Rasmussen College is accredited by The Higher Learning Commission, and is a member of The North Central Association of Colleges and Schools.
Mission
Rasmussen College is dedicated to serving our communities by recognizing the diverse needs of individuals.

We encourage personal and professional development through respect, appreciation, and a commitment to general education as a foundation for life-long learning.

As an institution of higher learning, the College is committed to preparing students to be active, productive, and successful contributors to a global community.

Purposes
To accomplish our mission, Rasmussen College has established these purposes:

1. Educational Excellence: Rasmussen College creates a teaching/learning community that is challenging, stimulating, and student-focused. This is accomplished through an integrated system of accessible resources, interactive classes, and a rigorous curriculum.

2. Learning Environment: Rasmussen College provides learning opportunities in an environment of mutual respect in an unbiased atmosphere that prepares students for challenging careers and life-long learning.

3. Professional Development: The institutional culture of Rasmussen College provides and supports ongoing opportunities for professional growth for students and employees, preparing well-rounded individuals who contribute to our global community.

4. Modern Technology: Rasmussen College supports the use of modern technology as a tool to enhance student learning and enrich the classroom environment as well as empower students to adapt in an ever-changing workforce. The College is committed to student development through the implementation of virtual classrooms utilizing the online learning modality.

5. Service to Communities: Rasmussen College creates and maintains a collaborative community where students, employees, business, industry, professional associations/communities, and other institutions of higher learning benefit from shared knowledge and experience.

6. Assessment and Planning: Rasmussen College students, both residential and online, engage in an active assessment program that evaluates student learning, effective teaching, and institutional progress. The information gathered assists the College as it formulates long and short-range plans, anticipates challenges, and strives to meet the goals of the Institution.

Over a century of leadership and innovation.

Rasmussen College was founded more than a century ago to meet the needs of the growing business environment. While the mission statement has changed, the College’s philosophy has stayed the same: Provide students with the knowledge and professional confidence necessary for tomorrow’s leaders.

In 1900 Walter Rasmussen, the founder of Rasmussen College, identified a need for career-focused education in downtown St. Paul, Minnesota. Business owners required skilled office professionals with secretarial and accounting proficiency. With little delay, Rasmussen graduates were available to step into the professional world and provide the support and confidence necessary for tomorrow’s leaders.

Over the next century, Rasmussen College expanded to five locations to serve the needs of the state of Minnesota. In 2003, Rasmussen College partnered with an online-education provider to include fully online programs. Since then, Rasmussen College has added campuses in Brooklyn Park and Lake Elmo, Minnesota; Rockford, Illinois; and Green Bay, Wisconsin. It has added four new campuses through its mergers with Aakers College in North Dakota and Webster College in Florida. Rasmussen College now operates 12 campuses in 5 states. It offers more than 40 programs in areas such as business, criminal justice, technology and design, and allied health. Through all these changes, Rasmussen has maintained its original passion for and dedication to providing high-quality education to its students, and skilled graduates to local employers.

Board of Directors

- Henry S. Bienen – President, Northwestern University, Evanston, Illinois
- John A. Canning, Jr. – Chairman and CEO, Madison Dearborn Partners, LLC
- James E. Cowie – Managing Director, Frontenac Company
- Therese A. Fitzpatrick, RN, PhD – Partner, The Optime Group
- Stanford J. Goldblatt, Esq. – Partner, Winston & Strawn
- Bernard Goldstein – Founder, Broadview International
- Robert E. King – Chairman, Rasmussen College, Inc.
- Thurston E. Manning – Formerly Executive Director of the Commission on Institutions of Higher Education of the North Central Association
- Jack C. Staley – Founder and CEO, Rasmussen College, Inc.
- James E. Cowie – Former Chairman, DePaul University Board of Trustees
- Kristi A. Waite – President, Rasmussen College

Rasmussen College is accredited by the Higher Learning Commission, and is a member of The North Central Association of Colleges and Schools.
As a Rasmussen student, you are our first priority: your education, your positive experience, your achievements, and your dreams. We understand the challenges you face in meeting your career goals while balancing family life, activities, work, budgets, and schedules. We know it’s hard to pursue career options and still keep your personal commitments intact. We respect your values and support you with a campus environment that meets your needs.

Class Sizes
You’ll be in classes averaging 15 to 25 students who have similar interests, lifestyles, and pursuits. Small class sizes make learning more personal, with individual attention from the instructor and opportunity to share experiences with other students.

Round the Clock Personal Support Center
The 24/7 Personal Support Center operates continuously to help when you need it. Whether it’s turning research problems, computer services, or information about coursework, someone is always standing by to offer direction.

The Rasmussen Community
Students say the support of the Rasmussen community is one of the College’s best assets. Faculty and administration are accessible and eager to help. Students encourage each other through a spirit of giving and sharing that makes Rasmussen much more than just a quality education.

Our focus is on you, the student, from your first call to the Admissions Office, to your success 15 years from now. Upon graduation, you’ll become a member of our Alumni Association, which offers ongoing career placement and networking opportunities with other Rasmussen alumni.

New Facilities
Rasmussen is dedicated to providing a quality, hands-on education with day, evening, and online programs to be taken at your convenience, letting you live life on your schedule. Our commitment to progress and growth has led to expansion, offering even more opportunities for students.

Round the Clock Personal Support Center
New facilities include new campuses in Lake Elmo and Eden Prairie, Minnesota; Rockford, Illinois; and Green Bay, Wisconsin; expansions on the Mankato and St. Cloud campuses to accommodate Allied Health programs; and new, upgraded computer labs.

Career Services Program
Rasmussen supports and guides you all the way with resources to help in your study: high-tech computer labs; an internet that offers access to libraries, research databases, and specialized web sites; on- and off-site learning programs; and the 24-hour Personal Support Center.

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Rasmussen College Online

High Quality Education

Rasmussen is accredited by a number of organizations that honor the high standards of academic excellence and vitality maintained by institutions of higher learning. What this means is that you have the assurance of receiving the highest quality education possible from a staff of dedicated instructors and administrators who are here to help you succeed in your chosen field. Whether you've been out of school for two years or twenty, your commitment to your future is lifetime.

