

NEBRASKA WESLEYAN UNIVERSITY

5000 Saint Paul Avenue
Lincoln, NE



NEBRASKA
WESLEYAN
UNIVERSITY

APPLICATION FOR REGISTRATION

with the

IOWA COLLEGE STUDENT AID COMMISSION

Postsecondary Registration Administration
200 10th Street, Fourth Floor
Des Moines, IA 50309

June 28, 2011

Iowa College Student Aid Commission
Postsecondary Approval and Registration Administrator
603 East 12th Street, 5th Floor
Des Moines, IA 60319
(515) 725-3470

**Application for Approval and Registration
of Postsecondary School
Iowa Code Chapter 261B**

Pursuant to Iowa Code Chapter 261B, the undersigned school applies for registration to conduct or maintain one or more courses of instruction, including courses of instruction by correspondence, where the courses are offered in Iowa or the school has a presence in Iowa and desires to offer courses in other states or foreign countries.

Submit a paper document and a complete duplicate in pdf format on a CD. Applications may be submitted electronically by contacting the Postsecondary Approval Administrator at the Iowa College Student Aid Commission.

Applications for an initial approval and registration must include a *non-refundable* check for \$4,000 payable to the State of Iowa.

Applications fees are to be sent to:

Postsecondary Approval and Registration Administrator
603 East 12th Street, 5th Floor
Des Moines, IA 60319

All items must be completed before the application will be considered as received by the Commission. Attach additional pages as needed to provide the requested information. Responses are required to have a minimum of a summary paragraph on this form. Responses that include only statements similar to "please see attached", will be considered incomplete. Other documents or materials may also be attached to support the application. Attachments must be tabbed and clearly marked on both the paper and pdf documents..

(Registrations must be renewed every four years or upon any substantive change in program offerings, location, or accreditation.)

Name of school and address of the principal office as defined in Iowa Code Section 490.140 or 510.141: (261B.4(2)) and [(261B.4(1))]

Name of School: Nebraska Wesleyan University
Suite: Burt Hall, University College
Street: 5000 Saint Paul Avenue
City: Lincoln
State: Nebraska
Zip: 68504-2794
Country: USA
Telephone Number (including country or area code): 402-466-2371

Type of corporation:

For-profit
 Non-profit

Address of this school in all other states, and in foreign countries: NONE

Address of all locations in Iowa where instruction is to be provided:

Suite	Street	City	State	Zip	Country	Telephone
Council Bluffs Campus	2700 College Road	Council Bluffs	Iowa	51502-3004	USA	712-325-3200
Clarinda Campus	923 East Washington	Clarinda	Iowa	51632	USA	712-542-5117

Cass County Center	705 Walnut Street	Atlantic	Iowa	50022	USA	712-243-5527
Page/Fremont County Center	1001 West Sheridan Avenue	Shenandoah	Iowa	51601	USA	712-246-1499
Shelby County Center	2712 -- 12 th Street	Harlan	Iowa	51537	USA	712-755-3568

Courses required for the nursing major and for general education will be offered on the Council Bluffs and Clarinda campuses. Iowa Western Community College cannot or has chosen not to deliver two non-nursing courses (Masterpieces of Literature and Pathophysiology) required by BSN students. These two courses will be taught on a rotating basis at all five locations: Council Bluffs, Clarinda, Atlantic, Shenandoah, and Harlan.

Tuition charges, fees and other costs payable to the school by a student. [(261B.4(3))]

Program to be offered in Iowa	Tuition* (2011-2012)	Fees* (2011-2012) Estimates	Books and Supplies* (2011-2012) Estimates	Other	Total (2011-2012) Per Annum
Bachelor of Science in Nursing	\$315/per credit hr	One time fees only--	Average cost per course \$75	NA	
	<u>PART-TIME</u> \$315 x 18 credit hrs = \$5,670	<u>PART-TIME</u> \$120	<u>PART-TIME</u> \$75 x 6 courses = \$450		<u>PART-TIME</u> \$6,240
	<u>FULL-TIME</u> \$315 x 30 credit hrs = \$9,450	<u>FULL-TIME</u> \$120	<u>FULL-TIME</u> \$75 x 10 courses = \$750		<u>FULL-TIME</u> \$10,320
Master of Science in Nursing	<u>FULL-TIME</u> \$425/per credit hr \$425 x 20 credit hrs = \$8,500	<u>FULL-TIME</u> One time fees only-- estimate \$150	<u>FULL-TIME</u> Average cost per year \$1,102	NA	<u>FULL-TIME</u> \$9,752

General Information:

Both the Bachelor of Science in Nursing and the Master of Science in Nursing degrees at Nebraska Wesleyan University are designed for nontraditional students (working adults) and are delivered in an accelerated format (classes typically meet once a week in five- or eight-week terms).

The Bachelor of Science in Nursing degree is a completion program for individuals who have graduated from a diploma nursing school or from an associate degree program. The Master of Science in Nursing degree is designed for individuals with a baccalaureate nursing degree from an accredited program. Any student taking nursing courses at NWU must hold a current unencumbered license as a registered nurse in the state of Nebraska or hold a current unencumbered compact state license.

Bachelor of Science in Nursing:

Since the BSN degree is a completion program, the costs payable to the school by the student will be dependent upon the number of courses he or she transfers to Nebraska Wesleyan University (NWU) and the number of courses a student decides to take each term. The figures in the previous chart represent the costs a student is likely to incur **in a year**. Commonly, a student takes 2 to 4 courses during an 8-week term, earning between 18 and 30 credit hours a year. The chart provides two likely scenarios reflecting part-time or full-time status.

Some students will need to complete only the 32-hours-in-residence requirement (essentially the nursing major), while others will need to meet their general education requirements as well. Some students will need to take additional courses in order to meet the 126-credit-hour requirement for an NWU baccalaureate degree.

A spreadsheet for the academic program costs for the Bachelor of Science in Nursing degree for the 2011-2012 academic year (Appendix 1.1) shows the cost per course for the nursing major and general education courses typically completed by BSN students at NWU's Omaha location.

Master of Science in Nursing:

Minimum requirements for the MSN include 40-credit hours of core and specialty area courses. Students typically complete 6 hours during each semester (one course each 8-week term) and summer term in this program, thus earning 18 credit hours per year. Most students, however, will double up in a term or two in order to complete their program within two years, so they average 20 credit hours per annum.

***Tuition, Fees, Books and Supplies:**

The spreadsheets found in Appendix 1.1 and 1.2 provide detailed information regarding tuition and book costs for each course offered at the Omaha location during the 2011-2012 academic year. A review of the spreadsheets will show the calculations determining the average annual textbook cost for the master's degree students (\$1,102) and the average cost per course (\$75) for the bachelor's degree students; part-time BSN students can expect to pay \$450 for books per year; full-time students can expect to pay \$750. All students pay a \$100 matriculation fee, but other occasional fees are identified in the Schedule of Charges located in Appendix 1.3. Iowa students will pay the same tuition and fees as Omaha students.

Refund policy of the school for the return of refundable portions of tuition, fees, or other charges [(261B.4(4))] If the refund policy is attached, please summarize the policy below.

Students **dropping** a class (no record of class on transcript) before the Drop/Add Deadline are eligible for a full payment refund, including tuition and fees.

Student **withdrawing** from a class (a grade of W on the transcript) may be eligible for a pro-rated, partial refund, depending on the date of the withdrawal. Nebraska Wesleyan University's refund policy for nursing students in accelerated classes is based on the traditional semester refund policy, which begins with a 90% tuition refund for withdrawals during the first week of the semester. The percentage of return is reduced each week until a final refund rate of 20% during the fifth week of the semester. Fees are not refundable.

See Appendix 2 to review the refund policy for University College as published in the *Nebraska Wesleyan University Course Catalog 2009-2011* on page 28 of the "Financial Information" section. (The Department of Nursing is housed in University College).

Most nursing courses are accelerated courses offered in either 5- or 8-week terms with tuition being charged at a per-credit-hour rate. Tuition refunds for students in accelerated courses are calculated using the traditional schedule on a prorated basis. Omaha students may contact the Business Office for the prorated calculations or review the refund schedule for accelerated courses on page 5 of the *Wesleyan Advantage-Omaha Class Schedule for Summer 2011, Fall 2011, Spring 2012 (Tentative)*, which is included with this application and marked Appendix 3.

Title IV regulates refunds to students with federal loans or grants, and the Director of Scholarships and Financial Aid processes Title IV refund calculations. Nursing students in Omaha (who are University College students) are informed of Title IV standards and regulations in the catalog (Appendix 2) and course schedule (Appendix 3).

Degrees granted by the school [(261B.4(5))]

Bachelor of Arts--College of Liberal Arts and Sciences
Bachelor of Business Administration--University College
Bachelor of Fine Arts --College of Liberal Arts and Sciences
Bachelor of Music--College of Liberal Arts and Sciences
Bachelor of Science--College of Liberal Arts and Sciences
Bachelor of Science in Nursing--University College

Master of Arts in Historical Studies--University College
Master of Forensic Science--University College
Master of Science in Nursing--University College

Offered in Iowa [(261B.4(11))]

Bachelor of Science in Nursing
Master of Science in Nursing

Offered outside of Iowa

Currently, all degrees are offered in Nebraska only.

**Name, business address and telephone number of the chief executive officer of the school:
[(261B.4(7))]**

Name: Frederik Ohles
Suite: President's Office
Street: 5000 Saint Paul Avenue
City: Lincoln
State: Nebraska
Zip: 68504-2794
Country: USA
(including country or area code): 402-465-2217

**Provide a copy or description of the means by which the school intends to comply with 261B.9
[(261B.4(8))]. Code section 261B.9 is as follows:**

261B.9 DISCLOSURE TO STUDENTS.

Prior to the commencement of a course of instruction and prior to the receipt of a tuition charge or fee for a course of instruction, a school shall provide written disclosure to students of the following information accompanied by a statement that the information is being provided in compliance with this section:

1. The name or title of the course.
2. A brief description of the subject matter of the course.
3. The tuition charge or other fees charged for the course. If a student is enrolled in more than one course at the school, the

- tuition charge or fee for all courses may be stated in one sum.
4. The refund policy of the school for the return of the refundable portion of tuition, fees, or other charges. If refunds are not to be paid, the information shall state that fact.
 5. Whether the credential or certificate issued, awarded, or credited to a student upon completion of the course or the fact of completion of the course is applicable toward a degree granted by the school and, if so, under what circumstances the application will be made.
 6. The name of the accrediting agency recognized by the United States department of education or its successor agency which has accredited the school.

Response:

Nebraska Wesleyan University discloses student consumer information in compliance with the requirements for a federal student aid participant through a variety of venues. Both current and prospective students have access to this information, bringing NWU into compliance with Iowa's Chapter 261B.9. Students taking courses through Wesleyan Advantage-Omaha (the course location of the instructional programs intended for students in Iowa) prefer on-line access to all University information.

NWU provides student information through the following avenues:

Catalogs: Nebraska Wesleyan University's accreditation by the Higher Learning Commission of the North Central Association of Colleges and Schools is published in the course catalog. Course titles, course descriptions, refund policies, academic policies, and degree requirements are provided in the Nebraska Wesleyan University catalog, available both in hard copy and on line at <http://www.nebrwesleyan.edu/registrars-office/course-catalogs>. Beginning with the 2011-2012 academic year, all catalogs will be available only on line.

Course Schedules for University College, Wesleyan Advantage-Omaha: The courses being taught during summer term, fall semester, and spring semester are found in the class schedules. The refund policy and other policies particularly pertinent to Wesleyan Advantage-Omaha students are also included in the class schedule. The tuition is charged on a per-credit-hour basis (\$315 per credit hour for undergraduate courses and \$425 per credit hour for graduate courses for the 2011-2012 academic year.) These tuition charges along with other fees are published in the course schedules, which are updated each term and are available in hard copy, on Web-Advisor (the on-line registration system), and on line at <http://www.nebrwesleyan.edu/registrars-office/course-schedules#uc>. See a current course schedule in Appendix 3.

Advisor Forms: Academic advisors and students complete a variety of forms to ensure that courses students complete will apply toward their intended degrees. BSN students receive an **academic analysis** from the Registrar's Office to determine whether courses taken at another institution will transfer to NWU. Working together, the advisor and student (whether a BSN or MSN student) complete a **plan of study** as the student begins his or her program and a **graduate application form** as the student nears completion of the program. Upon receipt of the graduate application form, the Registrar completes a **graduation analysis**, which is sent to the student the semester prior to graduation. Requirements for degree completion and the circumstances in which courses may be counted toward degree completion are an integral part of the completion of these forms.

Nursing Program Handbook for Students: Tailored to answer questions especially pertinent to the nursing students, the *Nursing Program Handbook for Students*, available on Blackboard (NWU's course management system), provides a convenient reference for both undergraduate and graduate nursing students. Admission requirements and outcomes for both the bachelor's and master's programs are clearly and concisely expressed. A copy of the *Nursing Program Handbook for Students* is provided in Appendix 4.

Student Accounts: Students are billed on August 1 for the fall semester, January 1 for the spring semester, and June 1 for summer term enrollments. After the initial billing, student accounts are updated on a daily basis and monthly reminders are sent through e-mail. Because students enroll in accelerated or short courses (5- and 8-weeks in length), they find this update and reminder system especially helpful. Students can view their tuition statement on line at any time.

Name, address, and telephone number of a contact person in Iowa. [(261B.4(10))]

Name: Nebraska Wesleyan University c/o CT CORPORATION SYSTEM*
Suite: Suite 500
Street: 500 East Court Avenue
City: Des Moines
State: Iowa
Zip: 50309
Country: USA
Telephone Number (including country or area code): (515) 245-4469

*CT Corporation System located at 500 East Court Avenue, Suite 500, Des Moines, IA 50309 is the registered agent for service of process for Nebraska Wesleyan University with the Secretary of State of Iowa. CT Corporation System requires that all process correspondence be sent in hard copy form.

Name, address, and title of the other officers and members of the legal governing body of the school: [(261B.4(6))]

The Nebraska Wesleyan University Board of Governors is the legal governing body of Nebraska Wesleyan University.

Officer Number 1 of the Nebraska Wesleyan University Board of Governors

Name: Richard A. Peterson, Chair of the Board and Chair of the Executive Committee
Suite: Crete Carrier Corporation
Street: P. O. Box 81228
City: Lincoln
State: NE
Zip: 68501
Country: USA
Telephone No. (including country or area code): 402-479-8753

For officers 2 or more, add pages as needed:

The list of other officers (Secretary Holder, Treasurer Korell, and Chair of the Committee on Board Affairs Ruth) and members of the Nebraska Wesleyan University Board of Governors is included in this application as Appendix 5.

Owner Number 2 [sic] NONE

Names and addresses of persons owning more than 10% of the school: [(261B.4(6))] NONE

For owners 2 or more, add pages as needed: NONE

Name all agencies accrediting the institution. For each agency, include name, address, telephone number, and whether the agency is recognized by the U.S. Department of Education. [(261B.4(9))] Attach copies of accreditation certificates of status for each agency. If the Iowa location is not accredited, provide accrediting agency certification that the Iowa location will be granted accreditation upon approval by the College Student Aid Commission. Provide documentation that every location of applicant school is approved by the accrediting agency and in good standing, for all locations throughout the world.

A page from Nebraska Wesleyan's website that identifies its regional and specialized accreditations can be found in Appendix 6.1.

The Statement of Affiliation Status from the Higher Learning Commission is included in this application and is marked Appendix 6.2.

As stated on the Statement of Affiliation Status, Nebraska Wesleyan University must have prior approval from HLC for a new location; HLC's procedures for accrediting a new location require prior approval by all state agencies. At the same time, the registration application with the Iowa College Student Aid Commission asks for certification from HLC that accreditation will be granted before granting its approval, creating a "which comes first" dilemma. Carolyn Small, ICSAC, and Eric Martin, HLC liaison with NWU, consulted on a way to resolve this problem. The resolution, subject to Commissioners' approval, will likely be a one-year provisional registration with ICSAC allowing time for HLC approval of the Iowa site.

Accrediting Agency 1

Name: *The Higher Learning Commission of the North Central Association of Colleges and Schools
Suite: Suite 7-500
Street: 230 South LaSalle Street
City: Chicago
State: Illinois
Zip: 60604
Country: USA
Telephone Number (including country or area code): 800-621-7440
Contact Person: Eric Martin

*An e-mail message from Carolyn Small regarding the timing of the Iowa College Student Aid Commission's approval and approval from the Higher Learning Commission for an additional location is included as Appendix 6.3. The HLC application will be submitted as soon as possible after the ICSAC application is submitted. The time required for the reviews and the success of the applications will dictate to a large degree which approval is completed first.

Is this agency recognized by the U. S. Department of Education? Yes No

Accrediting Agency 2: NONE

Accrediting Agency 3: NONE

Accrediting Agency 4+: NONE

Respond on a separate page:

Describe the procedures followed by the school for permanent preservation of student records. [(261B.4(12))]

Educational records. All academic records for current students and former students are securely maintained in the Office of the Registrar. The University recognizes the transcript as the official record of student academic achievement and maintains all educational records according to standards of the American Association of Collegiate Registrars and Admissions Officers (AACRAO).

Transcripts for students and graduates (since 1992) are electronic and backed up on secure off-campus servers. Official files are maintained in the Registrar's Office until 10 years from the last date of attendance. At that time, the file's contents are scanned and downloaded to CD's for easy access, as well as maintained electronically on secure off-campus servers.

Financial records. Nebraska Wesleyan is compliant with federal regulations regarding the storage, retention, and security of financial records. To comply with federal law mandated by the Federal Trade

Commission's Safeguard's Rule and the Gramm—Leach—Bliley Act (GLBA), effective May 23, 2003, Nebraska Wesleyan has adopted an Information Security Program for highly critical and private financial and related information—including financial records in both the Business Office and the Financial Aid Office. Comprehensive policies and statements relating to information security are incorporated into the program and include: Record Retention Policy, Computer Appropriate Use Account Policy, Electronic Mail Privacy Policy, World Wide Web Publishing Policy, Copyright Compliance Policy, Computer Privacy, Computer Ethics and Policies Statement, Anti-Virus Standard, and Employee Confidentiality Statement.

Provide the contact information to be used by students and graduates who seek to obtain transcript information.

Name: Bette Olson, Assistant Dean for Institutional Effectiveness & University Registrar
 Suite: Registrar's Office
 Street: 5000 Saint Paul Avenue
 City: Lincoln
 State: NE
 Zip: 68504-2796
 Country: USA
 Telephone Number. (including country or area code) fax: 402-465-2565 or direct line: 402-465-2237

List the states and approval or registration agencies for all states in which the school operates or maintains a presence.

State	Agency Name	Address	Contact Person	Telephone
Nebraska	Coordinating Commission for Postsecondary Education	140 North 8 th Street Suite 300 Lincoln, NE 68508-1359	Dr. Marshall Hill	402-471-2847

Describe the academic and instructional methodologies and delivery systems to be used by the school and the extent to which the school anticipates each methodology and delivery system will be used, including, but not limited to, classroom instruction, correspondence, internet, electronic telecommunications, independent study, and portfolio experience evaluation. [(261B.4(13))]

Except for three undergraduate courses (one completely on Blackboard as an on-line course and two hybrids in which Blackboard is used to deliver 50 percent of the course), classroom instruction forms the foundation for all courses in which nursing students enroll. Although methodologies are limited only by the imagination of the instructor, the most popular methods of classroom instruction are discussion, lecture, and learner-centered interactions. Blackboard is the learning platform for all courses in the nursing program, and students and faculty alike agree this classroom management system effectively supplements on-the-ground instruction.

The nursing program is not a distance education program. The majority of instruction occurs when a student and instructor are in the same place. Nonetheless, because most of the students are working adults with complicated schedules and responsibilities, they are enthusiastic users of distance modalities as instructional supplements, particularly access to the internet and electronic communication. Syllabi, class materials, assignments, and course evaluations are typically available on line, and some faculty administer quizzes and examinations through Blackboard.

Students may submit lifelong learning portfolios for examination, but most students prefer taking a course to assembling a portfolio. Independent study courses are occasionally arranged for students with special circumstances.

Students and instructors find e-mail and other forms of electronic communication a favorite way of corresponding. Additional academic resources are described on page 11 of this application.

Provide the name of every other State of Iowa agency required to approve the applicant school in Iowa, the school's contact person at the agency and the current status of that approval. Attach documentation in the form of a letter or certificate for each agency.

NONE* (Contact information is provided for confirmation purposes.)

State	Contact Person	Telephone	Approval Status
Iowa Coordinating Council	Diana Gonzalez	515-242-6116	Ratifies rather than approves. Notice of Intent in draft form waiting for ICSAC and HLC approval or near approval before posting.
Iowa Board of Nursing	Kathleen Weinberg	515-281-4828	Approval not required.

*The Iowa Coordinating Council ratifies rather than approves the delivery of academic programs in Iowa. A Notice of Intent will be submitted to its listserv once accrediting agencies have granted their approvals.

*The Iowa Board of Nursing has stated that it does not require that Nebraska Wesleyan University seek approval before delivering a nursing program in Iowa. A letter to that effect is included in Appendix 7.

Is the school subject to a limitation, suspension or termination (LST) order issued by the U.S. Department of Education?

Yes No

If yes, explain below.

Provide the name and contact information for a U. S. Department of Education official who can verify the LST statement.

Ralph LoBosco
Area Case Director
School Participation Team, SC
Kansas City Team

Region VII
Suite 2028, Building R07
8930 Ward Parkway
Kansas City, Missouri 64114

Principal Office: (FSA) Federal Student Aid
Department of Education Organizational Structure and Offices
E-Mail Address: Ralph.LoBosco@ed.gov

Do you:

Enroll students in Iowa? Yes No

Employ Iowa faculty? Yes No

Do you intend to:

Enroll students in Iowa? Yes No

Employ Iowa faculty? Yes No

Describe current operations or plans to enroll students in Iowa or employ Iowa faculty.

Currently, Bachelor of Science in Nursing (BSN completion) students from Iowa are transferring courses taken at Iowa Western Community College to Nebraska Wesleyan University through Wesleyan Advantage-Omaha. See Appendix 8.1 for an Articulation Agreement between Iowa Western Community College (IWCC) and Nebraska Wesleyan University (NWU), which guarantees that students earning an Associate Degree in Nursing from IWCC will receive specified credit transfers upon matriculation to NWU. These RN to BSN (BSN completion) students are taking on-line courses as well as driving to Omaha to complete nursing courses, select general education courses and electives of their choice. Upon

approval, NWU plans to enroll these already committed students in select courses on the Council Bluffs and Clarinda campuses. Iowa Western Community College students currently enrolled in the Associate Degree in Nursing (ADN) program have expressed keen interest in completing their BSN degrees through Nebraska Wesleyan University. A tentative plan for delivery of the BSN completion degree in Iowa is enclosed in Appendix 8.2. Because of the cost differential (NWU charges \$315 per credit hour; IWCC charges \$119 per credit hour), students choose to complete as many general education requirements as possible at IWCC. Optimistically, NWU's RN to BSN nursing classes will begin in Iowa during the spring semester of 2012.

Iowa Western Community College is eager to cooperate with NWU and is offering the use of classroom space at all its locations for delivery of nursing and select general education courses. Council Bluffs has recently opened its Center for Advanced Nursing and Allied Health Education, providing additional space and an ideal setting for both ADN and BSN students. Clarinda has dedicated space for its nursing program, including a simulation lab, and is positioned for growth.

As part of the RN to BSN program, Nebraska Wesleyan University plans to deliver two non-nursing courses (Biology 270: Pathophysiology and English 101: Masterpieces of Literature) at all five locations. Because students prefer to take these two required courses in convenient locations, they will be taught at Iowa Western Community College's three centers in Atlantic, Harlan, and Shenandoah on a rotating and staggered basis. These two courses and all nursing courses will be taught on the Council Bluffs and Clarinda campuses.

Looking ahead, Iowa Western Community College plans to expand its associate degree program for nurses, expecting to double its enrollment by 2012, guaranteeing an increased demand for an RN to BSN completion program in Iowa. (Council Bluffs' goal is to enroll 200 nursing students; Clarinda's goal is to enroll 34 nursing students). Prompted by this expected growth in both ADN and BSN graduates, Iowa Western Community College administrators asked NWU to consider delivering an MSN degree. In response to this request, NWU plans to launch a Master of Science in Nursing degree (MSN) once the first BSN cohort completes its program. It is anticipated that at least 12 students from this first cohort (20 IWCC students have already stated they will enroll in this first cohort) will wish to continue their studies and will enroll in an MSN program. Ultimately, students graduating from the MSN program will be eligible to teach in both the NWU and IWCC programs.

Initially, courses at the Iowa locations will be taught by existing Nebraska Wesleyan University faculty (full-time and adjunct) with IWCC instructors filling additional adjunct spots as needed. Nursing faculty will be needed to cover one or two nursing courses each 8-week term at Council Bluffs and at Clarinda (see the tentative plan provided in Appendix 8.2). A full-time NWU faculty member specifically devoted to Iowa will be hired as soon as student numbers and needs justify such a hire.

Name, address, and telephone number of full-time employees in Iowa. NONE

Will your school comply with Iowa Code section 261B.7 limiting the use of references to the Secretary of State, State of Iowa, or College Student Aid Commission in promotional material (See the Iowa Code for details)

Yes No

Will your school comply with the requirements of Iowa Code section 261.9(1)"e" to "g"? (See the Iowa Code for details.) Appendices 18, 19, and 20 added following correspondence with C. Small.

Yes No

Nebraska Wesleyan University's Alcohol and Drug Policy and its Sexual Assault Policy comply with Iowa Code section 261.9(1) "e" and "f" and are printed in the course catalog. See pages 16 and 17 of the "Campus Life" section found in Appendix 18 to review these two policies. Both policies are also published in hard copy and on line in the annual security and fire safety report. See pages 11 and 13 of the 2009 Annual Security Report and Annual Fire Safety Report found in Appendix 19.

Nebraska Wesleyan University's Military Activation Policy likewise complies with Iowa Code section 261.9(1) "g" and is provided in Appendix 20.

Does the school agree to file annual reports that the Commission requires from all Iowa colleges and universities?

Yes No

Attached a copy of the applicant school's most recent audit prepared by a certified public accounting firm no more than 12 months prior to the application and state below where, in the audit report, there is evidence that the auditor is providing an unqualified opinion.

A copy of Nebraska Wesleyan University's most recent audit dated September 17, 2010, and entitled Nebraska Wesleyan University Financial Statements and Supplementary Information Required by OMB Circular A-133 for the Year Ended May 31, 2010, is provided in Appendix 9.1. A supplemental section entitled Nebraska Wesleyan University Financial Statements for the Year Ended May 31, 2010 is provided in Appendix 9.2.

Evidence that the auditor, Strain Slattery Barkley & Co., CPAs, P.C., is providing an unqualified opinion is found in the third paragraph on page 3 of the auditor's report provided in Appendix 9.1.

Describe how students will be provided with access to learning resources, including appropriate library and other support services requisite for the schools' degree programs.

Nebraska Wesleyan University provides comprehensive support services designed to facilitate and enhance student success. Although the library facility and administrative offices are physically located on the Lincoln campus (50 minutes from Omaha), Omaha students have access to Cochran-Woods Library, the Student Health and Wellness Center, the Career and Counseling Center, financial aid resources, academic advising, services for students with disabilities, the Cooper Center for Academic Resources, as well as multicultural programs and services through the web. Iowa students would be provided similar services and modes of delivery. On-site programming is provided in Omaha for advising students and other selected services as student needs dictate. Similar accommodations will be provided on the Iowa locations. To provide a sense of how a variety of support services may be extended to Iowa students, additional information regarding how library services, career and counseling services, financial aid and computer services are used by Omaha students is provided below:

Library services. Nebraska Wesleyan's Cochrane-Woods Library provides books, journals, videos, on-line databases, and other resources and services to support both the Bachelor of Science and the Master of Science in Nursing degrees. Library materials, whether housed on campus at Cochrane-Woods Library or other locations, are routinely delivered electronically to nursing students. Requests are made on Nebraska Wesleyan's library website as though requesting an item on interlibrary loan. Journal articles can be sent to students via email. Books may be delivered by mail or commercial carrier. Cochrane-Woods library is available to all students in the nursing program and can be accessed through the World Wide Web at <http://library.NebrWesleyan.edu>. Both Council Bluffs and Clarinda have library services available for their students.

Students receive a user name and password when they enroll in their first class and thereby gain access to e-mail and to Blackboard at Nebraska Wesleyan as well as to the proxy-server that controls off-campus use of the library's subscription databases. Students and faculty may access library reference resources by visiting, mailing, or phoning the library during regular hours of operation.

Students and faculty have access to library materials at other colleges and universities beyond Nebraska Wesleyan University. As a member of the Nebraska Independent College Library Consortium, Nebraska Wesleyan shares its electronic catalog with nine other colleges and also has reciprocal borrowing agreements with the libraries of all institutions of higher education in the state, including the University of Nebraska-Lincoln. The University of Nebraska Medical Center and the Creighton University Health Sciences Library allow NWU students to use their libraries and extend limited borrowing privileges to NWU faculty. Cochrane Woods participates in the Online Computing Library Center (OCLC), a

consortium of over 7,000 libraries and the world's premier bibliographic utility. Using OCLC, library staff provides access to worldwide interlibrary loan.

Career and counseling center. Omaha site personnel offer resume assistance and critique for students. In addition, the Career Center purchased "Optimal Resume," an on-line resume tutorial program that provides examples of nursing resumes. This program and many other career resources are available through the Center's web site (<http://www.nebrwesleyan.edu/current-undergraduates/student-supports/career-and-counseling-center>), making information accessible to students regardless of their location.

Financial aid. The Financial Aid Office works with the nursing students to complete the Free Application for Federal Student Aid (FAFSA) to determine eligibility for federal Stafford loans. The required financial aid forms can be downloaded from the Omaha Blackboard site and printed before sending them to the Financial Aid Office in Lincoln.

Computer services. Because BSN completion students are working adults commuting to campus, they rely extensively on Wesleyan's internet services, particularly Blackboard, WebAdvisor, Wesmail, and the electronic library. Access to all of the following resources are available at Nebraska Wesleyan's website: course schedules, the academic calendar, Wesmail, Blackboard, Library, Registrar's Office, Business Office, Student Handbook, Nursing Program Handbook for Students, Prairie Wolves Bookstore, and CS/IT Help. The Computer Services/ Information Technology (CS/IT) staff assists students and faculty with technological challenges and is available through the online Help Desk, e-mail, and phone consultation.

Provide evidence that faculty within an appropriate discipline are involved in developing and evaluating curriculum for the program(s) to be registered in Iowa.

NWU's request to deliver programs in Iowa at this point is limited to the BSN completion (RN to BSN) and the MSN degrees in cooperation with Iowa Western Community College. Nebraska Wesleyan University's Department of Nursing faculty are responsible for the development and evaluation of all nursing courses. The faculty role in curriculum development and assessment is summarized concisely in Standards 4 and 6 of the Systematic Plan of Evaluation (SPE) completed for the National League of Nursing Accreditation Commission self-study report in 2010. These Standards, found in Appendix 10, demonstrate that faculty are key players in program development and assessment.

Six full-time faculty (three with Ph.Ds and two near completion of their doctoral studies) are currently teaching in Nebraska Wesleyan University's Department of Nursing, and seventeen nursing adjuncts are named in the Campus Directory. All full-time nursing faculty are involved in program development and assessment. They meet weekly and hold an annual retreat to facilitate communication and maintenance of programmatic quality. Part-time faculty are invited to meetings and included in departmental correspondence.

Provide evidence that the school has adequate physical facilities appropriate for the program(s) to be offered and are located in the state. Include a copy of a signed agreement for a facility purchase or lease or option to purchase or lease. Please include a photograph of the location.

Courses in the nursing program will be delivered at Iowa Western Community College's instructional locations. Nursing courses (whether BSN or MSN courses) will be delivered on the Council Bluffs and Clarinda campuses. General education courses will be delivered at all five locations, including Council Bluffs, Clarinda, Atlantic, Harlan, and Shenandoah.

The Council Bluffs campus has recently opened its Center for Advanced Nursing and Allied Health Education. (See Appendix 11.1 for the February 17, 2011 news release.) Nebraska Wesleyan's nursing program will be accommodated in this new center. Clarinda has dedicated classroom space, including a simulation lab that will meet the needs of nursing students on its campus. The three centers at Atlantic, Harlan, and Shenandoah have traditional classroom space available at least twice a year for students electing to take two non-nursing courses at one of these three locations.

NWU will not be purchasing or leasing space, rather Iowa Western Community College will be providing all space requirements. Photographs of IWCC facilities are available in Appendix 11.2. Two letters from President Dan Kinney supporting this endeavor are found in Appendix 12, one supporting this application for registration and one verifying the use of IWCC space.

Include a statement, signed by the chief executive officer of the applicant school, on school letterhead, demonstrating the school's commitment to the delivery of programs located in Iowa, and agreeing to provide alternatives for students to complete programs at other institutions if the applicant school closes the program before students have completed their courses of study. Statement may be in an attached document.

See Appendix 13 for a letter from the President of Nebraska Wesleyan University, Dr. Frederik Ohles, demonstrating NWU's ongoing commitment to the delivery of a BSN and MSN degree in Iowa.

Provide an organizational plan that shows the location and physical address, telephone number, fax number and contact information for all internet-based and site-based educational locations, administrative, and service centers operated by the applicant and any parent organization.

Nebraska Wesleyan University has approval from the Higher Learning Commission to operate two sites: the Lincoln campus and the Omaha location. The Lincoln campus is the primary site for all support services and administrative units. The Dean of University College and the Director of the Department of the Nursing are the most appropriate contacts on the Lincoln campus. The Director of Wesleyan Advantage-Omaha is the appropriate contact at the Omaha location.

Lincoln Campus:

Jack Siemsen, Ph.D.
Dean, University College
Nebraska Wesleyan University
108 Burt Hall
5000 Saint Paul Avenue
Lincoln, NE 68504
402-465-2337 (Voice)
402-465-2479 (Fax)
jes@NebrWesleyan.edu

Dr. Rita McGuire, Director
Department of Nursing
Nebraska Wesleyan University
315 Burt Hall
5000 Saint Paul Avenue
Lincoln, NE 68504
402-465-2334 (Voice)
402-465-2479 (Fax)
rmcguire@NebrWesleyan.edu

Omaha Location:

Andrea Simms, MS, RN, Director
Wesleyan Advantage-Omaha
Nebraska Wesleyan University
11815 M Street
Omaha, NE 68137
402-827-3555 (Voice)
402-827-3647 (Fax)
asimms@NebrWesleyan.edu
www.OmahaAdvantage.com

Provide documentation showing the school's policy for the resolution of student and graduate comments and complaints. Provide complete contact information to which complainants may be referred.

Students in Omaha (and Iowa) may direct all complaints and concerns to the Director of Advantage-Omaha. Ideally, complaints about a faculty member should be resolved between the student and the faculty member. However, if a conversation between the student and the faculty member has not or cannot resolve an issue, students may bring the issue to the Director of Wesleyan Advantage-Omaha. Whether the complaint is about a faculty member, another student, or about other issues, the Director may be able to help the student resolve the issue. If a resolution cannot be found, the Director will refer the student to appropriate faculty or administrators with specialized responsibilities. The *Nursing Program*

Handbook for Students (See Appendix 4, page 26) describes--in simple language--how a student may begin resolving a complaint or grievance.

Policies addressing student issues and concerns are published in a number of places. Key contacts and policies governing student grievances and complaints can be found in Appendix 14.

- The names of key contacts prepared to help students with grievances are found in Appendix 14.1
- Grade appeal procedures are described in the *2009-2011 Catalog* on page 38 of the Academic Policies & Procedures section found in Appendix 14.2.
- The *Code of Student Conduct*, which establishes policies for dealing with student-to-student grievances, was revised and approved by the Board of Governors at its May 6, 2011 meeting. The Code will be published and distributed to students when they begin their fall semester classes. A copy of the recently revised and approved Code is included in Appendix 14.3. Revised judicial procedures are included in Appendix 14.4
- In cases of sexual or personal harassment, students' concerns and complaints are directed to Resource Persons trained in harassment issues. The names of individuals currently assigned these responsibilities can be found in a printout from the website in Appendix 14.5 along with Resource Persons equipped to address a variety of other concerns with which students may need assistance. Resource Persons are updated annually and are available on the following NWU website: <http://www.nebrwesleyan.edu/current-undergraduates/student-services/resource-persons>. Full contact information is available by clicking on the name of a Resource Person.

Upon approval to deliver classes in Iowa, NWU plans to staff administrative office hours at all Iowa instructional locations. This office will help Iowa students contact the appropriate individual to address issues pertaining to the NWU nursing program.

Provide a copy of a current Certificate of Authority provided by the applicant's home state and the Iowa Secretary of State.

A certificate of authority (described as a Certificate of Good Standing) provided by the Secretary of State for the State of Nebraska and a certificate of authority (entitled a Certificate of Existence) provided by the Secretary of State for the State of Iowa are found in Appendix 15.

Provide the U.S. Department of Education cohort default rate for each associated organizational entity for which the U.S. Department of Education reports a cohort default rate.

Official Cohort Default Rate Notification Letters indicate the following default rates for 2007 and 2008:

2007	1.2 percent	2008	1.9 percent
------	-------------	------	-------------

The draft calculation for 2009 shows a reduced default rate from the previous year:

2009	1.4 percent (Official Cohort Default Rate Notification Letter not yet received.)
------	--

Copies of the official letters and a Cohort Default Rate History List are provided in Appendix 16.

Provide the average debt upon graduation of individuals completing programs at each branch location and the entire organization:

The average debt of students (those 2010 graduates who entered NWU as first-year students) is \$24,873. This average includes both federal and alternative loans. The Common Set Data Set 2010-11 spreadsheet is provided in Appendix 17.

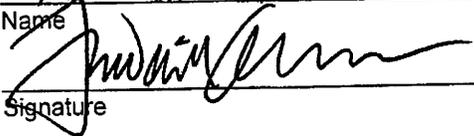
Provide the U. S. Department of Education cohort graduation rate for each branch location and the total organization, showing rates for graduates of diploma, two-year, and four-year, programs if those rates are reported to the U. S. Department of Education National Center for Education Statistics.

Nebraska Wesleyan University does not have branch locations. Its cohort graduation rate as reported to the U.S. Department of Education National Center for Education Statistics for 2010 follows:

4-year rate	47%
5-year rate	64%
6-year rate	65%

SIGNATURE

Applicant School Chief Executive Officer

<i>Frederik Ohles</i>	<i>President</i>
Name	Title
	<i>6/24/11</i>
Signature	Date

If any information in this application changes between the time of application Commission action, the school must inform the Commission by filing an Amended Application clearly indicating the information which is being amended. Amendments must be received before the Commission takes action.

