional and online marketing techniques. Unique features like Internet marketing strategies utilizing tools such as search engine optimization and social media will be examined to foster organize growth for a start-up organization. Students will also become familiar with business-to-business and business-to-consumer sales strategies.

Prerequisite: none

**ENT 4177 Law, Ethics and Entrepreneurship
(40 hours, 4 credits)**

In this course, students will analyze legal and ethical issues related to creating a business entity. Strategies on how to select an attorney, navigate the e-commerce world, and manage within intellectual property laws are examined. Students will understand how to start and sell a business using legal and ethical planning.

Prerequisite: none

**FIN 3247 Investments and Security Markets
40 Hours, 4 Credits**

This course will instruct the student on how to assess a corporation in the current markets and identify the factors necessary to value security prices. Students will gain an understanding of strategies and applications that can be used to measure and assess the quality of investments.

Prerequisite: Advanced Principles of Financial Management

**MAN 3504 Operations Management
40 Hours, 4 Credits**

In this course students examine the operations function of managing people, information, technology, materials, and facilities to produce goods and services. Specific areas covered will include: designing and managing operations; purchasing raw materials; controlling and maintaining inventories; and producing goods or services that meet customers' expectations. Quantitative modeling will be used for solving business problems.

Prerequisite: none

**MAN 4845 Leadership and Teams
40 Hours, 4 Credits**

This course provides an applied approach to leadership, team building, collaboration, and conflict resolution. Students will understand and apply these concepts to workplace settings. Students will develop structures, processes, and strategies to create and maintain effective teams. Gender, culture, individuality, and telecommuting in team dynamics will also be explored.

Prerequisite: none

**TAX 3257 Partnerships and Corporate Taxation
40 Hours, 4 Credits**

This course is a comprehensive study of corporate taxation. It includes how to prepare and file corporate tax returns, tax strategies for liquidating a corporation, and how to form and structure corporations and partnerships and the associated tax considerations.

Prerequisite: none

Course Description corrections:

The correct course title for MAN 4926 is "Human Resource Management Capstone."

ACADEMIC INFORMATION AND COLLEGE POLICIES**Admissions and Enrollment Procedures (pg. 34)**

Delete and replace the entire introductory section with the following (the introductory section ends at the note: "Unless otherwise noted, the policies in this catalog replace all previously issued versions."):

Admissions and Enrollment Procedures

Congratulations on taking the first steps toward earning your degree and achieving your professional goals. If you haven't already done so, schedule a time to discuss your educational and career objectives with a member of our admissions team. Contact information is at the end of this document and on our website at rasmussen.edu. Our knowledgeable staff will help you select the right major to prepare you for your desired career. They will assist you in planning your course schedule and will connect you with our student financial services team to get you started on your journey toward earning a college degree. When you've chosen the program that best meets your needs, apply for admission by submitting or completing the following:

- Data Sheet and Enrollment Agreement
- Attestation of high school graduation or equivalency
- Enrollment Agreement
- Rasmussen College Entrance Placement Exam(s) (if applicable)
- All financial arrangements are complete, submitted, and verified
- Criminal Background Check, some programs require applicants to complete a criminal background check. Please see College Acceptance or Rejection of Application for Admission for more details.
- International Students seeking admission in non-Nursing programs are required to submit the following in addition to that above in order to apply for admission to Rasmussen College:
 - TOEFL score of at least 65 for the internet-based TOEFL iBT® exam.
 - Graduates of high schools outside of the United States need to provide an official transcript or high school diploma along with their standard attestation. Additionally, if the transcript/diploma is not in English, it needs to be evaluated by an academic credential evaluation agency to indicate the student's education level equivalent to U.S. secondary education standards.
 - Rasmussen College is an approved Student and Exchange Visitor Program (SEVP) School. All international students seeking an F-1 Visa will need to provide evidence that all of the qualifications of the Form I-20 have been met before Rasmussen College will issue an I-20.
- International Students who seek admission to Nursing programs are required to submit the following in addition to that above in order to apply for admission to

programs within the Rasmussen College School of Nursing:

- Graduates of high schools outside of the United States need to provide an official transcript or high school diploma along with their standard attestation. Additionally, if the transcript/diploma is not in English, it needs to be evaluated by an academic credential evaluation agency to indicate the student's education level equivalent to U.S. secondary education standards.

- TOEFL iBT® exam scores must meet the following requirements which reflect intermediate level skills:

Reading:	15
Listening:	15
Speaking:	18
Writing:	17
Total:	65

- Rasmussen College will notify you in writing of your acceptance or rejection. All money paid to the College will be refunded if you are not accepted, except any non-refundable test fees required for the Medical Laboratory Technician, Surgical Technologist, or School of Nursing programs.

College Acceptance or Rejection of Application for Admission (pg. 34)

Rename this section "College Acceptance or Rejection of Enrollment"

Delete and replace the first bullet with the following:

- Completed data sheet and enrollment agreement

Delete and replace the fourth bullet with the following:

- Successful completion of a non-cognitive assessment. All prospective students, except as noted below, of Rasmussen College must successfully complete the assessment prior to three business days from the start of the term. . The following students are exempt from the non-cognitive assessment requirement: students who have previously completed the assessment as part of the an entrance requirement into Rasmussen College; students accepted into Surgical Technologist, Medical Laboratory Technician, Law Enforcement Skills, Law Enforcement Academic and Law Enforcement AAS, Nursing, six week Bachelor Completer programs, and Individual Progress and Audit students.