Regional Accreditation

Accreditation means that a college meets the needs of students, as well as the criteria and requirements set by the accrediting organization. Rasmussen College made the transition from national to regional accreditation in 2001 to ensure the highest quality education for its students. Regional accreditation places significant requirements on the receiving institution, but it enables students to transition more easily from one accredited school to another. During this time the College added four more degrees to its campuses, and faculty members with master's degrees or higher jumped from 50% to 70%. Rasmussen College is licensed by the Illinois Board of Higher Education and the Illinois State Board of Education.

Benefits of Regional Accreditation

A major benefit to students who graduate from a regionally accredited institution is that when considering the transfer of credits, other institutions often use accreditation status as part of the transfer decision. In other words, should you decide to pursue your education further after graduating from Rasmussen, credits may be much easier to transfer to the college of your choice.

In addition, many employer tuition reimbursement plans require that a student attend a regionally accredited school for full reimbursement. These plans can help significantly with the costs of going back to school.

Articulation and Consortium Agreements

Rasmussen College has developed articulation and consortium agreements to maximize the transferability of college credit between institutions, thereby meeting the educational goals of students in a timely manner.

The College’s status as a regionally accredited institution of the Higher Learning Commission greatly increases the likelihood of credit transfer from Rasmussen to other academic institutions. Specific agreements detailed in transfer guidelines are available to assist students as they determine their course of study.

100 Years of Excellence

Rasmussen has served over 100,000 students in its 100-year history. Students comment that they were well-prepared to meet the demands of their new careers through the practical experience, hands-on training, classroom discussions, and independent thinking they explored at Rasmussen. Take charge of your future and see what Rasmussen can offer.

Enrollment Procedures

You’ve already taken the first big step by scheduling your campus visit and meeting your admissions representative.

Our admissions professionals can now help you explore the various options that best meet your goals, interests, educational needs, and work or activities schedule. Your team will help you find the learning program, location, and coursework that are right for you. When you’ve chosen the option that best meets your needs, you can apply for admission by submitting the following:

• Application Form (Apply early for best class choices and scholarship opportunities.)
• $60 fee for entire program or $20 per course
• An attestation of high school graduation or equivalency
• College placement exam results
• Required credentials for foreign students, including TOEFL test score of 500 paper-based or 173 computer-based, plus first quarter tuition.

Picking a Start Date

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. All new students will attend an orientation session a week or two before classes start. This required session is an opportunity to learn College policies and course scheduling, buy textbooks and supplies, and meet other students.

Rasmussen College

Career Services Advisor -

From day one, your Rasmussen online student, your Career Services Advisor will work with you to help you graduate with your dream job in sight. With nationwide focus, they can help you wherever you live.

Financial Aid Representative -

Navigating the world of financial aid is complex and challenging. Your Financial Aid Representative will help you through the maze and make sure that you receive all eligible funding.

Technical Solution Team -

Around the clock support is always available to answer any technical questions that come up as you do your coursework. Our Technical Solution Team is in place to serve you and make your experience online excellent.

Library Services -

All the resources and assistance you come to rely on at a physical library are available to you through Rasmussen College Online. Our Library Services Team gives you the direction and advice to optimize your team and keep you working efficiently.

Tutoring -

You have questions and need help, and our Tutoring Services are available online to give you the answers and assistance you need.

Consistent Learning Platform

We have developed coursework using our unique online software platform that is intuitive and ensures consistency across the College. All coursework is on the Internet. Each course is set up in the same manner so you won’t have to learn the format for instruction every time you take a new class. Students may participate from home, work, school, the public library, or anywhere they have Internet access.

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Primary sources of Financial Aid and how to apply.

Each campus has a professionally staffed financial aid office to help you apply for federal, state, and private assistance. The primary purpose of financial aid is to help students who otherwise would not be able to attend a post-secondary institution meet the cost of higher education. The basic responsibility for financing your education lies with you and your family. Aid is based upon documented financial need — the difference between the cost of college and your ability to pay — the difference between the cost of college and your ability to pay. Costs include books, tuition, supplies, room and board, transportation, living expenses, and child care costs.

There are three basic types of aid available to Rasmussen students:

• Various state and federal student loan programs.
• Gift Aid, also known as grants, is assistance you do not have to pay back and is usually based upon financial need.
• Employment may be obtained through the Career Services office to help cover living expenses.

Tuition Rates
Tuition rates at Rasmussen College vary by program and by the number of credits taken per quarter. Please see the Tuition Structure in the Policies section for complete information.

Scholarship and Grant Programs

Grade Point Achievement Scholarships
If you are like most students, you don’t have a pile of cash lying around to pay for college. So you’ll be glad to know that based on your high school cumulative GPA, Rasmussen College offers scholarship opportunities up to $10,000 for incoming freshmen.

Eligibility guidelines for the Grade Point Achievement Scholarships are as follows:

• Eligible students must be current full-time students.
• Students must apply for and begin classes during the summer quarter.

Grade point average is based upon the student’s official final transcript from high school.

• All recipients will be notified of the award in writing and all funds are paid directly to the College. Award amounts for Associate Degree students are divided equally among the student’s first 5 quarters of attendance. Award amounts for Bachelor’s Degree students are divided equally among the student’s first 10 quarters of attendance.

• Student must carry a minimum of 9 credits per full quarter or 7 for a mid-term, maintain satisfactory academic progress, and not be on Academic Warning/Probation or the award is forfeited from that point forward.

Eligibility guidelines for the Grade Point Achievement Scholarships are as follows:

• Eligible students must be current full-time students.
• Students must apply for and begin classes during the summer quarter, carry a minimum of 9 credits for full time.