NEBRASKA WESLEYAN UNIVERSITY

5000 Saint Paul Avenue
Lincoln, NE

APPENDICES

APPLICATION FOR REGISTRATION

with the

IOWA COLLEGE STUDENT AID COMMISSION

Postsecondary Registration Administration
603 East 12th Street, 5th Floor
Des Moines, IA 60319

June 28, 2011

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Academic Program Costs

Bachelor of Science in Nursing--2011-2012

Course Number	Nursing Course Title	Semester	*TUITION	FEES	Cost of
		Hours	Per Course	Matriculation	Books
				\$ 100.00	
Bio 270	Pathophysiology	3	\$ 945.00		N/A
Nurs 205	Issues	3	\$ 945.00		\$ 65.10
Nurs 234	Healthcare Ethics	3	\$ 945.00		\$ 73.45
Math 010	College Algebra	3	\$ 945.00		\$ 117.34
Nurs 231	Nursing Theory	3	\$ 945.00		\$ 138.81
Nurs 240	Management and Leadership	4	\$ 1,260.00		\$ 59.85
Nur 233	Health Assessment	3	\$ 945.00		\$ 1.05
Nurs 236	Intro to Nursing Research	4	\$ 1,260.00		\$ 79.01
Bus 106	Statistics	3	\$ 945.00		\$ 167.74
Nurs 245	Family and Groups in Communication	5	\$ 1,575.00		\$ 88.20
Nurs 201	Professional Communication	1	\$ 305.00		\$ 52.50
Span 005	Spanish for Communication	3	\$ 945.00		\$ 124.43
Nurs 250	Population Based Nursing	4	\$ 1,260.00		\$ 1.05
Thtre 070	Film Appreciation	3	\$ 945.00		\$ 90.04
Hist 001	U.S. Society and Culture since 1877	3	\$ 945.00		\$ 1.05
Comm 185	Diversity Issues in the U.S	3	\$ 945.00		\$ 1.05
Eng 101	Masterpieces of Literature	3	\$ 945.00		\$ 80.22
Nurs 204	Women's Health: Global	3	\$ 945.00		\$ 31.45
Comm 001	Fundamentals of Speech	3	\$ 945.00		\$ 102.11
Nurs 135	Lifespan Development		not offered this year		\$ 150.15
	TOTALS				\$ 1,424.59

AVERAGE TEXTBOOK COST PER COURSE (\$1,424.59 / 20 courses)

Rounded to \$75 \$ 74.79

*TUITION COST FOR 2011-2012 = \$315 per credit hour

Academic Program Costs

Master of Science in Nursing--2011-2012

Course Number	Nursing Course Title	Semester	*TUITION
		Hours	Per Course
Nurs 501	Professional Communication	1	\$ 425.00
Nurs 502	Health Care Statistics	3	\$ 1,275.00
Nurs 520	Critical Issues in Health	3	\$ 1,275.00
Nurs 515	Concepts and Theories in Nursing	3	\$ 1,275.00
Nurs 510	Transcultural Nursing	3	\$ 1,275.00
Nurs 540	Nursing Leadership & Management I	3	\$ 1,275.00
Nurs 505	Research in Healthcare	3	\$ 1,275.00
Nurs 542	Finance & Accounting in Nursing & Health C	3	\$ 1,275.00
Nurs 541	Economic Policy in Healthcare	3	\$ 1,275.00
Nurs 546	Nursing Leadersip & Management II	3	\$ 1,275.00
Nurs 547	Practicuum in Nursing Administration	3	\$ 1,275.00
Nurs 548	Case Management	3	\$ 1,275.00
Nurs 549	Nurse as Entrepreneur	3	\$ 1,275.00
Nurs 599	Major Project in Nursing	3	\$ 1,275.00
Nurs 550	Principles of Teaching & Learning	3	\$ 1,275.00
Nurs 552	Curric Dvlpmnt & Prgm Pln in Nursg	3	\$ 1,275.00
Nurs 553	Innovative Nursg Educ Strategies	3	\$ 1,275.00
Nurs 556	Teaching Strategies & Evaluation	3	\$ 1,275.00
Nurs 557	Program Planning in Nursg	3	\$ 1,275.00
Nurs 558	Implementation & Evaluation	3	\$ 1,275.00
Nurs 598	Research Process	3	\$ 1,275.00

AVERAGE TEXTBOOK COST for 2011-2012 ($\$2,203.95 / 2$) = \$1,101.98

*TUITION COST FOR 2011-2012 = \$425 per credit hour

FEEES	Cost of
Matriculation	Books
\$ 100.00	
	\$ 30.45
	\$ 77.70
	\$ 181.65
	\$ 277.20
	\$ 124.95
	\$ 132.30
	\$ 89.25
	\$ 267.75
	\$ 372.75
	\$ 96.60
	\$ 31.50
	\$ 67.20
	\$ 1.05
	\$ 1.05
	\$ 94.50
	\$ 122.85
	\$ 87.15
	\$ -
	\$ 38.85
	\$ 66.15
	\$ 43.05
	\$ 2,203.95

Rounded to

\$1,102 \$ 1,101.98

2011-2012 SCHEDULE OF CHARGES

Tuition per credit hour (Summer):

Undergraduate.....	\$305.00
Graduate.....	\$410.00
<u>Tuition per credit hour (Fall/Spring)</u>	
Undergraduate.....	\$315.00
Graduate.....	\$425.00

One-time or occasional fees:

• Application fee (assessed at the time of application to degree program)

Undergraduate.....	\$ 20.00
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Graduate.....	\$ 50.00
---------------	----------

• CLEP examination fee.....	\$102.00
-----------------------------	----------

• Credit by examination fee, per examination...	\$ 10.00
---	----------

• Credit by examination fee, per hour earned Undergraduate.....	\$115.00
--	----------

Graduate.....	\$150.00
---------------	----------

• Late payment fee (minimum fee).....	\$ 40.00
---------------------------------------	----------

• Lifelong Learning Portfolio Application Fee...	\$100.00
--	----------

• Matriculation fee (assessed each new degree-seeking student)...	\$100.00
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• Returned check collection fee.....	\$ 40.00
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• Science lab fee.....	\$ 15.00
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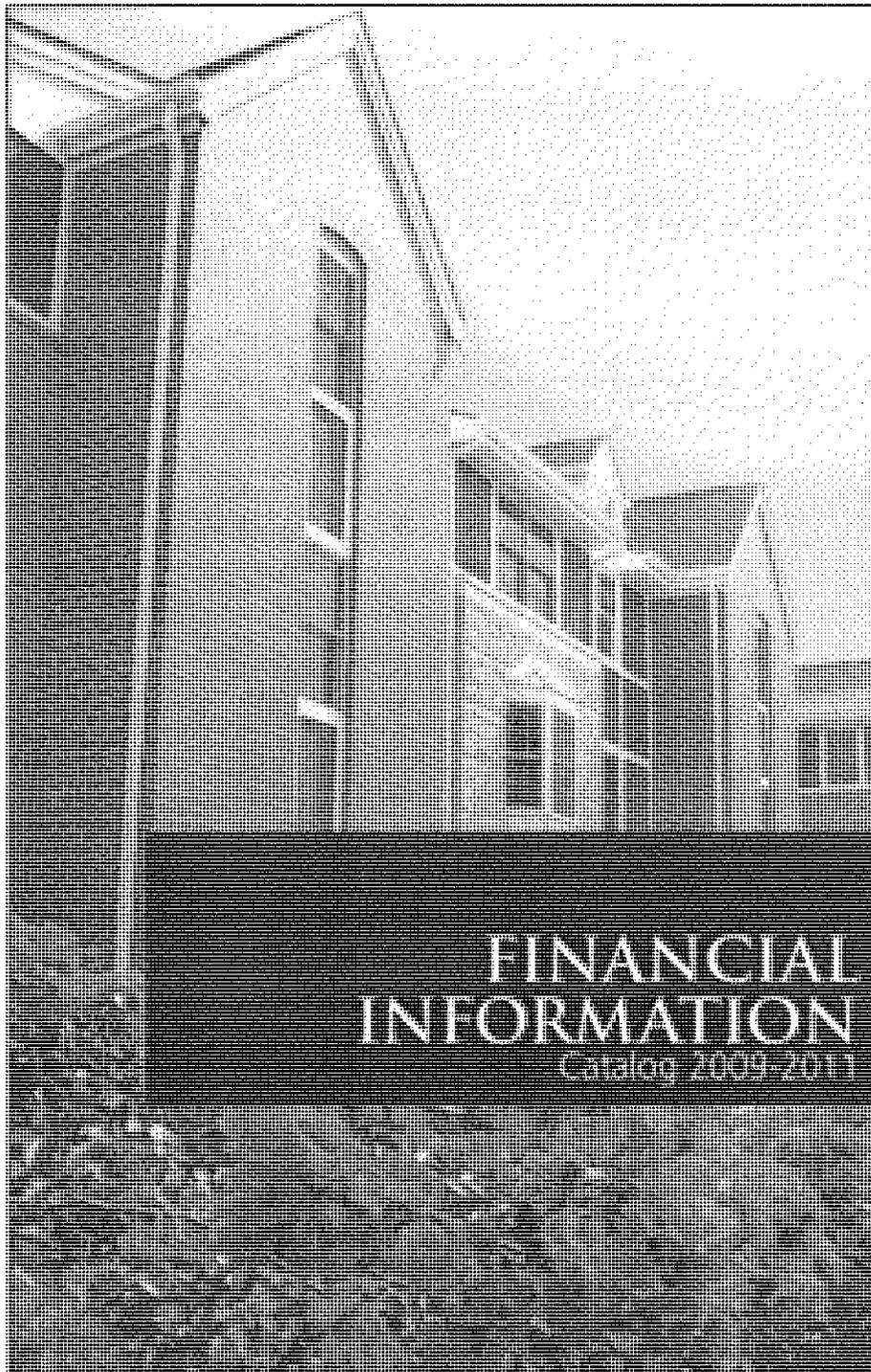
(Students are also held accountable for breakage in courses requiring the use of laboratory equipment; a statement of breakage charges will be given at the close of each term.)

• Student Identification Card (replacement fee)..	\$ 25.00
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• Transcript, in addition to one free copy.....	\$ 5.00
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(A reduced rate is available if six or more copies are ordered at one time.)

Taken from the Wesleyan Advantage-Omaha Summer 2011, Fall 2011, Spring 2012 (Tentative) Class Schedule. (The complete schedule is found in Appendix 3.)



**FINANCIAL
INFORMATION**
Catalog 2009-2011

FINANCIAL INFORMATION

College of Liberal Arts and Sciences

Costs

Nebraska Wesleyan offers its educational program at far less than the actual cost of instruction and operation. The difference is covered by income from endowments and gifts. Nebraska Wesleyan reserves the right to make financial adjustments in tuition, fees, room, and board.

Tuition and Fees

Complete, up-to-date information on tuition and fees is located in the class schedules for each term.

Tuition is charged at a single rate for full-time students (those enrolled for 12-18 hours) for the fall and spring semesters. (Full-time students registering for more than 18 hours are charged the full-time, single tuition rate plus an overload, per credit hour tuition.) Part-time students (those enrolled for fewer than 12 credit hours) pay a per-hour tuition rate.

Fees are assessed to help support the services of campus facilities, as well as student activities and publications. Fees for full-time and part-time students are listed in the class schedules for each term, and are not refundable.

Full-time students who are declared music or music education majors, or first-semester first year students who are enrolled in a music major curriculum, may enroll for up to 3 credit hours of applied music lessons per semester without charge. Full-time performance music students may enroll for up to 4 credit hours of applied music lessons per semester without charge. Additional lessons, or lessons taken as a part-time student, are charged at the standard rate. Full-time music minors may enroll for up to 3 credit hours of applied music lessons per semester without charge, for a maximum of four semesters. Lessons taken as a part-time student or lessons taken beyond the four semesters, are charged at the standard rate. Students not meeting the above major or minor categories will be charged a music fee on a per-credit basis.

Room and Board

Room and board charges for residence halls operated by the University are described in the class schedules. For more specific information, contact the Housing and Residence Life Office.

The residential system and related policies are described beginning on page 13.

Payment Policy

Tuition, fees, room, and board are due at the beginning of each term. For the fall and spring semesters, each student must pay his or her account in full or make arrangements for payment with the Business Office by the end of the first week of the semester. Payment or

arrangements for payment can be made in one or more of the following ways:

- Payment of all tuition and fees, room, and board
- Partial payment of tuition, completion of a deferred tuition loan (see below), and payment of one-fourth or more of room and board
- Payments through the Monthly Payment Plan (see below)

(For students receiving financial aid in the form of scholarships and/or grants and/or loans, one-half of the amount is credited to their Business Office accounts at the beginning of each semester, providing all necessary paper work has been completed and received in the Financial Aid Office.)

(Credit cards will not be accepted as a method of payment for tuition, fees, and other student charges.)

If payment is not received or arrangements are not made by the end of the first week of the semester, a \$40 late fee is assessed. Additionally, students may be administratively withdrawn and will be charged 10% of the tuition and 100% of fees that apply to their registration.

Enrollment in subsequent semesters will not be allowed until financial obligations have been met. Transcripts are released only after all financial obligations have been met.

Students leaving the University whose accounts are not paid in full may have their accounts turned to a collection agency. These students are responsible for all reasonable collection costs.

Deferred Tuition Loan

Upon the student's request for a deferred tuition loan, the University will permit a partial payment of tuition and fees with the unpaid balance placed in a promissory note bearing 10% interest. The note must be paid in full by the last day of classes during the semester in which the money is borrowed. Contact the Business Office for details. Scholarship awards will not serve as down payments.

Monthly Payment Plan

Nebraska Wesleyan University offers a monthly payment plan through a third-party vendor to help full-time students and their parents budget the cost of education. This special plan divides the cost of tuition, fees, and University-operated room and board (if applicable) into monthly installments. No interest is charged, but a service fee is added. The plan may cover any portion of costs up to full tuition, fees, room, and board. Contact the Business Office for details.

Refund Policy

Students who find it necessary to withdraw from all courses at Nebraska Wesleyan during a semester for any reason shall receive refunds for tuition as follows:

Tuition Refund Schedule	Percent of Semester Rate To be Refunded
During the First Week	90%
During the Second Week	80%
During the Third Week	60%
During the Fourth Week	40%
During the Fifth Week	20%

If the withdrawing student has received a Nebraska Wesleyan-funded scholarship and/or grant, such financial aid will be prorated at the same percentage of tuition charged (see above schedule).

After five weeks of the semester's classes have elapsed, no refund will be given to a withdrawing student. Calculations are based upon the date of the first meeting of classes. Items designated as fees will not be refunded. Room and board payments will be refunded as stated in the current housing contract.

No refunds are made to a student who withdraws from a special program, activity, or field trip after the deadline for acceptance to the program has passed. Students should consult the director of the special program.

If a student registers for more than 18 hours and later wishes to reduce the load for any reason, he or she must complete the procedure for withdrawal during the first five weeks of the semester to qualify for any refund of tuition charges for extra hours. Such refunds will be reduced by the original charge for each successive week of the semester according to the tuition refund schedule.

If individuals believe extenuating circumstances merit a departure from the tuition refund schedule, they may appeal in writing to the Dean for special consideration.

Title IV Refund Calculation Policy

The Higher Education Amendment of 1998 established a new procedure for the return of Title IV Federal Student Aid when a student who is receiving Title IV aid withdraws from college before the end of a semester. The new Return of Title IV Funds policy follows:

The Financial Aid Office will determine the Title IV Federal Student Aid refund percentage based upon the student withdrawal information on file in the Registrar's Office. The date of withdrawal is the date the completed "Withdrawal from University" form is given to the Registrar's Office. The number of days enrolled will include weekends but will not include scheduled breaks which are five days or longer.

For example, if a student withdraws at the end of five calendar weeks, the percentage of the semester attended would be calculated as follows: 5 weeks x 7 days=35 days divided by the number of days in the semester (not including scheduled breaks of five days or longer, 35÷112=31%). In this example, the student will be entitled to 31% of the Title IV aid but 69% will have to be returned to the Federal government.

When a student has attended 60% or more of the semester (68 days in this example), no Title IV aid has to be returned. Returned aid is allocated in the following order: Unsub Stafford Loan, Sub Stafford Loan, Federal Perkins Loan, PLUS Loan, Federal Pell Grant, Federal SEOG Grant, Academic Competitiveness Grant, SMART Grant, and Nebraska State Grants.

If a student who has been awarded a federal loan and/or grant does not officially withdraw and fails to earn a passing grade in at least one course over an entire semester, the institution must assume, for Title IV purposes, that the student has unofficially withdrawn, unless the institution can document that the student completed the semester. Federal regulations require a Title IV refund calculation must be processed by the

Director of Scholarships and Financial Aid (see description of calculations above).

If there is a balance due on tuition and fees and/or room and board after the return of Title IV Federal Student Aid, the student will be responsible for the balance due.

Financial Aid

Nebraska Wesleyan University's financial aid program is designed to assist talented students who will benefit from Nebraska Wesleyan's academic program and to aid those who might not otherwise be able to take advantage of it.

The financial aid program at Nebraska Wesleyan includes:

- Nebraska Wesleyan funded scholarships and grants
- Federally- and state-funded financial aid programs

Eligibility requirements and award amounts are subject to change from year to year by action of the Nebraska Wesleyan University Board of Governors or acts of the U.S. Congress. Changes will be announced by the Director of Scholarships and Financial Aid and updated on the university website.

Nebraska Wesleyan University underwrites its scholarship and grants-in-aid program through income from endowed funds, annual and special gifts. Students who receive scholarship monies underwritten by a specific donor will be notified and encouraged to express appreciation to the donor.

Application Procedures

Students who are accepted for admission by Nebraska Wesleyan University and who qualify through academic performance will receive the awards listed under "Wesleyan Academic Scholarships" without further application.

Students accepted for admission who wish to apply for additional financial assistance from one of the programs administered by Nebraska Wesleyan, the Federal Family Education Loan Programs, the Federal Grant Programs or Federal Work-Study Program, must submit the Free Application for Federal Student Aid (FAFSA) and list Nebraska Wesleyan University, Title IV School Code 002555, as a recipient.

When Nebraska Wesleyan receives the processed FAFSA information, the Director of Scholarships and Financial Aid notifies each student concerning results of his or her application for financial assistance.

Students must reapply each year for need-based financial aid by completing the FAFSA.

Scholarships and Grants

Wesleyan Academic Scholarships

Nebraska Wesleyan University offers several scholarships based on academic achievement as determined by performance on the American College Testing (ACT) program, the Scholastic Aptitude Test (SAT), or high school class standing. Test scores from the December (senior year) ACT or SAT are the latest considered when determining scholarship eligibility.

The following scholarships are automatically awarded to those undergraduates who meet the specific qualifications indicated. Each recipient must maintain a specified grade point average (GPA) at Nebraska Wesleyan to retain the scholarship from year to year.

Board of Governors' Scholar Award

An ACT of 32 or above or an SAT of 1410 or above is required. To retain their scholarships, recipients must maintain a 3.25 GPA on a 4.00 scale.

Wesleyan Scholar Award

An ACT composite score of 29-31 or SAT score of 1280-1400 is required. Recipients must maintain a 3.00 GPA.

Fredstrom (Trustees') Scholarship

An ACT composite score of 27-28, or SAT score of 1200-1270, or graduation from an accredited high school in the top 10% of the class is required. Recipients must maintain a 2.75 GPA.

President's Scholarship

An ACT composite score of 24-26, or SAT score of 1090-1190, or graduation from an accredited high school in the top 25% of the class is required. Recipients must maintain a 2.50 GPA.

Recognition Scholarship

An ACT composite score of 22-23, or SAT score of 1010-1080, or graduation from an accredited high school in the top 33% of the class is required. Recipients must maintain a 2.25 GPA.

Founders' Scholarship

Most students who apply for admission to Nebraska Wesleyan will be considered for a Founders' Scholarship. A student's test scores, class rank, and academic record are considerations for a Founder's Scholarship. This scholarship may be awarded to those students who also qualify for another merit scholarship.

Huge-NWU Scholarship

Nebraska Wesleyan University currently offers two competitive merit-based scholarships, worth \$25,000 per year (\$100,000 over four years). These scholarships are funded by the Harry and Reba Huge Foundation. Harry Huge is a 1959 graduate of Nebraska Wesleyan University and Reba Kinne Huge is a 1959 graduate of the University of Nebraska-Lincoln. To apply, a student must be entering the University as a first-time full-time student and meet the following requirements and complete the special application form (found on the University's website). An ACT composite score of 27 or above or SAT combined score (critical reading and mathematics) of 1200 or above, and top 20% of high school class is required. Recipients must maintain a 3.25 GPA on a 4.00 scale. For application information and deadlines, refer to Nebraska Wesleyan's website at www.nebrwesleyan.edu.

Nebraska Wesleyan Grants-in-Aid

Nebraska Wesleyan offers four types of grants-in-aid. The first is a talent grant/scholarship. A well-developed talent in music, theatre, or art is required, with academic achievement being a determining factor.

The second type is a need-based grant determined by demonstrated financial need.

The third is a tuition grant to dependents of Nebraska Wesleyan employees and the employees themselves. These grants also are available for dependent children less than 25 years of age or voting members/members in full connection of the Nebraska Annual Conference of the United Methodist Church, or full-time employees of the Nebraska Annual Conference. These dependent children of clergy and conference employees receive a ministerial tuition discount of up to 50% of tuition at Nebraska Wesleyan. Dependency is defined as an exemption on the federal income tax form. The ministerial discount is available only during the fall and spring semesters and may be used regardless of the number of hours carried. Recipients must maintain a 2.00 GPA to continue receiving the discount. They are not eligible for other Nebraska Wesleyan scholarships and grants in excess of 50% of tuition with the exception of the talent grants.

The fourth is a multi-family-member grant and/or a NWU Legacy Scholarship. Each semester when more than one family member attends Nebraska Wesleyan University full-time in the College of Liberal Arts and Sciences, a grant of \$500 per semester is provided to the second family member, or \$250 per semester to both family members. A third family member enrolled full-time at Nebraska Wesleyan University in the same semester will receive a \$500 per semester multi-family-member grant. Married students, both attending Nebraska Wesleyan University, and independent students are not eligible for this grant. A student will be eligible to receive a \$250 per semester NWU Legacy Scholarship if the student's parent(s) or grandparent(s) graduated from Nebraska Wesleyan University. Only one award will be made to a student even if more than one parent or grandparent graduated from Nebraska Wesleyan University.

Federal Pell Grants

An eligible student may receive a grant up to the maximum award level as determined by the U.S. Congress each year.

Teacher Education Assistance for College and Higher Education (TEACH) Grant Program

The Federal TEACH Grant will provide up to \$16,000 (\$2,000 per semester) for students who intend to serve as a full-time teacher in a high-need field in a public or private elementary or secondary school that serves students from low-income families. To be eligible a student must file the FAFSA; be a U.S. citizen or eligible non-citizen; be enrolled as an undergraduate student in a postsecondary educational institution that has chosen to participate in the TEACH Grant Program; have declared a major in an eligible TEACH Grant program designated by Nebraska Wesleyan University and be enrolled in course work that is necessary to begin a career in teaching or plan to complete such course work; meet certain academic achieve-

ment requirements (generally, scoring above the 75th percentile on a college admissions test or maintaining a cumulative GPA of at least 3.25); sign a TEACH Grant Agreement to Serve with the federal government and complete Entrance Counseling with Nebraska Wesleyan University.

Academic Competitiveness Grants

Federal Pell Grant eligible students may also be eligible to receive a Federal Academic Competitiveness Grant of up to \$750 for a student with freshman (first-year) academic standing and up to \$1,300 for a student with sophomore academic standing. To be eligible each year, a student must: be a U.S. citizen or eligible non-citizen; be a Federal Pell Grant recipient; be enrolled full-time in a degree program; have freshman (first-year) or sophomore academic standing; have completed a rigorous secondary school program of study; have not been previously enrolled in an undergraduate program; and if a student with sophomore academic standing, have a least a 3.00 cumulative GPA after completing their freshman year.

National Science & Mathematics Access to Retain Talent Grants (National SMART Grants)

A National SMART Grant will provide up to \$4,000 for each of a student's junior and senior academic level years of study. To be eligible each semester, a student must: be a U.S. citizen or eligible non-citizen; be a Federal Pell Grant recipient; be enrolled full-time in a degree program; majoring in physical, life or computer science, engineering, mathematics, technology, or a critical foreign language; and have at least a 3.00 cumulative GPA.

Federal Supplemental Educational Opportunity Grants

The Federal Supplemental Educational Opportunity Grants (SEOG) provide funds ranging from \$300 to \$1,000 per year for students with exceptional financial need (with priority given to Federal Pell Grant recipients).

ROTC Scholarships/Veteran's Education Benefits

Reserve Officer's Training is available to both male and female Nebraska Wesleyan students through Air Force and Army programs conducted at the University of Nebraska-Lincoln. Scholarship funds covering Nebraska Wesleyan tuition and fees are available through these ROTC programs to qualified students. Interested students should contact ROTC at the University of Nebraska-Lincoln (call collect at 402.472.2473 or in Nebraska call 800.742.8800, extension 2473).

Nebraska Wesleyan University is an approved institution for federal education benefits from the U.S. Department of Veterans Affairs. Students approved for education benefits from the VA should contact the Registrar's Office.

Campus Employment

Nebraska Wesleyan's student employment opportunities, available only to full-time students in the College of Liberal Arts and Sciences, include approximately 450 part-time jobs, some of which are funded through the Federal Work-Study Program, and others that are funded by Nebraska Wesleyan. Students work three to 10 hours per week and are paid monthly.

Loans

Nebraska Wesleyan University participates in the Federal Family Education Loan programs.

Federal Perkins Loans

The Federal Perkins Loan program enables eligible students to borrow from \$200 to \$1,500 per year. Interest at 5% and repayment start nine months after the student leaves college. Part or all of the loan is forgiven for those working in specified fields; under stated provisions, partial cancellation is also provided for military service. Repayment may be deferred up to three years while a borrower is in the Armed Forces or a volunteer in the Peace Corps or VISTA. (Contact Business Office for details.)

Subsidized Federal Stafford Loans

A student with financial need may borrow up to \$3,500 as a freshman, \$4,500 as a sophomore, and \$5,500 as a junior and as a senior. While the student is attending school at least halftime, the interest is paid by the federal government. An origination fee may reduce the net loan proceeds available to the student borrowers. Interest and repayment begins six months after graduating, withdrawing, or dropping below halftime status if the student has not consolidated his or her loans. Repayment may extend up to 10 or more years.

Unsubsidized Federal Stafford Loans

A student who is not eligible for a Subsidized Federal Stafford Loan may borrow similar amounts each year through the Unsubsidized Federal Stafford Loan program. An origination and federal default fee may be deducted from the proceeds of the loan. The student borrower is responsible for interest on the loan during in-school, grace, and deferment periods. Interest may be paid quarterly by the borrower or capitalized and added to the principal balance at the time of repayment. Repayment begins six months after graduating, withdrawing or dropping below half-time status. Additional amounts of Unsubsidized Federal Stafford Loans are available for independent students or students whose Parent Loan for Undergraduate Students (PLUS) have been denied. Effective beginning with the 2008-09 academic year, all students are eligible to receive additional unsubsidized Stafford loan funds per academic year.

Federal PLUS Loans

Parents of an undergraduate, dependent student may apply for a parent's loan for an amount up to the cost of the education minus other financial aid. An origination and federal default fee may be deducted from the proceeds of the PLUS Loan. A credit check is required for each loan application. Contact the Financial Aid Office for PLUS forms.

Nebraska Wesleyan Loan Funds

Many friends of Nebraska Wesleyan have established loan funds from which the revenue is used to finance deferred tuition payment arrangements. Interest is determined by the Business Office, and accounts must be paid within the semester for which the money is borrowed. Loan funds and their donors are listed on page 236.

Standards and Regulations

Nebraska Wesleyan Financial Aid Program Regulations

The scholarship programs described under "Wesleyan Academic Scholarships" consist of four-year scholarships that are renewed automatically if the student maintains the specified grade point average. A student who fails to maintain the grade point average stipulated for the scholarship at the time he or she initially registered is not eligible for a scholarship requiring a lower grade point average. The student will regain the original scholarship, however, if he or she raises the cumulative grade point average to the appropriate level.

The scholarships described under "Wesleyan Academic Scholarships" may not be used by students who already have baccalaureate degrees or who are taking fewer than 12 hours credit in residence.

Students placed on disciplinary probation during the school year normally will not lose aid committed to them for that year but will not be eligible for renewal of aid until they are removed from probationary status.

Students not in good academic standing are not eligible for a new financial aid commitment until they re-establish themselves in good standing.

The scholarships described under "Wesleyan Academic Scholarships" normally are awarded regardless of other financial aid the student may receive. Students who receive scholarships through these programs are eligible to apply for other Nebraska Wesleyan and federal scholarships, grants, loans, federal work-study, and campus employment by completing the FAFSA.

Nebraska Wesleyan scholarships awarded to transfer students are based on the student's high school transcript and previous college academic record.

Federal Financial Aid Standards

The federal government requires that a student be making satisfactory academic progress to be eligible for Title IV student financial assistance (federal grants, federal work-study, and federal loans).

A student will be considered to be making satisfactory academic progress by accumulating hours of credit and attaining a minimum overall grade point average (GPA) by the end of each year of attendance according to the following schedule:

Full-Time Student

Year	Credit Accumulated	Overall GPA
1	20	1.60
2	40	1.80
3	62	1.90
4	84	1.90
5	106	2.00
6	126	2.00

Part-Time Student

Year	Credit Accumulated	Overall GPA
1	10	1.60
2	20	1.60
3	30	1.80
4	40	1.80
5	51	1.90
6	62	1.90
7	73	1.90
8	84	1.90
9	95	2.00
10	106	2.00
11	116	2.00
12	126	2.00

The maximum time frame in which a student must earn an undergraduate degree is six years for a full-time student and 12 years for a part-time student. An academic year is defined as a 12-month period that begins with the start of the fall semester. A full-time student is defined as one registered for 12 or more credit hours at the school's deadline for adding courses. A part-time student is defined as one registered for fewer than 12 credit hours at the school's deadline for adding courses. If a student changes enrollment status from time to time, the maximum time frames will be averaged to determine whether the student complies with satisfactory progress guidelines. A transfer student's previous academic record will be used in determining satisfactory progress as well as the remaining number of semesters of eligibility for aid.

Federal financial aid recipients and applicants for federal financial aid (Federal Perkins Loan, Federal Stafford Loan, Federal Work-Study, Federal Pell Grant, Academic Competitiveness Grant, National SMART Grants, Federal SEOG or TEACH Grant) who anticipate withdrawing from one or more classes should remember that federal law requires them to make satisfactory academic progress as defined above. Failure to do so will result in a loss of eligibility for federal funds until satisfactory academic progress is reestablished.

If unusual circumstances have contributed to a student's inability to make satisfactory progress, the student may appeal termination of eligibility for federal aid to the Director of Scholarships and Financial Aid.

University College (UC)

Tuition and Fees (UC)

Tuition for all University College courses is charged on a per-hour tuition rate. Fees are assessed for specific courses to pay for additional costs of the course and/or program, and are not refundable.

Payment Policy (UC)

Tuition and fees are due at the beginning of each course. Payment or arrangements for payment can be made in one or more of the following ways:

- Payment in full. Students can make payment in full by cash, check, or credit card.
- Scheduled tuition payments. See below under Monthly Payment Plan.

If payment is not received or arrangements are not made by the payment deadline, a \$40 late fee is assessed. Additionally, students may be administratively withdrawn and will be charged 10% of the tuition and 100% of fees that apply to their registration.

Enrollment in subsequent semesters will not be allowed until financial obligations have been met. Transcripts are released only after all financial obligations have been met.

Students leaving the University whose accounts are not paid in full may have their accounts turned to a collection agency and these students are responsible for all reasonable collection costs.

Monthly Payment Plan (UC)

Nebraska Wesleyan University offers a monthly payment plan to help students budget the cost of education. This special plan divides the cost of tuition and fees into monthly installments. No interest is charged, but a service fee is added. The plan may cover any portion of costs up to full tuition and fees. Contact the Business Office or University College Office for details.

Refund Policy (UC)

Nebraska Wesleyan's refund policy for the traditional semester is below. Refunds for students in courses offered in accelerated or other alternatively scheduled terms are

Tuition Refund Schedule	Percent of Semester Rate To be Refunded
During the First Week	90%
During the Second Week	80%
During the Third Week	60%
During the Fourth Week	40%
During the Fifth Week	20%

figured using this schedule on a prorated basis.

If individuals believe extenuating circumstances merit a departure from the tuition refund schedule, they may appeal in writing to the Provost for special consideration.

Title IV Refund Calculation Policy

The Higher Education Amendment of 1998 established a new procedure for the return of Title IV Federal Student Aid when a student who is receiving Title IV aid withdraws from college before the end of a semester. The new Return of Title IV Funds policy follows:

The Financial Aid Office will determine the Title IV Federal Student Aid refund percentage based upon the student withdrawal information on file in the Registrar's Office. The date of withdrawal is the date the completed withdrawal form is given to the Registrar's Office. The number of days enrolled will include weekends.

If a student who has been awarded a federal loan and/or grant does not officially withdraw and fails to earn a passing grade in at least one course over an entire semester, the institution must assume, for Title IV purposes, that the student has unofficially withdrawn, unless the institution can document that the student completed the semester. Federal regulations require a

Title IV refund calculation must be processed by the Director of Scholarships and Financial Aid (see description of calculations above).

If there is a balance due on tuition and fees after the return of Title IV Federal Student Aid, the student will be responsible for the balance due.

Financial Aid (UC)

Undergraduate students may apply for Federal Pell Grant and/or Federal Stafford Loans. Graduate students may apply for Federal Stafford Loan assistance.

Application Procedures

Students accepted for admission who wish to apply for financial assistance must submit the Free Application for Federal Student Aid (FAFSA) and list Nebraska Wesleyan University, Title IV School Code 002555, as a recipient.

Federal Pell Grants

Federal Pell Grants range in amount from \$400 to \$4,310 (tentative figures for 2007-2008) for students who are eligible.

Subsidized Federal Stafford Loans

A student with financial need may borrow up to \$3,500 as a freshman, \$4,500 as a sophomore, and \$5,500 as a junior and as a senior. Graduate students may borrow up to \$8,500. While the student is attending school at least half time, the interest is paid by the federal government. The origination and federal default fee may reduce the net loan proceeds available to the student borrowers. Interest and repayment begins six months after graduating, withdrawing, or dropping below halftime status. Repayment may extend up to 10 or more years.

Unsubsidized Federal Stafford Loans

A student who is not eligible for a Subsidized Federal Stafford Loan may borrow through the Unsubsidized Federal Stafford Loan program. Undergraduates may borrow similar amounts each year as through the Subsidized Federal Stafford Loan program. Graduate students may borrow up to \$12,000. An origination and federal default fee may be deducted from the proceeds of the loan. The student borrower is responsible for interest on the loan during in-school, grace, and deferment periods. Interest may be paid quarterly by the borrower or capitalized and added to the principal balance at the time of repayment. Repayment begins six months after graduating, withdrawing, or dropping below halftime status. Additional amounts of Unsubsidized Federal Stafford Loans are available for independent students or dependent students whose Parent Loan for Undergraduate Students (PLUS) have been denied.

Standards and Regulations (UC)

Federal Financial Aid Standards – Undergraduate Programs

The federal government requires that an undergraduate student must make satisfactory academic progress to be eligible for Title IV student financial assistance (federal grants and federal loans).

A student will be considered to be making satisfactory academic progress by accumulating hours of credit and attaining a minimum overall grade point average (GPA) by the end of each semester of attendance according to the following schedule:

Full-Time Student

Semester	Credit Accumulated	Overall GPA
1	10	1.60
2	20	1.60
3	30	1.80
4	40	1.80
5	51	1.90
6	62	1.90
7	73	1.90
8	84	1.90
9	95	2.00
10	106	2.00
11	116	2.00
12	126	2.00

Part-Time Student

Semester	Credit Accumulated	Overall GPA
1	5	1.60
2	10	1.60
3	15	1.60
4	20	1.60
5	25	1.80
6	30	1.80
7	35	1.80
8	40	1.80
9	45	1.90
10	51	1.90
11	56	1.90
12	62	1.90
13	67	1.90
14	73	1.90
15	78	1.90
16	84	1.90
17	89	2.00
18	95	2.00
19	100	2.00
20	106	2.00
21	111	2.00
22	116	2.00
23	121	2.00
24	126	2.00

The maximum time frame in which a student must earn an undergraduate degree is six years for a full-time student and 12 years for a part-time student. A full-time student is defined as one registered for 12 or more credit hours at the school's deadline for adding courses. A part-time student is defined as one registered for fewer than 12 credit hours at the school's deadline for adding courses. If a student changes enrollment status from time to time, the maximum time frames will be averaged to determine whether the student complies with satisfactory progress guidelines. A transfer student's previous academic record will be used in determining satisfactory progress as well as the remaining number of semesters of eligibility for aid.

Federal financial aid recipients and applicants for federal financial aid (Federal Stafford Loan and Federal Pell Grant) who anticipate withdrawing from one or more classes should remember that federal law requires them to make satisfactory academic progress as defined above. Failure to do so will result in a loss of eligibility for federal funds until satisfactory academic progress is reestablished.

If unusual circumstances have contributed to a student's inability to make satisfactory progress, the student may appeal termination of eligibility for federal aid to the Scholarships and Financial Aid Office.

Federal Financial Aid Standards – Graduate Programs

To receive Title IV federal loans, a graduate student must be making satisfactory progress toward his or her degree. Maintaining satisfactory progress requires a 2.00 GPA or better and earning a minimum number of hours in relation to the Full Semester Equivalent (FSE) table below. If a student does not meet the GPA and/or the academic credit requirement, the student may appeal the suspension of federal aid eligibility by addressing a letter of appeal to the Financial Aid Office.

A semester with 6 hours is considered a .5 FSE. A semester with 9 or more hours is considered a 1.0 FSE.

FSE	Hours Earned
0.5	3
1.0	6
1.5	9
2.0	12
2.5	15
3.0	18
3.5	21
4.0	24
4.5	27
5.0	30
5.5	33
6.0	36

Wesleyan *ADVANTAGE*

Omaha

Class Schedule
Summer 2011
Fall 2011
Spring 2012 (Tentative)

Courses are offered for Omaha's Wesleyan Advantage students for summer and fall 2011 and spring 2012 in the following terms/sessions:

Summer 2011:

Five-Week Sessions

1st 5-week: May 17 - June 18
[no classes May 30]

2nd 5-week: June 20 - July 23
[no classes July 4]

Eight-Week Session

1st 8-week: May 31 - July 23
[no classes July 4]

Other courses are offered on an arranged basis throughout the summer or on specific dates that fall outside the sessions listed above. See class listing for specific dates.

Fall 2011:

Five-Week Sessions

1st 5-week: August 1 - September 3
2nd 5-week: September 6 - October 8
[no classes September 5]
3rd 5-week: October 10 - November 12
4th 5-week: November 14 - December 17
[no classes November 24,25,26]

Eight-Week Session

1st 8-week: August 15 - October 8
[no classes September 5]
2nd 8-week: October 17 - December 17
[no classes November 21-26]

Spring 2012:

Five-Week Sessions

1st 5-week: December 28 - January 28
[no classes January 2 and January 16]
2nd 5-week: January 30 - March 3
3rd 5-week: March 5 - April 7
4th 5-week: April 9 - May 12
[no classes April 9]

Eight-Week Sessions:

1st 8-week: January 9 - March 3
[no classes January 16]
2nd 8-week: March 12 - May 12
[no classes April 9]

REGISTRATION

Priority registration for Summer and Fall 2011:

April 1 - April 22

Open registration for Summer and Fall 2011:

April 25 through first day of class

Students may register:

By phone: 402.827-3555

By email: aharriso@nebrowesleyan.edu

Once you register it is your responsibility to contact the Omaha Advantage Office if you need to change or cancel your registration.

**ENROLLMENT, PAYMENT,
PASS/FAIL DEADLINES**

	ADD/DROP/PAYMENT*	PASS/FAIL	WITHDRAWAL*
Five and Eight Week Sessions			
5-Week:	1st class day	2nd class day	3rd class day
8-Week:	1st class day	3rd class day	5th class day

*Students dropping courses by the ADD/DROP deadline are eligible for full payment refund. Students withdrawing may be eligible for a pro-rated, partial refund, depending on date of withdrawal. Contact the Business Office for calculation of possible refund.

Withdrawal Policy

A student who finds it necessary to discontinue enrollment may withdraw from a course before the stated deadline for the session. A withdrawal is not computed in the grade point average. After the withdrawal deadline, a student may not withdraw and a grade must be recorded.

Students withdrawing may be eligible for a partial refund, depending on the date of withdrawal for the particular session. (See Refund Policy)

2010-11 SCHEDULE OF CHARGES

Tuition per credit hour (Summer):

Undergraduate	\$305.00
Graduate	\$410.00

Tuition per credit hour (Fall/Spring):

Undergraduate.....	\$315.00
Graduate.....	\$425.00

One-time or occasional fees:

- Application fee (assessed at the time of application to degree program)

Undergraduate	\$20.00
Graduate	\$50.00
- CLEP examination fee.....\$102.00
- Credit by examination fee, per examination...\$10.00
- Credit by examination fee, per hour earned

Undergraduate	\$115.00
Graduate	\$150.00
- Late payment fee (minimum fee)\$40.00
- Lifelong Learning Portfolio Application Fee.....\$100.00
- Matriculation fee (assessed each new degree-seeking student)\$100.00
- Returned check collection fee\$40.00
- Science lab fee.....\$15.00
(students are also held accountable for breakage in courses requiring the use of laboratory equipment; a statement of breakage charges will be given at the close of each term)
- Student Identification Card (replacement fee)\$ 25.00
- Transcript, in addition to one free copy.....\$5.00
(a reduced rate is available if six or more copies are ordered at one time)

PAYMENT POLICY AND METHODS OF PAYMENT

Students must pay or make arrangements for payment of tuition and fees with the Business Office by the stated term deadlines. If payment is not received or arrangements are not made by the stated deadline, the student may be administratively withdrawn and charged 10% of the tuition applying to his or her registration.

Payment in Full. Students can make payment in full by cash, check, or credit card. Students wishing to pay tuition with a credit card must do so in the Omaha Advantage Office. Nebraska Wesleyan accepts MasterCard, Visa, and Discover cards.

Scheduled Tuition Payments. FACTS, a monthly payment plan is available. FACTS is a tuition management plan that provides a low cost option for budgeting tuition expenses and making automatic payments through your bank. To enroll, please call or visit the Omaha Advantage Office.