AcceleratED Bachelor's Degree Programs College Acceptance or Rejection of Application (pg. 34)

Add the following bullets to the policy:

- In order to determine eligibility and acceptance in a bachelor completer program, official and unofficial

transcripts as well as grade histories from regionally or nationally accredited institutions recognized by the Department of Education will be evaluated per the transfer policy of Rasmussen College. Upon completion of the assessment the applicant will receive a transfer credit evaluation which includes a summary of the courses that may be accepted for transfer. Official transfer of credit (TR) will be awarded for those courses upon receipt of an official transcript and enrollment in a program.

- An applicant may be accepted into a bachelor completer program upon receipt of official or unofficial transcripts which prove prior credits. Official or unofficial transcripts must be received no later than the sixth business day of the first term of enrollment in order to begin the program. A student will be withdrawn from the College, if official transcripts are not received by the Friday of the thirteenth week of enrollment. In the event that acceptance was based on credits earned at multiple institutions the official transcript from each institution must be received by the deadline. A student who is withdrawn may be considered for reentry in the next full quarter only upon submission of official transcripts.

- A paper transcript is "official" only as long as it remains in its sealed envelope from the issuing institution. An electronic (secure, certified PDF) transcript is "official" in its electronic form as long as it is sent directly from the issuing institution to Rasmussen College and has not been altered. A printed copy of a PDF transcript is not official.

Reenter Policy (pg. 35)

Delete and replace the existing policy with the following:

Reenter Policy

A reenter is defined as any student who withdraws from all courses after the course drop period in any term and returns in a subsequent quarter. A student will not be considered for reentry in the same quarter in which he or she withdrew. Due to financial processing, a student may return no fewer than 21 calendar days after the date of withdrawal. Reentering students are treated as new students for the purposes of tuition, academic program requirements, and graduation standards. They must also meet all entrance requirements as stated in the current catalog. Students will reenter into the current curriculum. Any exceptions to this need to be approved by the Department Chair. For the calculation of Satisfactory Academic Progress, reentering students are treated as continuing students and must meet progress requirements. If a student is not meeting Satisfactory Academic Progress at the time of withdrawal, and wants to switch to a different program upon return, the Program Transfer Appeal Process must be followed. Students returning in satisfactory academic standing or on Academic Warning, must have a financial balance of \$1000 or less to return. Students returning on Academic

Probation, regardless of aid status, must have a zero financial balance and have paid half the tuition amount of the upcoming quarter by seven calendar days after the term/quarter start. Students in Health Sciences programs must complete a programmatic assessment in order to determine an appropriate level of re-entry. These students will be allowed to reenter if space is available and all other re-entry requirements are met.

Military Discount (pg. 68)

Delete and replace the entire policy with the following (including new policy title):

Military Tuition Rate and Discount Policy

Rasmussen College recognizes the service and sacrifices of the men and women who serve and have served and supported the United States Armed Forces through a special tuition rate for active duty military personnel and tuition discount for veterans and retired military personnel, Guard and Reserve members, and eligible spouses and dependents.

In addition to this benefit, Rasmussen College also gladly accepts the GI Bill, other VA education and training benefit programs, as well as military and veteran-related scholarships. For further details on all military education benefits, please contact the Military Specialist team.

Eligibility

Students in the following categories may be eligible for a reduced tuition rate or discount. Verification of eligibility is required in order for reduced tuition rate or discount to be applied:

- Active Duty Uniformed Military (Air Force, Army, Marines, Navy, U.S. Coast Guard)
- Veteran (honorably discharged)
- Retired Military
- U.S. National Guard Member or U.S. Reserve Member
- Authorized Dependents of active duty uniformed military, retired military and veterans

Active Duty Military Tuition Rate

Students who are active duty uniformed military receive reduced tuition pricing of \$167 per credit hour. Taxes and fees, if any, are the sole responsibility of the recipient. Students who receive reduced tuition pricing are not eligible for other Rasmussen College scholarship, grant, or discount programs. Students must verify active duty military status by providing a copy of their verification letter or copy of orders from their command reflecting current status and specific date of separation.

Non-Active Duty Tuition Discount

Students who are not classified as Active Duty Military (such as retired or honorably discharged veterans, U.S. National Guard or U.S. Reserve members, or authorized dependents of active duty uniformed military, retired

military, and veterans) may be eligible for a 10% reduction in per term tuition cost. Taxes and fees, if any, are the sole responsibility of the recipient. This discount typically cannot be combined with other college discount or scholarship programs. See course catalog for full details. Students must verify their discount eligibility status with one of the following documents:

- Form DD214 or other separation documentation which indicates the specific date of separation.
- Leave and Earning Statement (LES).
- Military Authorization Form which a Rasmussen College official completes when a United States Uniformed Service (USUS) identification card (DD Form 1173-1) is presented in person.
- Certificate of Eligibility
- Active Duty Orders (acceptable documentation for authorized dependents of active duty uniformed military only)

High School Professional Program (pg. 37)

Add the following sentence to the end of this section:

Rasmussen College Academic Policies apply to participants in the High School Professional Program.

Nursing Repeating Courses Policy (pg. 38)

Add the following policy immediately before “Nursing Reenter Policy”:

Nursing Repeating Courses Policy

The School of Nursing allows students to fail one Nursing course within the core Nursing curriculum (NU, NUR, PN, PRN, HUN coursework). However, a second failure, whether it be the same Nursing course or any other Nursing course, will result in removal from the Nursing program.