Dollars for Scholars

Dollars for Scholars is a volunteer-operated community scholarship foundation. Managed by a Board of Directors, Dollars for Scholars raises funds for local scholarships and makes awards to deserving local students. Dollars for Scholars programs are affiliate chapters of the Citizens Scholarship Foundation of America, Inc. As enrolled Collegiate Partners, Rasmussen College matches up to $500 Dollars for Scholars Awards per student. Total matching funds available from our Institution for Dollars for Scholars Awards is $30,000.

Early Start Program
Rasmussen College is proud to offer select high-school seniors the opportunity to begin their professional career training early. The Early Start Program is designed to reward those who have a strong academic background and a desire to succeed.
Objective.
Graduates of this degree program understand the healthcare system and communicate with the healthcare team. Students learn to perform a wide variety of entry-level tasks within a health-information department, to perform medical coding, analyze data, manage file room, and release medical information, and to combine technical knowledge with the ability to think critically and make informed decisions. They inform medical terminology, medical coding, and the principles of quality management. Students value ethical and professional behavior in the workplace, and the confidentiality of patient information.

HEALTH INFORMATION TECHNICAL AAS DEGREE**

Standard Length of Program • 6 Quarters Full-Time • 9 Quarters Part-Time

Career Opportunities • Medical Data Analyst • Medical Coder • Health Information Workforce Specialist • Medical Records Coordinator • Coding Analyst • Electronic Health Record Specialist

Foundation Courses Credits
B097 Foundations of English I 4
B098 Foundations of English II 4
B099 Foundations of Math 4

Students must either demonstrate mastery of the subject matter in College Algebra through a STEP placement exam or by successful completion of B091, B091, and/or B099.

Major and Core Courses Credits
D111 Introduction to Communication 3
G138 Introduction to Psychology 4
G139 Introduction to Sociology 4
G233 College Algebra** 4

**The Illinois Board of Higher Education requires that all students complete College Algebra.

General Education Courses Credits
English Composition (Required course) G125 English Composition
Communication (Select 1 course) G141 Introduction to Communication
G208 Speech 4

Mathematics (Select 2 courses)
G237 Precalculus 4
G293 Calculus I 4

Science (Select 2 courses)
G121 Principles of Economics 4
G123 Principles of Economics 4

Social Sciences (Select 2 courses)
G142 Introduction to Psychology 4
G243 Introduction to Sociology 4

**The Illinois Board of Higher Education requires that all students complete College Algebra.

This Degree Program is also offered online.

MASSAGE THERAPY AAS DEGREE

Standard Length of Program • 9 Quarters Full-Time • 11 Quarters Part-Time

Career Opportunities • Private Practice • Spas and Resorts • Health Clubs • Wellness Centers • Clinical • Chiropractic Office

Foundation Courses Credits
B097 Foundations of English I 4
B098 Foundations of English II 4
B099 Foundations of Math 4

Students must either demonstrate mastery of the subject matter in College Algebra through a STEP placement exam or by successful completion of B091, B091, and/or B099.

Major and Core Courses Credits
B136 Introduction to Business 4
E150 Success Strategies 4
E242 Career Development 2
G233 College Algebra** 4
G236 Human Anatomy and Physiology I 5
G241 Human Anatomy and Physiology II 5
G242 Massage Therapy 4
G243 Introduction to Sociology 4

**The Illinois Board of Higher Education requires that all students complete College Algebra.

Objective.
Graduates of this program learn theory and practical massage-therapy application. They will be able to perform various massage techniques that are prevalent in the field of massage therapy. In addition, students will learn to perform for people in various stages of life. Students will understand the correct use of medical language for insurance billing and have the knowledge to take the National Certification Exam from the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB). They will value professionalism, integrity, ethical decisions, and the appreciation of other massage therapists in the industry.

MEDICAL CODING DIPLOMA

Standard Length of Program • 6 Quarters Part-Time

Career Opportunities • Medical Coder • Medical Coder/Biller

Foundation Courses Credits
B097 Foundations of English I 4
B098 Foundations of English II 4
B099 Foundations of Math 4

Students must either demonstrate mastery of the subject matter in College Algebra through a STEP placement exam or by successful completion of B091, B091, and/or B099.

Major and Core Courses Credits
D111 Introduction to Communication 3
G138 Introduction to Psychology 4
G233 College Algebra** 4

**The Illinois Board of Higher Education requires that all students complete College Algebra.

General Education Courses Credits
English Composition (Required course) G125 English Composition
Communication (Select 1 course) G141 Introduction to Communication
G208 Speech 4

Mathematics (Select 2 courses)
G237 Precalculus 4
G293 Calculus I 4

Science (Select 2 courses)
G121 Principles of Economics 4
G123 Principles of Economics 4

Social Sciences (Select 2 courses)
G142 Introduction to Psychology 4
G243 Introduction to Sociology 4

MASSAGE THERAPY DIPLOMA

Standard Length of Program • 6 Quarters Full-Time • 8 Quarters Part-Time

Career Opportunities • Private Practice • Spas and Resorts • Health Clubs • Chiropractic Offices • Clinical • Wellness Center

Foundation Courses Credits
B097 Foundations of English I 4
B098 Foundations of English II 4
B099 Foundations of Math 4

Students must either demonstrate mastery of the subject matter in College Algebra through a STEP placement exam or by successful completion of B091, B091, and/or B099.

Major and Core Courses Credits
B136 Introduction to Business 4
E150 Success Strategies 4
E242 Career Development 2
G233 College Algebra** 4
G241 Human Anatomy and Physiology I 5
G242 Human Anatomy and Physiology II 5
G244 Massage Therapy 4
G245 Introduction to Sociology 4

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Objective.
Graduates of this program learn theory and practical massage-therapy application. They will be able to perform various massage techniques that are prevalent in the field of massage therapy. In addition, students will learn to perform for people in various stages of life. Students will understand the correct use of medical language for insurance billing and have the knowledge to take the National Certification Exam from the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB). They will value professionalism, integrity, ethical decisions, and the appreciation of other massage therapists in the industry.