Employer Assistance Deferment. Students whose employers assist with tuition are also eligible for the FACTS tuition payment program. To initiate this option, students need to provide a letter of confirmation from their employer to the Omaha Advantage Office and fill out an automatic tuition payment agreement.

Financial Aid. Degree seeking students enrolled for six or more credit hours may apply for financial aid. To apply, fill out a FAFSA (Free Application for Federal Student Aid) online at www.fafsa.ed.gov (Institutional Code Number:002555).

All University College students applying for financial aid are required to fill out a Financial Aid Information Sheet and submit it to the Financial Aid Office. The form can be found under Omaha Advantage in the Financial Aid folder on Blackboard. This form must be filled out and turned in for each term you wish to receive financial aid. Please direct questions to: Carol Keller at 402-465-2582 or ckeller@nebrwesleyan.edu.

CONTACTS

Omaha Advantage Office
11815 M Street, Omaha NE 68137
www.WesleyanAdvantage.com
Office Hours: 9:00 am - 6:00 pm, Monday-Thursday;
8:00 am - 5:00 pm, Friday

Andrea Simms
Program Director
402-827-3555, ext. 222
asimms@nebrwesleyan.edu

Amy Harrison
Academic Advisor
402-827-3555, ext. 224
aharriso@nebrwesleyan.edu

Business Office - Ben Dahl
402-465-2183 or 800-541-3818, ext. 2183

Financial Aid Office - Carol Keller
402-465-2582 or 800-541-3818, ext. 2582
ckeller@nebrwesleyan.edu

PRIVACY OF EDUCATIONAL RECORDS

The Family Educational Rights and Privacy Act of 1974 provides for specific rights to students regarding the privacy of their educational records.

Nebraska Wesleyan has designated the following information as directory information:

Name---Dates of Attendance at Nebraska Wesleyan University---Home Address---Date and Place of Birth---Local Address---Degrees and Awards Received at Nebraska Wesleyan---Home Telephone Number---Institutions Attended Prior to Admission---Local Telephone Number---Participation in Recognized Activities and Sports---E-mail Address--
-Weight and Height of Members of Athletic Teams---Classification and Major---Photograph

Directory information may be disclosed by Nebraska Wesleyan without student consent; however, students have the right to withhold its disclosure.

If a student does not wish directory information to be released without his or her consent, the student must notify the Omaha Advantage Office in writing. Nebraska Wesleyan will not disclose the contents of students' educational records to other parties, except under circumstances allowed by the Act, without the student's consent.

Educational records are available for review by students in accordance with the Act. Students may submit to the Registrar, Dean of University College, advisor, or other appropriate officials, written requests that identify the record(s) they wish to inspect. Students may ask Nebraska Wesleyan to amend their educational records if information contained in them is inaccurate, misleading, or in violation of their privacy rights. Students have the right to challenge the contents of an educational record under the prescribed procedures and to file a complaint with the U.S. Department

ATTENDANCE POLICY

Regular class attendance is expected of all students. Specific requirements vary and each instructor provides a written statement of his or her attendance policy for each class on the syllabus.

Students who are unable to attend a class meeting must contact the instructor. Students who plan to discontinue a course after the drop deadline must officially withdraw from the course before the withdrawal deadline. Contact the Omaha Advantage Office.

STUDENT RIGHT-TO-KNOW ACT

In accordance with the Student Right-to-Know Act of 1993, Nebraska Wesleyan's student persistence/graduation rates are available for disclosure to current and prospective students, employees, and interested community members. Contact the Registrar's Office for this information.

STUDENTS WITH DISABILITIES

Federal law requires that Nebraska Wesleyan University make "reasonable accommodations" to ensure that persons with disabilities will have equal access to all educational programs, activities, and services. Therefore, Nebraska Wesleyan University, in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and with the Americans with Disabilities Act of 1990 (ADA), recognizes the university's obligation to make reasonable accommodations for qualified students with disabilities.

A "reasonable accommodation" is defined as any change in an environment or in the way things are customarily done that (1) enables an individual with a disability to enjoy equal opportunities; and (2) does not fundamentally alter the nature of the activity, service, or program.

A "disabled" person is defined as one who has a physical or mental impairment that substantially affects one or more major life activities or has a record of such an impairment, or is regarded as having such an impairment.

To facilitate plans for any reasonable accommodations, students with disabilities must identify and document their needs following their admission to Nebraska Wesleyan University. It is the responsibility of the student to notify the university of his/her disability; to document the disability; and to request accommodation.

For details, contact Sandra McBride, the Coordinator for Students with Disabilities, 402.465.2346.

REFUND POLICY

Nebraska Wesleyan's refund policy for the traditional semester is as follows:

Tuition Refund Schedule	% of the Semester Rate To Be Refunded
During the First Week	90%
During the Second Week	80%
During the Third Week	60%
During the Fourth Week	40%
During the Fifth Week	20%

Refunds for students in courses offered in accelerated terms or other alternatively scheduled terms are figured using the above schedule on a prorated basis:

Five Week Sessions:

Prior to first class meeting	100%
Prior to the second class meeting	60%

Eight Week Sessions:

Prior to the first class meeting	100%
Prior to the second class meeting	80%
Prior to the third class meeting	40%

Online Classes:

Prorated refund based upon the total number of days in the course and the student date of withdrawal.

Alternatively Scheduled Terms/Courses:

Determined on a course by course basis.

If individuals believe extenuating circumstances merit a departure from the tuition refund schedule, they may appeal in writing to the Dean of University College for special consideration.

TITLE IV REFUND CALCULATION POLICY

The Higher Education Amendment of 1998 established a new procedure for the return of Title IV Federal Student Aid when a student who is receiving Title IV aid withdraws from college before the end of a semester. The new Return of Title IV Funds policy follows:

The Financial Aid Office will determine the Title IV Federal Student Aid refund percentage based upon the student withdrawal information on file in the Registrar's Office. The date of withdrawal is the date the completed withdrawal form is given to the Registrar's Office. The number of days enrolled will include weekends.

If a student who has been awarded a federal loan and/or grant does not officially withdraw and fails to earn a passing grade in at least one course over an entire semester, the institution must assume, for Title IV

purposes, that the student has unofficially withdrawn, unless the institution can document that the student completed the semester. Federal regulations require a Title IV refund calculation must be processed by the Director of Scholarships and Financial Aid (see description of calculations above).

If there is a balance due on tuition and fees after the return of Title IV Federal Student Aid, the student will be responsible for the balance due.

TEXTBOOK LINK

For course material information, please refer to "Textbook Express", a link provided by the Prairie Wolves' Bookstore: prairiewolves.com/textbook_express.asp

Nebraska Wesleyan University reserves the right to add or delete courses from its offerings and to change the meeting times, location, and instructors. Classes enrolling fewer than six students may be cancelled. This class listing is current as of the date of its publication, March 2011.

Nebraska Wesleyan provides equal opportunity to all qualified persons in all areas of University operation, including education, employment, and decisions regarding faculty appointment, promotion or tenure, without regard to race, religion, age, sex, creed, color, disability, marital status, national or ethnic origin, or sexual orientation.

Summer 2011										
DEPT	#	SECT	COURSE TITLE	CREDITS	TIME	DAY	LOCATION	INSTRUCTOR	GEN EDUC	
1st 5-week Session (11/U1) -- May 16 - June 18										
General Education/Electives										
Comm	100	A	Intro to Org Comm	3.00	6:00PM 10:15PM	T	OMA--	Staff		
Comm	232	A	Public Relations	3.00	6:00PM 10:15PM	W	OMA--	Staff		
Nursing										
Nurs	201	A	Professional Communication	1.00	ARR	TH	OMA--	Staff		
					May 19 & June 2; 6:00PM 10:15PM					
Nurs	501	A	Professional Communication	1.00	ARR	TH	OMA--	Staff		
					May 19 & June 2; 6:00PM 10:15PM					
Nurs	233	A	Health Assessment Credit by Exam	3.00	ARR	TH	OMA--	Staff		
					June 2; 10:00 AM 4:00PM					
2nd 5-week Session (11/U2) -- June 20 - July 23										
General Education/Electives										
Comm	003	A	Intro Prof-Acad Comm	3.00	6:00PM 10:15PM	W	OMA--	Staff		
Comm	160	A	Group Communication	3.00	6:00PM 10:15PM	T	OMA--	Staff		
8-week Session (11/U3) -- May 31 - July 23										
Business										
Bus	106	A	Statistics for Business	3.00	6:00PM 10:15PM	T	OMA--	Staff		
General Education/Electives										
Eng	101	A	Masterpieces of Lit	3.00	1:30PM 5:30PM	TH	OMA--	Staff	B1	
Math	010	A	College Algebra	3.00	6:00PM 10:15PM	TH	OMA--	Staff	B3	
Phys	010	A	Astronomy	3.00	Hybrid		OMA--	Staff	G1	
				1.00	6:00PM 10:15PM	Sa	OMA--			
					**Lab dates: TBA					
Pro	205	A	Project Mngmt Case Study	3.00	6:00PM 10:15PM	T	OMA--	Caranci, J		
Pro	206	A	Project Mngmt Indp Study	1.00	ARR		OMA--	Linhart, L		
Nursing										
Bio	270	A	Pathophysiology	3.00	Online		OMA--	Staff		
Nurs	204	A	Women's Health: Global	3.00	9:00AM 1:00PM	TH	OMA--	Staff		
Nurs	205	A	Issues Prof Nurs Prac	3.00	Online		OMA--	Staff		
Nurs	234	A	Healthcare Ethics	3.00	9:00AM 1:00 PM	T	OMA--	Staff		
Nurs	502	A	Statistics for HC	3.00	9:00AM 1:00PM	TH	OMA--	Staff		
Nurs	520	A	Critical Issues in HC	3.00	1:30PM 5:30PM	TH	OMA--	Staff		
Nurs	541	A	Fin&Actg HC System	3.00	1:30PM 5:30PM	TH	OMA--	Staff		
Summer-Long, Arranged (11/U4) -- May 19 - August 13										
General Education/Electives										
HHP	015	A	Health and Wellness	2.00	Online/ARR		OMA--	Staff	B2	
					*mandatory orientation date					
Nursing										
Nurs	552	A	Curr Dvlp&Prog Plan	3.00	1:30PM 5:30PM	TH	OMA--	Staff		
					Dates TBA					
Historical Studies										
Hist	521	A	History Strategies I	3.00	9:00AM 5:00PM	M-F	OMA--	Anderson I		
			June 13- June 18		9:00AM 12:00PM	S	OMA--	Anderson I		
Hist	290	A	Historical Geography of NE	3.00	9:00AM 5:00PM	M-F	OMA--	Anderson I		
			June 27- July 2		9:00AM 12:00PM	S	OMA--	Anderson I		
Hist	523	A	History and Place	3.00	9:00AM 5:00PM	TH	OMA--	Anderson I		
			Orientation: July 7							
			Virginia: July 24-28		TBA		VA	Anderson I		
Hist	550	A	Nebraska Institute	3.00	9:00AM 5:00PM	M-F	OMA--	Anderson I		
			July 11- July 16		9:00AM 12:00PM	S	OMA--	Anderson I		

Fall 2011

DEPT	#	SECT	COURSE TITLE	CREDITS	TIME	DAY	LOCATION	INSTRUCTOR	GEN EDUC
1st 5-week Session (11/F1) -- August 1 - September 3									
<u>Business</u>									
Bus	105	A	Management	3.00	6:00PM 10:15PM	W	OMA--	staff	
Bus	270	A	Human Rsrcs/Personnel	3.00	6:00PM 10:15PM	M	OMA--	Staff	
<u>General Education/Electives</u>									
Pro	201	A	Intro to Project Mngmt	2.00	6:00PM 10:15PM	M	OMA--	Staff	
<u>Nursing</u>									
Nurs	201	A	Professional Comm	1.00	ARR August 4 & 18; 6:00PM 10:15PM	TH	OMA--	Staff	
Nurs	501	A	Professional Comm	1.00	ARR August 4 & 18; 6:00PM 10:15PM	TH	OMA--	Staff	
Nurs	233	A	Health Assessment Credit by Exam	3.00	ARR August 18; 10:00 AM 4:00PM	TH	OMA--	Staff	
2nd 5-week Session (11/F2) -- September 5 - October 8									
<u>Business</u>									
Bus	265	A	Behavior in Organizations	3.00	6:00PM 10:15PM	W	OMA--	Staff	
Comm	200	A	Conflict Resolution	3.00	6:00PM 10:15PM	M	OMA--	Staff	
<u>General Education/Electives</u>									
Pro	202	A	Practice Project Mngmt 1	2.00	6:00PM 10:15PM	M	OMA--	Staff	
<i>*First class will meet Tuesday, Sept 6; remaining classes will meet as scheduled.</i>									
3rd 5-week Session (11/F3) -- October 10 - November 12									
<u>Business</u>									
Bus	271	A	Advanced HR/Persnrl	3.00	6:00PM 10:15PM	M	OMA--	Staff	
<u>General Education/Electives</u>									
Pro	203	A	Practice Project Mngmt 2	2.00	6:00PM 10:15PM	M	OMA--	Staff	
Bus	103	A	Computer Workshop	0.00	6:00PM 10:15PM October 13	W	OMA--	Staff	
4th 5-week Session (11/F4) -- November 14 - December 17									
<u>Business</u>									
Bus	272	A	Ethics in Business	3.00	6:00PM 10:15PM	W	OMA--	Staff	
Comm	210	A	Organizational Comm	3.00	6:00PM 10:15PM	M	OMA--	Staff	
<u>General Education/Electives</u>									
Pro	204	A	Exploring Tools	2.00	6:00PM 10:15PM	M	OMA--	Staff	
1st 8-week Session (11/F5) -- August 15 - October 8									
<u>Business</u>									
Bus	010	A	Macroeconomics	3.00	6:00PM 10:15PM	TH	OMA--	Staff	G2
Bus	240	A	Finance	3.00	6:00PM 10:15PM	W	OMA--	Staff	
<u>General Education/Electives</u>									
Comm	001	A	Fundamentals of Comm	3.00	6:00PM 10:15PM	W	OMA--	Staff	A3
Comm	130	A	Communication Theory	3.00	6:00PM 10:15PM	T	OMA--	Staff	
Span	005	A	Spanish for Communication	3.00	6:00PM 8:00PM	T/TH	OMA--	Staff	C1
<u>Nursing</u>									
Bio	270	A	Pathophysiology	3.00	Online		OMA--	Staff	
Nurs	205	A	Issues Prof Nurs Prac	3.00	Online		OMA--	Staff	
Nurs	231	A	Nursing Theories	3.00	9:00PM 1:00PM	TH	OMA--	Staff	
Nurs	236	A	Intro to Nurs Rsrch & EBP	4.00	9:00AM 1:00PM	T	OMA--	Staff	
Nurs	245	A	Fam & Group in Comm	3.00	8:00AM 5:00PM	TH	OMA--	Staff	
Nurs	245L	A	Clinical	2.00	8:00AM 5:00PM	TH	OMA--	Staff	
Nurs	510	A	Transcultural HC	3.00	8:00AM 5:00PM	TH	OMA--	Staff	

DEPT	#	SECT	COURSE TITLE	CREDITS	TIME	DAY	LOCATION	INSTRUCTOR	GEN EDUC
Nurs	542	A	Fin&Actg HC System	3.00	1:30PM 4:30PM	TH	OMA--	Staff	
Nurs	546	A	Nursing Ldrshp & Mgmt 2	3.00	4:30PM 7:30PM	TH	OMA--	Staff	
Nurs	553	A	Innovative Educ Strat	3.00	5:30PM 6:30PM	TH	OMA--	Staff	
Nurs	556	A	Teach Strat & Eval	3.00	1:30PM 5:30PM	TH	OMA--	Staff	

2nd 8-week Session (11/F6) -- October 17 - December 17

Business

Bus	011	A	Microeconomics	3.00	6:00PM 10:15PM	TH	OMA--	Staff	
Bus	106	A	Statistics	3.00	1:30PM 5:30PM	TH	OMA--	Staff	

General Education/Electives

Eng	101	A	Masterpieces of Literature	3.00	6:00PM 10:15PM	T	OMA--	Staff	B1	
Comm	151	A	Research Methods	3.00	6:00PM 10:15PM	T	OMA--	Staff		
Comm	185	A	Diversity Issues in US	3.00	ARR	F/Sa	OMA--	Staff	E2	
					**Dates: TBA					
Phil	102	A	Ethics	3.00	6:00PM 10:15PM	Th	OMA--	Staff	D	

Nursing

Nurs	240	A	Management & Leadership	4.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	245	A	Fam & Group in Comm	3.00	8:00AM 5:00PM	T	OMA--	Staff	
Nurs	245L	A	Clinical	2.00	8:00AM 5:00PM	T	OMA--	Staff	
Nurs	250	A	Population Based Nurs	4.00	9:00AM 4:00PM	TH	OMA--	Staff	
Nurs	515	A	Concepts & Theories	3.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	547	A	Practicum Nursg Admin	3.00	5:30PM 6:30PM	TH	OMA--	Staff	
Nurs	548	A	Case Management	3.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	557	A	Prog Planning in Nrsg	3.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	558	A	Implementation & Eval	3.00	5:30PM 6:30PM	TH	OMA--	staff	

Fall Long, Arranged (11/ FA) -- August 22- December 17

Historical Studies

Hist	501	A	Fund of American Hist I	3.00	6:30PM 9:00PM	T	OMA--	Anderson I	
Hist	502	A1	Fund of American Hist II	3.00	6:30PM 9:00PM	M	OMA--	Anderson I	
Hist	502	A2	Fund of American Hist II	3.00	6:30PM 9:00PM	W	OMA--	Anderson I	
Hist	523	A	History and Place- Review	0.00	6:30PM 9:00PM	TH	OMA--	Anderson I	

August 18

Spring 2012 Tentative

DEPT	#	SECT	COURSE TITLE	CREDITS	TIME	DAY	LOCATION	INSTRUCTOR	GEN EDUC
1st 5-week Session (12/S1) -- December 27 - January 28									
<u>Business</u>									
Bus	107	A	Marketing	3.00	6:00PM 10:15PM	W	OMA--	Staff	
<u>General Education/Electives</u>									
Pro	201	A	Intro to Project Mngmt	2.00	6:00PM 10:15PM	T	OMA--	Staff	
<u>Nursing</u>									
Nurs	201	A	Professional Comm	1.00	ARR	T	OMA--	Staff	
					December 27 & January 10; 6:00PM 10:15PM				
Nurs	501	A	Professional Comm	1.00	ARR	T	OMA--	Staff	
					December 27 & January 10; 6:00PM 10:15PM				
Nurs	233	A	Health Assessment Credit by Exam	3.00	ARR	T	OMA--	Staff	
					January 10; 10:00AM-4:00PM				
2nd 5-week Session (12/S2) -- January 30 - March 3									
<u>General Education/Electives</u>									
Comm	040	A	Interpersonal Comm	3.00	6:00PM 10:15PM	W	OMA--	Staff	
Pro	202	A	Practice Project Mngmt 1	2.00	6:00PM 10:15PM	T	OMA--	Staff	
3rd 5-week Session (12/S3) -- March 5 - April 7									
<u>General Education/Electives</u>									
Comm	050	A	Intercultural Comm	3.00	6:00PM 10:15PM	W	OMA--	Staff	C3
Hist	002	A	US Culture & Society Sn 1877	3.00	6:00PM 10:15PM	TH	OMA--	Staff	E1
Pro	203	A	Practice Project Mngmt 2	2.00	6:00PM 10:15PM	T	OMA--	Staff	
4th 5-week Session (12/S4) -- April 9- May 12									
<u>General Education/Electives</u>									
Comm	140	A	Intro to Leadership	3.00	6:00PM 10:15PM	W	OMA--	Staff	
Thtre	070	A	Film Appreciation	3.00	6:00PM 10:15PM	TH	OMA--	Staff	F
Pro	204	A	Exploring Tools	2.00	6:00PM 10:15PM	T	OMA--	Staff	
1st 8-week Session (12/S5) -- January 9 - March 3									
<u>Business</u>									
Bus	001	A	Accounting 1	3.00	6:00PM 10:15PM	TH	OMA--	Staff	
Bus	251	A	Business Law 1	3.00	6:00PM 10:15PM	TH	OMA--	Staff	
<u>General Education/Electives</u>									
Comm	275	A	Pro Comm Strategies	3.00	6:00PM 10:15PM	W	OMA--	Staff	
Math	010	A	College Algebra	3.00	1:30PM 5:30PM	T	OMA--	Staff	B3
Span	005	A	Spanish for Communication	3.00	6:00PM 8:00PM	T/TH	OMA--	Staff	C1
Pro	205	A	Project Mngmt Case Study	3.00	6:00PM 10:15PM	M	OMA--	Staff	
<i>January 17 class will be held on Tues, Jan 18; all other classes will be held as scheduled.</i>									
Pro	206	A	Project Mngmt Indp Study	1.00	ARR		OMA--	Staff	
<u>Nursing</u>									
Nurs	204	A	Women's Health: Global	3.00	6:00PM 10:15PM	T	OMA--	Staff	C3
Nurs	205	A	Issues Prof Nurs Prac	3.00	Online		OMA--	Staff	
Nurs	231	A	Nursing Theories	3.00	9:00AM 1:00PM	T	OMA--	Staff	
Nurs	234	A	Healthcare Ethics	3.00	9:00AM 1:00 PM	TH	OMA--	Staff	
Nurs	250	A	Population Based Nurs	4.00	9:00AM 4:00PM	T	OMA--	Staff	
Nurs	520	A	Critical Issues in HC	3.00	9:00AM 1:00PM	TH	OMA--	Staff	
Nurs	540	A	Nursing Ldrshp & Mgmt 1	3.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	549	A	Nurse as Entrepreneur	3.00	1:30PM 5:30PM	TH	OMA--	Staff	

DEPT	#	SECT	COURSE TITLE	CREDITS	TIME	DAY	LOCATION	INSTRUCTOR	GEN EDUC
Nurs	550	A	Princ of Teach&Learn	3.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	598	A	Research Process	3.00	1:30PM 5:30PM	TH	OMA--	Staff	
Nurs	599	A	Major Project	3.00	1:30PM 5:30PM	TH	OMA--	Staff	

2nd 8-week Session (12/S6) -- March 12 - May 12

Business

Bus	002	A	Accounting 2	3.00	6:00PM 10:15PM	TH	OMA--	Staff	
Bus	280	A	Business Strategy	3.00	6:00PM 10:15PM	M	OMA--	Staff	

General Education/Electives

Comm	185	A	Diversity Issues in US	3.00	ARR **Dates: TBA	F/Sa	OMA--	Staff	E2
Comm	298	A	Org Comm Seminar	3.00	6:00PM 10:15PM	T	OMA--	staff	

Nursing

Nurs	236	A	Intro to Nurs Rsrch & EBP	4.00	9:00AM 1:00PM	TH	OMA--	Staff	
Nurs	240	A	Management&Leadrsph	4.00	9:00AM 1:00PM	T	OMA--	Staff	
Nurs	250	A	Population Based Nurs	4.00	9:00AM 4:00PM	TH	OMA--	Staff	
Nurs	505	A	Rsrch & EBP in Nurs & HC	3.00	1:30PM 5:30PM	TH	OMA--	Staff	

Spring Long, Arranged (12/ SP) -- January 18- May 13

Historical Studies

Hist	502	A	Fund of American Hist II	3.00	6:30PM 9:00PM	M	OMA--	Anderson I	
Hist		A	History Elective		6:30PM 9:00PM	M	OMA--	Anderson I	
Hist		A	History Elective		6:30PM 9:00PM	T	OMA--	Anderson I	
Hist		A	History Elective		6:30PM 9:00PM	W	OMA--	Anderson I	

Nursing Program Handbook for Students

Rev 06/2011



NEBRASKA

WESLEYAN

UNIVERSITY

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NWU Mission Statement

Nebraska Wesleyan University is an academic community dedicated to intellectual and personal growth within the context of a liberal arts education and in an environment of Christian concern.

Mission Statement of the Nursing Program

The Nursing Program of Nebraska Wesleyan University is dedicated to the intellectual and professional growth of our students within the context of a liberal arts education. The Nursing Program promotes excellence in nursing practice and nursing scholarship within a framework of theoretical and experiential learning.

Philosophy of the Nursing Program

The Nursing Program shares Nebraska Wesleyan University's commitment to intellectual and personal growth within the context of a liberal arts education and in an environment of Christian concern. The faculty is committed to excellence of academic endeavor and recognizes that learning is a lifelong process.

The faculty of the Nursing Program believes that nursing is a professional discipline with academic and practice dimensions encompassing both the science and the art of the discipline. Academically, nursing utilizes theories and research to generate and extend nursing knowledge. Nursing knowledge guides nursing practice.

As a practice profession, nursing serves society through delivery of direct and indirect health care services to individuals, families, and communities from diverse populations within various environments. The faculty believes that each person has worth and dignity and the potential for growth. Persons interact with their environment in a dynamic manner and are both influenced by and adapt to their environment in differing ways. Health is viewed as a state of physical, mental, and spiritual well-being. Nursing assists persons to maximize health capabilities.

The faculty believes that learning is a lifelong, active process, which takes place in the learner and results in a change of knowledge, attitude, or behavior. The learning process is enhanced where caring relationships, mutuality of respect, and commitment to professional excellence exist. Each learner has unique characteristics and styles of learning. The role of faculty is that of facilitator to enhance the learning process.

Core Values of the University

Excellence: Nebraska Wesleyan University is committed to excellence in all aspects of academic endeavor; in the curriculum, educational facilities, residence halls, and all programs available to students; in the hiring and professional development of faculty and staff; in all administrative policies and procedures; and in the processes which ensure the continuing renewal of the academic community.

Liberal Arts: Nebraska Wesleyan University is an academic community committed to the centrality of the liberal arts and to “those habits of the mind” which derive from the liberal arts: intellectual curiosity, critical and rational thinking, creative and artistic expression, respect for history and traditional values, independent analysis, and effective communication—in short, an academic community dedicated to the joy and freedom of intellectual inquiry and learning. Nebraska Wesleyan also affirms the importance of professional programs validated and enriched by the traditions of the liberal arts.

Personal Attention to Students: Recognizing that each student is a unique individual, a person of dignity and sacred worth, the faculty and staff of Nebraska Wesleyan University are committed to providing encouragement and opportunities for all students to develop maturity, personal responsibility, and a sense of values and to enhance their intellectual, spiritual, physical, emotional, and aesthetic resources.

Diversity: Nebraska Wesleyan University affirms its commitment to provide programs, resources, and policies that broaden perspectives on humanity and its diverse cultural expressions locally, nationally, and internationally.

Community: As an academic community that “cultivates the desire for learning and nurtures the growth of the whole person,” Nebraska Wesleyan University affirms its commitment to collegiality and to a community which unites students, faculty, staff, Board members, alumni, parents, and friends in an “environment of Christian concern;” a learning community whose members respect the dignity and worth of all members of the University and who seek opportunities to serve the wider human community.

Stewardship: Recognizing the University’s distinctive United Methodist heritage and the values which derive from that heritage, Nebraska Wesleyan is committed to the careful stewardship and wise use of the human and financial resources needed to accomplish the mission of the University; at the same time, wise stewardship of resources also requires creativity and boldness in addressing the challenges which face independent higher education.

Technical Standards for Undergraduate and Graduate Admission

The Nursing Program at Nebraska Wesleyan University is a rigorous and intense program that places specific requirements and demands on the students enrolled in the program.

The following abilities and expectations must be met by all students applying to the BSN or MSN Program. In the event a student is unable to fulfill these technical standards, with or without reasonable accommodation, the student will not be admitted to the program.

Applicants must demonstrate:

- The mental capacity to assimilate, analyze, synthesize, integrate concepts and problem solve to formulate assessment and therapeutic judgments and to be able to distinguish deviations from the norm.

- Sufficient postural and neuromuscular control, sensory function, and coordination to perform appropriate physical examinations using accepted techniques; and accurately, safely and efficiently use equipment and materials during the assessment and treatment of patients.
- The ability to communicate effectively and sensitively with patients and colleagues, including individuals from different cultural and social backgrounds; this includes, but is not limited to, the ability to establish rapport with patients and communicate judgments and treatment information effectively. Students must be able to understand and speak the English language at a level consistent with competent professional practice.
- The ability to record the physical examination results and a treatment plan clearly and accurately.
- The capacity to maintain composure and continue to function well during periods of high stress.
- The perseverance, diligence and commitment to complete the BSN or MSN program as outlined.
- Flexibility and the ability to adjust to changing situations and uncertainty in classroom and clinical situations.
- Affective skills and appropriate demeanor and rapport that relate to professional education and quality patient care.
- Must meet technical computer skills/ competency

Students will be required to verify they understand and meet these technical standards or they identify certain accommodations, to help meet these standards. The signed Technical Standards verification form will be kept in the student's record.

The Nebraska Wesleyan University Services for Students with Disabilities Coordinator will evaluate a student who states he/she could meet the program's technical standards with accommodation and confirm that the stated condition qualifies as a disability under applicable laws.

Student Responsibilities

All students are expected to have basic word processing skills and competency with electronic email, database searches, and web searches. It is the student's responsibility to become familiar with and remain up-to-date on information regarding graduation requirements, classes, books, syllabi, campus operations, and university regulations and policies. Students should contact an Advantage Staff member with any questions. Students should access Blackboard online at least weekly to become apprised of important announcements and information from the Program or faculty members, or more often if you are in class.

Nondiscrimination Policy

The Nursing program upholds the philosophy and policy of Nebraska Wesleyan University regarding nondiscrimination. The nondiscrimination policy of Nebraska Wesleyan University is as follows:

“Nebraska Wesleyan provides equal opportunity to all qualified persons in all areas of University operation, including education, and decisions regarding faculty appointment, promotion or tenure, without regard to race, religion, age, sex, creed, color, disability, marital status, or national or ethnic origin, or sexual orientation.”

Students with Disabilities

NWU seeks to maintain a supportive environment for students with disabilities. To ensure their equal access to all educational programs, activities, and services, federal law requires that students with disabilities notify the University, provide documentation, and request reasonable accommodations. Students needing accommodations can notify Sandy McBride, Services for Students with Disabilities Coordinator. (Old Main 126, 465-2346, smcbride@nebrwesleyan.edu).

For more information on the Americans with Disabilities Act (ADA) see the NWU Student Handbook. A concise list of resource persons is available in the student orientation packet received at New Student Orientation, at Nebraska Wesleyan University home page, and through the Student Life Office at 800-541-3818.

Health Requirements

The Nursing Program requires a completed confidential health history form for each student on file with the following information:

- Address, phone numbers, insurance company name and policy number (photocopy of card)
- Family/personal history
- Current Immunizations (students must submit a copy of their *current* workplace health requirements to demonstrate compliance).
- Emergency Instructions/contacts
- International students are required to have immunizations for MMR, Meningitis, and TB test when they arrive on campus. The Hepatitis immunization shots are recommended (they are available for a charge through Student Health), though not mandatory for NWU. However, clinical agencies may require students to have the series.

Health and Automobile Insurance

As adults, students should be responsible for carrying their own health insurance. Please bring the insurance card to be copied and kept on file with the Nursing Program.

Students are also required to have access to an automobile and carry insurance for the car. Students in the RN-BSN must bring their auto insurance card as well as their driver's license to be copied and kept on file with the Nursing Program.

Certification in Cardiopulmonary Resuscitation

Students in the BSN & MSN programs must hold current CPR for Adult, Children and Infants. The certification card must be submitted upon admission into the program and prior to taking part in clinical courses.

Types of Admission

Degree Seeking

Qualified students have submitted all necessary paperwork, met all standards and requirements, and provided all official transcripts. These formally accepted students can register for courses.

Provisional

This status allows students to enroll in classes without waiting for official transcripts from previously attended schools or universities. Official transcripts must be received by the end of the enrolling term in order to enroll in classes during the following term, to qualify for financial aid, and to enroll in future classes.

Probation

Students may be admitted on academic probation if previous GPAs do not meet the admissions standards for acceptance in good standing. A student on probation must earn, after the first semester, the required grade point average corresponding with his or her academic standing.

Financial Aid

Nebraska Wesleyan University's financial aid program is designed to assist talented students who will benefit from Nebraska Wesleyan's academic program and to aid those who might not otherwise be able to take advantage of it.

Federally funded loans are available to eligible BSN students and federally funded grants, loans, and scholarships may be available for MSN students. (See Scholarship Information at the back of the Student Handbook or on Blackboard @ <http://www.nebrwesleyan.edu/scholarships-and-financial-aid>)

Eligibility requirements and award amounts are subject to change from year to year by action of the U.S. Congress. Changes will be announced by the Director of Scholarships and Financial Aid. Contact the Financial Aid Office for information on grant and loan programs at 402-465-2167.

Requirements for Undergraduate Admission

Admission to NWU-Wesleyan Advantage

Selected degree programs available through evening and other alternatively scheduled classes are intended exclusively for working adults in the community or “nontraditional” students. Nontraditional students are defined in many ways, but at Nebraska Wesleyan, the term refers to undergraduates who have multiple roles, such as full-time employee, parent, or community volunteer, and the student role is part-time; usually these students are age 23 or older. Applicants who do not fit the Nebraska Wesleyan profile of a nontraditional student may apply through the Admissions Office for admission to the College of Liberal Arts and Sciences.

Nebraska Wesleyan admission requirements for first year or transfer candidates also apply to nontraditional student applicants. Wesleyan Advantage students are not, however, required to take the ACT or any other entrance exam. The University College Office will provide an application and other detailed information.

Bachelor of Science in Nursing Degree

The Bachelor of Science in Nursing degree program at Nebraska Wesleyan University offers students the personal attention associated with a private, liberal arts education. Our program facilitates the specific needs of adult students pursuing professional growth and mobility. BSN students enjoy the small faculty-student ratio for which Wesleyan is known, as well as innovative, nationally recognized teaching.

The BSN nursing major at Nebraska Wesleyan University consists of 32 hours, including courses such as nursing theory, nursing research and population-based nursing. General education requirements, courses all students must take at Wesleyan in order to graduate, also are required for the BSN degree. These requirements include coursework in liberal arts disciplines such as humanities, social sciences, fine arts and the natural sciences.

The Bachelor of Science in Nursing degree program is intended for individuals who have graduated from a diploma nursing school or from an associate degree program. All students taking nursing courses must hold a current license as a registered nurse in the state of Nebraska that is in good standing.

Admission to Bachelor of Science in Nursing Program

The Bachelor of Science in Nursing (BSN) is a 32-credit hour program that prepares students to achieve the BSN Nursing Program outcomes. The following are required for admission to the Bachelor of Science in nursing degree program:

- Admission to Nebraska Wesleyan University
- 2.5 GPA or above
- Completed Nursing Program application form
- Official transcripts from the school of nursing and each college or university attended

- Two letters of support verifying academic and professional abilities from education or work-related associates
 - Copy of current unencumbered Nebraska or compact state R.N. license
 - Copy of current CPR card
 - Successful completion of background check
 - Signed Technical Standards form
 - Completion of the following nursing prerequisites:
 - English (3 hours)
 - Introductory Psychology (3 hours)
 - Statistics (3 hours) –may be taken after admission to the Program.
 - General Sociology (3 hours)
 - Anatomy and Physiology: (6-8 hours)*
 - Microbiology: 3-4 hours*
 - Chemistry: 3-4 hours*
- *One must include a laboratory*

Applicants who do not meet the specified admissions requirements may apply to be considered for conditional admission.

Procedures for Application to the Bachelor of Science in Nursing program

1. An application may be obtained by contacting Nebraska Wesleyan University, Wesleyan Advantage offices or by completing the on-line application at: www.WesleyanAdvantage.com.
2. International students should request the International Student Application for Admission and Financial Certification form from the International Student Advisor Yoko Iwasaki-Zink (yiwasaki@nebrwesleyan.edu).
3. The Assistant Director for Recruiting and Corporate Relations reviews completed applications. All applications are reviewed by the Nursing Program Director or the Nursing Program Faculty.
4. If the application information meets the admission criteria, including receipt of a successful background check, the applicant will receive a letter of acceptance into the BSN program.
5. Official transcripts are documented as received in the Nursing Program Office or Advantage Office, and then forwarded to the Registrar's Office for official analysis.
6. Upon completion of the Academic Analysis, the student and academic advisor will each receive a copy of the analysis. The advisor will schedule an appointment with students to review the information in the Academic Analysis.
7. The advisor will meet with the student to determine the Academic Plan of Study. A copy of the plan of study will be given to the student and a copy will be retained in the student's file.

BSN Program Outcomes

Students graduating from the NWU BSN Nursing Program will be able to meet the following competencies;

1. Function as a baccalaureate generalist practitioner by translating, integrating, and applying concepts and knowledge from liberal education including the humanities, behavioral, computational and natural sciences for nursing care across the lifespan and within the continuum of health care environments.
2. Apply leadership concepts and communication skills within interprofessional teams and healthcare systems to collaboratively manage patient care quality and safety.
3. Utilize information about health care policy, finance and trends in health care delivery to develop interventions to improve the health of individuals and populations.
4. Evaluate sources of evidence based practice including research and other scholarly works for application in professional nursing practice.
5. Demonstrate professionalism and professional values within the scope of a multicultural changing society.
6. Utilize conceptual frameworks to analyze health data and behaviors to facilitate health promotion and disease prevention for optimal population health.
7. Utilize multiple technologies to access and manage information to guide professional practice.
8. Examine the effect that healthcare policy has upon providers and consumers in the health care system.

BSN Program Evaluation Methods

Most courses require written and/or oral projects. Students should expect to be evaluated related to critical thinking and clinical problem solving, creativity, as well as the ability to construct a scholarly paper and/or presentation.

Students are also evaluated through use of examinations, quizzes, assignments, and participation in class activities and discussion.

All BSN students complete the ATI proficiency tests in *Management and Leadership* and *Community Health Nursing* before graduation. Although NWU students are already registered nurses our benchmark is that students score at a Level 2 which exceeds the minimum expectations for performance within the content area.

Completion of course evaluations on Blackboard is an essential activity for student to provide feedback to the instructor and to the nursing program about the learning value of specific activities, assignments and textbooks for the achievement of the program outcomes.

Sigma Theta Tau, Inc. Nursing Honor Society

The mission of the Honor Society of Nursing, Sigma Theta Tau International is to support the learning, knowledge and professional development of nurses committed to making a difference in health worldwide.

The vision of the Honor Society of Nursing, Sigma Theta Tau International is to create a global community of nurses who lead in using knowledge, scholarship, service and learning to improve the health of the world's people.

NWU BSN and MSN students who meet the grade point and leadership requirements for membership are invited to join. Members are inducted into the Sigma Theta Tau Nu Rho Chapter at a special ceremony typically conducted the last week in March.

Sigma Theta Tau membership provides nurses with opportunities to network related to career advancement, scholarships for advanced education and financial awards for research, including research conducted at the MSN level.

Requirements for Graduate Admission (MSN Degree)

Admission to NWU Graduate Programs

Applicants to Nebraska Wesleyan's graduate programs must fulfill the following general admission requirements:

- Earned a baccalaureate degree from a regionally accredited institution.
- Maintained a grade point average of 3.00 or above or a 3.00 grade point average for graduate work completed

See the online NWU course catalog for additional specific information at

<http://www.nebrwesleyan.edu/registrars-office/course-catalogs>

International students should contact the University College Office for additional admission requirements for applicants who are not U.S. citizens.

Applicants not meeting the specified admissions requirements may apply to be considered for conditional admission.

Graduate-level credits from regionally accredited institutions, with grades of "B-" or better, are transferable, as deemed appropriate by the nursing program and Registrar's Office.

Admission to Master of Science in Nursing Program

The Master of Science in Nursing (MSN) is a 40-credit-hour program that prepares students to be leaders in the field of nursing, as nurse educators, administrators and managers, or entrepreneurs. The following are required for admission to the Master of Science in Nursing degree program:

- Official transcripts from all previously attended institutions
- Completion of the Master of Science in Nursing Admission Application form
- Baccalaureate nursing degree from a program accredited by the National League for Nursing (NLN) or Commission of Collegiate Nursing Education (CCNE)
- Copy of current unencumbered active Nebraska or compact state R.N. license
- Successful completion of mandated background check
- Two letters of support verifying academic and professional abilities
- Personal Education Goals Statement page
- A cumulative undergraduate grade point average of 3.0 or better (on a 4.0 scale).
- Signed Technical Standards form

Admission to the RN to MSN Nursing Program:

The RN-MSN Program is a 63-credit-hour program that allows the student to be awarded a BSN degree partway through the program. Several courses (9-credit hours) are taken at the master's level and meet requirements for both the BSN and the MSN degree.

All of the requirements stated above in the Admission to the Master of Science in Nursing must be met for admission into the RN to MSN program with the exception of the earned BSN requirement.