Prerequisites (pg. 39)

Delete this policy

Academic Overload Policy (pg. 40)

Delete and replace the entire section with the following:

An academic or credit overload occurs when a student registers for more than 20 credits per quarter or more than 12 credits in either a 5.5-week term or six-week session. In order to qualify for an overload, the student must have completed a minimum of 30 credits at Rasmussen College. The student must also be meeting the Rasmussen College Standards of Satisfactory Academic Progress (SAP) and have a cumulative grade point average at least 3.01 (3.5 for six-week programs) to apply for an overload. Students who qualify will be eligible to take up to 24 total credits in the designated quarter. Students who desire an overload should consult with their Advisor as well as the Academic Dean of the campus in which they are enrolled.

Rasmussen College Standards of Satisfactory Academic Progress (SAP) (pg. 41)

Delete and replace the first two paragraphs with the following:

Satisfactory Academic Progress, or SAP, is defined as the successful progression through an academic program within a prescribed timeframe. Cumulative grade point averages and successful completion of credits attempted are monitored quarterly, and students not meeting the standards are notified.

Rasmussen College Standards of Satisfactory Academic Progress (SAP) (pg. 41)

Remove “WX” from the list of grades in the second paragraph after the SAP table; this sentence now reads:

In calculating Pace/CCR and Duration of Eligibility, the following grades will be considered attempted, but will not be considered as credits successfully completed or earned: F/FA/FD, U/UD/UN, W/WD/WF/WP, I/IN.

General Transfer Credit Policy (pg. 41)

Delete and replace number 1 under the seventh bullet with the following:

Students in the Medical Assisting, Medical Laboratory Technician, and Surgical Technologist programs must complete at least 50% of their program requirements at Rasmussen College, and no more than 50% may be completed via transfer credits, course waivers, credit by examination, or other means, with the exception of “block transfer” candidates for the Surgical Technologist and Health Science Associate’s Degree – Medical Assisting Specialization Associate’s Degree programs.

General Transfer Credit Policy (pg. 41)

Delete the second paragraph of the fifth bullet.

AcceleratED Bachelor’s Degree Programs Transfer Policies (pg. 42)

Delete and replace the first bullet with the following:

- Students who have an associate’s degree from a college that is accredited by an agency recognized the United States Department of Education will receive 91 quarter credits of transfer to Rasmussen College (90 quarter credits in the Accounting, Business Management BS Degree, Computer Science BS Degree, Healthcare Management BS Degree, Health and Wellness BS Degree, Finance BS Degree, Human Services BS Degree, and Supply Chain and Logistics Management BS Degree) and begin their degree with junior standing.

AcceleratED Computer Science Bachelor’s Degree Entrance Policy (pg. 42)

Delete and replace the ninth bullet with the following:

- Students may be required to take additional coursework prior to being accepted into the program. The courses a student may be required to complete may include: C++ Programming, Database Fundamentals for Programming, and Introduction to HTML.

AcceleratED Criminal Justice Bachelor's Degree Transfer Policy (pg. 42)

Delete and replace the entire policy with the following:

AcceleratED Criminal Justice Bachelor's Degree Transfer Policy

Students entering the AcceleratED Criminal Justice Leadership and Management Bachelor's Degree program must provide evidence of having a conferred associate's degree from an accredited institution as recognized by the U.S. Department of Education in one of the programs listed below to gain acceptance to the program. Students seeking consideration of credit for work or professional experience must go through the Prior Learning Assessment (PLA) process as established through the Council for Adult Experiential Learning (CAEL).

Acceptable Programs:

- Criminal Justice
- Law Enforcement
- Justice Administration
- Justice Management
- Corrections
- Public Safety
- Emergency Management
- Law Enforcement Academic Certificate and Law Enforcement Skills Certificate plus conferred associate's degree in any program

Prospective students without an associate's degree in the fields listed above may be considered as specified below:

- Student must have a conferred associate's degree or at least 91 credits of college-level coursework with a grade of C or higher in each course that will be transferred to petition for acceptance.
- Students may be required to take additional coursework prior to being accepted in the AcceleratED program. The courses a student may be required to complete may include: Introduction to Criminal Justice and Introduction to Criminal Law or Applied Criminal Procedures. Prior transcripts will be evaluated on a course by course basis to determine which prequalification coursework is required.
- Students who are not transferring successfully completed Introduction to Criminal Justice, Introduction to Criminal Law or Applied Criminal Procedures will be required to successfully complete the required coursework within a regularly scheduled quarter at the regular non-AcceleratED tuition rate prior to acceptance into the AcceleratED Bachelor's Degree program.

- Students who are accepted into the program with these additional requirements are considered prequalified until all of the coursework listed above has been completed. Once the program prequalification requirements are met, the student will be accepted into the Criminal Justice Leadership and Management Bachelor's Degree program.

AcceleratED Early Childhood Education Leadership Bachelor's Degree Transfer Policy (pg. 42)

Add the following policy immediately after the AcceleratED Criminal Justice Bachelor's Degree Transfer Policy:

AcceleratED Early Childhood Education Leadership Bachelor's Degree Transfer Policy

Students entering the AcceleratED Early Childhood Education Leadership Bachelor Degree Completer program must provide evidence of having an approved conferred associate's degree (see below) from an accredited institution as recognized by the U.S. Department of Education, or at least 91 credits of college-level coursework with a grade of C or higher in each course that will be transferred. Students seeking consideration of credit for work or professional experience must go through the Prior Learning Assessment (PLA) process as established through the Council for Adult Experiential Learning (CAEL).