SCHOOL OF ALLIED HEALTH

RASMUSSEN COLLEGE Illinois

Office of Admissions
1950 South Main Street
Elgin, IL 60120-3346
630.273.4000
www.rasmussen.edu

Objectives:

Graduates of this degree program learn to transcribe a wide variety of medical documents, to adapt to varying medical report formats, to use transcription equipment effectively, and to give support to and communicate effectively with the healthcare team.

Students combine technical knowledge with the ability to think critically and make informed decisions. They know the correct use of medical language and terminology and the effective use of available software packages. Students value ethical and professional behavior in the workplace and the confidentiality of patient information.

MEDICAL TRANSCRIPTIONIST AAS DEGREE

Standard Length of Program • 4 Quarters Full-Time • 6 Quarters Part-Time

Career Opportunities • Medical Transcriptionist • Medical Transcription Supervisor • Medical Transcription Editor

Foundation Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B097</td>
<td>Foundations of English I</td>
<td>4</td>
</tr>
<tr>
<td>B098</td>
<td>Foundations of English II</td>
<td>4</td>
</tr>
<tr>
<td>B099</td>
<td>Foundations of Math</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must either demonstrate mastery of the subject matter in Foundation Courses through a STEP placement exam or by successful completion of B097, B098, and/or B099.

General Education Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>G124</td>
<td>English Composition</td>
<td>4</td>
</tr>
<tr>
<td>G141</td>
<td>Communication</td>
<td>3</td>
</tr>
<tr>
<td>G200</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>G245</td>
<td>Introduction to Geology</td>
<td>3</td>
</tr>
<tr>
<td>G250</td>
<td>Introduction to Literature</td>
<td>3</td>
</tr>
<tr>
<td>G239</td>
<td>Introduction to Astronomy</td>
<td>3</td>
</tr>
</tbody>
</table>

Social Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>G123</td>
<td>World Geography</td>
<td>3</td>
</tr>
<tr>
<td>G126</td>
<td>Principle of Economics</td>
<td>3</td>
</tr>
<tr>
<td>G140</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>G243</td>
<td>Contemporary U.S. Government</td>
<td>3</td>
</tr>
</tbody>
</table>

**The Illinois Board of Higher Education requires that all students complete College Algebra. Students must select an additional course from the Math/Natural Sciences category to meet the required amount of general education credits in that category.

Major and Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>D011</td>
<td>Medical Transcription Educator</td>
<td>4</td>
</tr>
<tr>
<td>M205</td>
<td>Medical Transcription I</td>
<td>3</td>
</tr>
<tr>
<td>M206</td>
<td>Medical Transcription II</td>
<td>3</td>
</tr>
<tr>
<td>M207</td>
<td>Medical Transcription III</td>
<td>3</td>
</tr>
<tr>
<td>M223</td>
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<td>4</td>
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<tr>
<td>M224</td>
<td>Pathology II</td>
<td>4</td>
</tr>
<tr>
<td>M201</td>
<td>Medical Law and Ethics</td>
<td>3</td>
</tr>
<tr>
<td>S115</td>
<td>Keyboarding I</td>
<td>3</td>
</tr>
<tr>
<td>S120</td>
<td>Word for Windows</td>
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</tr>
</tbody>
</table>

Total Degree Credits 30*

*Credit may be earned through Foundations of English I at the discretion of the college.

This Program is also offered online.

**The Illinois Board of Higher Education requires that all students complete College Algebra.

MEDICAL TRANSCRIPTIONIST DIPLOMA

Standard Length of Program • 4 Quarters Full-Time • 6 Quarters Part-Time

Career Opportunities • Medical Transcriptionist • Medical Transcription Editor

Foundation Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B097</td>
<td>Foundations of English I</td>
<td>4</td>
</tr>
<tr>
<td>B098</td>
<td>Foundations of English II</td>
<td>4</td>
</tr>
<tr>
<td>B099</td>
<td>Foundations of Math</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must either demonstrate mastery of the subject matter in Foundation Courses through a STEP placement exam or by successful completion of B097, B098, and/or B099.

Major and Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>D011</td>
<td>Medical Transcription Educator</td>
<td>4</td>
</tr>
<tr>
<td>M205</td>
<td>Medical Transcription I</td>
<td>3</td>
</tr>
<tr>
<td>M206</td>
<td>Medical Transcription II</td>
<td>3</td>
</tr>
<tr>
<td>M207</td>
<td>Medical Transcription III</td>
<td>3</td>
</tr>
<tr>
<td>M223</td>
<td>Pathology I</td>
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</tbody>
</table>

Total Diploma Credits 62**

*Credit may be earned through Foundations of English I at the discretion of the college.

**The Illinois Board of Higher Education requires that all students complete College Algebra.

Objectives:

Graduates of this diploma program learn the theory and practical applications of pharmacy practice. They are able to apply this knowledge to retail and hospital pharmacy settings.

Students combine effective use of available software programs with proficiency in receiving, interpreting, inputting, and filing prescriptions. They have knowledge of medical terminology, medical law and ethics, and pharmacy math.

They value honesty and integrity, have compassion for patients, and respect patient confidentiality.

PHARMACY TECHNICIAN AAS DEGREE

Standard Length of Program • 6 Quarters Full-Time • 8 Quarters Part-Time

Career Opportunities • Retail Pharmacy • Clinic Pharmacy • Hospitals and Health Care Facilities

Foundation Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>B037</td>
<td>Foundations of English I</td>
<td>4</td>
</tr>
<tr>
<td>B038</td>
<td>Foundations of English II</td>
<td>4</td>
</tr>
<tr>
<td>B039</td>
<td>Foundations of Math</td>
<td>4</td>
</tr>
</tbody>
</table>

Students must either demonstrate mastery of the subject matter in Foundation Courses through a STEP placement exam or by successful completion of B037, B038, and/or B039.