Procedures for Application to the Master of Science in Nursing (MSN) program

1. An application packet may be obtained by contacting Nebraska Wesleyan University, Wesleyan Advantage offices or by completing the on-line application
<http://www.nebrwesleyan.edu/graduate-and-adult-students/graduate-programs/master-science-nursing/bsn-msn-track>
2. International students should request the International Student Application for Admission and Financial Certification form from the International Student Advisor Yoko Iwasaki-Zink (yiwasaki@nebrwesleyan.edu).
3. The student's official transcripts must be received and documented in the Nursing Program Office and are then forwarded to the Registrar's Office for official analysis.
4. All applications are reviewed by the Nursing Program Director or Faculty. After approval and receipt of the application fee a place will be held in the next MSN class.
5. Applicants admitted to the Nursing Program must sign a Release of Information so a background check through the Nebraska Adult/Child Protective Services can be obtained. .
6. Once a student has been accepted and registered for the program they will be assessed a matriculation fee as a new degree-seeking student.

MSN Program Outcomes

Students graduating from the NWU MSN Nursing Program will be able to meet the following competencies:

1. Function in the advanced practice role of the nurse educator or nurse leader
2. Analyze theories for application to research and in the advanced practice role
3. Utilize effective verbal and written communication in the role of the advanced practice nurse
4. Model professional values and standards when providing leadership within the role of the advanced practice nurse
5. Integrate cultural understanding in professional practice

6. Provide leadership to influence health care policy, health care delivery and finance
7. Evaluate and develop research that improves nursing education, leadership, the practice of nursing and health outcomes.

MSN Program Evaluation Methods

Most courses require written and/or oral projects. Students should expect to be evaluated related to organization skills, communication of scholarly work, such as evidence based practice, quality improvement and research, as well as critical thinking, creativity, and problem-solving. Students are also evaluated through use of examinations, quizzes, assignments, and participation in class activities and discussion.

Completion of course evaluations on Blackboard is an essential activity for students to provide feedback to the instructor and to the nursing program about the learning value of specific activities, assignments and textbooks for the achievement of the program outcomes.

The MSN Program has two specialty areas: Education and Leadership. Graduate student knowledge level in the specialty is evaluated through a nationally standardized examination during the last specialty course. The educational track students complete the Certified Nurse Educator Practice Exam, and the leadership track students complete questions from the ANCC Nurse Executive certification practice exam.

GENERAL POLICIES FOR UNDERGRADUATE AND GRADUATE PROGRAMS IN UNIVERSITY COLLEGE

Class Cancellation due to Weather

If weather conditions appear dangerous or threatening, Nebraska Wesleyan may cancel classes/clinical. The University will announce any cancellations through the Wesleyan Alert System, the University website, and on the participating television and radio stations.

- KOLN-TV (Channels 10/11) • KTGL 92.9 FM
- KLKN-TV (Channel 8) • KRKR 95.1 FM
- KXVO-TV (Channel 42, Omaha) • KZKX 96.9 FM
- KETV (Channel 7, Omaha) • KFGE 98.1 FM
- WOWT-TV (Channel 6, Omaha)
- KMTV (Channel 3, Omaha)
- KKAR 1290 AM (Omaha) • KBBK 107.3 FM
- KFAB 1110 AM (Omaha) • KIBZ 104.1 FM
- KFOR 1240 AM • KLNC 105.3 FM
- KLIN 1400 AM • KFRX 106.3 FM
- KLMS 1480 AM

Students should sign up for the *NWU Weather Alert* which will notify students of weather conditions and cancellations at:

<http://www.nebrwesleyan.edu/press-and-media/news/10106>

Please do not call Nebraska Wesleyan officials to find out if classes are cancelled. Classes will be held unless there is an announcement to the contrary announced through the media, all-student email, on the University website, and through the Wesleyan Alert System.

Sidewalks will be shoveled for safety by the snow removal emergency crew. The Library and the Weary Center, at the discretion of the directors, will offer limited hours of operation for students on campus. Library hours will be announced through a recorded message on the main Library telephone line. The City of Lincoln may issue a parking ban due to snow, which includes fines or towing for unmoved vehicles

NWU Identification Card

A Nursing student ID card is provided when a student begins classes for the first time. The cost of replacing a lost ID is \$25. For your safety and security, you may be requested to present your student ID to campus security or University officials. If you are asked for identification by security or any University official, you must present it. Use your ID for free admission to campus activities such as theatre and music presentations, check cashing, intercollegiate athletic events, library loan, and Weary Center access if students have paid the additional fee to use the Center.

The Student Identification card is to be worn at all times during clinical and practicum activities.

Textbook Purchase

Students can access information for book ordering through Blackboard. Access the BSN/MSN Nursing Program and click on the tab 'Syllabi & Texts' to access course and textbook information. Textbook ISBN numbers are provided for ordering textbooks either through the campus bookstore or a vendor of the student's choice. Omaha students may request the bookstore to have their books delivered to the Omaha location or directly to Burt Hall.

Parking

Vehicle permits are required on all vehicles using NWU parking areas. All parking areas have signage and are marked by color coding specifying whether they are restricted, reserved, or general parking. Additional information on parking violation tickets, towing, and safety violation are in the NWU Student Handbook. University College students obtain their parking permits at the Burt Hall reception desk.

Handicap Parking is available in multiple areas around the NWU campus. There is handicap parking near BURT Hall / University College on Huntington Street.

Cochrane-Woods Library Access

NWU Nursing Students have access to the campus library on the Lincoln campus. All students may also access the Cochrane-Woods Library online collection at:

www.nebrwesleyan.edu/cochrane-woods-library

Computing Services & Instructional Technology

NWU uses Blackboard Academic Suite® (BB) which is an e-Education learning platform allowing students and faculty to connect and share information. Syllabi and course documents, including assignments are made accessible using this format. Students upload assignments and grades are posted through this e-Education system. Students can access computer and Blackboard information and assistance at:

<https://www.nebrwesleyan.edu/csit/>

Students are required to have a NWU username and password. These are necessary to access WesMail, the NWU e-mail account and access the Blackboard (BB) learning site. Every course has a corresponding BB site. Students are expected to regularly (several times a week) check their WesMail accounts and corresponding BB sites for courses in which they are currently enrolled for information necessary to their academic success in the nursing program.

Student Health Service

Student Health Services is located on first floor of Pioneer Hall in Lincoln. All Advantage/Nursing Program students are offered basic healthcare services. Registered nurses are available from 8 am-12 pm and 1 pm-5 pm. In addition to full weekday services through the nurses' and doctors' hours, the Center provides a variety of other services, including flu shots and mental health services. Visit:

<http://www.nebrwesleyan.edu/current-undergraduates/student-supports/student-health-services>
or call 402-465-2375.

Nebraska Wesleyan University Grading System

Excellent	A and A+	4.00 grade points
	A-	3.67 grade points
	B+	3.33 grade points
Good	B	3.00 grade points
	B-	2.67 grade points
	C+	2.33 grade points
Satisfactory	C	2.00 grade points
	C-	1.67 grade points
	D+	1.33 grade points
Marginal	D	1.00 grade points
	D-	0.67 grade points
Failure	F	0.00 grade points

W Withdrawal (student initiates before the end of the fifth week of the semester, or appropriately pro-rated date)

WA Administrative Withdrawal faculty or administration initiates

P Passed without grade (course offered on pass/fail basis)
Pass-Student designated non-traditional grade; earned "C-" or better

F* Fail- Student designated non-traditional grade; earned "D+" or lower- must retake course if necessary for degree to graduate, student must pay tuition

PX Passed by examination

I Incomplete

AU Audit (no credit)

Withdrawal

A student who withdraws from a course after the drop deadline but before the withdrawal deadline receives a "W" (Withdrawal). A Withdrawal is not computed in the grade point average. After the withdrawal deadline, a student may not withdraw and a grade is recorded. If extenuating circumstances dictate withdrawal from a class after the withdrawal deadline, a student may petition the Dean of University College for consideration of a late withdrawal.

Incomplete Grade

An "I" (Incomplete) is given for work left incomplete for reasons that the instructor and department chair consider valid. Students are eligible for an incomplete grade only if they have already completed 75% of the course work. The percentage of completion is determined by the instructor. A student must request an incomplete grade from the instructor.

If the instructor and department approve the request, the student must fill out an Incomplete Agreement form (available from the Academic Advisor or Registrar's Office) with the instructor and department chair. The work for an Incomplete must be finished within the time allotted by the instructor (maximum of one year from the close of the term in which the student is enrolled*). The instructor stipulates what the final grade will become if the work is not completed.

If the work is completed in time, the instructor determines the final grade according to the quality of the student's performance. If the work is not completed, the Registrar assigns the grade stipulated on the Incomplete Agreement form. The "I" remains on the student's permanent record.

A Permanent Incomplete is allowed only in cases resulting from a catastrophic event in the life of a student, such as an incapacitating illness or other problems beyond the control of the student, which prevents the student from completing the work. In such cases, the student, his or her proxy, or the instructor can petition the Dean of University College for a Permanent Incomplete.

Audit

A student may register for a course on an audit basis if space is available after first obtaining permission of the instructor. A student will earn no credit for a course taken on an audit basis. The designation of "AU" requires attendance of at least 75% of the class sessions. Should the student not fulfill this obligation, the instructor will indicate so on the final grade report and the course will not be recorded on the student's transcript. Certain courses may not be audited.

Repeated Courses

When a student repeats a course, both grades remain on the student's transcript, but only the last grade earned (whether higher or lower) and the associated credit(s) are used to determine hours earned and the student's grade point average. Students who repeat a course and earn a grade of "F" lose any credits previously earned for that course.

Academic Integrity

Academic integrity is one of the principles of a university community. Nebraska Wesleyan University encourages and expects the highest standards of academic honesty from all students. The Student Code of Conduct states "cheating, plagiarism, or other forms of academic dishonesty" are subject to disciplinary action. For additional information refer to the Student Code of Conduct found in the current Nebraska Wesleyan Student handbook posted on the Nebraska Wesleyan web site.

Code of Conduct

Nebraska Wesleyan University Advantage College dispenses a Code of Student Conduct to all students upon Admission to their program of study. The nursing profession is held to a higher standard of ethical conduct, thus the following information is distributed and is to be observed.

A. Guidelines for Nursing Student Conduct

The nursing faculty believes that standards of professional conduct are an inherent part of professional presentation, communication, and socialization and expect students enrolled in the

nursing program to adhere to the standards. Students practice within the boundaries of the Nebraska State Board Nurse Practice Act, the ANA Code of Ethics for Nurses , guidelines from Nebraska Wesleyan University and the Nursing Program, as well as by any policies and regulations of the healthcare agency where they are assigned for clinical learning

Students can access the Nursing scope and standards of practice at the American Nurses Association Publications, ANA Code of Ethics at: <http://www.nursingworld.org/default.aspx>

The use of abusive language or disruptive behavior directed toward peers, staff, faculty, or clinical site personnel will not be tolerated and may result in dismissal from the program. Such behavior is inconsistent with professional standards and inappropriate for students aspiring to a career in nursing.

Standards of Professional Conduct include:

- *Confidentiality*: Respects the privacy of patients and respects privileged information.
- *Accountability*: Is answerable for one's action; answers to self, the client, the profession and the institution.
- *Responsibility*: Executes duties associated with the nurse's particular role
- *Agency's Policies and Procedures*: Reads and adheres to the agency policies and procedures.
- *Honesty*: Practices fairness and straight forwardness of conduct, displays moral excellence and truthfulness.
- *Punctuality and Promptness*: Is on time for all classroom and clinical assignments.
- *Dependability*: Is trustworthy and reliable.
- *Respect*: Treats others with consideration and courtesy.
- *Professional Appearance*: Adheres to established dress code in all clinical and professional activities.
- *Ethical*: Adheres to the Code of Ethics for Nurses with Interpretive Statements (2001) establishing the ethical standard for the nursing profession. The document is under copyright and can be viewed at: <http://www.nursingworld.org/ethics/ecode.htm>.
- *Legal*: Operates within the standards of care related to the student nurse role.
- *Safety*: Prevents or minimizes risks for physical, psychological, or emotional jeopardy, injury, or damage.
- *Civility*: All students in the nursing program are expected to contribute to a positive learning environment. As a nursing student, you are expected to be reflective, courteous, respectful, and empathetic to classmates, instructors, and other college staff assisting you in your learning.

B. Student Expectation in Reporting Unprofessional Conduct

During the course of study in the nursing program, a student may observe behaviors in others that appear to violate the standards of academic and/or professional integrity or actions that have a potential to harm another individual. Each student has the responsibility to report any questionable activity to the instructor and/or Nursing Director. Personal responsibility is an essential component of professionalism.

C. Professional Boundaries

Students enrolled in a program of study in nursing must respect the importance of establishing and maintaining professional boundaries. In a student role, professional boundaries exist between the student and the instructor and between the student and the client. Students unclear of proper behavior or of an appropriate response to a client should consult the instructor for guidance.

1. Student and Faculty

Faculty and students will maintain a professional relationship at all times:

- a. Students should not expect an instructor to act as personal counselor or therapist. Students should seek assistance from academic advisors and counselors at the college.
- b. Students should not ask or expect the instructor to join an individual, group, or class in any social situations while the course is in progress.
- c. Students should not offer the instructor gifts or money as gratitude for instruction. Instructors may accept cards or notes when students wish to thank the instructor.

2. Student and Patients

Students will maintain a professional nurse-patient relationship with consumers of healthcare with whom they come into contact:

- a. Students providing nursing care strive to inspire the confidence of patients. Students must treat all patients, as well as other health care providers, professionally. Patients can expect those providing nursing care to act in their best interests and respect their dignity. The student should refrain from inappropriate involvement in the client's personal relationships.
- b. Boundary violations may result when there is confusion between the needs of the student and those of the client. Such violations are characterized by excessive personal disclosure by the student, secrecy or even a reversal of roles.

Disciplinary Action Guidelines

When a nursing student is in violation of any requirement contained in this Nursing Student Handbook, he/she is subject to disciplinary action or immediate dismissal. All students should carefully review the Nursing Student Handbook and the Nebraska Wesleyan Student Handbook sections on Academic Misconduct and Disciplinary Standards. Those codes typically can be found in the catalog or student handbook. Dismissals and suspensions for reasons based on academic misconduct and student discipline, as well as reasons based on the Nursing Student Handbook, will proceed according to the Judicial Policies section of the Student Discipline Code in the NWU Student Handbook.

A. Zero Tolerance Policy

The NWU Nursing Program supports a Zero Tolerance Policy for the following behaviors:

1. Intentionally or recklessly causing physical harm to any person on the campus or at a clinical site, or intentionally or recklessly causing reasonable apprehension of such harm.
2. Unauthorized use or possession of any weapon or explosive device on the campus or at a clinical site.
3. Unauthorized use, distribution, or possession for purposes of distribution of any controlled substance or illegal drug on the campus or at a clinical site.

Nursing students engaging in this misconduct are subject to immediate dismissal from nursing classes and disciplinary action as described in the NWU Student Handbook under Zero Tolerance Policy.

B. Academic Misconduct

Cheating on an examination, written work (plagiarism); falsifying, forging or altering college records will result in disciplinary actions outlined in detail in the NWU “Code of Student Conduct” booklet. Cheating - includes, but is not limited to:

1. Copying from others during an examination.
2. Communicating exam answers with another student during an examination.
3. Offering another person’s work as one’s own (plagiarism). Completion of an examination for another student or asking someone to take an examination for you.
4. Sharing answers for a take-home examination or assignment unless specifically authorized by the instructor.
5. Tampering with an examination after it has been corrected, and then returning it for more credit.
6. Using unauthorized materials, prepared answers, written notes or information concealed in an exam or elsewhere during an examination.
7. Acquisition, without permission, of tests or other academic material belonging to a member of the college faculty or staff.
8. Removal of tests from the classroom, duplication of written notes, or copies of questions or answers on any manner of copying device, including any type of camera, during test review sessions.
9. Any student who knowingly or intentionally helps another student perform any of the above acts of cheating or plagiarism is subject to discipline for academic dishonesty.
10. Any preparation of written material that is fraudulent and/or untruthful.
11. Plagiarism - includes, but is not limited to, the use of paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

C. Clinical Misconduct:

1. A student may be dismissed from the program and receive a failing grade in the course based on the inability to place the student in a clinical facility related to student misconduct.
2. A student may be dismissed and receive a failing grade in the course for violation of standards of Professional Conduct.

D. Student Practice Regulations:

Students practice within the boundaries of the Nebraska State Board Nurse Practice Act, the ANA Code of Ethics for Nurses, guidelines of NWU Student Nursing Program Handbook for Students, and the policies and regulations of the healthcare agency where they are assigned for clinical learning.

Examples of unsafe practice include, but are not limited to:

- Refusal of an assignment based on client’s race, culture, religious preference or medical diagnoses.

- Denies, covers-up or does not report own errors in clinical practice.
- Ignores and fails to report dishonest or unethical behavior in others.
- Practices skills considered below standards and/or outside the scope of practice for professional nurses.
- Lacks information processing ability necessary for making appropriate clinical judgments or decisions.
- Interacts inappropriately with agency staff, co-workers, peers, patients/patients, families, and faculty resulting in miscommunication, disruption of the learning and/or patient care environment.
- Misuse of private health information and principles of confidentiality.
- Lack of preparation for clinical practice.
- Failure to respect client rights and dignity.
- Soliciting, borrowing, or removing property or money from another person.
- Assuming client care tasks for which the registered student nurse lacks the education or competence to perform.
- Removing drugs, supplies, equipment, or medical records from the clinical setting.
- Abandonment: Leaving clinical agency or patient assignment without notification.

E. Unusual Occurrence Guidelines:

An unusual occurrence is any event that has potential for harm to any person while in the nursing program class or clinical agencies.

1. Upon notification the faculty and student will meet to determine the nature of the occurrence. The faculty member will determine the necessary actions required for follow-up of the occurrence.
2. Documentation of the occurrence and an action plan for correction will be completed and signed by the faculty member and student.
3. Any student failing to notify the instructor immediately upon discovery of an unusual occurrence will be subject to disciplinary actions including course failure and program withdrawal.
4. When a behavior occurs that could jeopardize life, impede recovery, or interfere with the maintenance of the patient's current health status, a conference will be held as soon as possible with the nursing student, nursing instructor, and the Nursing Director.
5. Any student unable to demonstrate safe and competent patient care, who fails to maintain compliance with the health and safety requirements, or who has excessive absences from the clinical experience and classroom settings will be removed from the clinical assignment and receive a failing grade in the course.

Drug & Alcohol Statement

Nebraska Wesleyan University urges its members to exercise mature judgment and social responsibility when making decisions regarding the use of alcoholic beverages and other drugs, and will implement appropriate procedures to protect the interests of the students and the University community. Such procedures may include a screening process or the request for an evaluation from a qualified professional to determine the seriousness of the problem. This

University community prohibits the sale, possession, distribution or use of illegal drugs by students, faculty or staff.

Violations of law and/or violations of the Code of Student Conduct shall be adjudicated by the proper judicial bodies. Consumption or possession of alcohol is prohibited in any public area. It is a violation of the laws of the State of Nebraska and the alcohol policy for students under the legal drinking age (21 years of age) to consume or possess alcoholic beverages. It is also illegal for a person under the age of 21 to be present at gatherings where alcohol is present. The University will take action against students involved in procuring alcoholic beverages for minors.

Guests are bound by the same rules regarding alcoholic beverages and illegal drugs. Violators will be asked to leave the campus and/or referred to local authorities.

Violations may be referred directly to local authorities and/or action may be taken by the University. The University Judiciary will impose sanctions on students for violations of the Alcohol and Drug Policy consistent with local, state and federal law. These sanctions may include disciplinary warning, disciplinary probation, fines, restitution, revocation of privileges or restriction of activities, disciplinary suspension or expulsion as well as termination of the residence hall contract. Local authorities may impose legal sanctions that may include incarceration and/or fines for those found guilty of violating local, state and federal law.

The health risks of using illegal drugs and/or alcohol are difficult to predict due to the unknown chemicals involved in these substances. Beverage alcohol is a central nervous system depressant. It slows down bodily functions such as heart rate, pulse and respiration. Drinking large enough amounts of alcohol over a period of time can produce psychological and physical dependence or alcoholism. Prolonged heavy drinking can lead to stomach irritation, ulcers, malnutrition, high blood pressure, lowered resistance to disease, and possible irreversible brain and nervous system damage. Alcohol can be harmful to unborn babies, resulting in fetal alcohol syndrome. There is also a wide range of health risks associated with the use of illegal drugs such as marijuana, cocaine and anabolic steroids. The diminishment of intellectual ability, long-term genetic damage and other health risks may be severe and lead to permanent impairment or even death.

For information and access to counseling, treatment, support groups and rehabilitation programs contact Student Health Services (ext. 2375), the Career and Counseling Center (ext. 2224) and/or the Lincoln Council on Alcoholism and Drugs (402-475-2694).

To view the complete NWU Alcohol and Drug Policy, go to:
<http://www.nebrwesleyan.edu/current-undergraduates/policies-and-procedures/alcohol-and-drugs-policy>

Drug Testing Policy

Students are prohibited from using or being under the influence of alcoholic beverages, illegal drugs or drugs that impair their judgment while participating in any learning experience, including preceptorships and clinical experiences in a health care facility, school, institution or other work location as a participant in the Nursing Program.

If a faculty-member or clinical instructor perceives the odor of alcohol or observes behavior which raises a reasonable suspicion that the student is impaired by alcohol or drugs, the instructor shall follow the steps set forth below. Behaviors which may indicate possible impairment include, but are not limited to, slurred speech, unsteady gait, confusion, or poor judgment

- a. The instructor will remove the student from the patient care site or assigned work area and notify the supervising personnel at the clinical agency that the student has been sent home.
 - b. The student will be required to submit to a drug test. The instructor will contact a transportation service and arrange for the student to be transported to a testing facility designated by NWU.
 - c. The student must have a picture ID in his/her possession to complete the drug testing.
 - d. After testing, the student will be responsible for making arrangements for safe transportation to his or her residence.
 - e. If the student admits that he or she has used alcohol or drugs, the student will still be required to undergo drug screening.
2. If the results of the test(s) are negative for drugs, alcohol, or other illegal substances, or for non-prescribed legal substances, the Nursing Program Director and clinical instructor will meet with the student within 24 hours after receiving the test results to discuss the circumstances surrounding the impaired clinical behavior.
 - a. If the screening was due to the perceived odor of alcohol, the student will be required to discontinue the use of whatever may have caused the alcohol-like odor before being allowed to return to the clinical setting.
 - b. If the screening was due to behavioral indicators, the faculty member and Nursing Director will consider whether a medical condition may be responsible for the symptoms and refer the student for a medical evaluation . The student will be required to return to the clinical setting.
 - c. Based on the information provided and further medical evaluations if warranted, the Nursing Director and faculty member will make a decision regarding the student's return to the clinical setting.
 3. If the results of the test(s) are positive for alcohol or other illegal substances or for non-prescribed legal substances, the Nursing Director will require the student to withdraw from all nursing courses for a period of one year. The student will pay for all costs associated with the for-cause drug-screening test.
 4. The results of the positive screening test will be reported to the State Board of Nursing.
 5. If a Student refuses to submit to "for cause" testing:

- a. The instructor will remove the student from the clinical/preceptor setting pending a full investigation.
- b. The instructor, in consultation with the student, will make arrangements for the student's safe transportation to his or her residence.
- c. Failure to comply with any aspect of this policy will result in administrative withdrawal from the program.

Student Grievances

Student grievances against a faculty member should be addressed with the faculty member in a professional manner. If the issue is not resolved, students in Omaha and Iowa may take the issue to the Director of Advantage Programs-Omaha and students in Lincoln to the Nursing Program Director. In the event that resolution is not met, grievances can be taken to the University College Dean.

Should a student believe that his/her grade is incorrect or unfair; a student should follow the procedures outlined in the Grade Change/Appeal Policy for University College available in the Nebraska Wesleyan Catalog.

Other types of grievances should be directed to the Director of Advantage Programs-Omaha or the Nursing Program Director in Lincoln. Based upon the type of grievance, the Director will guide the student through the appropriate University process.

Faculty Grievances against Students

Grievances against students follow procedure outlined in the "Code of Student Conduct", and may also be found on the NWU Blackboard website. It includes a statement of philosophy and authority for student discipline, a series of definitions that relate to conduct and discipline, a list of types of misconduct that are subject to disciplinary sanctions, a description of judicial procedures, and a list of sanctions that may be applied for misconduct.

Specific misconduct outlined in the Code includes academic dishonesty and other misconduct including acts of dishonesty, disruption of University activities, physical and verbal abuse, theft and property damage, failure to comply with directions of University officials, including false reports, unauthorized use of keys, violation of University policies and law, possession of controlled substances, violation of alcohol policies, unauthorized possession of firearms or explosives, unauthorized participation in campus demonstrations, disorderly conduct, University computer abuse, and abuse of the judicial system.

Policy and Procedure for Student Petitions

Students who wish to request exceptions to academic rules and policies may file a petition for this with the Dean of University College. Forms may be obtained by contacting the student's Academic Advisor.

Academic Advisors

Each student is assigned an academic advisor to assist with creating an academic plan of study and path to graduation. Advisors are available by appointment to meet with students throughout his or her time at Wesleyan. As a general guideline, we suggest that students meet at least twice a semester whether by phone or in person to ensure awareness of all opportunities to complete course requirements.

A current update of a student's academic coursework toward their degree can be found on-line through his or her WebAdvisor account by clicking on "Academic Analysis." This report enables students to track his or her progress, as students are ultimately responsible for completing academic programs.

Attendance Policy

Most BSN and MSN classes meet one day a week. Infrequently, required course learning experiences may need to be scheduled on alternative days, depending on the nature of the activity. Attendance and punctuality are expected of each student. Because a specified percentage of your course grade is based on class participation, tardiness and/or absenteeism will be reflected in your grade for the course. Students are expected to be prepared for class and participate in class discussions.

Clinical / Practicum Dress Code

Nebraska Wesleyan nursing students need to dress professionally when they are in the clinical/practicum setting and/or making presentations as a requirement for a course. Students are representatives of their profession, the school, and the site. The following guidelines are expected in the clinical setting:

- NWU student ID is to be worn at all times during clinical / practicum experiences.
- Hair will be neat and clean.
- Fingernails are to be short and clean with only light shades of nail polish. *No artificial nails are allowed.*
- Class rings, wedding and engagement rings, watches, and small earrings may be worn at clinical sites.
- The uniform for both BSN and MSN students will consist of:
 - Lab coat in either blue or white. No other school name or employer can be visible.
 - Attire should be washable and business like in appearance.
 - No sandals are allowed. No tennis or athletic shoes. No open toe or open heel shoes.
 - Sleeveless shirts, t-shirts, tank tops, and any caps with statements on them are not allowed. Shirts and blouses should have collars, turtle necks are acceptable. Men are encouraged to wear a shirt and necktie. Women may wear slacks, however no shorts or capri's are allowed. No denim of any type.

Standard Precautions/Infection Control

Students performing client care in any clinical setting will follow the Centers for Disease Control (CDC) Exposure Protection Guidelines or, as required by the clinical setting, for the purpose of preventing the spread of infection and for their own safety. When exposure is possible, personal protective equipment shall be used.

Students exposed to body fluids shall follow the clinical site protocol or at minimum:

- 1) Wash the area immediately with a disinfectant agent; for eye splashes rinse the area with clean water.
- 2) Report the incident to the clinical instructor and/or preceptor.
- 3) The student should immediately go to an Emergency Department, Employee Health (if available), or Urgent Care to seek triage and treatment. The student is responsible for all costs related to exposure, triage, and treatment.
- 4) The clinical instructor and student will notify the agency department supervisor and Nursing Program Director.
- 5) The student will complete an agency site incident report and submit a copy of the form to the Nursing Program Instructor.
- 7) Information from the U.S Department of Labor, Occupational Safety & Health Administration (OSHA) is available at <http://www.osha.gov/SLTC/bloodborne pathogens/postexposure.html>

Transportation and Meals

The student assumes responsibility for all transportation to and from the agency/practicum and any other clinical experiences. As a matter of personal safety, students are not to transport patients for any reason. Patients are to make their own arrangements for transportation. Each student assumes responsibility for their own meals.

Privacy & Confidentiality

Nurses are held to a high standard for the purpose of protecting the dignity and rights of patients and patients encountered in the practicum setting. It is the student's responsibility to attentively protect private health care information following HIPAA (Health Insurance Portability and Accountability Act) guidelines and policies established within clinical and practicum settings. Students must use discretion in communicating verbally and in writing regarding protected patient information both within and outside clinical settings. Failure to adhere to professional standards or privacy, confidentiality, and respect for the rights and dignity of patients/patients during clinical practicum may result in justification for a failing grade for the clinical practicum.

Privacy of Educational Records

The Family Educational Rights and Privacy Act of 1974 (FERPA) provides specific rights to students regarding the privacy of their educational records. In short, it helps define what is and

what private information is not, “Directory information” may be disclosed without student consent unless requested by the student to withhold this information.

Graduation Information

Diplomas are issued twice each year, May and December. Students may complete degree requirements for the May diploma through August 30th. If the requirements are not completed before August 31, the student will receive a diploma indicating a December graduation date. Students may finish degree requirements for a December graduation through February 28th, if all degree requirements are not met at that time, the student will be considered a spring graduate.

Each student is responsible for making certain he or she has met all degree requirements. Notification is sent to students when they are close to meeting graduation requirements. In order to be candidate for graduation, a student must file his or her graduation application in the Registrar’s Office (if requested, the nursing office will forward complete applications on behalf of students). Applications must be sent in a semester prior to graduation to determine if there are any deficiencies in a student’s record, the student should adjust his or her schedule as needed.

The graduation application is available in the Burt Hall and Omaha office reception areas. Typically the student submits the application to their academic advisor who sends the application directly to registrar. Within two weeks of receiving the graduation application in the registrar’s office, the student is notified by a letter that includes an academic analysis, listing all the requirements completed and still needed for graduation.

Commencement Ceremonies (Graduation)

Commencement (graduation) ceremonies are typically scheduled for the second Saturday of May. The ceremony is conducted in a formal setting that is arranged on the lawn directly behind the library. Students receive information to order their gowns and announcements in mid March.

Students are invited to participate in the “Wesleyan Walk” a tradition in which all graduates and faculty members walk from the Weary Center through the original archway located on 50 Street to the baccalaureate ceremony. The baccalaureate ceremony recognizes our affiliation with the United Methodist church. It features music, a speech by the president of the university, senior class sponsor, and another invited guest. This one hour ceremony takes place in the afternoon before the graduation ceremony.

Hooding of MSN Graduates

The special Hooding Ceremony adds to the graduation experience by making it possible to focus on advanced degree candidates and their accomplishments. It allows graduate faculty and staff, family and friends a chance to witness the ceremonial hooding of the graduate student in a more intimate setting. Please Note: This special Hooding Ceremony does not take the place of Commencement. Graduate Students degrees are conferred at Commencement.

Hoods are the most expressive component of the academic costume. They communicate the owner’s school, degree and field of study through their length and the colors of the lining and

binding. Today's hoods have evolved from a serviceable article of clothing to a type of elongated scarf draped over the shoulders and displayed down the back with the lining turned inside out.

NWU master's degree graduates and candidates receive their hood because of the level of education they have pursued beyond the baccalaureate degree. Nebraska Wesleyan University school colors are gold and brown, hence these colors on the hood. The velvet trim on the hood signifies the scholar's field. For example, a Master of Science in Nursing candidate hood is apricot (the color of Nursing), with gold and brown trim.

Accreditation

The Bachelor of Science in Nursing and Master of Science in Nursing programs are accredited by the National League for Nursing: Accrediting Commission (NLNAC).

Complaints about the NWU Nursing Program may be submitted in writing or by phone to:

National League for Nursing
Accrediting Commission
3343 Peachtree Road N, STE 500
Atlanta, GA 30326
Telephone Number: 404-975-5000

Scholarships and Loans

The following external scholarship and loan programs assist students in pursuing degrees in nursing. Student scholarship information may also be found on the Nebraska Wesleyan Student Blackboard site at:

<http://www.nebrwesleyan.edu/graduate-and-adult-students/wesleyan-advantage-adult-programs/scholarship-opportunities>

Scholarships for BSN students:

Alpha Sigma Lambda – Available to students who have completed 30 semester hours of graded course work at the institution (not including transfer credits), achieved an overall grade point average of 3.4 on all graded coursework to date, must be 24 years of age or older, enrolled in a baccalaureate or associate degree program at the matriculating institution, and have financial need for assistance in completing the degree. Membership in the Iota Rho Chapter at Nebraska Wesleyan University is not a requirement. Forms and more information can be found online at <http://www.alphasigmalambda.org/scholarship.htm>.

Please note this webpage contains 15 pages of national scholarships available to all ages of students.

Men in Nursing Scholarship Program – In the ever-advancing field of health care, the number of men in the nursing field is on the rise. The NHA Research and Education Foundation recognize this trend and will award a male student a \$1,000 scholarship to help defer the costs of tuition and registration fees. For details and application information please contact the Health Policy Specialist at 402-458-4915 Students may also go to www.nhanet.org for more information.

The Weller Foundation Grants – Eligible students must have graduated from high schools in or be a resident of the following counties: Holt, Boyd, Brown, Rock, Keya Paha, or Garfield County in Nebraska or Gregory County in South Dakota. Students residing in those counties should call 402-925-2803 for more information. No website is available for this.

The Kerry Clark Fund

For graduates of Lincoln, NE public high schools. The Kerry Clark Fund is available. Emphasis is on men in nursing however it is available to women also. You must be accepted into nursing school and have graduated in the upper 1/3 of your high class. Total scholarship is \$500. This must be used as \$250 for fall and \$250 for spring semester. Contact the Lincoln Public Schools Foundation. <http://www.foundationforlps.org/pdfs/scholarships/schol1073.pdf>

Federal Scholarships, Grants, and Loans

For more information regarding federal grants for nursing students, please visit the U.S. Department of Health & Human Services web site at <http://bhpr.hrsa.gov/nursing>.

Scholarships for MSN students:

Sigma Theta Tau – For Students who meet the criteria may be invited to join the Sigma Theta Tau International nursing honorary. Current dues paying members are eligible to apply for a scholarship through the Nu Rho Chapter-at-Large at Nebraska Wesleyan University. Please see <http://www.nursingsociety.org> or <http://www.nursingsociety.org/Chapters/Resources/Pages/Guidelinesforscholarships.aspx> For more information contact a nursing faculty member.

Federal Government's Nursing Education Loan Repayment Program (NELRP) – Please see the following contact information regarding the Nursing Education Loan Repayment Program (NELRP).

Phone: 1-877-464-4772

Fax: 301-594-4981

Email: <http://bhpr.hrsa.gov/nursing/loanrepay.htm>

Surface Mail:

U.S. Department of Health & Human Services

Health Resources & Services Administration

Bureau of Primary Health Care

Division of Scholarships & Loan Repayments

Loan Repayment Programs Branch

4350 East West Highway – 10th Floor

Bethesda, MD 20814

Federal Scholarships, Grants, and Loans

For more information regarding federal grants for nursing students, please visit the U.S. Department of Health & Human Services web site at <http://bhpr.hrsa.gov/nursing>.

NEF – Nurses’ Educational Funds

Awarded by Nurses’ Education Funds a foundation that supports MSN and PhD’s for nurses. Application deadline is March 1st. This is a national foundation, the scholarships are highly competitive! The website is www.n-e-f.org.

Nebraska Hospital Association (NHA)

Health Career Scholarship Program – In an effort to combat the shortage of health care workers in Nebraska, NHA will assist students who chose to pursue a degree in the health care field. The NHA Research and Education Foundation will award up to ten scholarships, annually, to Nebraskans pursuing an undergraduate education in a health care related area. Up to \$1,000 may be awarded to students in order to help with the costs of tuition and registration fees. For more information please contact Jon Borton, Director of Education at 402-458-4907 or jborton@nhanet.org. Students may go to www.nhanet.org for more information.

Summary/Disclaimer

This Nursing Student Handbook contains many of the general policies and procedures which also may be encountered in the University College Program, designed for Adult Students. Additional policies, procedures, and information regarding Nebraska Wesleyan’s structure and processes can be found in the NWU Student Handbook. Other resources with information include the NWU course catalog, course syllabi, and faculty.

Nebraska Wesleyan University and the Advantage Program within University College, as well as the Nursing Program policies, procedures, and processes may undergo changes during your enrollment as a student. Notification of new information that may affect you will be provided as needed. Be sure to check Blackboard and WesMail weekly for updates.

**Nebraska Wesleyan University
Board of Governors
2011-2012**

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Spouse: Bev

Nebraska Wesleyan University

Accreditation

Nebraska Wesleyan University is accredited by:

The Higher Learning Commission, a commission of the North Central Association of Colleges and Schools

30 N. LaSalle St.

Ste. 2400

Chicago, IL 60602-2504

800.621.7440

www.ncahighlearningcommission.org <http://www.wahigherlearningcommission.org>

Nebraska Wesleyan's Academic Programs are accredited by:

- › Association of Collegiate Business Schools and Programs
- › National Council for Accreditation of Teacher Education
- › National Association of Schools of Music
- › National League for Nursing Accrediting Commission
- › Commission on Accreditation of Athletic Training Education
- › Council on Social Work Education



The Higher Learning Commission

Serving the common good by assuring and advancing the quality of higher learning.

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Site Documents

A Commission of the North Central Association of Colleges and Schools

- HLC Home
- About HLC
- Maintaining Accreditation
- Resources for Institutions
- Resources for Peer Reviewers
- Commission Policies
- HLC Events
- Understanding Accreditation
- Directory of HLC Institutions
- HLC and the Public
- Complaints
- Public Disclosure Notices
- Visit List
- Frequently Asked Questions (FAQs)
- Feedback on the Web Site
- Site Map

[Home](#) > [Understanding Accreditation](#) > Directory of HLC institutions

Currently or Previously Affiliated Institutions - 06/21/2011

Information provided on the Statement of Affiliation Status reflects the most recent actions of the Commission. The Commission has a multi-level decision process. Any institutional changes that are currently under review are not made public until final action has been taken.

Nebraska Wesleyan University

5000 Saint Paul Ave
Lincoln, NE 68504-2794

<http://www.nebrwesleyan.edu>

Statement of Affiliation Status [Click here for definitions...](#)

Chief Executive Officer: Dr. Frederik Ohles, President
HLC Institution ID: 1488
Current Accreditation Status: Accredited
Accreditation Date(s): (1914-.)
Commission Participation: PEAQ PARTICIPANT

Year of Last PEAQ Comprehensive Evaluation: 2009 - 2010
Year of Next PEAQ Comprehensive Evaluation: 2019 - 2020

Last Action: 08/18/2010

Legal Status: Private NFP
Degrees Awarded (details below): B, M

Stipulations on Affiliation Status:

Accreditation at the Master's level is limited to the Master of Science in Nursing, Master of Forensic Science, Master of Arts in Historical Studies and the K-12 Extended Education Program (a non-degree Master's level certification program). Additional course offerings at the Master's level are limited to fifteen courses or forty-five semester hours a year.

Approval of New Degree Locations:

Prior Commission approval required.

Approval of Distance and Correspondence Courses and Programs:

New Commission policy on institutional change became effective July 1, 2010. Some aspects of the change processes affecting distance delivered courses and programs are still being finalized. This entry will be updated in early 2011 to reflect current policy. In the meantime, see the Commission's Web site for information on seeking approval of distance education courses and programs.

Reports Required:

None.

Other Visits Scheduled:

None.