Approved Conferred Degrees:

- Early Childhood Education
- Education Foundations
- Early Childhood Development
- Elementary Education
- Child Development/Child Growth and Development
- Child and Family Studies
- Early Childhood and Youth Development
- Child Life Specialist/ Assistant
- Human Services
- Early Childhood Special Education
- Child Care
- Education and Youth Studies
- Para-educator
- Child Psychology
- Early Care and Education
- Early Childhood Studies

Prospective students without an associate's degree in the fields listed above will be considered as specified below:

- Student must have a conferred associate's degree or at least 91 credits of collegelevel coursework with a grade of C or higher in each course that will be transferred.
- Students may be required to take additional coursework prior to being accepted in the AcceleratED program. The courses a student may be required to complete may include: Foundations of Child Development and Early

Childhood Education Curriculum and Instruction. Prior transcripts will be evaluated on a course-by-course basis to determine which pre-qualification coursework is required.

- Students who are not transferring successfully completed Foundations of Child Development and Early Childhood Education Curriculum and Instruction or equivalent courses will be required to successfully complete the required coursework within a regularly scheduled quarter at the regular non-AcceleratED tuition rate prior to acceptance into the AcceleratED Bachelor's Degree Program.
- Students who are accepted into the program with these additional requirements are considered pre-qualified until all of the coursework listed above has been completed. Once the program pre-qualification requirements are met, the student will be accepted into the Early Childhood Education Leadership AcceleratED program.

Transfer of Credit, Prior Learning and Waivers (pg. 42)

Add the following section immediately before the "Medical Coding Practicum Waiver" section:

Course Waivers

A Rasmussen College approved course waiver requires an external learning experience to meet at least 80% of the course objectives/competencies of the Rasmussen College course being waived. Course waivers are tied to certifications, credentials and exams administered by professional organizations. Course waivers require documented evidence of assessment of student learning (e.g. certification, credential, exam or license). The student's external learning experience will be reviewed, and if the criteria are met, the course requirements will be waived and the grades will be posted on the student's transcript as a Course Waiver (CW) once the course waiver request form is signed. Course waivers will be reviewed periodically for relevance.

Grievance Policy; Grievance Procedure; Appeal Procedure (pg. 47)

Delete and replace the entire "Grievance Policy," "Grievance Procedure," and "Appeal Procedure" policies with the following:

Academic Appeals and Grievance Policy

Rasmussen College broadly recognizes the rights of internal and external people or entities that have dealings with the College to present a complaint through an impartial procedure. The Academic Appeal Procedure must be used for a complaint regarding a final grade or program-specific academic policy. All other complaints follow the Grievance Procedure.

For purposes of this policy, the following terms are defined: "complainant" is the aggrieved person or entity that has dealings with the College; "grievance" is an expressed feeling of dissatisfaction held by a complainant

regarding an action taken by the College or by members of the College community; "student" means a current student.

Complainants are assured that no adverse action will be taken by the College or any of its representatives for registering an academic appeal or grievance. The College will investigate and attempt to resolve each academic appeal and grievance made under this policy.

Academic Appeal Procedure

The following procedure must be followed for a grade appeal or appeal regarding a program-specific academic policy:

1. The student must submit a written appeal to their instructor's "@rasmussen.edu" email address. Grade appeals must be submitted within five business days after grades have been posted to the student's record. Appeals related to a program-specific academic policy must be submitted within ten business days.
 - a. Please note the instructor's "@rasmussen.edu" email address can be found in the course syllabus and is different from "course mail."
 - b. The written appeal must include a detailed explanation as to why an appeal should be considered, and must clearly state the student's desired outcome (e.g., that a new grade should be assigned, or that the student is willing to resubmit work or repeat the course).
 - c. The instructor will consider the appeal and respond to the student via email within seven business days from the date the appeal was submitted.
2. If the student is unsatisfied with the instructor's decision and desires to pursue the appeal further, a formal appeal request may be submitted to the academic or nursing dean by completing the Rasmussen College Academic Appeal Request Form.
 - a. A copy of this form and contact information for the academic or nursing dean can be obtained from the student's advisor.
 - b. The form can be completed electronically or by hand and emailed or submitted in person.
 - c. The academic or nursing dean will consider the appeal and will respond to the student via email within seven business days from the date the appeal form was submitted.
3. If the student is unsatisfied with the academic or nursing dean's decision and desires to pursue the appeal further, the student may appeal to the Academic Appeals Committee. Such an appeal can be submitted to the Academic Appeal inbox at student.appeals@rasmussen.edu, and must include the following: a statement of appeal, all related documentation, and a completed copy of the Academic Appeal Request Form. A response will be provided to the student from the committee chairperson within 30

business days of receipt. All committee decisions are final.

Grievance Procedure

The following grievance procedure should be followed by the complainant:

1. The complainant should first make a reasonable effort to resolve the grievance directly with the person or entity he/she feels caused his/her complaint.
2. If after this reasonable effort, the grievance has not been resolved to the complainant's satisfaction, a request for further action should be made in a detailed writing to the Campus Director within ten business days of the grievance. The Campus Director will initiate an investigation within ten business days of receiving the written grievance, and will then attempt to resolve the matter and will issue a decision to the complainant.
3. If a complainant desires to further appeal a decision, a written statement must be submitted to the Vice President of Student Affairs within 15 business days of the Campus Director's decision. A response will be given within 30 business days.

A record of each grievance and academic appeal, including its nature and disposition, shall be maintained, for all programs, by the College.

