

ATSU

UNIVERSITY CATALOG



Quarterly Addendum No. 2
Effective January 9, 2017

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16-17 ATSU University Catalog – Quarterly Addendum No. 2

Effective Date

The following additions, corrections, or edits are addendums to the 16-17 ATSU University Catalog and should be referenced in conjunction with the Catalog. The effective date of the catalog is July 1, 2016, and the effective date of this quarterly addendum is January 9, 2017 unless noted.

Arizona School of Health Sciences (ASHS)

Grading

The ASHS school grading section has been expanded to include the percentage range that earns a student a letter grade. These ranges vary by department, but are the same for all programs that fall under the corresponding department. Please use this update in conjunction with the universal grades that are listed in the Catalog.

Department of Interdisciplinary Health Sciences

Grade	Value
A	90 - 100%
B	80 - 89%
C	70 - 79% (lowest passing grade)
F	<70%

Department of Audiology

Grade	Value
A	92 - 100%
B	84 - 91%
C	75 - 83% (lowest passing grade)
F	<75%

Department of Occupational Therapy

Grade	Value
A	92.5 - 100%
B	84.5 - 92.49%
C	74.5 - 84.49% (lowest passing grade)
F	<=74.49%

Department of Physician Assistant

Grade Value

A	90 - 100%
B	80 - 89.99%
C	70 - 79.99% (lowest passing grade)
F	<70%

Department of Physical Therapy

Classes such as physiology, pathophysiology, neuroscience, conditions, etc. use the scale listed below.

Grade Value

A	90 - 100%
B	80 - 89%
C	70 - 79% (lowest passing grade)
F	<70%

All other classes use the slightly higher scale listed below.

Grade Value

A	92 - 100%
B	83 - 91%
C	75 - 82% (lowest passing grade)
F	<75%

Master of Science in Physician Assistant Studies Program – residential

Length of Program

The residential Physician Assistant Program is an entry-level, 26 month course of study that leads to a Master of Science degree upon successful completion. The curriculum includes 154 credit hours.

Arizona School of Dentistry & Oral Health

Certificate in Orthodontics & Dentofacial Orthopaedics Program

Course Descriptions and Credit Values

Data Analysis – ADE1081 should be listed as 1 credit hour. This gives the program a total requirement of 97.5 credit hours.

ATSU Policies

Transfer Credit

The Transfer Credit list of qualifying criteria was updated to include the rule that credits earned that resulted in a degree cannot be transferred.

Additionally, the following was added to the Transfer Credit section.

The transferability of credits you earn at ATSU is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree, diploma, or certificate you earn in a program of study is also at the complete discretion of the institution to which you may seek to transfer. If the credits, degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer to after attending ATSU to determine if your academic credits, degree, diploma or certificate will transfer.

Standard Academic Progress for Federal Financial Aid

Edits have been made to the Quantitative Measure section of the Standard Academic Progress information.

According to the United States Department of Education regulations (34CFR 668.16 and 668.34 and October 29, 2010, Final Federal Register), all students receiving federal financial assistance must meet and maintain satisfactory academic progress. Student Financial Services will review the academic progress of all students after each payment period. Satisfactory academic progress (SAP) is measured in terms of qualitative and quantitative standards.

Quantitative Measure

Maximum Time Frame

Financial aid recipients must complete an educational program within a time frame no longer than 150% of the published length of the educational program. All attempted withdrawn, failed, repeated, and/or transferred credits that apply to a student's program count toward this maximum time limit. For example, a student pursuing a doctorate degree requiring 120 credit hours may attempt up to 180 credit hours before financial aid eligibility is suspended ($120 \times 150\% = 180$).

Pace of Progression

Pace of progression is required to ensure students complete within a maximum time frame and that the pace is measured at each standard review time. Financial aid recipients must maintain a 67% minimum completion rate for attempted credit hours or contact hours. For example, a student pursuing a doctorate degree requiring 120 credit hours may attempt up to 180 hours before financial aid eligibility is suspended ($120 \div 180 = 67\%$).