Organizational Profile [Click here for definitions...](#)

Enrollment Headcount (last updated: 04/27/2011)

	Full-Time	Part-Time
Undergraduate:	1670	233
Graduate:	66	169
Dual enrollment (high school) programs:	1225	

Degree Programs (last updated: 04/27/2011)

	Programs Offered	Degrees Awarded in Last Reported Year
Associate Degrees	0	0
Bachelors Degrees	52	403

Masters Degrees	3	77
Specialist Degrees	0	0
Doctoral Degrees	0	0
Certificate Programs (last updated: 04/27/2011)		
	Programs Offered	Certificates Awarded in Last Reported Year
Certificates	6	17
Off-Campus Activities (last updated: 04/27/2011)		
In-State:	Campuses:	None
	Additional Locations:	Omaha (Wesleyan Advantage Program)
	Course Locations:	50
Out-of-State:	Campuses:	None
	Additional Locations:	None
	Course Locations:	None
Out-of-U.S.:	Campuses:	None
	Additional Locations:	None
	Course Locations:	None
Distance Learning (last updated: 04/27/2011)		
Distance Ed	None	
Correspondence Ed	None	

Higher Learning Commission • 230 South LaSalle Street, Suite 7-500 • Chicago, IL 60604
 Contact Us • webmaster@hlc.commission.org • 800.621.7440
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Subject: conversation with HLC

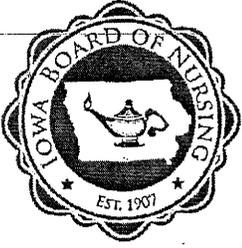
Date: Monday, May 16, 2011 11:50 AM

From: Small, Carolyn [ICSAC] <Carolyn.Small@iowa.gov>

To: Georgianne Mastera gm@nebrwesleyan.edu

I spoke with Eric Martin this morning and he explained what he anticipated to be the HLC process – minimum of 4 months – for considering your request to get an Iowa site approved. They do want the state approval first, and as I mentioned we've encountered this before, my commissioners are aware of it, and I don't anticipate an issue with recommending a provisional registration period so that HLC will move forward promptly with your accreditation application. Eric tells me that their review process shouldn't require that you be in operation in Iowa first. So whenever you complete your registration application, go ahead and submit it. Eric indicated a provisional registration period of a year should be plenty. Subject to my Commissioners' approval, here's my recommended plan for NB^WU. I would first recommend a one-year provisional registration (and payment of the full \$4000 registration fee upon that initial provisional approval). Then, when you can document that you have received HLC approval for the Iowa site, I would take your registration application back to my Commissioners, recommend that your registration term be extended to the full 4 years with no additional fee and at that point you could begin operating at the community college in Council Bluffs.

J. Carolyn Small
Policy Analyst
Iowa College Aid
carolyn.small@iowa.gov
(515) 725-3413



STATE OF IOWA

Governor Terry E. Branstad
Lt. Governor Kim Reynolds

BOARD OF NURSING
Lorinda K. Inman, R.N., M.S.N.
Executive Director

March 16zA, 2011

Andrea Simms, MS, RN
Director of Wesleyan, Advantage, Omaha Office
Nebraska Wesleyan University
11815 M Street
Omaha, NE 68137

Dear Ms. Simms:

After much consideration, it is not necessary for Nebraska Wesleyan University's RN to BSN program to seek formal approval from the Iowa Board of Nursing. It is understood that this program is a partnership with Iowa Western Community College.

It is also understood that Nebraska Wesleyan will provide a face to face RN to BSN program to students wishing to continue their education after receiving their ADN degree from Iowa Western Community College. The courses will be taught onsite on the Iowa Western Community College's campuses by Nebraska Wesleyan faculty. Students will be admitted as Nebraska Wesleyan students, receive student services through the university and will receive a degree from Nebraska Wesleyan University.

Nebraska Wesleyan University must meet the following criteria to provide this program in Iowa:

- The university or college (institution) shall contact the Iowa College Student Aid Commission for registration of the institution and the approval to operate in Iowa.
- The nursing student shall practice within Iowa Code 152 and Iowa Administrative Code 655.
- The institution's nursing faculty shall have a current Iowa nursing license or is recognized for licensure in Iowa pursuant to the nurse licensure compact contained in Iowa Code chapter 152E, if they will be instructing or practicing nursing in Iowa.
- The institution and clinical agency shall have a contractual agreement which includes:
 - Identification of responsibilities of both parties related to patient or client services.
 - Faculty control, selection and guidance of student learning experiences.
 - Provision for termination of the agreement.
 - Provision for annual review.
- The controlling institution, the nursing program or the head of the program shall submit any requested data, information or materials to the Iowa Board of Nursing.

At this time the Iowa Board of Nursing is requesting the following information:

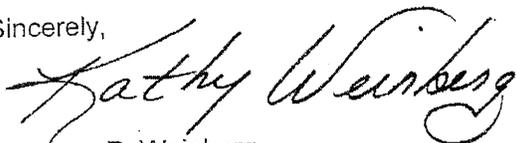
- A current time schedule for initiating the program.
- A curriculum plan with course descriptions.
- Program philosophy, objectives and outcomes that reflect the proposed level of education.
- A completed Iowa Board of Nursing 2010 Annual Report.
- A letter confirming registration from the Iowa College Student Aid Commission.

The annual report is submitted yearly by Iowa nursing programs, the report gives an overview of the program. At this time fill out the report for Nebraska Wesleyan University's current BSN program, once the program is provided in Iowa, we will also want information specific to the partnership with Iowa Western Community College. If you find there is a request for information which is specific to Iowa, you may respond not applicable at this time.

The requested information shall be submitted to the board office before the admission of any nursing students.

If you have any further questions please contact me at 515-281-4828 or e-mail me at kathy.weinberg@iowa.gov.

Sincerely,



Kathleen R. Weinberg
Associate Director Practice/Education

kw

cc: Jack Siemsen
Dan Kinney
Susan Willms
Carolyn Small

FILE COPY

ARTICULATION AGREEMENT

IOWA WESTERN COMMUNITY COLLEGE AND NEBRASKA WESLEYAN UNIVERSITY

ADN in Nursing to BSN in Nursing

October 2010

OVERVIEW:

This is a formal articulation agreement entered into by Nebraska Wesleyan University, hereinafter referred to as NWU, and Iowa Western Community College, hereinafter referred to as IWCC. By this agreement IWCC and NWU express a shared commitment to increasing opportunities for student access to and success in higher education. By clarifying transfer policies and procedures, which assure articulation between programs, the institutions seek to assist students in making a seamless transfer from the associate to the baccalaureate degree.

PURPOSE:

This agreement provides IWCC students who have earned an Associate Degree in Nursing (ADN) the opportunity to complete a Bachelors of Science in Nursing (BSN) at NWU. Any IWCC student who has earned an ADN is guaranteed that NWU will accept designated nursing and general education credits required for the ADN degree. NWU will transfer in the maximum allowable credits earned by IWCC students.

CONDITIONS OF TRANSFER:

Section I: Admission and Matriculation

Regardless of their state of residency, IWCC students will be afforded the same treatment and protection as Nebraska residents enrolled under the NWU catalog in effect the year the student officially matriculates at NWU. Current catalog information is available on line at www.nebrwesleyan.edu/registrars-office

Criteria for acceptance into the Bachelor of Science in Nursing program will be the same for all transfer students.

NWU's Wesleyan Advantage program has established application procedures and deadlines. Students should contact NWU's Wesleyan Advantage Omaha office for details (402-827-3555) or visit their web site at www.omahaadvantage.com.

Section II: Transfer of Credit

A maximum of 64 semester hours will be accepted by NWU.

Nursing 231 and Nursing 236 are required core courses in the BSN program. An additional 29 credit hours will be awarded to all RNs upon completion of those two courses.

Courses that are developmental (below 100 level courses) are not transferable toward a baccalaureate degree.

Only academic courses with grades C- or higher transfer to NWU. IWCC grades are not calculated into the NWU GPA calculation. However, IWCC grades may be used to calculate graduation with honors.

Students may earn college credit for Advanced Placement tests taken at their high school. Credit may be awarded after the receipt and evaluation of official score reports sent directly from The College Board. Accepted credit will be recorded on a student's transcript. There is no fee at Nebraska Wesleyan for credit earned through this option. Credit is not granted for an AP course if the student completes an equivalent college course.

Students may earn college credit by examination in the College Level Examination Program (CLEP) in selected subject areas. CLEP courses and scores are reviewed for determination of award of credit. Official scores must be sent directly from The College Board to NWU's Registrar's Office. Credit is not granted for a course taken through CLEP if the student has completed an equivalent college course.

Upon review, NWU will accept credit-bearing college courses taken in high school under the Dual Enrollment Program.

TERMS OF AGREEMENT

This agreement is made and entered into the academic year of 2010-2011 and remains in force unless changed in writing by mutual agreement of both parties. The agreement may be amended at any time with the approval of both parties and is subject to regular review to assure currency with the respective degree requirements. Should either party desire to discontinue this agreement, advance notification of two years will be required.

SIGNATURES

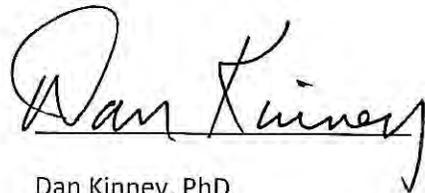
Iowa Western Community College and Nebraska Wesleyan University hereby enter into this articulation agreement leading from the Associate Degree in Nursing to the Bachelor of Science in Nursing. The intent of this agreement is to encourage transfer opportunities for students and enhance cooperation between the institutions.



Fred Ohles, PhD

President

Nebraska Wesleyan University



Dan Kinney, PhD

President

Iowa Western Community College



NEBRASKA
WESLEYAN
UNIVERSITY

511 E COPY

Iowa Western Community College Student
Guide to

Wesleyan Advantage—Omaha Bachelor of Science in Nursing Program

<i>Admission Pre-requisites</i>	<i>Cr Hrs</i>	<i>Transfer Course</i>	
English Composition	3	ENG 105	Composition I
Human Anatomy & Physiology (lab required)	8	BIO 168 BIO 173	Human Anatomy & Physiology I Human Anatomy & Physiology II
Microbiology (lab included)	4	BIO 186	Microbiology
General Chemistry (lab required) (choose one)	4	CHEM 122 CHEM 166	Intro General Chemistry General Chemistry I
Introductory Psychology	3	PSY 111	Introduction to Psychology
General Sociology	3	SOC 110	Introduction to Sociology

NWU Course Requirements (42 hours)

Nurs 201	Professional Communication in Nursing	1	
Nurs 205	Issues of Professional Nursing Practice	3	
Nurs 231	Nursing Theories	3	
Nurs 233	Health Assessment	3	
Nurs 234	Ethics in the Health Care System	3	
Nurs 236	Introduction to Nursing Research and Evidence Based Practice	4	
Nurs 240	Management and Leadership in Nursing	4	
Nurs 245	Nursing of Families and Groups in the Community	5	
Nurs 250	Population Based Nursing Practice	4	

Nursing Elective: 3 hours

Nurs 204	Women's Health: Global Perspectives	3	
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Supporting Requirements: 9 hours

Bio 270	Pathophysiology	3	
Statistics		3	MAT 157 Statistics
Psych 135	Lifespan Development	3	PSY 121 Developmental Psychology

General Education—"Preparing for Global Citizenship"

- ♦ No student may satisfy more than one general education requirement with the same course.
- ♦ Students are required to meet the specific hours in each area of these general education requirements.

NWU Course Requirement		Cr Hrs	Transfer Course	Cr Hrs
A2	Eng 001—English Language & Writing	3	ENG 105 Composition I	3
A3	Comm 001—Fundamentals of Speech	3	SPC 112 Public Speaking	3
B1	Eng 101—Masterpieces of Literature*	3	(*must be taken at NWU)	
B2	HHP 015—Health & Wellness	2	RN License + completion of Nurs 231 & 236	
B3	Math 010—College Algebra	3	MAT 121 College Algebra	3
C1	Modern Language	3	FLS 141 Elementary Spanish I	4
C2/C3	Understanding Another Culture/Global Community (choose one)	3	ANT 105 Cultural Anthropology	3
			REL 101 Survey of World Religions	3
			SPC 120 Intercultural Communication	3
D	Western Intellectual & Religious Traditions (choose one)	3	PHL 101 Intro to Philosophy	3
			PHL 105 Intro to Ethics	3
E1	U.S. Society (choose one)	3	HIS 151 US History to 1877	3
			HIS 152 US History Since 1877	3
			LIT 110 American Lit to Mid-1800s	3
			LIT 111 American Lit Since Mid-1800s	3
			POL 111 American National Government	3
			SOC 115 Social Problems	3
			SOC 120 Marriage & Family	3
E2	Cultural Pluralism in U.S. (choose one)	3	HIS 257 African-American History	3
			LIT 130 African-American Lit	3
			SOC 200 Minority Group Relations	3
F	Fine Arts (choose one)	3	ART 101 Art Appreciation	3
			ART 133 Drawing I	3
			ART 184 Photography I	3
			DRA 101 Intro to Theatre	3
			DRA 130 Acting I	3
			HUM 122 American Film	3
			MUS 100 Music Appreciation	3
G1	Natural Sciences (choose one)	4	CHM 122 Intro General Chemistry	4
			CHM 166 General Chemistry I	5
G2	Social Sciences	3	POL 121 International Relations	3
			PSY 111 Introduction to Psychology	3
			SOC 110 Introduction to Sociology	3

BSN Iowa Tentative Plan

NWU Bachelor of Science in Nursing--Council Bluffs & Clarinda (based upon tentative Spring 2012 implementation)

2012: 1st 5-week Session -- December 27 - January 28

Nursing

Nurs	201	Professional Comm	1.00
Nurs	233	Health Assessment	3.00
		Credit by Exam	

Spring 2012: 1st 8-week Session -- January 9 - March 3

Nursing

Nurs	205	Issues Prof Nurs Prac	3.00
Nurs	231	Nursing Theories	3.00

Spring 2012: 2nd 8-week Session -- March 12 - May 12

Nursing

Nurs	240	Management&Leadrsph	4.00
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Summer 2012: 8-week Session -- June 3 - July 27

General Education/Electives

Bio	270	Pathophysiology	3.00
Eng	101	Masterpieces of Lit	3.00

Fall 2012: 1st 8-week Session -- August 20 - October 13

Nursing

Nurs	234	Healthcare Ethics	3.00
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Fall 2012: 2nd 8-week Session -- October 22 - December 22

Nursing

Nurs	204	Women's Health: Global	3.00
Nurs	236	Intro to Nurs Rsrch & EBP	4.00

Spring 2013: 1st 8-week Session -- January 14 - March 9

Nursing

Nurs	245	Fam & Group in Comm	5.00
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Spring 2013: 2nd 8-week Session -- March 18 - May 18

Nursing

Nurs	250	Population Based Nurs	4.00
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NWU Bachelor of Science in Nursing--Atlantic, Shenandoah, Harlan (based upon tentative Spring 2012 implementation)

2012: 8-week Session -- June 3 - July 27 (Shenandoah)

General Education/ Nursing

Bio	270	Pathophysiology	3.00
Eng	101	Masterpieces of Lit	3.00

Fall 2012: 1st 8-week Session -- August 20 - October 13 (Atlantic)

General Education/ Nursing

Bio	270	Pathophysiology	3.00
Eng	101	Masterpieces of Lit	3.00

Spring 2013: 2nd 8-week Session -- March 18- May 18 (Harlan)

General Education/ Nursing

Bio	270	Pathophysiology	3.00
Eng	101	Masterpieces of Lit	3.00

Bachelor of Science in Nursing: Nursing Major and General Education Requirements

Italics - Courses provided by IWCC

Bold - Courses provided by NWU

Nursing Requirements:

Nurs 201 - Professional Communication in HC (1)
Nurs 204 - Global Health: Women's (3)
Nurs 205 - Issues of Professional Nrsrg Practice (3)
Nurs 231 - Nursing Theory (3)
Nurs 233 - Health Assessment (3) *Credit-by-Exam*
Nurs 234 - Ethics in HC System (3)
Nurs 236 - Nrsrg Research & Evidence-Based Prx (4)
Nurs 240 - Management & Leadership in HC (4)
Nurs 245 - Families & Groups in Community (5)
Nurs 250 - Population-Based Nursrg Prx (4)
Bio 270 - Pathophysiology (3)
Bus 106 - Statistics (3)
Nurs 135 - Lifespan Development (3)

General Education Requirements:

A2 - Eng 001 - English Language & Writing (3)
A3 - Comm 001 - Fundamentals of Speech (3)
B1 - Eng 101 - Masterpieces of Literature (3)
B3 - Math 010 - College Algebra (3)
C1 - Span 005 - Spanish for Communication (3)
C2/C3 - Nurs 204 - Global Health: Women's (3)
D - Nurs 234 - Ethics in HC System (3)
E1 - Hist 002 - US Society & Culture Sn. 1877 (3)
E2 - Comm 185 - Diversity Issues in US (3)
F - Thtre 070 - Film Appreciation (3)
G1 - (Natural Science w/ Lab - 4 - usually fulfilled by Chem)

NEBRASKA WESLEYAN UNIVERSITY
FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION
REQUIRED BY OMB CIRCULAR A-133
For the Year Ended May 31, 2010

NEBRASKA WESLEYAN UNIVERSITY
 FINANCIAL STATEMENTS
 AND SUPPLEMENTARY INFORMATION REQUIRED BY OMB CIRCULAR A-133
 For the Year Ended May 31, 2010

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STRAIN SLATTERY BARKLEY & CO, CPAs, P.C.

William V. Strain, CPA/ABV, CVA
James R. Slattery, CPA
Shaun A. Barkley, CPA, CMA
Laura J. Lawrence, CPA, CVA
Edward A. Bates, CPA, CITP
Rachel B. Ficek, CPA

INDEPENDENT AUDITORS' REPORT

Board of Governors
Nebraska Wesleyan University
Lincoln, Nebraska

We have audited the accompanying statement of financial position of Nebraska Wesleyan University as of May 31, 2010, and the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of the University's management. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year summarized comparative information has been derived from the University's 2009 financial statements, and, in our report dated September 25, 2009, we expressed an unqualified opinion on those financial statements.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nebraska Wesleyan University as of May 31, 2010, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 17, 2010, on our consideration of Nebraska Wesleyan University's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the basic financial statements of Nebraska Wesleyan University taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Strain Slattery Barkley & Co., CPAs, P.C.

September 17, 2010

EXHIBIT A
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF FINANCIAL POSITION
(With Comparative Totals as of May 31, 2009)
(In Thousands)
May 31, 2010

<u>ASSETS</u>	<u>2010</u>	<u>2009</u>
Cash and cash equivalents	\$ 4,979	\$ 5,909
Accounts receivable, net of allowance for doubtful accounts of \$260 in 2010 and \$220 in 2009	1,234	1,176
Accrued investment income	29	30
Assets held for Perkins student loan program:		
Cash and short-term investments	40	1
Student notes receivable	2,335	2,263
Pledges receivable (Note 3)	1,837	1,411
Investments (Note 4)	41,524	35,896
Prepaid expenses and deposits	344	485
Cash restricted for long-term investment	330	330
Property and equipment, net of accumulated depreciation of \$40,321 in 2010 and \$38,643 in 2009 (Note 5)	32,468	33,054
Debt acquisition cost, net of accumulated amortization of \$277 in 2010 and \$241 in 2009 (Note 6)	771	806
Assets held by bond trustee (Note 6)	1,593	1,613
Assets held in charitable remainder trusts	385	424
Real estate held subject to a life estate	-	55
Beneficial interest in charitable remainder trusts held by other trustees	2,157	1,769
Beneficial interest in perpetual trusts held by other trustees	3,292	2,777
Other assets	13	13
<u>Total assets</u>	<u>\$ 93,331</u>	<u>\$ 88,012</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT A
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF FINANCIAL POSITION
(With Comparative Totals as of May 31, 2009) - Continued
(In Thousands)
May 31, 2010

<u>LIABILITIES AND NET ASSETS</u>	<u>2010</u>	<u>2009</u>
Liabilities:		
Accounts payable and accrued expenses	\$ 3,629	\$ 3,369
Deferred revenue and deposits	578	720
Long-term debt (Note 6)	17,498	17,940
Liability under charitable gift annuity agreements	1,616	982
Liability under charitable remainder trust agreements	246	304
Funds held and managed for others	<u>2,750</u>	<u>2,710</u>
<u>Total liabilities</u>	<u>26,317</u>	<u>26,025</u>
Net assets:		
Unrestricted	24,637	24,346
Temporarily restricted	9,006	6,253
Permanently restricted	<u>33,371</u>	<u>31,388</u>
<u>Total net assets</u>	<u>67,014</u>	<u>61,987</u>
<u>Total liabilities and net assets</u>	<u>\$ 93,331</u>	<u>\$ 88,012</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT B
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF ACTIVITIES
(With Comparative Totals for the Year Ended May 31, 2009)
(In Thousands)
For the Year Ended May 31, 2010

	2010			2009		
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets
Revenue:						
Tuition and fees	\$ 37,115	\$ -	\$ -	\$ 37,115	\$ -	\$ 35,993
Less scholarships and discounts	(13,998)	-	-	(13,998)	-	(12,941)
Net tuition and fees	23,117	-	-	23,117	-	23,052
Government grants and contracts	1,005	-	-	1,005	-	866
Private grants and contracts	-	83	-	83	-	10
Private gifts and bequests:						
Charitable gift annuities and remainder trusts	-	1	318	319	-	17
Other gifts and bequests	1,308	1,355	222	2,885	-	2,355
Endowment earnings (losses) not subject to appropriation	94	1	48	143	-	169
Other investment earnings (losses)	200	25	-	225	-	(17)
Other revenue, net of direct expenses	678	-	-	678	-	660
Sales and services of auxiliary enterprises	5,097	-	-	5,097	-	4,919
<u>Total revenue</u>	<u>31,499</u>	<u>1,465</u>	<u>588</u>	<u>33,552</u>	<u>-</u>	<u>32,031</u>
Net assets released from restrictions:						
Appropriated endowment earnings	1,757	(1,757)	-	-	-	-
Other net assets released	1,858	(1,858)	-	-	-	-
<u>Total net assets released from restrictions</u>	<u>3,615</u>	<u>(3,615)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Total revenue and net assets released</u>	<u>35,114</u>	<u>(2,150)</u>	<u>588</u>	<u>33,552</u>	<u>-</u>	<u>32,031</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT B
 NEBRASKA WESLEYAN UNIVERSITY
 STATEMENT OF ACTIVITIES
 (With Comparative Totals for the Year Ended May 31, 2009) - Continued
 (In Thousands)
 For the Year Ended May 31, 2010

	2010			2009	
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	Total	Total
Expenses:					
Program expenses:					
Instruction	\$ 13,278	\$ -	\$ -	\$ 13,278	\$ 13,059
Public service	53	-	-	53	36
Academic support	3,804	-	-	3,804	3,689
Student services	6,028	-	-	6,028	5,655
Auxiliary enterprises	4,442	-	-	4,442	4,461
<u>Total program expenses</u>	27,605	-	-	27,605	26,900
Support expenses:					
Institutional support	7,066	-	-	7,066	6,745
<u>Total expenses</u>	34,671	-	-	34,671	33,645
<u>Change in net assets from operations</u>	443	(2,150)	588	(1,119)	(1,614)

The accompanying notes are an integral part of these financial statements.

EXHIBIT B
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF ACTIVITIES

(With Comparative Totals for the Year Ended May 31, 2009) - Continued
(In Thousands)

For the Year Ended May 31, 2010

	2010			2009	
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	Total	Total
Other changes in net assets:					
Net endowment earnings (losses), before appropriation	\$ 84	\$ 5,380	\$ -	\$ 5,464	\$ (8,563)
Net change in present value of charitable gift annuities	(87)	-	-	(87)	(93)
Net change in value of beneficial interest in charitable remainder trusts, perpetual trusts and assets subject to a life estate	-	48	869	917	(1,421)
Gain (loss) on disposal of property and equipment	(148)	-	-	(148)	3
Net assets reclassified:					
Due to appropriation of endowment earnings	-	(52)	52	-	-
Other reclassifications	(1)	(473)	474	-	-
	(152)	4,903	1,395	6,146	(10,074)
<u>Total other changes in net assets</u>					
	291	2,753	1,983	5,027	(11,688)
<u>Change in net assets</u>					
Net assets, beginning of year	24,346	6,253	31,388	61,987	73,675
<u>Net assets, end of year</u>	<u>\$ 24,637</u>	<u>\$ 9,006</u>	<u>\$ 33,371</u>	<u>\$ 67,014</u>	<u>\$ 61,987</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT C
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF CASH FLOWS
(With Comparative Totals for the Year Ended May 31, 2009)
(In Thousands)
For the Year Ended May 31, 2010

	2010	2009
Cash flows from operating activities:		
Increase (decrease) in net assets	\$ 5,027	\$ (11,688)
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation and amortization	1,882	1,936
Donated property and investments included in support	(138)	(479)
Net (gain) loss on investments	(4,689)	10,088
Gain on disposal of real estate held for investment	-	(140)
(Gain) loss on disposal of property and equipment	148	(3)
Reinvested interest and dividends	(984)	(1,145)
(Increase) decrease in cash surrender value of life insurance	45	(118)
Interest and dividends restricted for long-term investment	(52)	(49)
Investment income added to debt service reserve	-	(30)
Gifts restricted for long-term investment	(963)	(524)
Actuarial adjustment of liability under charitable gift annuity agreements	87	93
Net (increase) decrease in value of charitable remainder trusts and assets held subject to a life estate	(382)	846
Net (increase) decrease in value of beneficial interest in perpetual trusts held by other trustees	(515)	576
Net agency fund transactions not included in revenue, support or expenses	36	(44)
Net (increase) decrease in:		
Accrued investment income	1	(3)
Accounts receivable	(58)	(202)
Pledges receivable	(255)	741
Prepaid expenses	140	97
Other assets	-	10
Net increase (decrease) in:		
Accounts payable and accrued expenses	260	(447)
Deferred revenue and deposits	(142)	6
	(552)	(479)
<u>Net cash used by operating activities</u>		

The accompanying notes are an integral part of these financial statements.

EXHIBIT C
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF CASH FLOWS
(With Comparative Totals for the Year Ended May 31, 2009) - Continued
(In Thousands)
For the Year Ended May 31, 2010

	<u>2010</u>	<u>2009</u>
Cash flows from investing activities:		
Investments purchased	\$ (7,282)	\$ (923)
Proceeds from investments	7,248	2,211
Premiums paid on charitable life insurance policies	(11)	(22)
Charitable life insurance policies redeemed	184	3
Proceeds from real estate held for investment	-	319
Payments for property and equipment	(1,402)	(1,308)
Proceeds from the sale of property and equipment	-	3
Proceeds from terminated charitable remainder trusts	-	38
Net repayments from (advances to) charitable remainder trusts	(7)	2
Net repayments from (advances to) Perkins student loan fund	<u>(107)</u>	<u>(53)</u>
<u>Net cash provided (used) by investing activities</u>	<u>(1,377)</u>	<u>270</u>
Cash flows from financing activities:		
Gifts restricted for long-term investment	512	348
Investment income restricted for long-term investment	52	49
Payments to debt service reserve for long-term debt	(430)	(416)
Payments received for charitable gift annuity arrangements	1,057	35
Payments to charitable gift annuitants	<u>(192)</u>	<u>(198)</u>
<u>Net cash provided (used) by financing activities</u>	<u>999</u>	<u>(182)</u>
<u>Net decrease in cash and cash equivalents</u>	<u>(930)</u>	<u>(391)</u>
Cash and cash equivalents, beginning of year	<u>5,909</u>	<u>6,300</u>
<u>Cash and cash equivalents, end of year</u>	<u>\$ 4,979</u>	<u>\$ 5,909</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT C
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF CASH FLOWS
(With Comparative Totals for the Year Ended May 31, 2009) - Continued
(In Thousands)
For the Year Ended May 31, 2010

	<u>2010</u>	<u>2009</u>
Supplemental information on cash flows from operating activities:		
Interest paid	\$ <u>908</u>	\$ <u>924</u>
Noncash investing and financing activities:		
Long-term debt paid from debt service reserve	\$ <u>450</u>	\$ <u>430</u>

The accompanying notes are an integral part of these financial statements.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS

NOTE 1

NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of activities – Nebraska Wesleyan University (the University) is an accredited private university located in Lincoln, Nebraska, which offers a baccalaureate program in the liberal arts and professions and graduate programs in selected fields of study. The University offers continuing studies programs for nontraditional students at facilities in Lincoln and Omaha. It also maintains residence halls and food service operations, which are reported under the heading “auxiliary enterprises” in the financial statements. The University’s primary sources of support are from tuition and fees, endowment income and private gifts and grants. The University also participates in student financial aid programs funded by the United States Department of Education.

Cash and cash equivalents – The University considers unrestricted highly liquid investments with initial maturities of three months or less to be cash equivalents. Cash or money market accounts which are incidental to an investment portfolio (such as temporarily uninvested broker cash) and cash which is restricted for long-term investment are not included in cash and cash equivalents for purposes of the statement of cash flows. Cash held for the Perkins student loan program and cash held in charitable remainder trusts is required to be invested in separate accounts, and is not a part of cash and cash equivalents.

Accounts receivable – Accounts receivable are stated at face value, net of an allowance for uncollectible accounts. Finance charges are recognized when they are billed to the account.

Promises to give – Contributions and grants are recognized when the donor or granting organization makes a promise to give to the University that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, restricted net assets are reclassified to unrestricted net assets. Promises to give are considered to be subject to a time restriction until payment is received.

Unconditional promises to give that are due within one year are reported at their estimated net realizable value. Promises that are due after one year are recorded at the present value of their estimated future cash flows. The discount is computed using a risk-free interest rate applicable to the year in which the promises are received. Amortization of discounts on long-term promises is included in gift income. Bad debts arising from uncollectible promises are recorded as institutional support expenses unless the underlying pledge was permanently restricted. Bad debts arising from permanently restricted pledges are recognized as a loss by reducing permanently restricted gift income. Conditional promises to give are not included in revenue until the conditions are substantially met.

Contributed services – The University recognizes the value of contributed services as gift income and a related expense if the service is one that would typically need to be purchased by the University if it were not contributed, requires specialized skills, and is provided by individuals or businesses with those skills. Services that enhance a nonfinancial asset (such as property) are recognized as gift income and an addition to the asset so enhanced.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 1

NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

Investments – The University reports investments in equity securities with readily determinable fair values and all debt securities at estimated fair value as of the statement of financial position date. Fair value is determined based on market quotations (net asset values in the case of mutual funds) from the investment manager as of the statement of financial position date. Unrealized appreciation or depreciation in the value of these securities is included in investment income for the period. Investments in life insurance policies for which the University is the policy owner and beneficiary are recorded at cash surrender value, net of any policy loans. All other investments are reported at cost or, if donated, at fair value at the date of donation. Losses in value that are other than temporary are recorded as a reduction in carrying value when the loss is determined. Real estate is reported at cost, or, if donated, at estimated fair value at the date of donation, net of accumulated depreciation.

Investment income includes interest, dividends, rents, and gains and losses (realized and unrealized). Investment income and losses are reported in unrestricted net assets unless the income is restricted by the terms of a gift agreement or by law. See Note 10 for information on investment earnings in the endowment fund. Restricted investment income is reported as an increase in unrestricted net assets if the restrictions expire in the same fiscal year in which the income is recognized.

Property and equipment – Property and equipment are recorded at cost or, if donated, at estimated fair value at the date of the gift. The University capitalizes major additions (generally defined as individual assets with a cost in excess of \$5,000). Smaller additions are charged to expense as incurred. Depreciation is recognized on the straight-line method over the estimated useful lives of the related assets. Estimated lives are 10 to 20 years for land improvements, 40 years for buildings, 5 to 20 years for building improvements, 10 years for library books, and 3, 5 or 8 years for most equipment.

Donations of property or equipment are reported as unrestricted revenue absent any donor restrictions on the use of the donated property. Donated cash and other assets which are restricted to acquire property and equipment are reported as temporarily restricted revenue. The University reclassifies assets restricted for property acquisitions from temporarily restricted net assets to unrestricted net assets when the specified property is placed in service.

Debt acquisition costs – Costs related to obtaining debt financing are capitalized and amortized over the life of the related debt using the straight-line method. Unamortized costs remaining upon the early retirement of the related debt are recorded as a decrease in net assets as of the date of retirement.

Split-interest gifts – The University periodically receives gifts under which it is entitled to a remainder interest after other beneficiaries receive a fixed payment or an income interest for a period of time, usually the lifetimes of the other beneficiaries. The University reports the income and related assets and liabilities from these gifts depending on the nature of the gift agreement.

Charitable gift annuities are arrangements whereby the donor contributes cash or other assets in return for an unsecured promise by the University to pay the donor or a designated beneficiary a fixed annuity for a period of time (usually for life). The difference between the fair value of the contributed assets and the actuarial value of the payment obligation is recognized as gift income at the date of the gift. Changes in the actuarial value of the payment obligation are recognized as changes in unrestricted net assets. The estimated actuarial value of the annuity obligation is shown as a liability on the statement of financial position. Actuarial values were determined using the method prescribed by the Internal Revenue Service (IRS) for valuing annuities. The discount rate used is the IRS's applicable federal rate for annuity valuation at the date of the gift.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 1

NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

Charitable remainder trusts are arrangements whereby the donor funds a trust which names certain beneficiaries, with the University as the remainder beneficiary. The other beneficiaries normally receive either a fixed annuity payment or a fixed percentage of the trust's fair value each year for life. The actuarial value of the University's remainder interest is recorded as gift income at the time the University is notified of the trust. Changes in the value of the remainder interest are reported in the appropriate net asset category each year until the trust terminates. If the University is also the trustee of the trust, the fair value of the trust's assets and the estimated actuarial value of the obligation to the income beneficiaries are shown as assets and liabilities on the statement of financial position. Actuarial values are determined using the method prescribed by the IRS for valuing the remainder trusts and the applicable federal discount rate in effect at the date of the gift. If someone other than the University is the trustee, the estimated fair value of the University's remainder interest is reported as an asset on the statement of financial position. Fair value is estimated based on the market value of the trust's assets and the estimated present value of the other beneficiaries' interests using current discount rates.

Perpetual trusts are arrangements under which the corpus must be invested in perpetuity and the income must be distributed to the University. The estimated present value of the trust's obligation to the University is reported as an increase in permanently restricted net assets at the time of the gift. Changes in the value of the obligation are reported as changes in permanently restricted net assets each year. The value of the obligation is shown as an asset on the statement of financial position. Distributions from perpetual trusts are included in endowment income on the statement of activities.

Funds held and managed for others – The University manages certain agency funds and the Perkins student loan program as an agent for other individuals, organizations, and the Department of Education. Assets held in these funds are reported as assets and offsetting liabilities on the statement of financial position, and activity is not included in the University's statement of activities.

Income taxes – The University is exempt from income taxes on income related to its exempt function under Section 501(c)(3) of the Internal Revenue Code. The Internal Revenue Service has determined that the University is not a private foundation.

Estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

Prior year comparative information – The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles; accordingly, such information should be read in conjunction with the University's financial statements for the year ended May 31, 2009, from which the summarized information was derived.

Subsequent events have been evaluated through September 17, 2010, the date the financial statements were available for issue.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 2
NET ASSETS

Net assets of the University are divided into three categories as explained below:

Unrestricted net assets consist of all net assets which are not subject to donor-imposed restrictions, including board-designated and quasi-endowment assets.

Temporarily restricted net assets consist of net assets subject to donor-imposed restrictions which will expire either due to the passage of time or due to the restrictions being satisfied. Temporarily restricted net assets in the plant fund group are restricted for capital improvements.

Permanently restricted net assets consist of net assets subject to restrictions which are not expected to expire.

Composition of net assets by fund group:

Net Assets as of May 31, 2010 (In Thousands)				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Totals
Fund group:				
Current restricted/designated	\$ 2,539	\$ 2,144	\$ -	\$ 4,683
Endowment	5,001	6,309	29,847	41,157
Annuity and life income	(348)	432	3,193	3,277
Loan	(19)	-	331	312
Plant	17,464	121	-	17,585
<u>Totals</u>	\$ 24,637	\$ 9,006	\$ 33,371	\$ 67,014

Net Assets as of May 31, 2009 (In Thousands)				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Totals
Fund group:				
Current unrestricted	\$ 364	\$ -	\$ -	\$ 364
Current restricted/designated	2,302	3,059	-	5,361
Endowment	4,738	2,768	28,477	35,983
Annuity and life income	(393)	403	2,580	2,590
Loan	(19)	-	331	312
Plant	17,354	23	-	17,377
<u>Totals</u>	\$ 24,346	\$ 6,253	\$ 31,388	\$ 61,987

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 3
PLEDGES RECEIVABLE

Pledges receivable consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Unrestricted gifts and bequests subject to an implied time restriction (see below)	\$ 783	\$ 346
Temporarily restricted gifts	967	900
Gifts and bequests restricted for endowment	313	400
<u>Total face value of pledges receivable</u>	2,063	1,646
Allowance for uncollectible pledges	(147)	(141)
Unamortized discount	(79)	(94)
<u>Net pledges receivable</u>	\$ 1,837	\$ 1,411
Amounts due in:		
Less than one year	\$ 1,283	\$ 716
One to five years	780	880
More than five years	-	50
<u>Total pledges receivable</u>	\$ 2,063	\$ 1,646

Pledges receivable that are otherwise unrestricted will not be realized until future periods; consequently, they are considered to be temporarily restricted due to an implied time restriction until payments are realized. Pledges were discounted at an effective rate of four percent.

Losses and recoveries from uncollectible pledges are summarized below:

	(In Thousands)	
	2010	2009
Losses (recoveries) included in institutional support expense	\$ (3)	\$ 40
Losses (recoveries) included in permanently restricted gift income	9	(1)
<u>Total losses from uncollectible pledges (net of recoveries)</u>	\$ 6	\$ 39

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 4
INVESTMENTS

The University's investments consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Short-term investment trusts, certificates of deposit and money market funds	\$ 2,425	\$ 1,149
Fixed income investments:		
U.S. government and government agency securities	1,317	1,316
Fixed income funds	12,481	11,510
<u>Total fixed income investments</u>	13,798	12,826
Equity investments:		
Corporate stocks	333	437
Large cap equity funds	8,570	10,266
Mid-cap equity funds	2,959	504
Small cap equity funds	4,212	2,950
International equity funds	5,700	4,780
Emerging market equity funds	1,383	916
Other investments	473	180
<u>Total equity investments</u>	23,630	20,033
<u>Total cash and marketable securities</u>	39,853	34,008
Charitable life insurance policies (carried at cash surrender value, net of policy loans)	1,307	1,524
Real estate (carried at cost or fair value at the date of donation)	364	364
<u>Total investments</u>	\$ 41,524	\$ 35,896

Fixed income and equity fund investments are held in various legal forms (mutual funds or common trust funds) depending on the arrangement with the investment manager.

The charitable life insurance policies had death benefits totaling \$6,882,000 as of May 31, 2010.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 4
INVESTMENTS - CONTINUED

Investments as of May 31 were carried for the following purposes:

	(In Thousands)	
	2010	2009
Current unrestricted funds	\$ 2,287	\$ 791
Current restricted funds	-	200
Restricted or designated for endowment	37,340	32,997
Designated for charitable gift annuities	1,897	1,908
<u>Total</u>	\$ 41,524	\$ 35,896

Investment income consisted of the following components:

	(In Thousands)	
	2010	2009
Interest and dividends (net of fees of \$59 and \$76)	\$ 1,105	\$ 1,352
Gains (losses) on marketable securities:		
Realized	(2,151)	(528)
Unrealized	6,845	(9,396)
Net rental income	36	18
Net change in cash surrender value of life insurance	(45)	118
<u>Total investment income (loss)</u>	\$ 5,790	\$ (8,436)

Investment income was reported under the following categories in the statement of activities:

	2010 (In Thousands)			Total
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	
Endowment earnings (losses) not subject to appropriation	\$ (5)	\$ 1	\$ 49	\$ 45
Other investment earnings (losses)	200	25	-	225
Net endowment earnings (losses) before appropriation	84	5,436	-	5,520
<u>Total investment income (loss)</u>	\$ 279	\$ 5,462	\$ 49	\$ 5,790

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 4
INVESTMENTS – CONTINUED

	2009 (In Thousands)			Total
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	
Endowment earnings not subject to appropriation	\$ 126	\$ 1	\$ (57)	\$ 70
Other investment earnings (losses)	(17)	-	-	(17)
Net endowment earnings (losses) before appropriation	<u>(15)</u>	<u>(8,474)</u>	<u>-</u>	<u>(8,489)</u>
<u>Total investment income (loss)</u>	<u>\$ 94</u>	<u>\$ (8,473)</u>	<u>\$ (57)</u>	<u>\$ (8,436)</u>

The University excludes endowment earnings and losses from results of operations if such earnings are subject to appropriation under the University's spending policy. See Note 10 for additional information about the endowment and endowment earnings.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 5
PROPERTY AND EQUIPMENT

Property and equipment consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Land	\$ 1,697	\$ 1,575
Land improvements	1,583	1,394
Buildings and building improvements	51,022	50,773
Leasehold improvements	151	151
Equipment and furnishings	15,976	15,854
Other real estate:		
Land	483	435
Buildings and building improvements	1,551	1,450
Construction in progress	326	65
<u>Total cost of property and equipment</u>	72,789	71,697
Accumulated depreciation	(40,321)	(38,643)
<u>Net carrying value of property and equipment</u>	\$ 32,468	\$ 33,054

Construction in progress as of May 31, 2010 consisted of costs to date for the track renovation. The total project budget is \$775,000. Construction in progress as of May 31, 2009 consisted of costs to date for a new athletic scoreboard, which was completed and placed in service during the year ended May 31, 2010.