General Education Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>G243</td>
<td>Contemporary U.S. Government</td>
<td>4</td>
</tr>
<tr>
<td>G142</td>
<td>Introduction to Sociology</td>
<td>4</td>
</tr>
<tr>
<td>G137</td>
<td>Introduction to Psychology</td>
<td>4</td>
</tr>
<tr>
<td>G141</td>
<td>Introduction to Communication</td>
<td>4</td>
</tr>
<tr>
<td>G125</td>
<td>Humanities</td>
<td>4</td>
</tr>
<tr>
<td>G200</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>G250</td>
<td>Introduction to Literature</td>
<td>3</td>
</tr>
<tr>
<td>G239</td>
<td>Introduction to Astronomy</td>
<td>3</td>
</tr>
</tbody>
</table>

Math/Natural Sciences

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA242</td>
<td>Human Anatomy and Physiology I</td>
<td>5</td>
</tr>
<tr>
<td>MA241</td>
<td>Human Anatomy and Physiology II</td>
<td>5</td>
</tr>
</tbody>
</table>

Social Sciences

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>G226</td>
<td>Speech</td>
<td>4</td>
</tr>
<tr>
<td>G260</td>
<td>Introduction to Literature</td>
<td>3</td>
</tr>
<tr>
<td>G239</td>
<td>Introduction to Astronomy</td>
<td>3</td>
</tr>
<tr>
<td>G243</td>
<td>Contemporary U.S. Government</td>
<td>3</td>
</tr>
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**The Illinois Board of Higher Education requires that all students complete College Algebra. Students must select an additional course from the Math/Natural Sciences category to meet the required amount of general education credits in that category.

Major and Core Courses

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<thead>
<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>E150</td>
<td>Success Strategies</td>
<td>4</td>
</tr>
<tr>
<td>E242</td>
<td>Career Development</td>
<td>2</td>
</tr>
<tr>
<td>D111</td>
<td>Computer Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>D150</td>
<td>Success Strategies</td>
<td>3</td>
</tr>
<tr>
<td>M206</td>
<td>Medical Transcription I</td>
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<tr>
<td>M225</td>
<td>Pathology II</td>
<td>4</td>
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<tr>
<td>M230</td>
<td>Medical Publications</td>
<td>4</td>
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<tr>
<td>M231</td>
<td>Medical Transcription Capstone</td>
<td>3</td>
</tr>
<tr>
<td>S115</td>
<td>Keyboarding I</td>
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</table>

Total Degree Credits 36*

*Credit may be earned through Foundations of English I at the discretion of the college.

This Program is also offered online.

**The Illinois Board of Higher Education requires that all students complete College Algebra.

SCHOOL OF ALLIED HEALTH

RASMUSSEN COLLEGE™ Illinois

12

RASMUSSEN COLLEGE™ Illinois

13
ACCOUNTING AAS DEGREE
Banking • Financial Accounting • Financial Investigation

Foundation Courses

B157 Foundations of Math 4
B158 Foundations of English I 4
B159 Foundations of English II 4

Core Courses

A151 Accounting I 4
A152 Accounting II 4
A153 Accounting III 4
A250 Income Tax 4
A260 Accounting Capstone 2
B271 Professional Communication 4
B111 Computer Information Systems 3
D180 Excel 3
F150 Success Strategies 4

Banking Emphasis

Number Course Credits
E232 Fundamentals of Consumer Lending 4
E233 Introduction to Mortgage Lending 4
E231 Principles of Banking Law 4

Total Degree Credits 32*

Financial Accounting Emphasis

Number Course Credits
A177 Payroll Accounting 4
A274 Intermediate Accounting II 4
B234 Business Law 4
B253 Principles of Economics 4

Total Degree Credits 32*

Financial Investigation Emphasis

Number Course Credits
A272 Intermediate Accounting I 4
A271 Introduction to Criminal Justice 4
B255 Criminal Law and Procedures 4

Total Degree Credits 24*

Objective. Graduates of this degree program know and understand major concepts in management, human resources, marketing, and customer service. They are able to interpret financial data and have a general knowledge of accounting. They develop an appreciation for general education and are able to relate it to business situations. Students acquire skills in word processing, spreadsheet creation, database management, and presentation software. They develop communication, problem-solving, and decision-making skills that are necessary in business. They understand the importance of conducting business ethically and appreciate the importance of diversity in the workplace. They value honesty, creativity, respect for coworkers, and the importance of lifelong learning.

BUSINESS MANAGEMENT AAS DEGREE
Business Administration • Call Center Management • Human Resource
Internet Marketing • Marketing and Sales

Foundation Courses

B157 Foundations of Math 4
B158 Foundations of English I 4
B159 Foundations of English II 4

Core Courses

A151 Accounting I 4
A136 Introduction to Business 4
B233 Principles of Management 4
B234 Business Law 4
B277 Professional Communication 4
B280 Business Capstone 2
B250 Training and Development 4

Total Degree Credits 32*

Objective. Graduates of this degree program know and understand major concepts in management, human resources, marketing, and customer service. They are able to interpret financial data and have a general knowledge of accounting. They develop an appreciation for general education and are able to relate it to business situations. Students acquire skills in word processing, spreadsheet creation, database management, and presentation software. They develop communication, problem-solving, and decision-making skills that are necessary in business. They understand the importance of conducting business ethically and appreciate the importance of diversity in the workplace. They value honesty, creativity, respect for coworkers, and the importance of lifelong learning.
Criminal Justice AAS Degree

Objective.

Graduates of this degree program will gain an understanding of how information systems are used in business and how technology in general adds value to business processes. Depending on the emphasis area chosen, graduates will have the skills to install and manage networks, troubleshoot applications and help users, create and modify websites as needed, safeguard networks and proprietary information, manage and utilize databases in a business environment, or utilize IP Telephony to enhance communications for an organization. They value critical thinking, communication, and business and professional skills.

Major and Core Courses

Foundation Courses

<table>
<thead>
<tr>
<th>Number</th>
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</thead>
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<tr>
<td>8057</td>
<td>Foundations of English I</td>
<td>4</td>
</tr>
<tr>
<td>8058</td>
<td>Foundations of English II</td>
<td>4</td>
</tr>
<tr>
<td>8059</td>
<td>Foundations of Math</td>
<td>4</td>
</tr>
<tr>
<td>8110</td>
<td>Introduction to Criminal Justice</td>
<td>4</td>
</tr>
<tr>
<td>8175</td>
<td>Information Systems</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Degree Credits: 42**

This Degree Program is also offered online.