Dropped, failed, and remedial courses for which no credit is received do not count towards credit hours earned but do count toward credit hours attempted. Courses dropped during the add/drop period will not be counted in credits attempted. Credit hours for a course are earned by completing and passing the class.

Tuition Refund Policy

Students withdrawing from an ATSU residential or online pay per credit program or dropping a course from an online pay per credit course will now be issued a waiver for 100% of the tuition and educational supply fee if done so by the seventh calendar day of the term instead of the eighth calendar day. Any equipment fees will be waived if the equipment is returned to the school in the condition in which the student received it. Otherwise, a student's eligibility for a refund will be determined by the institutional refund policy or the return of Title IV funds formula.

Institutional Refund Policy

Institutional Refund Formula - for Credit Hour Programs (For students who did not receive federal financial assistance)

Institutional Refund Formula – This formula gives the student the same refund as the R2T4 Refund Formula.

If a student withdraws during a payment period, ATSU will determine how much tuition, fees and equipment charges (if any) were unearned by the institution. It will be figured by calculating how many remaining calendar days there are in the payment period divided by the total number of calendar days in that same payment period. The institution will pay back to the student the unearned amount. After 60% of the payment period, the institution will have earned the total amount paid for that payment period.

For example, if a student withdrew after 51 calendar days, but paid for 153 calendar days, ATSU would have earned 33.3% of educational costs paid. Therefore, 66.7% of the educational costs paid are unearned. ATSU would refund to the student (or lender) 66.7% of the tuition, fees, and equipment charges paid.

- Educational costs paid for 153 calendar days = \$17,280.00
- Calendar days attended by the student = 51
- Calendar days remaining the in the payment period = 102 (153 – 51)
- $102/153 = 66.7\%$ (Percentage of educational costs unearned by ATSU)
- 66.7% of \$17,280 = \$11,525.76 (Educational costs unearned by ATSU)
- Amount ATSU refunds to the student = \$11,525.76

Return of Title IV Funds Formula

Return of Title IV Funds Formula - for Credit hour Programs

(For students who received federal financial assistance)

If a Title IV recipient withdraws during a payment period, the institution will calculate the amount of Title IV funds that was unearned by the student and wire the funds back to the lender. Unearned Title IV funds is determined by how many calendar days are remaining in the payment period divided by the total number of calendar days in the payment period. Unearned Title IV funds will be returned to the lender, up to 60% of the payment period for which the student was charged tuition/fees and equipment charges. After 60% of the payment period, the student will have earned all Title IV funds for that payment period and no financial returns or refunds will be made.

For example, if a student paid tuition, fees, and equipment charges (if applicable) with Title IV funds for 174 calendar days, but withdrew after 87 calendar days, the percentage of Title IV funds earned will be 50.0%. Unearned Title IV funds will be 50.0%, as well. Therefore, ATSU will return 50.0% of all Title IV funds to the lender. (Please note: The federal funds may not cover institutional charges due to ATSU at withdrawal. So, the student may owe a balance to ATSU upon withdrawal.)

- Tuition, fees, and equipment charges paid with Title IV funds for 174 calendar days = \$37,000.00
- Student enrolled for 87 calendar days out of 174
- $87/174 = 50.0\%$ (Percentage of Title IV funds unearned)
- 50.0% of \$37,000.00 = \$18,500.00 (Unearned Title IV funds)
- Amount ATSU returns to the lender = \$18,500.00

The funds must be paid back to the federal loan programs in the following order:

1. Federal Unsubsidized Stafford Loan
2. Federal Perkins Loan (if applicable)
3. Federal GradPLUS Loan

Refund Policy for Dropped Course

An online student who drops a course in the current term (but remains actively enrolled) will be subject to the following refund policy:

Student drops a course between calendar days 1-7 of the course	100% refund
Student drops a course between calendar days 8-14 of the course	50% refund
Student drops a course on or after the 15th calendar day of the course	0% refund