Depreciation expense consisted of the following for the years ended May 31:

	(In Thousands)	
	2010	2009
Depreciation on property and equipment used in operations	\$ 1,800	\$ 1,857
Depreciation on other real estate	39	37
<u>Total depreciation expense</u>	\$ 1,839	\$ 1,894

Temporarily restricted net assets restricted for investment in property, plant and equipment totaled \$121,000 and \$23,000 as of May 31, 2010 and 2009, respectively.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 6
LONG-TERM DEBT

Long-term debt consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Nebraska Educational Finance Authority, note securing tax-exempt bonds for student housing, debt refunding and other campus improvements, semi-annual interest and principal payments based on amounts needed to service the bonds. Interest on the bonds ranges from 2.05% to 5.125% depending on maturity. Bonds mature in increasing amounts on April 1 each year beginning in 2004 and ending in 2032. Early call provisions apply beginning in 2012. Secured by unrestricted receipts, revenues and income and a deed of trust on certain real estate and personal property that was financed or refinanced with the proceeds. Net of unamortized discount of \$157,000 in 2010 and \$165,000 in 2009.	\$ 17,498	\$ 17,940
<u>Total long-term debt</u>	<u>\$ 17,498</u>	<u>\$ 17,940</u>

The covenants of the 2002 bond issue require the University to maintain certain ratios of unrestricted assets in comparison to indebtedness and current assets and revenue in comparison to annual debt service. The University is in compliance with these covenants.

In addition to the listed collateral, the bonded indebtedness is secured by a debt service reserve fund and bond fund managed by the bond trustee. The total of the debt service reserve fund and bond fund is shown as an asset on the statement of financial position, and is invested in short-term investment trusts and U.S Government securities. Investment income earned on the funds is applied to reduce the required debt service payments.

Debt acquisition costs related to the 2002 bond issue totaled \$1,047,000, and are being amortized over the term of the related note. Amortization of debt acquisition costs was \$35,000 per year during the years ended May 31, 2010 and 2009.

Long-term debt is expected to mature as follows:

		(Thousands)
Year ended:	May 31, 2011	\$ 458
	May 31, 2012	478
	May 31, 2013	493
	May 31, 2014	518
	May 31, 2015	543
Subsequent years		15,008
<u>Total long-term debt</u>		<u>\$ 17,498</u>

Interest incurred on long-term debt totaled \$912,000 and \$929,000 for the years ended May 31, 2010 and 2009, respectively. All interest was charged to expense.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 7
RETIREMENT PLAN

The University participates in a Section 403(b) retirement plan (a type of defined contribution retirement plan) which covers all employees who meet age and service requirements. The University's costs under this plan are funded as they accrue. The University's share of contributions to this plan during the years ended May 31, 2010 and 2009 totaled \$969,000 and \$884,000, respectively. The contribution rate was seven percent of eligible compensation for both years.

The University also offers an unfunded nonqualified deferred compensation plan (commonly referred to as a Section 457(b) plan) to certain key employees. Amounts needed to fund deferred compensation are invested in various mutual funds managed by the College Retirement Equities Fund, but are subject to the claims of general creditors of the University. All deferred amounts are fully vested and included in expense as they are earned by participating employees. Additions to the deferred balance and the corresponding investment account totaled \$21,000 and \$11,000 during the years ended May 31, 2010 and 2009, respectively.

NOTE 8
CONCENTRATIONS OF CREDIT RISK

The University periodically maintains deposits in financial institutions in excess of federally insured limits because of the volume of its daily transactions. Excess cash is automatically "swept" into an overnight deposit account which is not covered by federal deposit insurance. This account is secured by Federal securities pledged by the financial institution.

Accounts receivable consist of amounts due from students of the University, reimbursements due under grants, and miscellaneous items billed by the University. Management records an estimated allowance for doubtful accounts based on the balances outstanding and prior collection experience. All student accounts are payable in full by the end of the semester for which charges were billed. Accounts outstanding after the semester ends are considered to be delinquent. Management reviews accounts periodically for collectibility and determines charge-offs on a case-by-case basis. Student accounts receivable related to completed semesters and other items past due over 90 days totaled approximately \$843,000 and \$861,000 as of May 31, 2010 and 2009, respectively.

Pledges receivable are due from donors, estates and granting agencies located throughout the country. As of May 31, 2010, pledges receivable from three individual donors accounted for approximately 70 percent of outstanding pledges. No other single donor accounted for more than 10 percent of outstanding pledges.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 9
FUNDRAISING EXPENSE

During the years ended May 31, 2010 and 2009, institutional support expenses included \$2,069,000 and \$1,763,000, respectively related to the University's institutional advancement and development activities and uncollectible pledges.

NOTE 10
ENDOWMENTS

The University has adopted the provisions of FASB Staff Position 117-1, *Endowments of Not-for-Profit Organizations: Net Asset Classifications of Funds Subject to an Enacted Version of the Uniform Prudent Management of Institutional Funds Act, and Enhanced Disclosures for all Endowment Funds* (the FSP). A key provision of the FSP is to require the portion of the donor-restricted endowment that is not permanently restricted to be classified as temporarily restricted net assets until appropriated for expenditure. The FSP also requires expanded disclosures for all endowment funds. The State of Nebraska has adopted the Nebraska Uniform Prudent Management of Institutional Funds Act (NUPMIFA).

The University's endowment consists of approximately 50 individual funds established for a variety of purposes. The endowment includes both donor-restricted endowment funds and funds designated by the Board of Governors to function as endowments. Net assets associated with endowment funds, including funds designated by the Board of Governors, are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of relevant law – The Board of Governors has interpreted NUPMIFA as requiring the preservation of the fair value of the original gift as of the gift date absent explicit donor stipulations to the contrary. As a result of this interpretation, the University classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) additions to the permanent endowment made in accordance with the applicable gift instrument. The remaining portion of the donor-restricted endowment fund is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the University in accordance with the standard of prudence prescribed by NUPMIFA. The University considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the University, and (7) the University's investment policies.

Funds with deficiencies – From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or NUPMIFA requires the University to retain as a fund of perpetual duration. These deficiencies are reported in unrestricted net assets. Subsequent gains that restore the fair value of the assets to the original gift value are classified as increases in unrestricted net assets. As of May 31, 2010 and 2009, the University's unrestricted net assets included \$156,000 and \$215,000, respectively for deficiencies in an individual donor-restricted endowment fund. The deficiency is due primarily to unfavorable market fluctuations and a spending formula for the affected fund that was established by the donor.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 10
ENDOWMENTS – CONTINUED

Investment return objectives, risk parameters and strategies – The University’s primary objective is to achieve an annualized total return through appreciation and net investment income equal to or greater than the rate of inflation plus annual spending over the long term. The assets are to be managed in a manner that will meet the primary objective, while minimizing volatility in year to year spending. The University has adopted an asset allocation strategy to provide an expected total return equal to or greater than the primary objective while avoiding undue risk concentrations in any single asset class or category, thus reducing risk at the overall portfolio level. The University believes that investing in assets with higher return expectations outweighs their short-term volatility risks because of the long-term nature of the endowment. Accordingly, the majority of the endowment assets will be invested in equity or equity-like securities. The University seeks to reduce the variability of returns over time by developing a globally diversified portfolio with uncorrelated returns from various assets.

Appropriated endowment earnings under spending policy – The University’s policy is to appropriate for distribution each year 5% of its endowment fund’s average fair value over the prior 12 quarters through the calendar year end preceding the fiscal year for which the distribution is planned. The distribution rate is based upon a total return approach, which utilizes both income and capital appreciation to be withdrawn for spending. In establishing this policy, the University considered the long-term expected return on its investment assets and the effects of inflation. The University expects the current spending policy to allow its endowment funds to grow at approximately the annual rate of inflation, which is consistent with its objective to maintain the purchasing power of the endowment assets. The University may apply its spending rate even though its application may cause the value of the fund to fall below its historic value.

Endowment earnings not subject to appropriation – The University’s endowment contains certain assets that are not part of its managed investment portfolio. Earnings, losses and distributions from these assets are not appropriated under the spending policy described above; they are considered to be unrestricted at the time they are received in the absence of explicit donor stipulations to the contrary. Endowment earnings not subject to appropriation consisted primarily of distributions from perpetual trusts held by third party trustees, increases in cash surrender values of life insurance policies which are not donor-restricted, net rental income on farm land owned directly by the University’s endowment fund, and net investment earnings on a fund restricted by the donors for student-managed investing.

Endowment net asset composition by type of fund was as follows as of May 31, 2010 and 2009:

	2010 (In Thousands)			Total
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Donor-restricted endowment funds	\$ (156)	\$ 6,309	\$ 29,847	\$ 36,000
Board-designated endowment funds	5,157	-	-	5,157
<u>Total endowment net assets</u>	<u>\$ 5,001</u>	<u>\$ 6,309</u>	<u>\$ 29,847</u>	<u>\$ 41,157</u>

NERASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 10
ENDOWMENTS – CONTINUED

	2009 (In Thousands)			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Donor-restricted endowment funds	\$ (215)	\$ 2,768	\$ 28,478	\$ 31,031
Board-designated endowment funds	4,952	-	-	4,952
<u>Total endowment net assets</u>	<u>\$ 4,737</u>	<u>\$ 2,768</u>	<u>\$ 28,478</u>	<u>\$ 35,983</u>

Changes in endowment net assets for the year ended May 31, 2010 were as follows:

	(In Thousands)			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, beginning of year	\$ 4,737	\$ 2,768	\$ 28,478	\$ 35,983
Private gifts and bequests	100	-	222	322
Net change in value of perpetual trusts	-	-	515	515
Endowment earnings not subject to appropriation	(62)	1	48	(13)
Investment income (net fees of \$59)	11	915	-	926
Gains and losses (realized and unrealized)	71	4,464	-	4,535
Appropriated endowment earnings	-	(1,835)	52	(1,783)
Designation of unrestricted gifts for endowment	135	-	-	135
Terminated split interest agreements	-	-	78	78
Transfers from other funds	9	(4)	-	5
Other reclassifications	-	-	454	454
<u>Endowment net assets, end of year</u>	<u>\$ 5,001</u>	<u>\$ 6,309</u>	<u>\$ 29,847</u>	<u>\$ 41,157</u>

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 10
ENDOWMENTS – CONTINUED

Changes in endowment net assets for the year ended May 31, 2009 were as follows:

	(In Thousands)			Total
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Endowment net assets, beginning of year	\$ 4,780	\$ 13,023	\$ 28,128	\$ 45,931
Private gifts and bequests	-	-	462	462
Net change in value of perpetual trusts	-	-	(575)	(575)
Endowment earnings not subject to appropriation	78	1	(57)	22
Investment income (net fees of \$76)	10	1,017	-	1,027
Gains and losses (realized and unrealized)	(27)	(9,565)	-	(9,592)
Appropriated endowment earnings	-	(1,733)	49	(1,684)
Designation of unrestricted gifts for endowment	241	-	-	241
Terminated split interest agreements	-	-	133	133
Transfers from other funds	17	3	-	20
Other reclassifications	(362)	22	338	(2)
Endowment net assets, end of year	<u>\$ 4,737</u>	<u>\$ 2,768</u>	<u>\$ 28,478</u>	<u>\$ 35,983</u>

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 11
INFORMATION ON CURRENT ASSETS AND LIABILITIES

The following assets and liabilities on the statement of financial position were considered to be current (due within 12 months or less) as of May 31:

	(In Thousands)	
	2010	2009
Current assets:		
Cash and cash equivalents	\$ 4,979	\$ 5,909
Accounts receivable (net)	1,118	1,144
Accrued investment income	12	13
Pledges receivable	746	247
Temporary investments	2,287	792
Prepaid expenses and deposits	344	484
Other assets	-	13
	<u>9,486</u>	<u>8,602</u>
<u>Total current assets</u>	<u>\$ 9,486</u>	<u>\$ 8,602</u>
Current liabilities:		
Accounts payable and accrued expenses	\$ 3,394	\$ 3,111
Deferred revenue and deposits	548	643
Current portion of long-term debt	458	443
	<u>4,400</u>	<u>4,197</u>
<u>Total current liabilities</u>	<u>\$ 4,400</u>	<u>\$ 4,197</u>

Assets which would normally be considered current, such as cash equivalents, accrued investment income or pledges due within 12 months, are excluded from current assets if they are restricted for the acquisition of property and equipment, endowment, or other long-term uses. Liabilities which are expected to be paid from non-current restricted assets have been excluded from current liabilities.

NOTE 12
OBLIGATION UNDER LONG-TERM LEASE

The University offers adult degree and continuing education programs in Lincoln and Omaha under the Wesleyan Advantage Program. In connection with this program, the University leases office space in Omaha for its Omaha campus. The amended lease term commenced October 1, 2008 and ends October 31, 2014. Total minimum rentals over the lease term are \$590,000 plus allocable taxes, insurance and common area maintenance charges, less an allowance of \$35,000 for tenant finish costs.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 12
OBLIGATION UNDER LONG-TERM LEASE – CONTINUED

Minimum rentals (excluding taxes, insurance and common area maintenance charges) are as follows:

		<u>(Thousands)</u>
Year ended:	May 31, 2011	\$ 94
	May 31, 2012	97
	May 31, 2013	100
	May 31, 2014	103
	May 31, 2015	<u>43</u>
	<u>Total minimum rentals</u>	<u>\$ 437</u>

During the year ended May 31, 2010, the University incurred rents under this lease totaling \$141,000 which consisted of minimum rentals of \$92,000, charges for allocable taxes, insurance and common area maintenance of \$55,000, and a reduction for unused tenant finish allowance of \$6,000.

During the year ended May 31, 2009, the University incurred rents under this lease and the previous lease totaling \$127,000 which consisted of minimum rentals of \$86,000, charges for allocable taxes, insurance and common area maintenance of \$47,000, and a reduction for unused tenant finish allowance of \$6,000.

NOTE 13
COMMITMENTS AND CONTINGENCIES

The University entered into a commercial line of credit agreement with Union Bank and Trust Company to provide an additional source of liquidity. The agreement has a credit limit of \$5,000,000 and expires on April 21, 2011. No funds had been borrowed under this agreement as of May 31, 2010.

The University has an asset retirement obligation related to asbestos remediation in accordance with state regulations. A liability has not been recognized in the accompanying financial statements because the range of time over which the University may settle the obligation is unknown and cannot be reasonably estimated. The University will recognize a liability when sufficient information is available to reasonably estimate fair value.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 14
FINANCIAL INSTRUMENTS

The following methods and assumptions were used to estimate the fair value of each class of financial instruments for which it is practicable to estimate that value:

Cash and cash equivalents – The carrying amount reported in the statement of financial position approximates fair value because of the short maturity of these instruments.

Perkins student notes receivable – It was not practicable to estimate the fair value of Perkins student loans because there is no active market for such accounts. It is not feasible to calculate the present value of future cash flows because of the number of accounts and varying payment terms.

Pledges receivable – The carrying amount reported in the statement of financial position approximates fair value because it is based on the discounted value of estimated future cash flows.

Investments in cash and marketable securities (Note 4) – Fair values are based on quoted market prices.

Charitable life insurance policies – Fair values are estimated based on cash surrender values of the policies.

Assets held by bond trustee – Fair values are based on quoted market prices of investments held in the trust accounts.

Assets held in charitable remainder trusts – Fair values are based on quoted market prices of the trust investments. The carrying value of cash equivalents within the trusts approximates fair value due to the short maturity of these instruments.

Beneficial interests in charitable trusts – Fair values are estimated based on quoted market prices of underlying investments less the estimated present value of obligations due to other beneficiaries (see Note 1).

Long-term debt – It was not practicable to estimate the fair value of the University's bond obligations because the bonds are not regularly traded.

Liabilities under charitable gift annuities and charitable remainder trusts – Fair values are estimated using estimated present values of future cash flows (see Note 1).

Funds held and managed for others – It was not practicable to estimate the fair value of funds held for others because the timing and terms of settlement cannot be predicted.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 14
FINANCIAL INSTRUMENTS – CONTINUED

The estimated fair values of the University's financial instruments are as follows:

	(In Thousands)	
	Carrying Amount	Estimated Fair Value
Cash and cash equivalents	\$ 5,349	\$ 5,349
Perkins student notes (not practicable to estimate fair value)	2,335	-
Pledges receivable	1,837	1,837
Investments in cash and marketable securities	39,853	39,853
Investment in charitable life insurance policies	1,307	1,307
Assets held by bond trustee	1,593	1,593
Assets held in charitable remainder trusts	384	384
Beneficial interests in charitable trusts	5,449	5,449
Long-term debt (not practicable to estimate fair value)	17,498	-
Liabilities under charitable gift annuities and charitable remainder trusts	1,863	1,863
Funds held and managed for others (not practicable to estimate fair value)	2,750	-

NOTE 15
FAIR VALUE MEASUREMENTS

As more fully disclosed in Note 1, the University reports certain assets in the statement of financial position at fair value on a recurring basis. Various sources of information are used to estimate fair value, depending on the nature of the asset and the availability of market information. Sources of information (inputs) for estimated fair value are classified in three categories:

Level 1 inputs – Quoted prices in active markets for identical assets.

Level 2 inputs – Significant other observable inputs (cash surrender values of life insurance policies).

Level 3 inputs – Significant unobservable inputs (present values of expected future distributions).

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 15
FAIR VALUE MEASUREMENTS – CONTINUED

Fair values of assets measured on a recurring basis were as follows as of May 31, 2010 and 2009:

	2010 (In Thousands)			
	Fair Value	Inputs Used		
		Level 1	Level 2	Level 3
Investments (see Note 4):				
Fixed income investments	\$ 13,798	\$ 13,798	\$ -	\$ -
Equity investments	23,630	23,630	-	-
Investment in charitable life insurance policies	1,307	-	1,307	-
Assets held by bond trustee	1,593	1,593	-	-
Assets held in charitable remainder trusts	384	384	-	-
Beneficial interests in charitable trusts	5,449	-	-	5,449
<u>Total</u>	<u>\$ 46,161</u>	<u>\$ 39,405</u>	<u>\$ 1,307</u>	<u>\$ 5,449</u>
	2009 (In Thousands)			
	Fair Value	Inputs Used		
		Level 1	Level 2	Level 3
Investments (see Note 4):				
Fixed income investments	\$ 12,826	\$ 12,826	\$ -	\$ -
Equity investments	20,033	20,033	-	-
Investment in charitable life insurance policies	1,524	-	1,524	-
Assets held by bond trustee	1,613	1,613	-	-
Assets held and beneficial interests in charitable trusts	4,970	-	-	4,970
<u>Total</u>	<u>\$ 40,966</u>	<u>\$ 34,472</u>	<u>\$ 1,524</u>	<u>\$ 4,970</u>

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 15
FAIR VALUE MEASUREMENTS – CONTINUED

The following is an analysis of changes in fair value of assets measured using Level 3 inputs during the year ended May 31, 2010 and 2009:

	(In Thousands)	
	2010	2009
Balance, beginning of year	\$ 4,970	\$ 6,552
Total gains and losses (realized and unrealized)	903	(1,544)
Purchases and settlements	-	(38)
Transfers out of Level 3	(424)	-
<u>Balance, end of year</u>	<u>\$ 5,449</u>	<u>\$ 4,970</u>
 Gains and losses attributable to assets still held at the end of the year	 <u>\$ 902</u>	 <u>\$ (1,539)</u>

All of the realized and unrealized losses were included in the line entitled “Net change in value of beneficial interest in charitable remainder trusts, perpetual trusts and assets subject to a life estate” under “Other changes in net assets” in the statement of activities.

SCHEDULE 1
NEBRASKA WESLEYAN UNIVERSITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
For the Year Ended May 31, 2010

<u>Federal Grantor/Pass-Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Federal Expenditures</u>
Student Financial Aid - Cluster		
U.S. Department of Education		
Pell Grant Program	84.063	
Award year		
July 1, 2008 through June 30, 2009		\$ 13,054
July 1, 2009 through June 30, 2010		1,725,312
Federal Perkins Loan Program (Note 2 on page 36)	84.038	
Award year		
July 1, 2009 through June 30, 2010		2,388,171
Federal Work-Study Program	84.033	
Award year		
July 1, 2009 through June 30, 2010		130,219
Federal Supplemental Educational Opportunity Grants	84.007	
Award year		
July 1, 2009 through June 30, 2010		129,365
Academic Competitiveness Grant	84.375	
Award year		
July 1, 2009 through June 30, 2010		132,912
National Science and Mathematics Access to Retain Talent (SMART) Grants	84.376	
Award year		
July 1, 2009 through June 30, 2010		106,000
Teacher Education Assistance for College and Higher Education (TEACH) Grants	84.379	
Award year		
July 1, 2009 through June 30, 2010		88,000
Federal Family Education Loans	84.032	
Award year		
July 1, 2009 through June 30, 2010		<u>4,747,771</u>
<u>Total U.S. Department of Education</u>		<u>9,460,804</u>

SCHEDULE 1
NEBRASKA WESLEYAN UNIVERSITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - Continued
For the Year Ended May 31, 2010

	<u>Federal CFDA Number</u>	<u>Federal Expenditures</u>
Student Financial Aid - Cluster - continued		
Pass-through from Nebraska Coordinating Commission for Postsecondary Education Leveraging Educational Assistance Partnership Award year July 1, 2009 through June 30, 2010	84.069A	\$ 4,998
Supplemental Leveraging Educational Assistance Partnership Award year July 1, 2009 through June 30, 2010	84.069B	<u>6,425</u>
<u>Total Student Financial Aid</u>		<u>9,472,227</u>
Research and Development - Cluster		
National Institute of Health Pass-through from University of Nebraska Medical Center Nebraska INBRE (Nebraska Research Network in Functional Genomics) (34-5150-2037-009) Award period May 1, 2009 through April 30, 2010 May 1, 2010 through April 30, 2011	93.389	192,073 15,634
ARRA-Nebraska INBRE (Nebraska Research Network in Functional Genomics) (34-5150-2039-009) Award period June 1, 2009 through April 30, 2011	93.701	<u>19,814</u>
<u>Total Research and Development</u>		<u>227,521</u>
Other Programs		
U.S. Department of Education		
Pass-through from the Nebraska Coordinating Commission for Postsecondary Education Improving Teacher Quality: State Grant Program Summer Spanish Teaching Endorsement Workshops (S367B030024) Award period October 1, 2008 through September 30, 2009	84.367B	68,077

SCHEDULE 1
NEBRASKA WESLEYAN UNIVERSITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS - Continued
For the Year Ended May 31, 2010

	<u>Federal CFDA Number</u>	<u>Federal Expenditures</u>
Other Programs-continued:		
Corporation for National and Community Service		
Pass-through from Midwest Consortium for Service Learning in Higher Education		
Nebraska Wesleyan Service Learning Program (6LHHNE001)	94.005	
Award period		
January 1, 2009 through August 31, 2009		15,074
Pass-through from South Dakota State University Project Homeless Lincoln (08LHHSD001)		
Award period		
August 24, 2009 through November 20, 2009	94.005	2,262
Upward Bound (08LHHSD001)		
Award period		
July 6, 2009 through May 15, 2010	94.005	3,492
Students Beyond Boundaries (08LHHSD001)		
Award period		
January 8, 2010 through December 31, 2010	94.005	600
National Endowment for the Humanities		
Promotion of the Humanities-Professional Development Fort Robinson and the American West		
Award period		
October 1, 2009 through December 31, 2010	45.163	56,492
U.S. Department of the Interior, National Park Service Historic Preservation Fund		
Pass-through from the Nebraska State Historical Society Teaching with Historic Places-Kennard House (31-10-219-834)		
Award period		
May 26, 2009 through August 15, 2010	15.904	<u>3,378</u>
<u>Total other programs</u>		<u>149,375</u>
<u>Total expenditures of Federal awards</u>		<u>\$ 9,849,123</u>

NEBRASKA WESLEYAN UNIVERSITY
 NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 For the Year Ended May 31, 2010

NOTE 1
 BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of Nebraska Wesleyan University and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

NOTE 2
 LOANS OUTSTANDING

Nebraska Wesleyan University had the following student loan balances outstanding at May 31, 2010. These loan balances are also included in the federal expenditures presented in the Schedule of Expenditures of Federal Awards.

<u>Cluster/Program Title</u>	<u>Federal CFDA Number</u>	<u>Amount Outstanding</u>
Federal Perkins Loan Program	84.038	\$ <u>2,334,951</u>



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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Governors
Nebraska Wesleyan University
Lincoln, Nebraska

We have audited the financial statements of Nebraska Wesleyan University (a nonprofit organization) as of and for the year ended May 31, 2010, and have issued our report thereon dated September 17, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Nebraska Wesleyan University's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Nebraska Wesleyan University's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the University's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Nebraska Wesleyan University's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Board of Governors
Nebraska Wesleyan University
Lincoln, Nebraska

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This report is intended solely for the information and use of management, the Finance and Audit Committee, the Board of Governors, others within the entity, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Strain Slattey Barkley & Co., CPA's, P.C.

September 17, 2010



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INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Governors
Nebraska Wesleyan University
Lincoln, Nebraska

Compliance

We have audited the compliance of Nebraska Wesleyan University (a nonprofit organization) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended May 31, 2010. Nebraska Wesleyan University's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of Nebraska Wesleyan University's management. Our responsibility is to express an opinion on Nebraska Wesleyan University's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Nebraska Wesleyan University's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of Nebraska Wesleyan University's compliance with those requirements.

In our opinion, Nebraska Wesleyan University complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended May 31, 2010.

Board of Governors
Nebraska Wesleyan University
Lincoln, Nebraska

Page 2

Internal Control Over Compliance

The management of Nebraska Wesleyan University is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Nebraska Wesleyan University's internal control over compliance with the requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Nebraska Wesleyan University's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, the Finance and Audit Committee, the Board of Governors, others within the entity, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Strain Slatley Barkley & Co., CPAs, P.C.

September 17, 2010

SCHEDULE 2
 NEBRASKA WESLEYAN UNIVERSITY
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS
 For the Year Ended May 31, 2010

Section I - Summary of Auditors' Results

Financial Statements

Type of auditors' report issued: Unqualified

Internal control over financial reporting:

- Material weakness(es) identified? yes no
- Significant deficiencies identified that are not considered to be material weakness(es)? yes none reported
- Noncompliance material to financial statements noted? yes no

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? yes no
- Significant deficiencies identified that are not considered to be material weakness(es)? yes none reported

Type of auditors' report issued on compliance for major programs Unqualified

Any audit findings disclosed that are required to be reported in accordance with section 510 (a) of Circular A-133? yes no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.063, 84.038, 84.033, 84.007, 84.375, 84.376, 84.379, 84.032, 84.069A, 84.069B	Student Financial Aid

Dollar threshold used to distinguish between type A and type B programs: \$ 300,000

Auditee qualified as low-risk auditee? yes no

SCHEDULE 3
NEBRASKA WESLEYAN UNIVERSITY
SCHEDULE OF PRIOR AUDIT FINDINGS
For the Year Ended May 31, 2010

No prior year findings were reported.

NEBRASKA WESLEYAN UNIVERSITY

FINANCIAL STATEMENTS

For the Year Ended
May 31, 2010

NEBRASKA WESLEYAN UNIVERSITY
FINANCIAL STATEMENTS
For the Year Ended
May 31, 2010

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INDEPENDENT AUDITORS' REPORT

Board of Governors
Nebraska Wesleyan University

We have audited the accompanying statement of financial position of Nebraska Wesleyan University as of May 31, 2010, and the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of the University's management. Our responsibility is to express an opinion on these financial statements based on our audit. The prior year summarized comparative information has been derived from the University's 2009 financial statements, and, in our report dated September 25, 2009, we expressed an unqualified opinion on those financial statements.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Nebraska Wesleyan University at May 31, 2010, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Strain Slattery Barkley & Co., CPAs, P.C.

September 17, 2010

EXHIBIT A
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF FINANCIAL POSITION
(With Comparative Totals as of May 31, 2009)
(In Thousands)
May 31, 2010

<u>ASSETS</u>	<u>2010</u>	<u>2009</u>
Cash and cash equivalents	\$ 4,979	\$ 5,909
Accounts receivable, net of allowance for doubtful accounts of \$260 in 2010 and \$220 in 2009	1,234	1,176
Accrued investment income	29	30
Assets held for Perkins student loan program:		
Cash and short-term investments	40	1
Student notes receivable	2,335	2,263
Pledges receivable (Note 3)	1,837	1,411
Investments (Note 4)	41,524	35,896
Prepaid expenses and deposits	344	485
Cash restricted for long-term investment	330	330
Property and equipment, net of accumulated depreciation of \$40,321 in 2010 and \$38,643 in 2009 (Note 5)	32,468	33,054
Debt acquisition cost, net of accumulated amortization of \$277 in 2010 and \$241 in 2009 (Note 6)	771	806
Assets held by bond trustee (Note 6)	1,593	1,613
Assets held in charitable remainder trusts	385	424
Real estate held subject to a life estate	-	55
Beneficial interest in charitable remainder trusts held by other trustees	2,157	1,769
Beneficial interest in perpetual trusts held by other trustees	3,292	2,777
Other assets	13	13
<u>Total assets</u>	<u>\$ 93,331</u>	<u>\$ 88,012</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT A
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF FINANCIAL POSITION
(With Comparative Totals as of May 31, 2009) - Continued
(In Thousands)
May 31, 2010

<u>LIABILITIES AND NET ASSETS</u>	<u>2010</u>	<u>2009</u>
Liabilities:		
Accounts payable and accrued expenses	\$ 3,629	\$ 3,369
Deferred revenue and deposits	578	720
Long-term debt (Note 6)	17,498	17,940
Liability under charitable gift annuity agreements	1,616	982
Liability under charitable remainder trust agreements	246	304
Funds held and managed for others	<u>2,750</u>	<u>2,710</u>
<u>Total liabilities</u>	<u>26,317</u>	<u>26,025</u>
Net assets:		
Unrestricted	24,637	24,346
Temporarily restricted	9,006	6,253
Permanently restricted	<u>33,371</u>	<u>31,388</u>
<u>Total net assets</u>	<u>67,014</u>	<u>61,987</u>
<u>Total liabilities and net assets</u>	<u>\$ 93,331</u>	<u>\$ 88,012</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT B
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF ACTIVITIES
(With Comparative Totals for the Year Ended May 31, 2009)
(In Thousands)
For the Year Ended May 31, 2010

	2010		2009	
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	Total
Revenue:				
Tuition and fees	\$ 37,115	\$ -	\$ -	\$ 37,115
Less scholarships and discounts	(13,998)	-	-	(13,998)
Net tuition and fees	23,117	-	-	23,117
Government grants and contracts	1,005	-	-	1,005
Private grants and contracts	-	83	-	83
Private gifts and bequests:				
Charitable gift annuities and remainder trusts	-	1	318	319
Other gifts and bequests	1,308	1,355	222	2,885
Endowment earnings (losses) not subject to appropriation	94	1	48	143
Other investment earnings (losses)	200	25	-	225
Other revenue, net of direct expenses	678	-	-	678
Sales and services of auxiliary enterprises	5,097	-	-	5,097
<u>Total revenue</u>	<u>31,499</u>	<u>1,465</u>	<u>588</u>	<u>33,552</u>
Net assets released from restrictions:				
Appropriated endowment earnings	1,757	(1,757)	-	-
Other net assets released	1,858	(1,858)	-	-
<u>Total net assets released from restrictions</u>	<u>3,615</u>	<u>(3,615)</u>	<u>-</u>	<u>-</u>
<u>Total revenue and net assets released</u>	<u>35,114</u>	<u>(2,150)</u>	<u>588</u>	<u>33,552</u>
				<u>32,031</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT B
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF ACTIVITIES

(With Comparative Totals for the Year Ended May 31, 2009) - Continued
(In Thousands)
For the Year Ended May 31, 2010

	2010			2009
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	
Expenses:				
Program expenses:				
Instruction	\$ 13,278	\$ -	\$ -	\$ 13,059
Public service	53	-	-	36
Academic support	3,804	-	-	3,689
Student services	6,028	-	-	5,655
Auxiliary enterprises	4,442	-	-	4,461
<u>Total program expenses</u>	27,605	-	-	27,605
Support expenses:				
institutional support	7,066	-	-	6,745
<u>Total expenses</u>	34,671	-	-	33,645
<u>Change in net assets from operations</u>	443	(2,150)	588	(1,614)

The accompanying notes are an integral part of these financial statements.

EXHIBIT B
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF ACTIVITIES

(With Comparative Totals for the Year Ended May 31, 2009) - Continued
(In Thousands)
For the Year Ended May 31, 2010

	2010		2009	
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	Total
Other changes in net assets:				
Net endowment earnings (losses), before appropriation	\$ 84	\$ 5,380	\$ -	\$ (8,563)
Net change in present value of charitable gift annuities	(87)	-	-	(93)
Net change in value of beneficial interest in charitable remainder trusts, perpetual trusts and assets subject to a life estate	-	48	869	917
Gain (loss) on disposal of property and equipment	(148)	-	-	(148)
Net assets reclassified:				
Due to appropriation of endowment earnings	-	(52)	52	-
Other reclassifications	(1)	(473)	474	-
	<u>(152)</u>	<u>4,903</u>	<u>1,395</u>	<u>(10,074)</u>
<u>Total other changes in net assets</u>	291	2,753	1,983	(11,688)
<u>Change in net assets</u>	<u>24,346</u>	<u>6,253</u>	<u>31,388</u>	<u>73,675</u>
Net assets, beginning of year	24,637	9,006	33,371	67,014
<u>Net assets, end of year</u>	<u>\$ 24,637</u>	<u>\$ 9,006</u>	<u>\$ 33,371</u>	<u>\$ 67,014</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT C
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF CASH FLOWS
(With Comparative Totals for the Year Ended May 31, 2009)
(In Thousands)
For the Year Ended May 31, 2010

	2010	2009
Cash flows from operating activities:		
Increase (decrease) in net assets	\$ 5,027	\$ (11,688)
Adjustments to reconcile increase in net assets to net cash provided by operating activities:		
Depreciation and amortization	1,882	1,936
Donated property and investments included in support	(138)	(479)
Net (gain) loss on investments	(4,689)	10,088
Gain on disposal of real estate held for investment	-	(140)
(Gain) loss on disposal of property and equipment	148	(3)
Reinvested interest and dividends	(984)	(1,145)
(Increase) decrease in cash surrender value of life insurance	45	(118)
Interest and dividends restricted for long-term investment	(52)	(49)
Investment income added to debt service reserve	-	(30)
Gifts restricted for long-term investment	(963)	(524)
Actuarial adjustment of liability under charitable gift annuity agreements	87	93
Net (increase) decrease in value of charitable remainder trusts and assets held subject to a life estate	(382)	846
Net (increase) decrease in value of beneficial interest in perpetual trusts held by other trustees	(515)	576
Net agency fund transactions not included in revenue, support or expenses	36	(44)
Net (increase) decrease in:		
Accrued investment income	1	(3)
Accounts receivable	(58)	(202)
Pledges receivable	(255)	741
Prepaid expenses	140	97
Other assets	-	10
Net increase (decrease) in:		
Accounts payable and accrued expenses	260	(447)
Deferred revenue and deposits	(142)	6
	<u>(552)</u>	<u>(479)</u>
<u>Net cash used by operating activities</u>		

The accompanying notes are an integral part of these financial statements.

EXHIBIT C
NEBRASKA WESLEYAN UNIVERSITY
STATEMENT OF CASH FLOWS
(With Comparative Totals for the Year Ended May 31, 2009) - Continued
(In Thousands)
For the Year Ended May 31, 2010

	<u>2010</u>	<u>2009</u>
Cash flows from investing activities:		
Investments purchased	\$ (7,282)	\$ (923)
Proceeds from investments	7,248	2,211
Premiums paid on charitable life insurance policies	(11)	(22)
Charitable life insurance policies redeemed	184	3
Proceeds from real estate held for investment	-	319
Payments for property and equipment	(1,402)	(1,308)
Proceeds from the sale of property and equipment	-	3
Proceeds from terminated charitable remainder trusts	-	38
Net repayments from (advances to) charitable remainder trusts	(7)	2
Net repayments from (advances to) Perkins student loan fund	<u>(107)</u>	<u>(53)</u>
<u>Net cash provided (used) by investing activities</u>	<u>(1,377)</u>	<u>270</u>
Cash flows from financing activities:		
Gifts restricted for long-term investment	512	348
Investment income restricted for long-term investment	52	49
Payments to debt service reserve for long-term debt	(430)	(416)
Payments received for charitable gift annuity arrangements	1,057	35
Payments to charitable gift annuitants	<u>(192)</u>	<u>(198)</u>
<u>Net cash provided (used) by financing activities</u>	<u>999</u>	<u>(182)</u>
<u>Net decrease in cash and cash equivalents</u>	<u>(930)</u>	<u>(391)</u>
Cash and cash equivalents, beginning of year	<u>5,909</u>	<u>6,300</u>
<u>Cash and cash equivalents, end of year</u>	<u>\$ 4,979</u>	<u>\$ 5,909</u>

The accompanying notes are an integral part of these financial statements.

EXHIBIT C
 NEBRASKA WESLEYAN UNIVERSITY
 STATEMENT OF CASH FLOWS
 (With Comparative Totals for the Year Ended May 31, 2009) - Continued
 (In Thousands)
 For the Year Ended May 31, 2010

	2010	2009
Supplemental information on cash flows from operating activities:		
Interest paid	\$ <u>908</u>	\$ <u>924</u>
 Noncash investing and financing activities:		
Long-term debt paid from debt service reserve	\$ <u>450</u>	\$ <u>430</u>

The accompanying notes are an integral part of these financial statements.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS

NOTE 1

NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES

Nature of activities – Nebraska Wesleyan University (the University) is an accredited private university located in Lincoln, Nebraska, which offers a baccalaureate program in the liberal arts and professions and graduate programs in selected fields of study. The University offers continuing studies programs for nontraditional students at facilities in Lincoln and Omaha. It also maintains residence halls and food service operations, which are reported under the heading “auxiliary enterprises” in the financial statements. The University’s primary sources of support are from tuition and fees, endowment income and private gifts and grants. The University also participates in student financial aid programs funded by the United States Department of Education.

Cash and cash equivalents – The University considers unrestricted highly liquid investments with initial maturities of three months or less to be cash equivalents. Cash or money market accounts which are incidental to an investment portfolio (such as temporarily uninvested broker cash) and cash which is restricted for long-term investment are not included in cash and cash equivalents for purposes of the statement of cash flows. Cash held for the Perkins student loan program and cash held in charitable remainder trusts is required to be invested in separate accounts, and is not a part of cash and cash equivalents.

Accounts receivable – Accounts receivable are stated at face value, net of an allowance for uncollectible accounts. Finance charges are recognized when they are billed to the account.

Promises to give – Contributions and grants are recognized when the donor or granting organization makes a promise to give to the University that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, restricted net assets are reclassified to unrestricted net assets. Promises to give are considered to be subject to a time restriction until payment is received.

Unconditional promises to give that are due within one year are reported at their estimated net realizable value. Promises that are due after one year are recorded at the present value of their estimated future cash flows. The discount is computed using a risk-free interest rate applicable to the year in which the promises are received. Amortization of discounts on long-term promises is included in gift income. Bad debts arising from uncollectible promises are recorded as institutional support expenses unless the underlying pledge was permanently restricted. Bad debts arising from permanently restricted pledges are recognized as a loss by reducing permanently restricted gift income. Conditional promises to give are not included in revenue until the conditions are substantially met.

Contributed services – The University recognizes the value of contributed services as gift income and a related expense if the service is one that would typically need to be purchased by the University if it were not contributed, requires specialized skills, and is provided by individuals or businesses with those skills. Services that enhance a nonfinancial asset (such as property) are recognized as gift income and an addition to the asset so enhanced.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 1

NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

Investments – The University reports investments in equity securities with readily determinable fair values and all debt securities at estimated fair value as of the statement of financial position date. Fair value is determined based on market quotations (net asset values in the case of mutual funds) from the investment manager as of the statement of financial position date. Unrealized appreciation or depreciation in the value of these securities is included in investment income for the period. Investments in life insurance policies for which the University is the policy owner and beneficiary are recorded at cash surrender value, net of any policy loans. All other investments are reported at cost or, if donated, at fair value at the date of donation. Losses in value that are other than temporary are recorded as a reduction in carrying value when the loss is determined. Real estate is reported at cost, or, if donated, at estimated fair value at the date of donation, net of accumulated depreciation.

Investment income includes interest, dividends, rents, and gains and losses (realized and unrealized). Investment income and losses are reported in unrestricted net assets unless the income is restricted by the terms of a gift agreement or by law. See Note 10 for information on investment earnings in the endowment fund. Restricted investment income is reported as an increase in unrestricted net assets if the restrictions expire in the same fiscal year in which the income is recognized.