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<td>8058</td>
<td>Foundations of English II</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Degree Credits: 42**

This Degree Program is also offered online.
OBJECTIVE
Graduates of this program learn to put into practice a skilled understanding of industry-standard multimedia design and digital software applications. They accomplish this through study of the various aspects of multimedia technologies, including concept development, image editing, 3-D animation, and the study of the various aspects of industry-standard multimedia design technologies.

MARGIN OR CORE COURSES

MAJOR AND CORE COURSES

MELF77 Introduction to Multimedia and Digital Design
MELF79 Introduction to 3D Graphics
MELF80 Introduction to Digital Video
MELF81 Computer Graphics
MELF82 Digital Publishing
MELF83 Multimedia Portfolio Development

Digital Design and Animation Emphasis
Number Course
110 Drawing Design and Art Theory
111 Introduction to 3D Arts and Animation
112 3-Dimensional Animation

Total Degree Credits: 25

This Degree Program is also offered online.

WEB DESIGN EMPHASIS

Number Course
1115 Networking and Internet Technologies
1200 Digital Technology Management
1370 Server Side Scripting

Total Degree Credits: 25

This Degree Program is also offered online.

COURSE DESCRIPTIONS

This course covers the basics of multimedia concepts and multimedia technology and how to work with multimedia. It includes the following areas: introduction to multimedia, multimedia authoring tools, and multimedia design.

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This course covers the basics of multimedia concepts and multimedia technology and how to work with multimedia. It includes the following areas: introduction to multimedia, multimedia authoring tools, and多媒体设计。
Prerequisite: E-Commerce

Competitive advantage.

provide students an understanding of the

principles and functions of advertising, marketing, and public relations. Practical application and evaluation, documentation, and demonstration of skills through examples of student work. This course includes an in-depth study of self-marketing approach, job-interviewing techniques and professional development as well as participation in a mock interview.

F111 Introduction to Banking*

This course is the standard introduction to the banking industry. It teaches on many aspects of banking, from the fundamentals of interest rate calculation to new and developments within the industry.

Prerequisite: None

F121 Fundamentals of Consumer Law*

This course provides the basic knowledge of consumer law and the principles used to protect consumers. It includes the origin of laws regulating consumer, consumer fraud, and discrimination issues that apply to consumer credit.

Introduction to Banking

Prerequisite: Introduction to Banking

Introduction to Mortgage Psychology*

This course focuses on providing students with the scientific study of human behavior. Course content includes the development of the individual, motivation, emotion, perception, personality and abnormal behavior.

F130 Introduction to Film Studies*

This course is intended to help students work with the fundamental approaches to film and genres; we will, moreover, investigate film’s contexts as well as the ways in which people see and experience film’s-and, in particular, how they exemplify particular genres and analyze the style and structure of films.

Prerequisite: None

G138 Introduction to Film

This survey of the major schools of thought, and of important American as well as international filmmakers, will provide students with the basis for understanding modernist and postmodernist approaches to film. Students will become more sophisticated and critical viewers who are able to interpret and analyze films in an organized, unified, coherent manner that demonstrates an understanding of the cultural and historical context.

Prerequisite: None

G226 Speech

This course provides an understanding of self-marketing approaches, job-interviewing techniques and professional development as well as participation in a mock interview.

Prerequisite: None

G312 Principles of Economics*

This course offers a broad overview of the field of economics. Students will examine the role of government in the economy, the nature of the market, and the role of business in society. Students will also examine the role of business in society. Students will also examine the role of business in society. Students will also examine the role of business in society.

Prerequisite: None

C8224 Introduction to Communication

This course is designed to introduce students to various aspects of the study of human behavior. Students will learn about the role of language in society and the role of language in communication. They will also develop skills in analyzing and synthesizing language and culture.

Prerequisite: None

G8223 Principles of Advertising Communication

This principle provides an introduction to the study of the role of language in society and the role of language in communication. They will also develop skills in analyzing and synthesizing language and culture.

Prerequisite: None
This course provides students with the skills to understand and appreciate the complexities of health care professionals who are non-native English speakers that include transcription from CD of health care information service departments in the United States. Students will also gain an understanding of different stretching philosophies, practices and procedures. The course includes ten hours of field experience.

MT225 Alternative Modalities 40 hours, 4 credits

This course introduces the student to the significance of musculoskeletal therapy, Shiatsu, Reflexology, and Aromatherapy. The course will include practical applications of Shiatsu, Reflexology, and Aromatherapy. The course will also include an understanding of different stretching philosophies, practices and procedures. The course includes ten hours of field experience.

M241 Human Anatomy 80 hours, 5 credits

This course introduces the student to the significance of human anatomy and physiology in relation to the study of human body. The course will include practical applications of various theories and the physiological effects of their application to the study of human body. The course provides an understanding of different stretching philosophies, practices and procedures. The course includes ten hours of field experience.

M220 Introduction to Massage Therapy 40 hours, 4 credits

This course introduces the student to massage therapy and its role in patient care. The student will be introduced to massage therapy and its role in patient care. The course includes ten hours of field experience.
This course introduces the student to recognize and handle minor emergencies, such as infections, abscesses, and wounds. Students will learn the proper protocols for stabilization and first aid procedures. This course includes lectures, demonstrations, discussions, and hands-on practice to reinforce the course materials.

Prerequisite: None

MT243 Windows Workstation Support* 40 hours, 3 credits
This course provides the student with the knowledge and skills necessary to install, configure, and configure Windows Workstation. The course covers troubleshooting, problem determination, and technical support to resolve problems with Windows Workstation.

Prerequisite: None

MT327 Microsoft Windows Workstation* 40 hours, 3 credits
This course provides the student with the knowledge and skills necessary to install, configure, and configure Windows Workstation. The course covers troubleshooting, problem determination, and technical support to resolve problems with Windows Workstation.