Complainants and students may also contact:

- Commission for Independent Education, Florida
Department of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399; Phone: (888) 224-6684
- Illinois Board of Higher Education, 431 East Adams, Second Floor, Springfield, IL 62701; Phone: (217) 782-2551
- Kansas Board of Regents, 1000 SW Jackson Street, Suite 520, Topeka, KS 66612; Phone: (785) 296-3421
- Minnesota Office of Higher Education, 1450 Energy Park Drive, Suite 350, St. Paul, MN 55108; Phone: (651) 642-0533
- North Dakota University System, 1815 Shafer Street, Suite 202, Bismarck, ND 58501-1217; Phone: (701) 328-2960
- State of Wisconsin Educational Approval Board, 431 Charmany Drive, Suite 102, Madison, WI 53719; Phone: (608) 266-1996
- The Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL 60604; Phone: (800) 621-7440 or (312) 263-0456, www.hlcommission.org

Arbitration (Not applicable to North Dakota residents) (pg. 48)

Delete this entire section.

State Contact Information for Student Complaints (pg. 48)

Florida: correct the zip code for the Florida Commission for Independent Education to "32399-0400."

Cancellation, Termination, Refund Policy (Alabama Resident Students Only) (pg. 50)

Delete and replace subpart c with the following:

- c. If cancellation occurs after classes begin or after shipment of correspondence materials, a pro-rated refund will be made of all unearned prepaid tuition, fees, and charges.

Extended Quarter Break Stop-Out Policy (pg. 51)

Delete the existing policy and replace with the following:

Rasmussen College encourages students to remain continuously enrolled in their program through to graduation. Rasmussen College recognizes that on occasion a student may experience an extraordinary personal situation for which the student may need an extended break between quarters. A student with an extenuating circumstance may apply for the Extended Quarter Break Stop-Out. Students who are enrolled and meeting the standards of Satisfactory Academic Progress at the end of one quarter may apply for an extended break in Term/Session 1 of the following quarter. The student must successfully complete Term/Session 2 immediately prior to the Stop-Out quarter. The student must commit to returning for Term/Session 2 of the quarter in which the Extended Quarter Break Stop-Out is requested or the student will be withdrawn from Rasmussen College. Students who are receiving Title IV funding must be scheduled to take at least six credits in Term/Session 2 of the Extended Quarter Break Stop-Out quarter. The student must meet with his or her Advisor in order to obtain a Stop-Out Request Form. The Advisor will provide the student with the necessary information to make an informed decision. Stop-Out Request Forms must be signed on or before the last business day to drop courses in the quarter for which the Extended Quarter Break Stop-Out is being requested. Students will remain continuously enrolled and will not be eligible to receive financial aid at any other institution during this break. Students who are approved to take an Extended Quarter Break Stop-Out are eligible to receive aid only for the Term/Session 2 courses of the quarter in which the student returns.

AcceleratED Bachelor's Stop Out Policy (pg. 51)

Delete this policy.

TUITION

Tuition (pg. 53)

Delete the entire tuition table and its notes, and replace with the tuition table and notes attached to this addendum.

NEW OR MODIFIED PROGRAM PAGES

Please see the following new or modified versions of program pages as referenced above in the Program Pages section, beginning at Page 1 of this addendum.

(the remainder of this page is intentionally left blank)

ACCOUNTING BACHELOR’S DEGREE

LEARNING OPTIONS: ACCELERATED • FLEX CHOICE

Bachelor of Science Degree

CAREER OPPORTUNITIES:

- Accountant
- Auditor
- Cost Accountant
- Financial Analyst
- Managerial Accountant
- Accounts Payable
- Accounts Receivable

OBJECTIVE:

Graduates of this program know the accounting processes and cycles of professional accounting firms, businesses, and government agencies. They can manage accounts receivable, accounts payable, and payroll, and can also prepare tax returns, prepare and analyze financial statements, and use computer applications proficiently. They can perform advanced accounting tasks pertaining to taxes, auditing, fraud examination, and international accounting. They can apply, analyze, synthesize, and evaluate facts and theories; locate, evaluate, and integrate appropriate primary and secondary sources; integrate their ideas with the ideas of others to create new knowledge; recognize and address complex ethical situations; communicate effectively in a variety of scenarios; and operate effectively within a continually changing environment. Graduates value communication, critical thinking and problem solving, scientific and information literacy, financial literacy, diversity awareness, knowledge creation skills, and the need to incorporate them in meaningful ways.

ENTRANCE REQUIREMENTS:

To be considered for admission, students must hold a conferred associate’s degree from an accredited institution as recognized by the U.S. Department of Education, or students must have successfully completed 60 quarter or 40 semester credits with a grade of C or higher. In addition, students entering the Accounting Bachelor’s program must provide evidence of having successfully completed with a grade of C or higher in both Financial Accounting I and Financial Accounting II or course equivalents. Any student who is not transferring successfully completed Financial Accounting I and Financial Accounting II or course equivalents will be required to successfully complete the required coursework within a regularly scheduled term at the regular non-AcceleratED tuition rate prior to acceptance into the AcceleratED Bachelor’s Degree Program.

Students enrolled in the Flex Choice Option take a minimum of 6 credits per quarter and gain access to a library of self-paced courses that are available to them at no additional charge. Faculty-led courses are delivered in an 11-week, 5.5-week, or 6-week format, depending upon the program of enrollment. Students may choose to take self-paced competency courses as they apply to their program requirements. The self-paced courses are optional, and students can complete this degree without completing any self-paced courses. If self-paced courses are selected, they must be taken alongside other faculty-led courses and be completed within 60 days of accessing the course.