Property and equipment – Property and equipment are recorded at cost or, if donated, at estimated fair value at the date of the gift. The University capitalizes major additions (generally defined as individual assets with a cost in excess of \$5,000). Smaller additions are charged to expense as incurred. Depreciation is recognized on the straight-line method over the estimated useful lives of the related assets. Estimated lives are 10 to 20 years for land improvements, 40 years for buildings, 5 to 20 years for building improvements, 10 years for library books, and 3, 5 or 8 years for most equipment.

Donations of property or equipment are reported as unrestricted revenue absent any donor restrictions on the use of the donated property. Donated cash and other assets which are restricted to acquire property and equipment are reported as temporarily restricted revenue. The University reclassifies assets restricted for property acquisitions from temporarily restricted net assets to unrestricted net assets when the specified property is placed in service.

Debt acquisition costs – Costs related to obtaining debt financing are capitalized and amortized over the life of the related debt using the straight-line method. Unamortized costs remaining upon the early retirement of the related debt are recorded as a decrease in net assets as of the date of retirement.

Split-interest gifts – The University periodically receives gifts under which it is entitled to a remainder interest after other beneficiaries receive a fixed payment or an income interest for a period of time, usually the lifetimes of the other beneficiaries. The University reports the income and related assets and liabilities from these gifts depending on the nature of the gift agreement.

Charitable gift annuities are arrangements whereby the donor contributes cash or other assets in return for an unsecured promise by the University to pay the donor or a designated beneficiary a fixed annuity for a period of time (usually for life). The difference between the fair value of the contributed assets and the actuarial value of the payment obligation is recognized as gift income at the date of the gift. Changes in the actuarial value of the payment obligation are recognized as changes in unrestricted net assets. The estimated actuarial value of the annuity obligation is shown as a liability on the statement of financial position. Actuarial values were determined using the method prescribed by the Internal Revenue Service (IRS) for valuing annuities. The discount rate used is the IRS's applicable federal rate for annuity valuation at the date of the gift.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 1

NATURE OF ACTIVITIES AND SIGNIFICANT ACCOUNTING POLICIES - CONTINUED

Charitable remainder trusts are arrangements whereby the donor funds a trust which names certain beneficiaries, with the University as the remainder beneficiary. The other beneficiaries normally receive either a fixed annuity payment or a fixed percentage of the trust's fair value each year for life. The actuarial value of the University's remainder interest is recorded as gift income at the time the University is notified of the trust. Changes in the value of the remainder interest are reported in the appropriate net asset category each year until the trust terminates. If the University is also the trustee of the trust, the fair value of the trust's assets and the estimated actuarial value of the obligation to the income beneficiaries are shown as assets and liabilities on the statement of financial position. Actuarial values are determined using the method prescribed by the IRS for valuing the remainder trusts and the applicable federal discount rate in effect at the date of the gift. If someone other than the University is the trustee, the estimated fair value of the University's remainder interest is reported as an asset on the statement of financial position. Fair value is estimated based on the market value of the trust's assets and the estimated present value of the other beneficiaries' interests using current discount rates.

Perpetual trusts are arrangements under which the corpus must be invested in perpetuity and the income must be distributed to the University. The estimated present value of the trust's obligation to the University is reported as an increase in permanently restricted net assets at the time of the gift. Changes in the value of the obligation are reported as changes in permanently restricted net assets each year. The value of the obligation is shown as an asset on the statement of financial position. Distributions from perpetual trusts are included in endowment income on the statement of activities.

Funds held and managed for others – The University manages certain agency funds and the Perkins student loan program as an agent for other individuals, organizations, and the Department of Education. Assets held in these funds are reported as assets and offsetting liabilities on the statement of financial position, and activity is not included in the University's statement of activities.

Income taxes – The University is exempt from income taxes on income related to its exempt function under Section 501(c)(3) of the Internal Revenue Code. The Internal Revenue Service has determined that the University is not a private foundation.

Estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

Prior year comparative information – The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles; accordingly, such information should be read in conjunction with the University's financial statements for the year ended May 31, 2009, from which the summarized information was derived.

Subsequent events have been evaluated through September 17, 2010, the date the financial statements were available for issue.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 2
NET ASSETS

Net assets of the University are divided into three categories as explained below:

Unrestricted net assets consist of all net assets which are not subject to donor-imposed restrictions, including board-designated and quasi-endowment assets.

Temporarily restricted net assets consist of net assets subject to donor-imposed restrictions which will expire either due to the passage of time or due to the restrictions being satisfied. Temporarily restricted net assets in the plant fund group are restricted for capital improvements.

Permanently restricted net assets consist of net assets subject to restrictions which are not expected to expire.

Composition of net assets by fund group:

Net Assets as of May 31, 2010 (In Thousands)				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Totals
Fund group:				
Current restricted/designated	\$ 2,539	\$ 2,144	\$ -	\$ 4,683
Endowment	5,001	6,309	29,847	41,157
Annuity and life income	(348)	432	3,193	3,277
Loan	(19)	-	331	312
Plant	17,464	121	-	17,585
<u>Totals</u>	\$ 24,637	\$ 9,006	\$ 33,371	\$ 67,014

Net Assets as of May 31, 2009 (In Thousands)				
	Unrestricted	Temporarily Restricted	Permanently Restricted	Totals
Fund group:				
Current unrestricted	\$ 364	\$ -	\$ -	\$ 364
Current restricted/designated	2,302	3,059	-	5,361
Endowment	4,738	2,768	28,477	35,983
Annuity and life income	(393)	403	2,580	2,590
Loan	(19)	-	331	312
Plant	17,354	23	-	17,377
<u>Totals</u>	\$ 24,346	\$ 6,253	\$ 31,388	\$ 61,987

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 3
PLEDGES RECEIVABLE

Pledges receivable consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Unrestricted gifts and bequests subject to an implied time restriction (see below)	\$ 783	\$ 346
Temporarily restricted gifts	967	900
Gifts and bequests restricted for endowment	313	400
<u>Total face value of pledges receivable</u>	2,063	1,646
Allowance for uncollectible pledges	(147)	(141)
Unamortized discount	(79)	(94)
<u>Net pledges receivable</u>	\$ 1,837	\$ 1,411
Amounts due in:		
Less than one year	\$ 1,283	\$ 716
One to five years	780	880
More than five years	-	50
<u>Total pledges receivable</u>	\$ 2,063	\$ 1,646

Pledges receivable that are otherwise unrestricted will not be realized until future periods; consequently, they are considered to be temporarily restricted due to an implied time restriction until payments are realized. Pledges were discounted at an effective rate of four percent.

Losses and recoveries from uncollectible pledges are summarized below:

	(In Thousands)	
	2010	2009
Losses (recoveries) included in institutional support expense	\$ (3)	\$ 40
Losses (recoveries) included in permanently restricted gift income	9	(1)
<u>Total losses from uncollectible pledges (net of recoveries)</u>	\$ 6	\$ 39

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 4
INVESTMENTS

The University's investments consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Short-term investment trusts, certificates of deposit and money market funds	\$ 2,425	\$ 1,149
Fixed income investments:		
U.S. government and government agency securities	1,317	1,316
Fixed income funds	12,481	11,510
<u>Total fixed income investments</u>	13,798	12,826
Equity investments:		
Corporate stocks	333	437
Large cap equity funds	8,570	10,266
Mid-cap equity funds	2,959	504
Small cap equity funds	4,212	2,950
International equity funds	5,700	4,780
Emerging market equity funds	1,383	916
Other investments	473	180
<u>Total equity investments</u>	23,630	20,033
<u>Total cash and marketable securities</u>	39,853	34,008
Charitable life insurance policies (carried at cash surrender value, net of policy loans)	1,307	1,524
Real estate (carried at cost or fair value at the date of donation)	364	364
<u>Total investments</u>	\$ 41,524	\$ 35,896

Fixed income and equity fund investments are held in various legal forms (mutual funds or common trust funds) depending on the arrangement with the investment manager.

The charitable life insurance policies had death benefits totaling \$6,882,000 as of May 31, 2010.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 4
INVESTMENTS - CONTINUED

Investments as of May 31 were carried for the following purposes:

	(In Thousands)	
	2010	2009
Current unrestricted funds	\$ 2,287	\$ 791
Current restricted funds	-	200
Restricted or designated for endowment	37,340	32,997
Designated for charitable gift annuities	1,897	1,908
<u>Total</u>	\$ 41,524	\$ 35,896

Investment income consisted of the following components:

	(In Thousands)	
	2010	2009
Interest and dividends (net of fees of \$59 and \$76)	\$ 1,105	\$ 1,352
Gains (losses) on marketable securities:		
Realized	(2,151)	(528)
Unrealized	6,845	(9,396)
Net rental income	36	18
Net change in cash surrender value of life insurance	(45)	118
<u>Total investment income (loss)</u>	\$ 5,790	\$ (8,436)

Investment income was reported under the following categories in the statement of activities:

	2010 (In Thousands)			Total
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	
Endowment earnings (losses) not subject to appropriation	\$ (5)	\$ 1	\$ 49	\$ 45
Other investment earnings (losses)	200	25	-	225
Net endowment earnings (losses) before appropriation	84	5,436	-	5,520
<u>Total investment income (loss)</u>	\$ 279	\$ 5,462	\$ 49	\$ 5,790

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 4
INVESTMENTS – CONTINUED

	2009 (In Thousands)			Total
	Unrestricted Net Assets	Temporarily Restricted Net Assets	Permanently Restricted Net Assets	
Endowment earnings not subject to appropriation	\$ 126	\$ 1	\$ (57)	\$ 70
Other investment earnings (losses)	(17)	-	-	(17)
Net endowment earnings (losses) before appropriation	(15)	(8,474)	-	(8,489)
<u>Total investment income (loss)</u>	\$ 94	\$ (8,473)	\$ (57)	\$ (8,436)

The University excludes endowment earnings and losses from results of operations if such earnings are subject to appropriation under the University's spending policy. See Note 10 for additional information about the endowment and endowment earnings.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 5
PROPERTY AND EQUIPMENT

Property and equipment consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
Land	\$ 1,697	\$ 1,575
Land improvements	1,583	1,394
Buildings and building improvements	51,022	50,773
Leasehold improvements	151	151
Equipment and furnishings	15,976	15,854
Other real estate:		
Land	483	435
Buildings and building improvements	1,551	1,450
Construction in progress	326	65
<u>Total cost of property and equipment</u>	72,789	71,697
Accumulated depreciation	(40,321)	(38,643)
<u>Net carrying value of property and equipment</u>	\$ 32,468	\$ 33,054

Construction in progress as of May 31, 2010 consisted of costs to date for the track renovation. The total project budget is \$775,000. Construction in progress as of May 31, 2009 consisted of costs to date for a new athletic scoreboard, which was completed and placed in service during the year ended May 31, 2010.

Depreciation expense consisted of the following for the years ended May 31:

	(In Thousands)	
	2010	2009
Depreciation on property and equipment used in operations	\$ 1,800	\$ 1,857
Depreciation on other real estate	39	37
<u>Total depreciation expense</u>	\$ 1,839	\$ 1,894

Temporarily restricted net assets restricted for investment in property, plant and equipment totaled \$121,000 and \$23,000 as of May 31, 2010 and 2009, respectively.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 6
LONG-TERM DEBT

Long-term debt consisted of the following as of May 31:

	(In Thousands)	
	2010	2009
<p>Nebraska Educational Finance Authority, note securing tax-exempt bonds for student housing, debt refunding and other campus improvements, semi-annual interest and principal payments based on amounts needed to service the bonds. Interest on the bonds ranges from 2.05% to 5.125% depending on maturity. Bonds mature in increasing amounts on April 1 each year beginning in 2004 and ending in 2032. Early call provisions apply beginning in 2012. Secured by unrestricted receipts, revenues and income and a deed of trust on certain real estate and personal property that was financed or refinanced with the proceeds. Net of unamortized discount of \$157,000 in 2010 and \$165,000 in 2009.</p>	\$ 17,498	\$ 17,940
<u>Total long-term debt</u>	\$ 17,498	\$ 17,940

The covenants of the 2002 bond issue require the University to maintain certain ratios of unrestricted assets in comparison to indebtedness and current assets and revenue in comparison to annual debt service. The University is in compliance with these covenants.

In addition to the listed collateral, the bonded indebtedness is secured by a debt service reserve fund and bond fund managed by the bond trustee. The total of the debt service reserve fund and bond fund is shown as an asset on the statement of financial position, and is invested in short-term investment trusts and U.S Government securities. Investment income earned on the funds is applied to reduce the required debt service payments.

Debt acquisition costs related to the 2002 bond issue totaled \$1,047,000, and are being amortized over the term of the related note. Amortization of debt acquisition costs was \$35,000 per year during the years ended May 31, 2010 and 2009.

Long-term debt is expected to mature as follows:

	(Thousands)	
<p>Year ended:</p> <p style="padding-left: 40px;">May 31, 2011</p> <p style="padding-left: 40px;">May 31, 2012</p> <p style="padding-left: 40px;">May 31, 2013</p> <p style="padding-left: 40px;">May 31, 2014</p> <p style="padding-left: 40px;">May 31, 2015</p> <p>Subsequent years</p>	\$ 458	478
	493	518
	543	15,008
<u>Total long-term debt</u>	\$ 17,498	

Interest incurred on long-term debt totaled \$912,000 and \$929,000 for the years ended May 31, 2010 and 2009, respectively. All interest was charged to expense.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 7
RETIREMENT PLAN

The University participates in a Section 403(b) retirement plan (a type of defined contribution retirement plan) which covers all employees who meet age and service requirements. The University's costs under this plan are funded as they accrue. The University's share of contributions to this plan during the years ended May 31, 2010 and 2009 totaled \$969,000 and \$884,000, respectively. The contribution rate was seven percent of eligible compensation for both years.

The University also offers an unfunded nonqualified deferred compensation plan (commonly referred to as a Section 457(b) plan) to certain key employees. Amounts needed to fund deferred compensation are invested in various mutual funds managed by the College Retirement Equities Fund, but are subject to the claims of general creditors of the University. All deferred amounts are fully vested and included in expense as they are earned by participating employees. Additions to the deferred balance and the corresponding investment account totaled \$21,000 and \$11,000 during the years ended May 31, 2010 and 2009, respectively.

NOTE 8
CONCENTRATIONS OF CREDIT RISK

The University periodically maintains deposits in financial institutions in excess of federally insured limits because of the volume of its daily transactions. Excess cash is automatically "swept" into an overnight deposit account which is not covered by federal deposit insurance. This account is secured by Federal securities pledged by the financial institution.

Accounts receivable consist of amounts due from students of the University, reimbursements due under grants, and miscellaneous items billed by the University. Management records an estimated allowance for doubtful accounts based on the balances outstanding and prior collection experience. All student accounts are payable in full by the end of the semester for which charges were billed. Accounts outstanding after the semester ends are considered to be delinquent. Management reviews accounts periodically for collectibility and determines charge-offs on a case-by-case basis. Student accounts receivable related to completed semesters and other items past due over 90 days totaled approximately \$843,000 and \$861,000 as of May 31, 2010 and 2009, respectively.

Pledges receivable are due from donors, estates and granting agencies located throughout the country. As of May 31, 2010, pledges receivable from three individual donors accounted for approximately 70 percent of outstanding pledges. No other single donor accounted for more than 10 percent of outstanding pledges.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 9
FUNDRAISING EXPENSE

During the years ended May 31, 2010 and 2009, institutional support expenses included \$2,069,000 and \$1,763,000, respectively related to the University's institutional advancement and development activities and uncollectible pledges.

NOTE 10
ENDOWMENTS

The University has adopted the provisions of FASB Staff Position 117-1, *Endowments of Not-for-Profit Organizations: Net Asset Classifications of Funds Subject to an Enacted Version of the Uniform Prudent Management of Institutional Funds Act, and Enhanced Disclosures for all Endowment Funds* (the FSP). A key provision of the FSP is to require the portion of the donor-restricted endowment that is not permanently restricted to be classified as temporarily restricted net assets until appropriated for expenditure. The FSP also requires expanded disclosures for all endowment funds. The State of Nebraska has adopted the Nebraska Uniform Prudent Management of Institutional Funds Act (NUPMIFA).

The University's endowment consists of approximately 50 individual funds established for a variety of purposes. The endowment includes both donor-restricted endowment funds and funds designated by the Board of Governors to function as endowments. Net assets associated with endowment funds, including funds designated by the Board of Governors, are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of relevant law – The Board of Governors has interpreted NUPMIFA as requiring the preservation of the fair value of the original gift as of the gift date absent explicit donor stipulations to the contrary. As a result of this interpretation, the University classifies as permanently restricted net assets (a) the original value of gifts donated to the permanent endowment, (b) the original value of subsequent gifts to the permanent endowment, and (c) additions to the permanent endowment made in accordance with the applicable gift instrument. The remaining portion of the donor-restricted endowment fund is classified as temporarily restricted net assets until those amounts are appropriated for expenditure by the University in accordance with the standard of prudence prescribed by NUPMIFA. The University considers the following factors in making a determination to appropriate or accumulate donor-restricted endowment funds: (1) the duration and preservation of the various funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and the appreciation of investments, (6) other resources of the University, and (7) the University's investment policies.

Funds with deficiencies – From time to time, the fair value of assets associated with individual donor-restricted endowment funds may fall below the level that the donor or NUPMIFA requires the University to retain as a fund of perpetual duration. These deficiencies are reported in unrestricted net assets. Subsequent gains that restore the fair value of the assets to the original gift value are classified as increases in unrestricted net assets. As of May 31, 2010 and 2009, the University's unrestricted net assets included \$156,000 and \$215,000, respectively for deficiencies in an individual donor-restricted endowment fund. The deficiency is due primarily to unfavorable market fluctuations and a spending formula for the affected fund that was established by the donor.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 10
ENDOWMENTS – CONTINUED

Investment return objectives, risk parameters and strategies – The University’s primary objective is to achieve an annualized total return through appreciation and net investment income equal to or greater than the rate of inflation plus annual spending over the long term. The assets are to be managed in a manner that will meet the primary objective, while minimizing volatility in year to year spending. The University has adopted an asset allocation strategy to provide an expected total return equal to or greater than the primary objective while avoiding undue risk concentrations in any single asset class or category, thus reducing risk at the overall portfolio level. The University believes that investing in assets with higher return expectations outweighs their short-term volatility risks because of the long-term nature of the endowment. Accordingly, the majority of the endowment assets will be invested in equity or equity-like securities. The University seeks to reduce the variability of returns over time by developing a globally diversified portfolio with uncorrelated returns from various assets.

Appropriated endowment earnings under spending policy – The University’s policy is to appropriate for distribution each year 5% of its endowment fund’s average fair value over the prior 12 quarters through the calendar year end preceding the fiscal year for which the distribution is planned. The distribution rate is based upon a total return approach, which utilizes both income and capital appreciation to be withdrawn for spending. In establishing this policy, the University considered the long-term expected return on its investment assets and the effects of inflation. The University expects the current spending policy to allow its endowment funds to grow at approximately the annual rate of inflation, which is consistent with its objective to maintain the purchasing power of the endowment assets. The University may apply its spending rate even though its application may cause the value of the fund to fall below its historic value.

Endowment earnings not subject to appropriation – The University’s endowment contains certain assets that are not part of its managed investment portfolio. Earnings, losses and distributions from these assets are not appropriated under the spending policy described above; they are considered to be unrestricted at the time they are received in the absence of explicit donor stipulations to the contrary. Endowment earnings not subject to appropriation consisted primarily of distributions from perpetual trusts held by third party trustees, increases in cash surrender values of life insurance policies which are not donor-restricted, net rental income on farm land owned directly by the University’s endowment fund, and net investment earnings on a fund restricted by the donors for student-managed investing.

Endowment net asset composition by type of fund was as follows as of May 31, 2010 and 2009:

	2010 (In Thousands)			Total
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Donor-restricted endowment funds	\$ (156)	\$ 6,309	\$ 29,847	\$ 36,000
Board-designated endowment funds	5,157	-	-	5,157
<u>Total endowment net assets</u>	<u>\$ 5,001</u>	<u>\$ 6,309</u>	<u>\$ 29,847</u>	<u>\$ 41,157</u>

NERASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 10
ENDOWMENTS – CONTINUED

	2009 (In Thousands)			Total
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Donor-restricted endowment funds	\$ (215)	\$ 2,768	\$ 28,478	\$ 31,031
Board-designated endowment funds	4,952	-	-	4,952
<u>Total endowment net assets</u>	<u>\$ 4,737</u>	<u>\$ 2,768</u>	<u>\$ 28,478</u>	<u>\$ 35,983</u>

Changes in endowment net assets for the year ended May 31, 2010 were as follows:

	(In Thousands)			Total
	Unrestricted	Temporarily Restricted	Permanently Restricted	
Endowment net assets, beginning of year	\$ 4,737	\$ 2,768	\$ 28,478	\$ 35,983
Private gifts and bequests	100	-	222	322
Net change in value of perpetual trusts	-	-	515	515
Endowment earnings not subject to appropriation	(62)	1	48	(13)
Investment income (net fees of \$59)	11	915	-	926
Gains and losses (realized and unrealized)	71	4,464	-	4,535
Appropriated endowment earnings	-	(1,835)	52	(1,783)
Designation of unrestricted gifts for endowment	135	-	-	135
Terminated split interest agreements	-	-	78	78
Transfers from other funds	9	(4)	-	5
Other reclassifications	-	-	454	454
<u>Endowment net assets, end of year</u>	<u>\$ 5,001</u>	<u>\$ 6,309</u>	<u>\$ 29,847</u>	<u>\$ 41,157</u>

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 10
ENDOWMENTS – CONTINUED

Changes in endowment net assets for the year ended May 31, 2009 were as follows:

	(In Thousands)			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Endowment net assets, beginning of year	\$ 4,780	\$ 13,023	\$ 28,128	\$ 45,931
Private gifts and bequests	-	-	462	462
Net change in value of perpetual trusts	-	-	(575)	(575)
Endowment earnings not subject to appropriation	78	1	(57)	22
Investment income (net fees of \$76)	10	1,017	-	1,027
Gains and losses (realized and unrealized)	(27)	(9,565)	-	(9,592)
Appropriated endowment earnings	-	(1,733)	49	(1,684)
Designation of unrestricted gifts for endowment	241	-	-	241
Terminated split interest agreements	-	-	133	133
Transfers from other funds	17	3	-	20
Other reclassifications	(362)	22	338	(2)
	<u>4,737</u>	<u>2,768</u>	<u>28,478</u>	<u>35,983</u>
<u>Endowment net assets, end of year</u>	<u>\$ 4,737</u>	<u>\$ 2,768</u>	<u>\$ 28,478</u>	<u>\$ 35,983</u>

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 11
INFORMATION ON CURRENT ASSETS AND LIABILITIES

The following assets and liabilities on the statement of financial position were considered to be current (due within 12 months or less) as of May 31:

	(In Thousands)	
	2010	2009
Current assets:		
Cash and cash equivalents	\$ 4,979	\$ 5,909
Accounts receivable (net)	1,118	1,144
Accrued investment income	12	13
Pledges receivable	746	247
Temporary investments	2,287	792
Prepaid expenses and deposits	344	484
Other assets	-	13
	<u>\$ 9,486</u>	<u>\$ 8,602</u>
Current liabilities:		
Accounts payable and accrued expenses	\$ 3,394	\$ 3,111
Deferred revenue and deposits	548	643
Current portion of long-term debt	458	443
	<u>\$ 4,400</u>	<u>\$ 4,197</u>

Assets which would normally be considered current, such as cash equivalents, accrued investment income or pledges due within 12 months, are excluded from current assets if they are restricted for the acquisition of property and equipment, endowment, or other long-term uses. Liabilities which are expected to be paid from non-current restricted assets have been excluded from current liabilities.

NOTE 12
OBLIGATION UNDER LONG-TERM LEASE

The University offers adult degree and continuing education programs in Lincoln and Omaha under the Wesleyan Advantage Program. In connection with this program, the University leases office space in Omaha for its Omaha campus. The amended lease term commenced October 1, 2008 and ends October 31, 2014. Total minimum rentals over the lease term are \$590,000 plus allocable taxes, insurance and common area maintenance charges, less an allowance of \$35,000 for tenant finish costs.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 12
OBLIGATION UNDER LONG-TERM LEASE – CONTINUED

Minimum rentals (excluding taxes, insurance and common area maintenance charges) are as follows:

		<u>(Thousands)</u>
Year ended:	May 31, 2011	\$ 94
	May 31, 2012	97
	May 31, 2013	100
	May 31, 2014	103
	May 31, 2015	<u>43</u>
	<u>Total minimum rentals</u>	<u>\$ 437</u>

During the year ended May 31, 2010, the University incurred rents under this lease totaling \$141,000 which consisted of minimum rentals of \$92,000, charges for allocable taxes, insurance and common area maintenance of \$55,000, and a reduction for unused tenant finish allowance of \$6,000.

During the year ended May 31, 2009, the University incurred rents under this lease and the previous lease totaling \$127,000 which consisted of minimum rentals of \$86,000, charges for allocable taxes, insurance and common area maintenance of \$47,000, and a reduction for unused tenant finish allowance of \$6,000.

NOTE 13
COMMITMENTS AND CONTINGENCIES

The University entered into a commercial line of credit agreement with Union Bank and Trust Company to provide an additional source of liquidity. The agreement has a credit limit of \$5,000,000 and expires on April 21, 2011. No funds had been borrowed under this agreement as of May 31, 2010.

The University has an asset retirement obligation related to asbestos remediation in accordance with state regulations. A liability has not been recognized in the accompanying financial statements because the range of time over which the University may settle the obligation is unknown and cannot be reasonably estimated. The University will recognize a liability when sufficient information is available to reasonably estimate fair value.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 14
FINANCIAL INSTRUMENTS

The following methods and assumptions were used to estimate the fair value of each class of financial instruments for which it is practicable to estimate that value:

Cash and cash equivalents – The carrying amount reported in the statement of financial position approximates fair value because of the short maturity of these instruments.

Perkins student notes receivable – It was not practicable to estimate the fair value of Perkins student loans because there is no active market for such accounts. It is not feasible to calculate the present value of future cash flows because of the number of accounts and varying payment terms.

Pledges receivable – The carrying amount reported in the statement of financial position approximates fair value because it is based on the discounted value of estimated future cash flows.

Investments in cash and marketable securities (Note 4) – Fair values are based on quoted market prices.

Charitable life insurance policies – Fair values are estimated based on cash surrender values of the policies.

Assets held by bond trustee – Fair values are based on quoted market prices of investments held in the trust accounts.

Assets held in charitable remainder trusts – Fair values are based on quoted market prices of the trust investments. The carrying value of cash equivalents within the trusts approximates fair value due to the short maturity of these instruments.

Beneficial interests in charitable trusts – Fair values are estimated based on quoted market prices of underlying investments less the estimated present value of obligations due to other beneficiaries (see Note 1).

Long-term debt – It was not practicable to estimate the fair value of the University's bond obligations because the bonds are not regularly traded.

Liabilities under charitable gift annuities and charitable remainder trusts – Fair values are estimated using estimated present values of future cash flows (see Note 1).

Funds held and managed for others – It was not practicable to estimate the fair value of funds held for others because the timing and terms of settlement cannot be predicted.

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 14
FINANCIAL INSTRUMENTS – CONTINUED

The estimated fair values of the University's financial instruments are as follows:

	(In Thousands)	
	Carrying Amount	Estimated Fair Value
Cash and cash equivalents	\$ 5,349	\$ 5,349
Perkins student notes (not practicable to estimate fair value)	2,335	-
Pledges receivable	1,837	1,837
Investments in cash and marketable securities	39,853	39,853
Investment in charitable life insurance policies	1,307	1,307
Assets held by bond trustee	1,593	1,593
Assets held in charitable remainder trusts	384	384
Beneficial interests in charitable trusts	5,449	5,449
Long-term debt (not practicable to estimate fair value)	17,498	-
Liabilities under charitable gift annuities and charitable remainder trusts	1,863	1,863
Funds held and managed for others (not practicable to estimate fair value)	2,750	-

NOTE 15
FAIR VALUE MEASUREMENTS

As more fully disclosed in Note 1, the University reports certain assets in the statement of financial position at fair value on a recurring basis. Various sources of information are used to estimate fair value, depending on the nature of the asset and the availability of market information. Sources of information (inputs) for estimated fair value are classified in three categories:

Level 1 inputs – Quoted prices in active markets for identical assets.

Level 2 inputs – Significant other observable inputs (cash surrender values of life insurance policies).

Level 3 inputs – Significant unobservable inputs (present values of expected future distributions).

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 15
FAIR VALUE MEASUREMENTS – CONTINUED

Fair values of assets measured on a recurring basis were as follows as of May 31, 2010 and 2009:

	2010 (In Thousands)			
	Fair Value	Inputs Used		
		Level 1	Level 2	Level 3
Investments (see Note 4):				
Fixed income investments	\$ 13,798	\$ 13,798	\$ -	-
Equity investments	23,630	23,630	-	-
Investment in charitable life insurance policies	1,307	-	1,307	-
Assets held by bond trustee	1,593	1,593	-	-
Assets held in charitable remainder trusts	384	384	-	-
Beneficial interests in charitable trusts	5,449	-	-	5,449
<u>Total</u>	<u>\$ 46,161</u>	<u>\$ 39,405</u>	<u>\$ 1,307</u>	<u>\$ 5,449</u>
	2009 (In Thousands)			
	Fair Value	Inputs Used		
		Level 1	Level 2	Level 3
Investments (see Note 4):				
Fixed income investments	\$ 12,826	\$ 12,826	\$ -	-
Equity investments	20,033	20,033	-	-
Investment in charitable life insurance policies	1,524	-	1,524	-
Assets held by bond trustee	1,613	1,613	-	-
Assets held and beneficial interests in charitable trusts	4,970	-	-	4,970
<u>Total</u>	<u>\$ 40,966</u>	<u>\$ 34,472</u>	<u>\$ 1,524</u>	<u>\$ 4,970</u>

NEBRASKA WESLEYAN UNIVERSITY
NOTES TO FINANCIAL STATEMENTS – Continued

NOTE 15
FAIR VALUE MEASUREMENTS – CONTINUED

The following is an analysis of changes in fair value of assets measured using Level 3 inputs during the year ended May 31, 2010 and 2009:

	(In Thousands)	
	2010	2009
Balance, beginning of year	\$ 4,970	\$ 6,552
Total gains and losses (realized and unrealized)	903	(1,544)
Purchases and settlements	-	(38)
Transfers out of Level 3	(424)	-
<u>Balance, end of year</u>	<u>\$ 5,449</u>	<u>\$ 4,970</u>
 Gains and losses attributable to assets still held at the end of the year	 <u>\$ 902</u>	 <u>\$ (1,539)</u>

All of the realized and unrealized losses were included in the line entitled "Net change in value of beneficial interest in charitable remainder trusts, perpetual trusts and assets subject to a life estate" under "Other changes in net assets" in the statement of activities.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.1 The curriculum incorporates established professional standards, guidelines, and competencies, and has clearly articulated student learning and progress outcomes.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Nursing program curriculum	Curriculum congruent with professional standards and competencies	Bb Faculty Site Professional organizations standards/ guidelines	Nursing Program Director and faculty	Annually for professional standards or with new position statements	<i>The Essentials of Baccalaureate Education for Professional Nursing Practice</i> (AACN, 2008). IOM core competencies	Nursing program outcomes revised 2/10 to be congruent with: <i>The Essentials of Baccalaureate Education for Professional Nursing Practice</i> (AACN, 2008) and applicable IOM core competencies	Develop review of curriculum to ensure congruence with <i>The Essentials of Baccalaureate Education for Professional Nursing Practice</i> (AACN, 2008) and IOM core competencies
Student learning	Mean rating on the exit survey for graduates and for the alumni regarding degree of preparation by the program to meet AACN competencies ≥ 5 on a Likert scale of 1-7	Student and alumni surveys	Nursing Program Director and faculty	Every year for exit survey Every other for alumni	Survey of students exiting BSN completion program. Survey RN-BSN alumni.	Students rated their learning of RN-BSN program outcomes: 2010 mean rating of 6.37. 2009 mean rating 4.44 (1-7 scale)	Maintenance or revision of curriculum based upon findings from evaluation surveys and upon standards for student learning.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.2 The curriculum is developed by the faculty and regularly reviewed for rigor and currency.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Currency and rigor	100% of courses reviewed by faculty <i>after each offering</i> in relation to the following: a) Currency of textbooks and assignments b) Student course evaluations c) Feedback from students & preceptors. 100% of courses reviewed by faculty <i>annually</i> in relation to the currency in the following areas: a) Evidence based practice for the content area b) Issues & changes in society, health, & community c) rigor appropriate	End of course reports; syllabi revisions.	Nursing program faculty	At conclusion of each course offering and annually.	Analysis of: Student course evaluations; Course Syllabi; Feedback from students and preceptors; Evidence-based practice in the content area; NLNAC Standards; AACN Essentials for Baccalaureate Education; Reports from faculty after attendance at conferences Comparison with issues/changes in society, health, and community	100% of faculty reviewed their courses either at conclusion of each course offering, or on an annual basis, for currency & rigor.	Maintain continued surveillance of the curriculum using current evidence, results of standardized exams, and student evaluations. Revision of courses to provide currency and rigor when surveillance indicates it is necessary to do so.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.3 The student learning outcomes are used to organize the curriculum, guide the delivery of instruction, direct learning activities, and evaluate student progress.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Student learning outcomes	Connection between the outcomes with the curriculum and evaluation of student progress is clearly indicated.	Table 4.3	Nursing program faculty	Currently ongoing	Tables aligning course program outcomes; course objectives; learning activities; and student evaluation to assess preparation of students to achieve the new program outcomes.	Review indicated that NU231 & NU240 needed to be revised. Course proposals have been submitted to UC-CAPC for approval.	Develop review of course curriculum with the new program outcomes and revise as appropriate to meet outcomes.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.4 The curriculum includes cultural, ethnic, and socially diverse concepts and may also include experiences from regional, national, or global perspectives.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Cultural competency	Mean rating on the exit survey regarding program has prepared them to meet the outcome of provide culturally competent care to individuals, families, and communities	RN-BSN Exit Survey results. TSET results.	Nursing Program Director for survey results.	Annually	Graduate exit survey and Transcultural Self Efficacy Test (TSET)	2010 RN-BSN graduate exit survey: "How well does the RN-BSN program prepare graduates to provide culturally competent care to individuals, families, and communities?" Mean rating 6.73 on a scale of 1-7. 2009 RN-BSN graduate exit survey: "To what degree did the Nursing Program teach you to: Provide culturally competent care?" Mean rating of 6.0 on 1-7 scale. TSET results	Maintain cultural competency focus with diversity concept as strand.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.5 Evaluation methodologies are varied, reflect established professional and practice competencies, and measure the achievement of student learning and program outcomes.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Evaluation tools and methods	Evaluation methodologies measure the achievement of student learning and program outcomes	Student files Faculty records Faculty Bb site	Nursing program director & faculty	Annual	Oral & Written Rubrics. Standardized Exams (content mastery exams). Program outcome evaluation methods (surveys of graduates, alumni and employers).	Standardized content exams - 2010: ATI Community Health-Lincoln: 70.1 & Omaha: 71.5 . ATI Leadership-Lincoln: 72.4 & Omaha: 62.5. [See Figure 1 for content mastery] 2009: Mean rating by students for achievement of Program Outcomes individually ≥ 6 on a 1-7 scale. Rubric data on Bb.	Analyze evaluation results, aggregate & trend data – use for decision making.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.6 The curriculum and instructional processes reflect educational theory, interdisciplinary collaboration, research, and best practice standards while allowing for innovation, flexibility, and technological advances.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Curriculum & instructional processes	The educational process is based on educational theory, and incorporates interdisciplinary collaboration & research reflective of best practices. Instructional methods are innovative, and flexible.	Table 4.3	Nursing Program Director & faculty	Annual	Matrix demonstrating use of educational theory, with interdisciplinary collaboration & research, best practices interwoven into curriculum. Student evaluation of instruction. Advisory Board member input. Faculty reflection and discussion.	Table 4.3 Advisory Board meeting minutes	Maintain monitoring of course objectives & coursework to ensure based on educational theory & continue to reflect collaboration & utilization of research. Student learning outcomes are used to organize the curriculum, guide the delivery of instruction, direct learning activities, & evaluate student progress.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.7 Program length is congruent with the attainment of identified outcomes and consistent with the policies of the governing organization, state and national standards, and best practices.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Graduation rates	Students can achieve objectives in the established credit hours and length of the program: a) 50% of students complete the program within 150% of the established length of study	Registrar graduation records	Registrar. Nursing Program Director. Nursing Faculty.	With each graduating class	Analyze graduation rates with enrollment. Comparison for best practices.	Since Fall of 2005 entry: 44% have completed the program within 24 months; 54% finished within 36 months (Table 6.5). The average for students is \approx 32 months. Comparison with privately funded schools in the best practices article by Suzanne Martin indicates an average of what the schools advertise in materials for the schools is about 16 months. The programs average \approx 34 credit hours.	Maintain rapport with students to determine if/or how program can facilitate students' completion in a timely manner.

STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.8 Practice learning environments are appropriate for student learning and support the achievement of student learning and program outcomes; current written agreements specify expectations for all parties and ensure the protection of students.

4.8.1 Student clinical experiences are evidence based and reflect contemporary practice.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Practice learning environments	Clinical experiences are appropriate to the students' achievement of learning outcomes.	Clinical experiences of students. Contracts with agencies.	Nursing program faculty.	Twice a year.	Evaluation of clinical experiences.	Clinical learning experiences data: Students anecdotally reported positive experiences with NURS 240 practica, such as "on the job training", watching a productive organization function", experiencing the actual role of DON". NURS 245: "invaluable to learn about all the community resources" and "watching the transition in my home visit client was positive learning	Maintain relationships with current sites & pursue new opportunities for student learning opportunities. Assess appropriateness of student experiences. Develop an evaluation tool to measure effectiveness of clinical experiences in achieving outcomes.

						<p>experience". NURS250: "Program planning aspects and difficulties were very instructional. This was a real world experience in trying to implement an intervention for an aggregate that incorporated all of the real world difficulties involved."</p>	
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STANDARD 4: CURRICULUM

The curriculum prepares students to achieve the outcomes of the nursing education unit, including safe practice in contemporary health care environments.

4.9 Learning activities, instructional materials, and evaluation methods are appropriate for the delivery format and consistent with student learning outcomes.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Online education components consistent with student learning outcomes.	Consistency in accomplishment of student outcomes between traditional classroom and online education components.	Survey of students' achievement of student learning outcomes.	Faculty	Ongoing with each course offering.	Course evaluations.	Course evaluations for the most recent offering of NU205 showed that .66% of the 12 students in the class "strongly agreed", and 33% "agreed", that "Offering the course on Blackboard provided adequate learning of the content".	Maintain with each course offering (face to face, Blackboard, or hybrid) that students can accomplish student learning outcomes as well as in face-to-face course.

STANDARD 6: OUTCOMES

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education unit have been achieved.

6.1. Program assessment is ongoing and findings demonstrate the achievement of the student learning and program outcomes of the nursing education unit and NLNAC standards.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Systematic Plan of Evaluation (SPE)	The systematic plan for program evaluation contains all of the required elements for all NLNAC criteria.	SPE	Nursing program faculty.	Ongoing notes to plan and annual complete update in May.	Review of NLNAC standards & criteria with SPE	The SPE is current with 2008 standards from NLNAC.	Development of calendar plan for surveillance of professional standards and criteria, collection, analysis, and tracking of data (Appendix K)

STANDARD 6: OUTCOMES

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education unit have been achieved.

6.2 Aggregated evaluation findings inform program decision making and are used to maintain or improve student learning outcomes.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Aggregated findings inform decision making	Evaluation findings will be used for decision making.	Faculty meeting minutes. End-of-course reports.	Nursing program faculty	Every semester – January and May retreat days.	Decision making based on results from Data collection tools such as surveys, learning activities grades, course evaluations, faculty evaluations, clinical evaluations and standardized exams.	Data has been collected from a variety of sources for assessment of learning and program outcomes. Surveys have not been done regularly enough to develop trends for decision making. Survey response rates also limiting. Faculty members make modifications to courses based upon the results of their end of course review & report (see end of course reports). NU201/501 is good example.	Maintain data collection tools to enable aggregating and trending of data longitudinally to inform decisions on maintaining, developing, and revising the program to achieve student learning outcomes. Develop consistent forms of data collection to enable aggregating findings and spotting trends that will facilitate decision making. Revise program components as needed based on aggregated findings.

STANDARD 6: OUTCOMES

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education unit have been achieved.