Prerequisite: None

MT246 Kinematics X 50 hours, 3 credits
This course is designed to introduce the principles of physics concepts and their applications. Students will learn about the laws of motion, force, energy, and mechanics. This course will prepare students to take the Microsoft Exam 70-219, Preparation for Computer Science and Programming.

Prerequisite: None

MT113 Networking Fundamentals* 40 hours, 3 credits
This course provides students with the knowledge and skills necessary to connect to the network and use basic networking applications. Students will learn about the components of a network, including the network infrastructure, the Internet, and how to use basic networking applications. This course will prepare students to take the Microsoft Exam 70-270, Basic IT Infrastructure.

Prerequisite: None

MT209 Microsoft Exchange Server* 40 hours, 3 credits
This course provides students with the knowledge and skills necessary to configure and manage Microsoft Exchange Server. Students will learn about the components of Microsoft Exchange Server, including the server environment, the Exchange Management Shell, and the Exchange Management Center. This course will prepare students to take the Microsoft Exam 70-369, Exchange Server 2010.

Prerequisite: None

MT245 Microsoft Office Professional Suite 40 hours, 3 credits
This course provides students with the knowledge and skills necessary to use Microsoft Office Professional Suite. Students will learn about the components of Microsoft Office Professional Suite, including Word, Excel, PowerPoint, Outlook, and Access. This course will prepare students to take the Microsoft Exam 70-680, Microsoft Office 365 – Pro.

Prerequisite: None

MT215 Microsoft Office 365 Fundamentals 40 hours, 3 credits
This course provides students with the knowledge and skills necessary to use Microsoft Office 365. Students will learn about the components of Microsoft Office 365, including Word, Excel, PowerPoint, Outlook, and OneDrive. This course will prepare students to take the Microsoft Exam 70-680, Microsoft Office 365 – Pro.

Prerequisite: None

MT301 Introduction to Pharmacy Technology 40 hours, 3 credits
This course introduces students to the field of pharmacy technology. Students will learn about the components of a pharmacy, including the pharmacy setting, drug distribution, and medication management. This course will prepare students to take the Pharmacy Board Exam.

Prerequisite: None

MT202 Pharmacy Practice 2 40 hours, 3 credits
This course continues with the study of pharmacy practice. Students will learn about the components of a pharmacy, including the pharmacy setting, drug distribution, and medication management. This course will prepare students to take the Pharmacy Board Exam.

Prerequisite: MT201 Introduction to Pharmacy Technology
Illinois

This course is intended to be completed as online classes. Prerequisite: Introduction to

Topics in the course include graphic interface and programming logic, as well as the design to create applications using Visual Basic

W215 PERL/CGI

as enums, autoboxing, and generic types),

and the MYSQL database to create

socket programming using PERL.

W210 Java I

designers. Topics include advanced techniques

language and the MYSQL database to create

as online classes.

W210 Java I

cover the use of PHP scripting

and information literacy skills, is a graduation

requirement which students fulfill in E242 Career Development or in an appropriate senior-level course for their program.

W208 Advanced Website Design

Plan for Change of Grade

Policy on Change of Grade

On occasion it is appropriate to change a final grade after the original grade has been posted on the transcript. Please note that the following changes may be made:

1. Incompletes are not accepted to complete the course.
2. A final grade must be awarded for work up to twenty-four hours late; an incomplete grade will have to be removed from the transcript.

Independent Study

An ‘I/In’ indicates an incomplete grade, and is given only after the following conditions:

a. Weekly objectives for work to be completed based upon the same weekly assignments identified for the in-class version.

b. Expenses must be paid in lieu of the examination. The examination and any associated materials to be submitted to the student’s campus for approval and signature.

c. For 100-level and 200-level D, N, NM, or W courses, the student must provide documentation of on-campus study. In cases where an incomplete grade is included in the calculation of a student’s index or previous courses, the student must be allowed, at the discretion of the Academic

Assessment

This course has been approved by the American Council on Education to meet the requirements of the Study Plan for the American Council on Education’s Credit Recommendation System.

Rasmussen College has developed an institutional collaborative education assessment program to meet the requirements of the Illinois Board of Higher Education. The purpose of the Instrument for the Measurement of the Influence of the College on Student Learning and on the Purposes that support the mission of the college, these objectives have been developed, and assessment methodologies have been implemented to evaluate the program and its outcomes, and annually, the number of students. In the spirit of this learning-focused approach, an assessment, an academic assessment in Rasmussen College follows a pattern of ongoing, periodic, and outcome assessment.

The academic has an assessment plan that is essential for evaluating and improving the quality and learning mechanism. The academic assessments provide the student with their courses (at least one per term), and the student will be enrolled in the course. The distance of the 20-hour, 2-credit course, which includes a semester of instruction and assessment, and the design of Tabular form of instruction.

W200 Java I

These courses cover the use of PHP scripting functions, creating, accessing, and manipulating info, with the MYSQL database within a PHP program, creating "GET" and "POST" using various PHP programs.

Program projects: Jesuit

20-hour, 2 credits

This course covers the use of PHP scripting functions, the development of the PERL code for web applications, and client/server systems using the PHP/CGI frameworks.

Program projects: Jesuit

20-hour, 2 credits

This course covers the use of PHP scripting functions, creating, accessing, and manipulating info, with the MYSQL database within a PHP program, creating "GET" and "POST" using various PHP programs.

Program projects: Jesuit

20-hour, 2 credits

This course covers the use of PHP scripting and the MYSQL database to create dynamic webpages. Topics include PHP scripting fundamentals, creating, accessing, and manipulating info, with the MYSQL database within a PHP program, creating "GET" and "POST" using various PHP programs.

Program projects: Jesuit

20-hour, 2 credits

This course covers the use of PHP scripting functions, creating, accessing, and manipulating info, with the MYSQL database within a PHP program, creating "GET" and "POST" using various PHP programs.