GENERAL EDUCATION COURSES + UPPER DIVISION

Communication (Select 1 course)	4
Humanities (Select 2 courses)	8
Math/Natural Sciences (Select 1 course)	4
Social Sciences (*Required; select 1 additional course)	8
*ECO 3250 Managerial Economics	

MAJOR AND COE COURSES

LOWER DIVISION

ACG 3080 Managerial Accounting Theory and Practice	4
ACG 3085 Advanced Auditing Concepts and Standards	4
ACG 3205 Risk Management for Accountants	4
ACG 3246 Intermediate Financial Accounting I	4
ACG 3256 Intermediate Financial Accounting II	4
ACG 3481 Cost Accounting	4
ACG 4402 Accounting Information Systems	4
ACG 4619 Corporate and International Accounting	4
ACG 4724 Career Planning for Professionals	3
BUL 3266 Business Law and Finance	4
FIN 3247 Investments and Security Markets	4
GEB 3020 Advanced Principles of Financial Management	4
MAN 3504 Operations Management	4
MAN 4720 Strategic Management	4
MAN 4845 Leadership and Teams	4
TAX 3257 Partnership and Corporate Taxation	4

Choose either Track I or Track II:

TRACK I

ACG 4880 Accounting Internship	3
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TRACK II

ACG 4885 Bachelor's Accounting Capstone	3
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Total Associate’s Degree Credits

Total Lower Division Credits	90
Upper Division General Education Credits	24
Upper Division Major and Core Credits	66
TOTAL DEGREE CREDITS	180

SEE PAGE 21 FOR GENERAL EDUCATION COURSE SELECTIONS.

+ Flex Choice self-paced competency course option(s) available, see page 22 for details.

This program has not been approved by any state professional licensing body, and this program is not intended to lead to any state issued professional license. For further information on professional licensing requirements, please contact the appropriate board or agency in your state of residence.

In addition to the courses listed, at designated points in their programs of study, students are required to complete with a passing grade a seminar course. Students must complete the E410 Senior Seminar during the quarter in which they finish the bachelor’s degree requirements to graduate from a bachelor’s degree program.

STUDENT INVESTMENT DISCLOSURE: For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at rasmussen.edu/student-investment-disclosure

**BUSINESS MANAGEMENT BACHELOR’S DEGREE
LEARNING OPTIONS: ACCELERATED • FLEX CHOICE**

Bachelor of Science Degree

CAREER OPPORTUNITIES:

- General and Operations Manager

OBJECTIVE:

Graduates of this program know concepts in management, organizational leadership, and business ethics. They understand finance and accounting, and advanced management theories and techniques that can be incorporated in a variety of fields. They can apply, analyze, synthesize, and evaluate facts and theories; locate, evaluate, and integrate appropriate primary and secondary sources; infuse their ideas with the ideas of others to create new knowledge; recognize and address complex ethical situations; communicate effectively in a variety of scenarios; and operate efficiently within a continually changing environment. Graduates value communication, critical thinking and problem solving, scientific and information literacy, financial literacy, diversity awareness, and knowledge creation skills and the need to incorporate them in meaningful ways.

ENTRANCE REQUIREMENTS:

To be considered for admission, students must hold a conferred Associate’s degree from an accredited institution as recognized by the Department of Education, or students must have successfully completed 60 quarter or 40 semester credits with a grade of C or higher.

Students enrolled in the Flex Choice Option take a minimum of two faculty-led courses per term and gain access to a library of self-paced courses that are available to them at no additional charge. Faculty-led courses are delivered in a six-week online format. Students may choose to take self-paced competency courses as they apply to their program requirements. The self-paced courses are optional, and students can complete this degree without completing any self-paced courses. If self-paced courses are selected, they must be taken alongside other faculty-led courses and be completed within 60 days of accessing the course.

In addition to the courses listed, at designated points in their programs of study students are required to complete with a passing grade a seminar course. Students must complete the E410 Senior Seminar during the quarter in which they finish the Bachelor’s degree requirements to graduate from a Bachelor’s degree program.

Total credits above assume students enter in with a conferred Associate’s degree which grants them a transfer block inclusive of lower division general education and lower division major and core courses.

STUDENT INVESTMENT DISCLOSURE: For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at rasmussen.edu/student-investment-disclosure

GENERAL EDUCATION COURSES

UPPER DIVISION

Communication (Select 1 course) +	4
Humanities (Select 2 courses) +	8
Math/Natural Sciences (*Required, Select 1 additional course)	8
STA 3140 Advanced Statistics and Analytics*	
Social Sciences (Select 2 courses) +	8

MAJOR AND CORE COURSES

UPPER DIVISION

ACG 3357 Accounting for Business Managers	4
BUL 4060 Business Law and Ethical Behavior	3
GEB 4220 Managing a Diverse Workforce	4
GEB 3422 Business Project Management	4
GEB 3124 Business Research and Analysis	4
GEB 4410 Advanced Principles of Marketing	4
ISM 3015 Management of Information Systems	4
MAN 3175 Applied Management Principles	4
MAN 3504 Operations Management	4
MAN 4143 Contemporary Leadership Challenges	4
MAN 4240 Organizational Behavior Analysis	4
MAN 4441 Negotiation and Conflict Management	4
MAN 4602 International Business	4
MAN 4720 Strategic Management	4
MAN 4900 Management Capstone	3
RMI 4020 Risk Management	4

Total Bachelor’s Degree Credits

Transferred Lower Division Credits	90
Upper Division General Education Credits	28
Upper Division Major and Core Credits	62
TOTAL DEGREE CREDITS	180

SEE PAGE 21 FOR GENERAL EDUCATION COURSE SELECTIONS.