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Program projects: Jesuit
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Discipline

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Tuition rates are as follows:

<table>
<thead>
<tr>
<th>Courses Enrolled</th>
<th>Fee per Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Two (2) or Fewer Courses</td>
<td>$1350 per course</td>
</tr>
<tr>
<td>Four or More Courses</td>
<td>$1225 per course</td>
</tr>
<tr>
<td>Two (2) or Fewer Courses</td>
<td>$1450 per course</td>
</tr>
<tr>
<td>Four or More Courses</td>
<td>$1075 per course</td>
</tr>
</tbody>
</table>

“N” “NM” or “W” as of 10-1-2007

Students are allowed to re-enter the institution as continuing students and must meet progress requirements for the calculation of satisfactory academic progress. Re-entering students are treated as new students for the subsequent quarter. A re-enter is defined as a re-enter.

Each student will be notified of the date that the College delivers to the student the notice of withdrawal. If a student is cancelled or terminated, for whatever reason, the student shall have the right to appeal if the student does not officially withdraw.

The total charges for tuition, fees and all other charges for the quarter will be refunded to the student’s account, the student may be required to repay funds in proportion to the amount received. The expressed wishes of the complaining student will be paramount. The College believes that this is an extension of the student’s due process rights and that it is fair for the complaining student to accept or decline all or none of the charges.

Rasmussen College uses the software and technology associated with Title IV programs.

Rasmussen College cannot override fines incurred at other libraries, including fines for damaged or damaged books and other fees. If the student does not officially withdraw, Rasmussen College credits the student for the course. If the student withdraws from school before the end of the first day of recorded attendance, the student will be assessed a full penalty of the term. The student shall not receive credit from any or all classes in which the student is enrolled. The College may inform the student in writing (letter sent to student) within 30 days of the school's determination that the student is entitled to a refund of funds.

The College maintains a “90/10” completion of the course. Students who choose to suspend or drop at least one course will not be charged a fee for an additional cost of forty percent (40%) of the total cost of the course, plus the cost of any other fees. Reduced rates for full-time, part-time, or evening students may be available with approval from the Campus Director.

Books and electronic resources are included in the tuition and fees and charged to the student.


Information and Formal Complaints

Rasmussen College provides prospective and enrolled students and employees with its customer service, human resources and campus crime security policies. This policy contains information regarding the processing of customer service complaints, sexual harassment and violence, and alcohol and drug abuse.

Military Tuition Refund Policy

Military Tuition Refund Policy to reduce the student's Federal Direct

Continuing education is an extension of the student's due process rights and that it is fair for the student in writing (letter sent to student) within 30 days of the school's determination that the student is entitled to a refund of funds.

Rasmussen College reserves the right to withhold the release of academic information, if it determines that the release may be harmful to the student, the College, or the institution.

The patrons incurring these bills should be held accountable for their payment so that the College may make record of the charges and include them with the student's transcript. The College will make record of the charges and include them with the student's transcript. The student shall not receive credit from any or all classes in which the student is enrolled. The College may inform the student in writing (letter sent to student) within 30 days of the school's determination that the student is entitled to a refund of funds.

Informal and Formal Complaints

An informal complaint allows the student to present his or her concerns to the College. The student is informed that he or she has the right to formally appeal the decision of the College.

In the event of an informal complaint, the College will make record of the charges and include them with the student's transcript. The student shall not receive credit from any or all classes in which the student is enrolled. The College may inform the student in writing (letter sent to student) within 30 days of the school's determination that the student is entitled to a refund of funds.

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Academic Information

Definitions (Continued)

5. The College will resolve complaints
6. The College will be in communication

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4. The College will be in communication

Report to an Executive Vice President or President, or

A formal complaint of sexual harassment must be

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All students must complete the following components, which are used to assess a student’s Satisfactory Progress (SP) toward the completion of a degree, diploma, or certificate. The components are:

1. A Grade Point Average (GPA) that is equal to or greater than 2.00 calculated on a scale of 4.00.

2. A Cumulative Completion Rate (CCR) of 25% is required at the end of the student's first quarter. A Cumulative Completion Rate (CCR) of 50% is required at the end of the student's second quarter. A cumulative completion rate of 75% is required at the end of the student's third quarter and every quarter thereafter.

A student cannot exceed one and one-half times (1.5x) the maximum program time frame and will not be permitted to transfer to another program, except as described below. All credits attempted or earned for determining eligibility to transfer into the College and credits earned by alternative means of learning (i.e., credit by examination) will be counted toward completion of the program.

Satisfactory Academic Progress is measured in terms of the minimum academic requirements set forth in this policy, in addition to other requirements consistent with graduation requirements.

1. Grade Point Average (GPA): A student must have a GPA equal to or greater than 2.00 to be making satisfactory academic progress.

2. Cumulative Completion Rate (CCR): The necessary percentage of attempted credits is calculated on a scale of 0-100. A student must have a CCR of at least 25% at the end of the student's first quarter, 50% at the end of the student's second quarter, and 75% at the end of the student's third quarter and every quarter thereafter.

3. A student cannot exceed one and one-half times (1.5x) the maximum program time frame and will not be permitted to transfer to another program, except as described below. All credits attempted or earned for determining eligibility to transfer into the College and credits earned by alternative means of learning (i.e., credit by examination) will be counted toward completion of the program.

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Administrations Department

Jeff Hag, Director of Student Recruitment
B.A., St. Cloud State University
Paul Kramer, Director of Training and Development
M.Ed., College of St. Benedict
B.A., University of Wisconsin
Lois Kaiser, Director of Admissions
B.S., Northern State University
Jennifer McDonald, Admissions Manager
B.S., Lake Forest College
James Bauem, Admissions Representative
B.S., University of South Dakota
Aurya Finnostad, Admissions Representative
B.A., Northwest College
Kristina Grant, Admissions Representative
B.S., University of Minnesota
Jay Greenshield, Admissions Representative
B.A., University of South Dakota
Katie Hoke, Admissions Representative
B.S., Lake Forest College
Ashley Johnson, Admissions Representative
M.Ed., Concordia University

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