+ Flex Choice self-paced competency course option(s) available, see page 22 for details.

SPECIALIZATION OPTIONS:

Students may elect to focus the general degree by substituting either of the following four-course specializations in place of: MAN 3175 Applied Management Principles, MAN 4602 International Business, GEB 3124 Business Research and Analysis, and MAN 4441 Negotiation and Conflict Management.

Business Analysis Specialization

CIS 4836C Web Analytics	4
IDC 4291 Advanced Business Process Management	4
IDC 3688 Advanced Relational Databases	4
IDC 3152 Enterprise Resource Reporting	4

Entrepreneurship Specialization

ENT 3281 Business Innovation: Best Practices in New Business Development	4
ENT 3624 Funding a New Business	4
ENT 4011 Sales and Marketing for New Business Ventures	4
ENT 4177 Law, Ethics and Entrepreneurship	4

	Part-time (less than 12 credits per quarter)	Full-time (12 or more credits per quarter)
SCHOOL OF BUSINESS		
• Standard Tuition Rate:	\$310 per credit	\$260 per credit
• AcceleratED Standard Tuition Rate:	\$260 per credit	\$199 per credit
<ul style="list-style-type: none"> ▪ See the <i>Additional Exceptions to the AcceleratED Standard Tuition Rate</i> listed below. 		
SCHOOL OF DESIGN		
• Standard Tuition Rate:	\$310 per credit	\$260 per credit
SCHOOL OF EDUCATION		
• Standard Tuition Rate:	\$310 per credit	\$260 per credit
<ul style="list-style-type: none"> ○ Exceptions to the Standard Tuition Rate <ul style="list-style-type: none"> ▪ Early Childhood Education Associate's degree for Knowledge Universe Employees ▪ Early Childhood Education Associate's degree for Bright Horizons Employees 	\$199 per credit	\$167 per credit
<ul style="list-style-type: none"> ▪ Early Childhood Education Associate's degree for Bright Horizons Employees 	\$199 per credit	\$167 per credit
• AcceleratED Standard Tuition Rate:	\$310 per credit	\$260 per credit
<ul style="list-style-type: none"> ○ See the <i>Additional Exceptions to the AcceleratED Standard Tuition Rate</i> listed below. 		
SCHOOL OF HEALTH SCIENCES		
• Standard Tuition Rate:	\$310 per credit	\$260 per credit
<ul style="list-style-type: none"> ○ Exceptions to the Standard Tuition Rate <ul style="list-style-type: none"> ▪ Health Information Technician Associate's degree: ▪ Medical Assisting Diploma: ▪ Medical Billing and Coding Certificate: 	\$260 per credit	\$199 per credit
<ul style="list-style-type: none"> ▪ Medical Assisting Diploma: 	\$260 per credit	\$199 per credit
<ul style="list-style-type: none"> ▪ Medical Billing and Coding Certificate: 	\$260 per credit	\$199 per credit
• AcceleratED Standard Tuition Rate:	\$310 per credit	\$260 per credit
<ul style="list-style-type: none"> ○ See the <i>Additional Exceptions to the AcceleratED Standard Tuition Rate</i> listed below. 		
SCHOOL OF JUSTICE STUDIES		
• Standard Tuition Rate:	\$310 per credit	\$260 per credit
• AcceleratED Standard Tuition Rate:	\$310 per credit	\$260 per credit
<ul style="list-style-type: none"> ▪ See the <i>Additional Exceptions to the AcceleratED Standard Tuition Rate</i> listed below. 		
SCHOOL OF NURSING		
• Bachelor of Science in Nursing degree		
<ul style="list-style-type: none"> ○ RN to BSN Entrance Option: 	\$260 per credit	\$260 per credit
<ul style="list-style-type: none"> ○ Standard Entrance Accelerated BSN Entrance Option: 	\$325 per credit	\$325 per credit
<ul style="list-style-type: none"> ○ Second Degree Accelerated BSN Entrance Option: 	\$325 per credit	\$325 per credit
• Professional Nursing Associate's degree		
<ul style="list-style-type: none"> ○ Campuses in Florida, Illinois, Kansas, Minnesota (excluding Moorhead), Wisconsin: 	\$395 per credit	\$395 per credit
<ul style="list-style-type: none"> ○ Campuses in North Dakota (including Moorhead): 	\$350 per credit	\$350 per credit
• Practical Nursing Diploma		
<ul style="list-style-type: none"> ○ Campuses in Florida: 	\$325 per credit	\$325 per credit
<ul style="list-style-type: none"> ○ Campuses in Minnesota (excluding Moorhead): 	\$375 per credit	\$375 per credit
<ul style="list-style-type: none"> ○ Campuses in North Dakota (including Moorhead): 	\$350 per credit	\$350 per credit
SCHOOL OF TECHNOLOGY		
• Standard Tuition Rate:	\$310 per credit	\$260 per credit
• AcceleratED Standard Tuition Rate:	\$260 per credit	\$199 per credit
<ul style="list-style-type: none"> ○ See the <i>Additional Exceptions to the AcceleratED Standard Tuition Rate</i> listed below. 		
FLEX CHOICE® LEARNING OPTION		
<p>Tuition rates listed above are for faculty-led courses required to complete the program. Competency courses for the Flex Choice learning option, when available to a program, may be attempted at no additional fee. Students must enroll in at least six credits during the quarter in which they attempt a competency course.</p>		
ADDITIONAL EXCEPTIONS TO THE ACCELERATED STANDARD TUITION RATE		
<i>Prequalified AcceleratED Coursework:</i>	\$310 per credit	\$260 per credit
English Composition, College Math, Natural Science or any prerequisite course required in order to start an AcceleratED program. These are taught in 11-week quarters.		
<i>Additional Elective Coursework Outside the AcceleratED Program:</i>	\$310 per credit	\$260 per credit
These courses are taught in 11-week quarters.		

Additional Tuition Structure Information

- Full-time students are defined as taking 12 or more credits per 11-week quarter or taking 12 or more credits per 12-week quarter. Students taking fewer than 12 credits per 11-week or 12-week quarter are part-time students. For tuition purposes only, students taking 8 or more credits when enrolled in a single 5.5-week term of an 11-week quarter are considered full-time students.
- Students may purchase textbooks from the College for a \$10 flat fee for each required textbook or e-book in each course. Students may opt out of this method of obtaining the required textbooks; see the textbook opt-out policy.
- A \$150 course technology and resource fee will be charged for each faculty-led course.
- Nursing courses with component numbers ending in “L” (Lab) will be charged the course technology and resource fee. (For example, PRN 1356 will be charged the fee and PRN 1356L will be charged the fee.)
- Course components ending with “LL” (Clinical) will not be charged a course fee.
- FAST TRACK: Students taking 16 or more credits shall only be charged for 16 credits and will be assessed an additional course resources fee of \$150 for every course over four courses. Students enrolled in the Bachelor of Science in Nursing degree program through the Standard Entrance Accelerated BSN Entrance Option or Second Degree Accelerated BSN Entrance Option do not qualify for Fast Track pricing.
- A change in the number of credits taken during enrollment in any quarter may lead to different prices if a student moves from part-time to full-time or vice versa.
- Individual Progress students will be charged at the School of Business part-time rate, plus a \$150 course technology and resource fee for each faculty-led course. Individual Progress students are not eligible for self-paced competency courses.
- Audit students who elect to take courses without earning college credit are charged \$167 per credit hour plus the applicable Course Technology and Resource Fee and book fees for each course. Students who wish to convert the Audit grade to a letter grade will be charged the difference between the audit rate and the program part-time rate in effect at the time the grade is converted.
- Students who meet qualifications for military, corporate or articulation discounts are eligible to receive a 10% reduction in per term tuition cost. Students in the Bachelor of Science in Nursing program entering through the RN to BSN entrance option are not eligible for any additional discounts.
- Students enrolled in programs with tuition rates lower than \$199 per credit for full-time rates and \$260 per credit for part-time rates are not eligible for military, corporate or articulation discounts.

Program Administrative Fee

Rasmussen College has a one-time administrative fee, charged during the first quarter of enrollment, for all new and reentering students enrolled in the following programs:

- Medical Assisting Diploma (\$350)
- Radiologic Technology Associate’s degree (\$350)
- All School of Nursing programs (\$150)

This fee covers some of the costs of administering each program including, but not limited to: administering program-specific requirements and managing clinical/externship/practicum sites and/or preceptorships. This fee is non-refundable.

Course Technology and Resource Fee

Rasmussen College charges a \$150 course technology and resource fee for each faculty-led lecture component and each nursing lab component. Nursing lab components are designated with course numbers ending in “L”. Course components ending in “LL” (Clinical component) do not have a course technology and resource fee.

The items included in this fee vary by program of study and can include, but are not limited to:

- Access to technology tools and online course systems
- Access to electronic library resources (reference services, eBooks, databases, guides, interlibrary loan, etc.)
- Access to licensed materials and videos
- Peer, faculty and expert tutoring with 24/7 math support and question response as well as lab paper review
- The Student Portal (unofficial transcripts, grades, schedule, billing information, etc.)
- The Personal Support Center Help Desk
- Access to online career resources such as Optimal Resume and Job Connect
- Reimbursement for certain student exam certifications and certain exam review programs
- Tactical facilities and services required for the criminal justice program
- Some (not all) background checks and immunizations
- Uniforms and other supplies for the medical and criminal justice programs used while in class

Book Fee

Students may purchase required textbooks or e-books through Rasmussen College for a \$10 flat fee for each textbook (traditional or e-book) for each course. Students are not required to purchase the required textbooks through the College and may opt-out and purchase the required textbooks through another source such as Amazon. See the textbook opt-out policy. If the student does not opt out, the College will provide the required textbooks or e-book to the student for the \$10 per-book charge.

Example: For a course that has two textbooks, a student will pay the technology and course resource fee of \$150.00, plus \$20.00 in book fees, for a total of \$170.00.

Textbook Opt-out Policy

Students may opt out of purchasing any or all textbooks or e-books through the College at the \$10 flat book fee per textbook or e-book. Students who opt out will need to purchase the required textbooks or e-books separately through another vendor, such as Amazon. Students who opt out are advised that access to textbook or e-books via a link within a course will be removed.

Students can opt-out by completing the textbook opt-out form available through the student portal. The form must be completed, scanned, and emailed to TextbookOptOut@rasmussen.edu by the end of the class add period, as defined in the Rasmussen College catalog.

The list of textbooks and materials required for each course, including the ISBN, retail price and the fee Rasmussen College charges (\$10.00 for each textbook) is available on the student portal and on the bottom of the schedule confirmation page.

Students who opt out should order their textbooks and e-books at least three weeks before the start of each term to help ensure materials are delivered in time for the start of courses.