6.3 Evaluation findings are shared with communities of interest.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Evaluation findings shared with communities of interest -Nebraska Wesleyan University & University College Administration	Annual assessment of nursing program provided to the Assistant Dean for Institutional Effectiveness at Nebraska Wesleyan University in October.	Annual assessment report provided to Assistant Dean for Institutional Effectiveness at Nebraska Wesleyan University	Nursing Program Director, Nursing program faculty	Annual	Report	Annual assessment report submitted to Assistant Dean for Institutional Effectiveness at NWU 2007-08; 2008-09	Maintain providing annual report to provost and University College Dean. Develop an end of semester newsletter for students, practicum agencies, and advisory board members sharing evaluation findings, recent certifications of faculty and students, and other to share evaluation findings and accomplishments.
-Faculty	Faculty organization meets weekly during academic year.	Faculty meeting minutes.	Nursing Program Director. Secretary for faculty organization.	Ongoing	Faculty meeting minutes document the sharing of evaluation	Faculty discussed course evaluation findings and the resulting suggestions	Maintain the weekly faculty meetings and develop calendar for sharing of

					findings.	faculty had for course modifications or revisions in the 5/17/10 meeting.	evaluation findings and record any decisions that result from findings.
Clinical Sites	Annual meeting with clinical site representatives.	Anecdotal	Nursing Program Director. NU245/250 instructor.	Annually – May	Meet to evaluate best methods to conduct student clinical.	Annual meeting with Executive Director of Clinic with a Heart May 17 th . Met with St Elizabeth	Maintain regular contact/meetings – move to twice yearly meetings.
Advisory Boards	Annual meeting of both Lincoln and Omaha Advisory Boards.	Meeting minutes.	Nursing Staff Assistant Lincoln. Director of Advantage Program –Omaha	Annually.	Reports to Advisory Board by Nursing Program Director. Solicitation of feedback from Advisory Board members.	Met July 16 th in Lincoln and July 21 st in Omaha.	Develop calendar for regular meetings.
-Accrediting Agencies -NLNAC	Accreditation SSR & Site Visit	Accreditation	Nursing Program Director	Every 8 years	NLNAC reports on accreditation visits.	2002 visit resulted in accreditation. Next visit fall 2010.	2010: Accreditation Self Study Report and Site Visit

STANDARD 6: OUTCOMES

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education unit have been achieved.

6.4 Graduates demonstrate achievement of competencies appropriate to role preparation.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Competencies	85% of graduates, alumni, and employers perceive that students who graduate from program have achieved the competencies (≥ 5 on 1-7 scale) of the BSN role.	Survey results (exiting graduates, alumni, employers)	Nursing program faculty	Every semester for graduates, 1 & 5 years for alumni, every third year for employers	Surveys of graduates, alumni, and employers	Student assessment of accomplishment of program outcomes - Table 6.3. Employer survey results - Table 6.6	Develop standard survey (with consistent rating scale) to collect data from exiting graduates and alumni on their assessment of their accomplishment of program outcomes. Develop standard survey (with consistent rating scale) to collect data from employers of graduates of the program on their assessment their employees accomplishment of program outcomes.

STANDARD 6: OUTCOMES

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education unit have been achieved.

6.5 The program demonstrates evidence of achievement in meeting the following program outcomes:

- Performance on licensure exam
- Program completion
- Program satisfaction
- Job placement

6.5.1 The licensure exam pass rate will be at or above the national mean.

6.5.2 Expected levels of achievement for program completion are determined by the faculty and reflect program demographics, academic progression, and program history.

6.5.3 Program satisfaction measures (qualitative and quantitative) address graduates and their employers.

6.5.4 Job placement rates are addressed through quantified measures that reflect program demographics and history.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Licensure exam rate	Not relevant measure as students who enter nursing program must have passed NCLEX and have unencumbered license.	Student files.	Nursing Staff Assistant	With each enrollment	License verification	100% of enrollees in the RN-BSN completion program have passed the NCLEX exam and have an unencumbered license.	Maintain the policy of not allowing enrollment until have verification of licensure and unencumbered license status.
Program completion	≥50% of students complete the program within 36 months.	Registrar records Table 6.4	Registrar	Annually	Review record of graduates and assess time to completion	For students who have enrolled and graduated since the fall of 2005, the average time to complete the program has been 32.24 months.	Maintain the policy of allowing students to complete the program at their discernment.

<p>Program satisfaction graduates and employers</p>	<p>Program satisfaction surveys of graduates and employers will rate satisfaction with program ≥ 5 (scale of 1-7) and 85% will provide qualitative data expressing satisfaction.</p>	<p>Surveys – graduates, Employers. Table 6.4</p>	<p>Nursing program faculty</p>	<p>Every semester for graduates, every 3rd year for employers</p>	<p>Surveys</p>	<p>Graduates have reported mean satisfaction levels 2010: 3.29 (scale 1-4). 2009: 4.29 (scale 1-7) Employers 2010: Mean of 3.0 on a scale of 1-4.</p>	<p>Develop standardized survey for graduates and another for employers with consistent rating scales. Collect both qualitative and quantitative data.</p>
<p>Job placement</p>	<p>Students are employed in nursing jobs.</p> <p>Some graduates are able to change roles after attaining BSN.</p>	<p>Demographics in survey instruments. Tables 6.7& 6.8</p>	<p>Nursing Program Director Faculty.</p>	<p>With every graduating class and alumni survey.</p>	<p>On exit and alumni survey</p>	<p>Students are employed before and during their student experience, and data has not been collected on changes that may occur in their employment after attaining the BSN degree. 2010 not collected. 2009: 0 hrs=4% 1-10hrs=4% 21-30hrs=8% 31-40hrs=68% >40hrs=16%</p> <p>Student employment in nursing - 2010: Data not collected on employment</p>	<p>Develop plan to collect data to determine if RN-BSN graduates have a change in role after attaining the BSN degree.</p>

						plans after graduation or rate of employment during enrollment. 2009: "Work setting after graduation": 76% hospital; 8% community health or home health; 8% outpatient or clinic; 8% other work setting in health care.	
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STANDARD 6: OUTCOMES

Evaluation of student learning demonstrates that graduates have achieved identified competencies consistent with the institutional mission and professional standards and that the outcomes of the nursing education unit have been achieved.

6.6 The systematic plan for evaluation encompasses students enrolled in distance education and includes evidence that student learning and program outcomes are comparable for all students.

PLAN						IMPLEMENTATION	
Component of Evaluation	Expected Level of Achievement	Documentation	Responsible Party	Frequency of Assessment	Assessment Methods	Results of Data Collected and Analysis	Actions for program development, maintenance, or revision
Blackboard educational components	All learners will attain the outcomes regardless of the mode or method of delivery of content.	Surveys, course evaluations.	Nursing program faculty	Ongoing	Survey, course evaluation, end-of-course review & report	This data has not been collected.	Develop survey and course evaluation questions to determine if expectations are being met for Blackboard educational components.



News Release ^{April}

For More Information Contact:

Donald W. Kohler

Vice-President of Marketing & Public Relations

2700 College Rd. Box 4-C

Council Bluffs, IA 51502

(712) 325-3262 or 1-800-432-5852, ext. 3262

2011-054

FOR IMMEDIATE RELEASE

February 17, 2011

IWCC TO UNVEIL NEW NURSING CENTER

COUNCIL BLUFFS, IOWA - State and local officials will be on hand Monday, February 21, as Iowa Western Community College ushers in a new era in nursing education. The college's new Center for Advanced Nursing and Allied Health Education will be dedicated during a 4 p.m. ceremony at the campus in Council Bluffs.

The nursing center project, which totals \$5 million in construction and equipment costs, will offer students state-of-the-art simulator labs and other amenities to enrich their health care education, said Dr. Dan Kinney, president of Iowa Western. "The new nursing facility is going to enable the college to greatly increase the number of nursing graduates at Iowa Western," Dr. Kinney said. "With the technology involved in this project, Iowa Western will be one of the premier nursing education facilities in the country."

The new center will feature:

- 27,850 square feet of renovations
- 4,180 of new space added to Ashley Hall
- 4 surgery tech classrooms
- 10 simulator classrooms
- 1 resource/media library
- 3 debriefing rooms
- 1 EMT Training Room
- 1 Medical Assisting lab

Funds for the project were made possible by a \$1.1 million grant from the Iowa West Foundation, a United States Department of Health and Human Services Grant Award of \$718,740, the State of Iowa's ACE-PIAP Program award of \$366,667, and the balance of the proceeds coming from the December 2007 bond issue proceeds.

Iowa Western Community College, Council Bluffs, IA



Clarinda Campus, Clarinda, IA



Cass County Center, Atlantic, IA



Page/Fremont County Center, Shenandoah, IA



Shelby County Center, Harlan, Iowa



Apr 12



Office of the President
Council Bluffs Campus
2700 College Road, Box 4-C
Council Bluffs, IA 51502-3004
(712) 325-3200 • 1-800-432-5852

Nebraska Wesleyan
Dr. Jack Siemsen, Dean of University College
5000 Saint Paul Ave.
Lincoln, NE 68504

Dear Jack Siemsen:

This letter is written in support of the application for registration in the State of Iowa by Nebraska Wesleyan University. The plan is to offer the RN-BSN nursing program on our main campus in Council Bluffs and at our satellite locations in Clarinda, Atlantic, Harlan and Shenandoah will meet a critical need.

There is a critical shortage of nurses in this region of the State of Iowa and this educational opportunity is needed for students completing their RN-ADN degrees from Iowa Western Community College to continue their education and earn a bachelor degree. This important credential will not only benefit the place bound students in this region, but also provide the region's health care providers with health professionals with a higher level of education. There is no other institution of higher education currently providing this degree in this region.

It is also planned that the BSN to MSN nursing program will be offered on the main Iowa Western Campus in Council Bluffs. This degree is important to provide an advanced degree to nursing professionals and creating a pool of potential faculty that Iowa Western can draw from to hire faculty.

Thank you for partnering with Iowa Western Community College on this important initiative.

Sincerely,

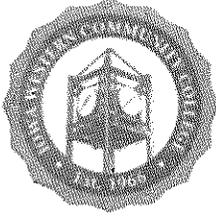
Dan Kinney, Ph.D.
President

Cass County Center
705 Walnut Street
Atlantic, IA 50022
(712) 243-5527

Clarinda Campus
923 East Washington
Clarinda, IA 51632
(712) 542-5117

Page/Fremont County Center
1001 West Sheridan Avenue
Shenandoah, IA 51601
(712) 246-1499

Shelby County Center
2712 12th Street
Harlan, IA 51537
(712) 755-3568



Office of the President
Council Bluffs Campus
2700 College Road, Box 4-C
Council Bluffs, IA 51502-3004
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April 8, 2011

Andrea Simms MS, RN
Director of Wesleyan Advantage, Omaha Office
Nebraska Wesleyan University
11815 M St.
Omaha, NE 68137

Dear Ms. Simms:

Iowa Western Community College welcomes the opportunity to partner with Nebraska Wesleyan University in order to provide Iowa Western's nursing students the accessibility of a RSN program which will be taught onsite at both our Council Bluffs and Clarinda campuses. Nebraska Wesleyan will provide a face to face RN to BSN program to students wishing to continue their education after receiving their ADN degree from IWCC.

Again, we look forward to working together to serve our healthcare community.

Sincerely,

A handwritten signature in cursive script that reads "Dan Kinney".

Dr. Dan Kinney
President

Cass County Center
805 Walnut Street
Adams, IA 50022
(712) 243-5587

Clarinda Campus
523 East Washington
Clarinda, IA 51632
(712) 542-5117

Page/Fremont County Center
1001 West Sheridan Avenue
Shenandoah, IA 51601
(712) 246-1499

Shelby County Center
2712 12th Street
Haran, IA 51537
(712) 755-3568



June 23, 2011

Dr. J. Carolyn Small
Postsecondary Registration Administrator
Iowa College Student Aid Commission
200 10 Street, 4th Floor
Des Moines, IA 50309-3609

Dear Dr. Small:

On behalf of Nebraska Wesleyan University, I am writing to request approval to offer our Bachelor of Science in Nursing Program (an RN-BSN completion program) and our Master of Science in Nursing Program on the Iowa Western Community College campuses in Council Bluffs and Clarinda. We wish to extend selected course offerings to Iowa Western's Cass County Center, Page/Fremont County Center, and Shelby County Center.

Nebraska Wesleyan has offered an RN-BSN completion program on our Lincoln campus since 1982 and our MSN since 2000. In 2004, we began offering both programs at a new instructional location in Omaha that serves students from the Omaha regional area, including western and southwestern Iowa. Over the past five years, we have averaged 45 graduates per year in the RN-BSN program and 24 in the MSN program (Lincoln and Omaha combined).

In the past two years, representatives from Nebraska Wesleyan and Iowa Western have explored the feasibility of offering our programs at Iowa Western's instructional sites. Graduates of Iowa Western's Associate Degree in Nursing Program will have the opportunity to pursue first their BSN and then their MSN at convenient locations and through an established, accredited, and highly respected nursing program. Other institutions offer such programs within the state of Iowa, but residents of southwestern Iowa must travel significant distances to receive personalized, classroom instruction.

Nebraska Wesleyan University is committed to the successful delivery of our RN-BSN and MSN programs in Iowa. In the extremely unlikely event that this program would close before students completed their courses of study, we commit to providing alternative teach-out options so all enrolled students can complete their programs.

We understand that we must successfully complete the registration process with Iowa College Student Aid Commission and seek approval for these instructional locations from the Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools, before we implement these programs. I ask you to give our application serious consideration as we move to meet the needs of the healthcare communities in southwestern Iowa.

Yours truly,



Frederik Ohles
President

**NEBRASKA WESLEYAN UNIVERSITY
KEY CONTACTS FOR GRIEVANCES**

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Dean of Students

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**Curriculum and Academic Policy Committee
Chair:**

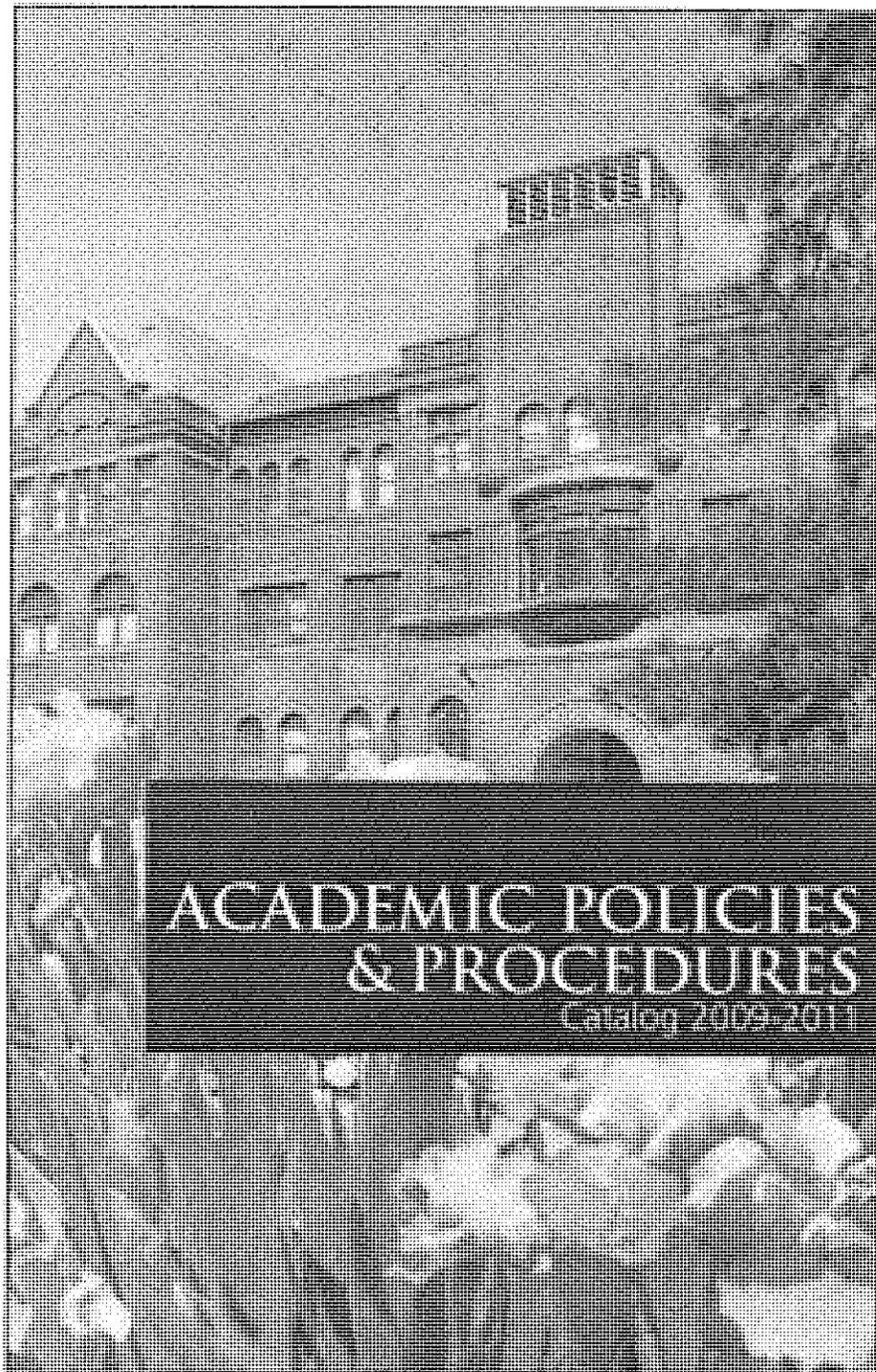
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Dean of University College

Jack Siemsen, Ph.D.
Dean, University College
108 Burt Hall
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Director of the Department of Nursing

Dr. Rita McGuire, Director
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ACADEMIC POLICIES & PROCEDURES

Catalog 2009-2011

ACADEMIC POLICIES AND PROCEDURES

Enrollment

Enrollment in the College of Liberal Arts and Sciences

Registration

New Student Registration

First year students for the fall semester typically participate in one of four summer registration sessions: three are held in June and a fourth session is scheduled immediately before the beginning of the fall semester. During the registration session, students become familiar with college environment, meet faculty and other students, plan their first semester course work with a specially trained summer advisor, and register.

Fall transfer students may register throughout the summer or immediately before classes begin in the fall. International students participate in a session immediately preceding the fall semester.

New students entering in the spring semester register in January.

Current Student Pre-Registration

At a designated time late in each semester, current, degree-seeking students register for the subsequent semester. Students are notified of the appropriate days and procedures.

General Registration

Registration for current students who have not pre-registered, special students, and readmitted students begins immediately following the pre-registration period for current, degree-seeking students, and continues through the first full week of classes. After the registration period has closed, students may register only with special permission from the Executive Committee. A fee may be assessed for late registration.

Change of Registration

(Dropping and Adding Individual Courses)

Any changes in course registration require approval from the student's advisor and each course instructor. After the first full week of class, no course(s) may be added to a student's schedule without special permission from the Executive Committee.

Course(s) may be deleted from a student's schedule before the drop deadline (first week of classes for part-time students; second week of classes for full-time students) (See the "Withdrawal from all courses policy if deleting all courses.") A student who wishes to delete a course(s) from his or her schedule after the appropriate drop deadline may withdraw from the course. (See the "Withdrawal from a Course" policy.)

Validation of Registration

Each student is required to confirm his or her registration, provide directory information* and assume responsibility for the payment of tuition and fees by the end of the first week of classes. Prior to validation, students must clear all prior balances at the Business Office, clear any fines, and/or return overdue books at the library, and have complete immunization records at Student Health. (*See "Privacy of Educational Record" on page 38.)

Payment Policy

Students pay or make arrangements for payment of tuition, fees, room, and board by the end of the first week of each semester. (See "Payment Policy" on page 23.)

Cancellation of Registration

A student's registration is canceled after the first week of classes if the student has not validated. A student may be administratively withdrawn from his or her classes after the first week of the semester if arrangements for payment have not been completed. When a student is administratively withdrawn, he or she will be charged 10% of the tuition and fees applying to his or her registration.

Once a student's registration has been canceled or a student has been administratively withdrawn, he or she must appeal to the Dean to re-register for that semester.

Withdrawal Policy

Withdrawal from a Course

A student who withdraws from a course after the drop deadline but before the end of the tenth week of the semester receives a "W" (Withdrawal). A Withdrawal is not computed in the grade point average. After the tenth week of a course, a student may not withdraw and a grade is recorded. If extenuating circumstances dictate withdrawal from a class after the tenth week, a student may petition the Executive Committee for consideration of a late withdrawal.

Withdrawal from all Courses

A student who discontinues his or her enrollment at Nebraska Wesleyan after the first week but before the end of the tenth week of the semester must file a Withdrawal from All Courses request in the Registrar's Office to avoid receiving "F" grades in all courses. After the tenth week of the semester, a student may not withdraw and grades are recorded. If extenuating circumstances dictate the necessity to discontinue enrollment after the tenth week of the semester, the student may petition the Executive Committee for consideration of a late withdrawal. Contact the Academic Affairs Office for additional information. (See "Refund Policy" on page 23 and "Title IV Refund Calculation Policy" on page 24.)

Course Load

An undergraduate student must carry a minimum of 12 credit hours to be considered full time. (Definitions of "full-time status" may differ as they relate to eligibility for participation in intercollegiate athletics. For additional information, contact the Athletic Office.) A course load of 18 hours is the maximum allowed under the regular undergraduate tuition rate. A schedule in excess of 18 hours must be approved by the student's advisor. (See "Degree Requirements" on page 42.)

A normal full-time undergraduate course load consists of 15 to 16 credit hours per semester. To complete the minimum number of credit hours required for graduation within four academic years, students will average 16 hours per semester. Students who plan to work while in college should manage their schedules accordingly.

Enrollment in University College (UC)

Registration (UC)

University College students will be notified of dates and procedures for registering for courses. Once a student registers for a course, it is the student's responsibility to cancel if he or she needs to drop the course.

Payment Policy (UC)

University College students pay or make arrangements for payment of tuition and fees at the beginning of each class. (See "Payment Policy for University College" on page 27).

Withdrawal Policy (UC)

A student who withdraws from a course after the drop deadline but before the withdrawal deadline receives a "W" (Withdrawal). A Withdrawal is not computed in the grade point average. After the withdrawal deadline, a student may not withdraw and a grade is recorded. If extenuating circumstances dictate withdrawal from a class after the withdrawal deadline, a student may petition for consideration of a late withdrawal.

A graduate student wishing to withdraw from his or her master's program must declare in writing his or her intentions to withdraw from the program. This request will provide the student an inactive status for one academic year. Within the year the student may reactivate his or her participation in the program by notifying the program director and re-registering for courses. After one year, the student is terminated from the program unless he or she has applied for and been granted an extension of his or her inactive status. Any terminated student who wishes to re-enter a program must re-apply for admission, send a new application and follow all other required application procedures in place at the time of reapplication.

Course Load (UC)

An undergraduate student carrying 12 or more hours during a semester is considered full-time. An undergraduate student must carry 9 credit hours per semester to be considered full-time.

Class Attendance

Regular class attendance is expected of all students. Specific requirements vary. Each instructor provides a written statement of his or her attendance policy to each class during the first week of the term. A copy of the statement is also available for examination in the Academic Affairs Office.

Students who are unable to attend the first meeting of a class or laboratory for which they are registered should notify the instructor or department chair prior to the first meeting of the class or laboratory. If a notification of the student's intent is not received, the instructor, at his or her discretion, may cancel the student's registration. Students who do not plan to attend a course or laboratory for which they are registered must officially drop the course before the drop deadline.

Students who plan to discontinue a course after the drop deadline must officially withdraw from the course before the withdrawal deadline. (See "Withdrawal Policy".)

Note that if a student who has been awarded a federal loan and/or grant does not officially withdraw and fails to earn a passing grade in at least one course over an entire semester, the institution must assume, for Title IV purposes, that the student has unofficially withdrawn, unless the institution can document that the student completed the semester. Federal regulations require a Title IV refund calculation must be processed by the Director of Scholarships and Financial Aid (see description of calculations on page 24).

In the College of Liberal Arts and Sciences, faculty members keep attendance records and may report absences deemed excessive to the Student Life Office whenever counseling seems desirable. Each instructor may enforce attendance policies independently, however.

Students must take responsibility for contacting faculty regarding their anticipated absences for curricular and cocurricular activities and arranging for make up work as expected. Students who anticipate absences because of curricular or cocurricular activities should make every effort to avoid their absence from classes. Guidelines regarding student absences for curricular and cocurricular activities are provided in the Student Handbook. For more information about these guidelines, contact the Academic Affairs Office or the Student Life Office.

Culmination Period

The culmination period for the College of Liberal Arts and Sciences courses is a week long interval in which no lecture examinations, tests, or quizzes are given (exceptions include laboratory practical examinations, activity examinations, final performances, makeup or repeat examinations, and self-paced examinations). The Academic Affairs Office may grant other exceptions. Commonly referred to as "Dead Week," this period begins at 8 a.m. seven days before final examinations commence, and remains in effect until the beginning of the first exam of Finals Week.

Final Examinations

A final examination period is scheduled for every College of Liberal Arts and Sciences course. The Final Examination Schedule is listed in the class schedule each semester according to the day/time of the course section. Each course must meet no fewer than 50 minutes during the period specified in the final exam schedule. Any deviation from the published Final Examination Schedule must be approved by the Academic Affairs Office. (Exception: if there are multiple sections of a course, an instructor may allow a student to meet at the final exam time of another section of the same course.)

All students, including seniors, take final examinations in each course for which they are registered unless the instructor exempts individual students from this requirement.

Summer and Winter Term Sessions

Summer

Registration for summer classes begins during the spring semester; the specific registration dates are published in the summer schedule. Payment is due on or before the first day of classes. Deadlines for add, drop, pass/fail and withdrawal are adjusted according to the length of each summer session and will be published in the summer schedule. For additional information, contact the Registrar's Office or University College Office.

Winter Term

Registration for winter term classes begins during the fall semester; the specific registration dates are published in the winter term schedule. Payment is due on or before the first day of classes. Deadlines for add, drop, pass/fail, and withdrawal are adjusted according to the length of the winter term class and will be published in the winter term schedule. For additional information, contact the Registrar's Office.

Credit

Credit in courses in the College of Liberal Arts and Sciences is computed according to the time spent each week in classroom and laboratory instruction. One credit hour normally represents one 50-minute session of laboratory instruction meeting once a week for a semester. Credit in University College courses is based on the length of time spent in class, by expected outcomes, or by a combination of the two factors.

No credit is earned for a course if a grade of "F" is received. For additional information, contact the Academic Affairs Office.

Classification of Students

Undergraduate students are classified according to the number of credit hours they have accumulated.

Classification	Hours
Freshmen	0 to 25.5 hours
Sophomores	26 to 57.5 hours
Juniors	58 to 89.5 hours
Seniors	90 hours and above

Credit Earned Outside Regular Classes

Students may earn credit for coursework outside of regular classes at Nebraska Wesleyan University. Although credit for work completed at unaccredited institutions or in nontraditional academic settings is not normally granted at Nebraska Wesleyan, students may be able to certify their accomplishments through one of the following special programs or procedures:

Advanced Credit in Math and Modern Languages

Students who come to Nebraska Wesleyan with advanced skills in mathematics or modern languages may earn advanced credit for specific prerequisite courses after successfully completing the appropriate intermediate or upper-level course.

The Registrar will record "Advanced Credit" and a grade of "PX" in the prerequisite course() after receiving written approval from the department chair. Advanced credit earned in this manner applies toward the total number of hours required for graduation. It may count toward a major, minor, supporting program, or general education requirement for any degree. Advanced credit is not computed in the student's grade point average. No fees are charged for advanced credit.

Mathematics

Advanced credit may be earned for Mathematics 105-Calculus I for students who complete Mathematics 105-Calculus II with a grade of "C" (2.00) or better. Credit may be earned for both Mathematics 105 and Mathematics 106 if the student completes Mathematics 204-Calculus III with a grade of "C" (2.00) or better. Contact the Department of Mathematics and Computer Science for additional information.

Modern Languages

Advanced credit may be earned for intermediate level and third-year courses in French, German, and Spanish for students who complete the appropriate higher-level course with a grade of "B" (3.00) or better. Contact the Department of Modern Languages for additional information.

International Baccalaureate

Students who have received an International Baccalaureate diploma with a score of 30 or higher and have no score less than four in any one of the six examination groups may be given credit up to a maximum of 32 hours.

Students who have achieved a score of five to seven in individual International Baccalaureate courses taken at the higher level may receive credit for those courses, up to a maximum of 32 hours,

Credit by Examination Advanced Placement

Students may earn college credit for satisfactory performance on the Advanced Placement tests in high school. There is no fee at Nebraska Wesleyan for credit hours earned through this option. Each request for this type of credit must be supported by results of the Advanced Placement Tests given by the College Entrance Examination Board. The norms for successful performance on a particular exam are determined by the appropriate Nebraska Wesleyan academic departments. For additional information contact the Registrar's Office,

*CLEPIDANTES**

Nebraska Wesleyan students may earn up to 16 hours of credit by successfully completing College Level Examination Program (CLEP) or Defense Activity for Non-Traditional Education Support (DANTES) tests. Although there is a charge for taking the test, there is no additional fee for credit hours earned. To receive CLEP or DANTES credit, students must score in the 50th percentile or higher; however the norms for successful performance on a particular exam are determined by the appropriate Nebraska Wesleyan academic departments. (Students taking the CLEP English Composition tests will also complete the supplementary essay.)

CLEP tests are administered regularly by the University College Office or by other regional testing centers of the College Entrance Examination Board. Students who have met requirements for these exams may receive credit at Nebraska Wesleyan by requesting the College Board to submit their scores to the Registrar. For more information contact the Registrar's Office or the University College Office.

Credit by Examination

A student who wishes to earn credit by taking an institutional course examination pays an examination application fee in advance at the Business Office and completes a formal application available from the Registrar's Office. The Registrar certifies that the applicant is a student in good standing and that the course involved is not a prerequisite for an advanced course in which the student is currently enrolled or has previously earned credit. Students may not earn credit by examination for courses numbered 195-197; 291-299; 591-599,

The chair or director of the department or program involved must approve the application and direct the administration of the examination. A student who has been enrolled in a course must wait at least six weeks following completion, failure, or withdrawal from a course before applying for credit by examination in the same course.

Satisfactory performance on an examination, signified by a grade of "PX", is the equivalent to a grade of "C" or higher for undergraduate credit or a grade of "B-" or higher for graduate credit. Students who wish to receive a grade other than "PX" for credit earned by

examination must declare this intent, including department chair or program director approval, in writing to the Registrar before taking the examination.

The Registrar will not record credit hours earned by examination until the Business Office certifies that the student has paid the fee for credit hours earned. The student must complete all procedures for claiming credit within 90 days following satisfactory performance on the test.

Courses passed by examination and listed with a grade of "PX" on the student's transcript are not computed in the student's grade point average, neither are they considered pass/fail hours. Courses passed by examination with a grade other than "PX" are computed in the student's grade point average.

*Lifelong Learning Portfolio**

Eligible Nebraska Wesleyan students may earn up to 16 hours of academic credit for informal college-level learning that has been experienced outside of the formal higher education setting and demonstrated through a portfolio. Although there is a charge for submitting a portfolio for review, there is no additional fee for credit hours earned. Please contact the University College Office for further information and details.

To be eligible students must be accepted in a degree program at Nebraska Wesleyan, be at least 25 years old, and have five years of work experience.

*Workplace and Military Training***

Nebraska Wesleyan students may earn up to 32 hours of academic credit for formal instruction they have accomplished in the military or through corporate training programs. Credit is awarded following the recommendations of the American Council on Education as published in The National Guide to Education, credit for Training Programs and The Guide to the Evaluation of Educational Experiences in the Armed Services. There is no fee at Nebraska Wesleyan for credit hours earned through this option. For additional information, contact the Registrar's Office or the University College Office.

*Credits earned through these prior learning assessment options (CLEP, DANTES, Workplace and Military Training, lifelong learning Portfolio) may not exceed 54 hours.

Proficiency Examinations for No Credit

Students may be able to take department examinations to demonstrate proficiency for a course or requirement without receiving credit. Although successful completion of a proficiency examination waives a required course or requirement, it does not reduce the total number of hours needed for graduation. Students should consult with individual department chairs to see if a proficiency examination for no credit is available.

Transfer of Credits

Credits from regionally accredited two-year institutions, with grades of "C-" or above, are evaluated on a course-by-course basis. A maximum of 64 undergraduate semester hours will be accepted for transfer from junior or vocational/technical colleges. (An additional 29 undergraduate hours are transferred for graduates of NLN accredited collegiate based nursing programs.) Undergraduate credit is accepted from all regionally accredited four-year institutions for courses with a grade of "C-" or above.

Nebraska Wesleyan students who wish to enroll in one or more courses at another institution should secure in advance the approval of the Registrar and the appropriate department chair(s) to ensure that credits are transferable. Students must, however, adhere to the appropriate residency policy. (See "Residency Requirement" on page 43.)

To ensure transferability of credits earned while studying abroad, students secure written permission from the Director of International Education and their advisors before leaving the United States. For more information and special advising on study abroad programs, contact the Director of International Education. Students transferring from other institutions will have their transcripts evaluated by the Registrar to determine which credits Nebraska Wesleyan will accept. (See "Admission of Transfer Students" on page 20.)

For a master's degree, graduate credit with a grade of "B-" or better may be transferred from other institutions, with the approval of the Registrar and the graduate program at Nebraska Wesleyan. The transferring institution must be regionally accredited.

Transfer credits count toward the total number of hours earned but are not included in GPA calculations. No undergraduate transfer credits are given for courses with a grade of "D+", "D" or "D-" or the equivalent. No graduate transfer credits are given for courses with a grade of "C+" or lower or the equivalent.

Evaluation of Academic Work

Grading System

Nebraska Wesleyan University uses the following grading system:

Excellent	A and A+	4.00 grade points
	A	3.67 grade points
	B+	3.33 grade points
Good	B	3.00 grade points
	B-	2.67 grade points
	C+	2.33 grade points
Satisfactory	C	2.00 grade points
	C-	1.67 grade points
	D+	1.33 grade points
Marginal	D	1.00 grade points
	D-	0.67 grade points
Failure	F	0.00 grade points
W	Withdrawal (before the end of the tenth week of the semester, or appropriately prorated)	
WA	Administrative Withdrawal	
P	Passed without grade (course offered on pass/fail basis)	
P*	Pass-Student designated non-traditional grade; earned "C-" or better	
F*	Fail-Student designated non-traditional grade; earned "D+" or lower	
PX	Passed by examination	
I	Incomplete	
NG	No Grade (temporary grade given in 599 courses when completion of course at end of term not appropriate)*	
AU	Audit (no credit)	

Incomplete

An "I" (Incomplete) is given for work left incomplete for reasons that the instructor and department chair or program director consider valid. Students are eligible for an incomplete grade only if they have already completed 75% of the course work. The percentage of completion is determined by the instructor. A student requests an incomplete grade from the instructor.

If the instructor and department or program approve the request, the student must fill out an Incomplete Agreement form (available from the Registrar's Office) with the instructor and department chair or program director. The work for an Incomplete must be finished within the time allotted by the instructor (maximum of one year from the date of the term in which the student is enrolled*). The instructor stipulates what the final grade will become if the work is not completed.

If the work is completed in time, the instructor determines the final grade according to the quality of the student's performance. If the work is not completed, the Registrar assigns the grade stipulated on the Incomplete Agreement form.

A Permanent Incomplete is allowed only in cases resulting from a catastrophic event in the life of a student, such as an incapacitating illness or other problems beyond the control of the student, which prevents the student from completing the work. In such cases, the student, his or her proxy, or the instructor can petition the Executive Committee (or Curriculum and Academic Policy Committee for University College students) for a Permanent Incomplete.

***No Grade**

Incompletes for graduate courses numbered 599 are handled differently from other Incompletes. At the end of the term, the instructor or Program Director will decide whether it is feasible or appropriate for the work of the 599 course to be completed by the student. When it is not feasible or appropriate for the work to be completed, a temporary Incomplete, designated as No Grade (NG), will be assigned and the instructor will determine the date when the work should be completed. If the work is completed by this assigned date, a grade will be recorded in place of the No Grade. If the work is not completed by the assigned date, an Incomplete will be recorded. The Incomplete will remain until the Incomplete Expiration Date, determined by the instructor (maximum time limit is the degree completion time limit). At the expiration date, whether or not the work has been completed, a grade will be recorded.

Pass/Fail Grading Options

Grading options for each course are published in the department's. All courses are offered according to one of the following options:

Standard. When courses are offered on a standard basis, instructors submit traditional grades. (See grad options under "Grading System.") Unless a pass/fail designation is indicated, courses follow the standard option. Students may elect to take the course pass/fail. (See "Standard Pass/Fail" under "Student Options.")

No Pass/Fail. Courses designated by No Pass/Fail (N/P/F) must be taken for a letter grade. Students enrolled will earn a traditional grade with no possibility of earning a grade of "P*."

Pass/Fail Only. Any courses designated as Pass/Fail Only (P/F Only) are automatically pass/fail for all students enrolled. Students do not request this option and instructors do not report grades other than "P" or "F." Internships are normally offered on a pass/fail only basis.

Pass/Fail Oriented. In courses designated Pass/Fail Oriented (P/F Orient) students normally receive a "P" or "F" but may request a traditional grade. (See "Pass/Fail Oriented" under "Student Options.")

Student Options

The following options are available to undergraduate students:

Standard Pass/Fail. Students who wish to take a course offered on a standard basis for pass/fail may request to do so in the Registrar's Office. To elect the pass/fail option, students submit a written request to the Registrar no later than the end of the sixth week of the semester. (Deadlines for winter term, summer and other shortened terms are prorated.) The instructor will not know that a student has elected the pass/fail option and will submit a traditional grade. Grades of "C" and above are recorded as "P*" on the student's transcript. Grades of "D+", "D", "D-" and "F" are recorded as "F*." See "Pass/Fail Regulations" below for other pertinent information.

Pass/Fail Oriented. Students who wish to take a course offered on a pass/fail oriented basis for a traditional grade submit a written request to the Registrar's Office no later than the end of the sixth week of the semester. (Deadlines for winter term, summer and other shortened terms are adjusted accordingly.) In this case, the instructor will turn in a traditional grade rather than a "P" or "F" as usual.

Pass/Fail Regulations

The following regulations are in effect:

-(grades of "P*" and "P" are not computed in the student's grade point average; grades of "F*" and "F" are computed in the average.
- Each student may use two courses with grades of "P*" toward general education requirements. This excludes courses from the "First Year Experience" category.
- Grades of "P*" may not be used to meet requirements for a major, minor or supporting program without permission from the chair of the department offering the major or minor.
- Students with freshman status may not declare a course pass/fail.
- Students with sophomore status and above may declare one course pass/fail in a term. (This limitation does not apply to courses of 1 hour credit or less or to courses designated Pass/Fail Only or Pass/fail Oriented.)

Audit

A student may register for a course on an audit basis if space is available after first obtaining permission of the instructor. A student will earn no credit for a course taken on an audit basis. The designation of "AU" requires attendance of at least 75% of the class sessions. Should the student not fulfill this obligation, the instructor will indicate so on the final grade report, and the course will not be recorded on the student's transcript. Music ensembles and certain other courses requiring participation may not be audited. The audit option is not available during Winter Term and Summer sessions.

Repeated Courses

When a student repeats a course, both grades remain on the transcript, but only the last grade (whether higher or lower) and the associated credit(s) are used to determine hours earned and the student's grade point average. Students who repeat a course and earn a grade of "F" lose any credits previously earned for that course.

See individual course descriptions for any repeat restrictions of courses. Courses are subject to change, and therefore repeating a course may not always be possible.

Calculating the Grade Point Average

The grade point average (GPA) is calculated according to the following steps:

1. Total all hours taken at Nebraska Wesleyan in courses where traditional grades are earned (A, B, C, D with + and -, S, F and F* but not W, WA, P, P*, PX, I, or AU),
2. Add all grade points, and
3. Divide the sum of grade points by the sum of hours graded.

A semester GPA is computed each semester in addition to the cumulative GPA.

Transfer credits and grade points are not computed in the Nebraska Wesleyan University GPA. Transfer credits are recorded as a unit and count toward the total number of hours earned. (See "Transfer of Credits" on page 34.)

Minimum Grade Requirements

A minimum grade point average of 2.00 is required for a bachelor's degree. A grade of "D+" or below in a subject is not acceptable for meeting major, minor or supporting program requirements. No more than 25 hours of credit earned with grades of "D+", "D" and "D-" may be applied toward any degree.

A grade point average of 2.50 is required for earning a master's degree. A minimum grade of "B-" is required for graduate courses counting toward degree requirements.

Academic Standing for Undergraduate Students

The minimum grade point averages permitted for undergraduate students to be considered in good standing for each classification are as follows:

Classification	GPA
Freshmen (0 to 25.5 hours)	1.60
Sophomores (26 to 57.5 hours)	1.80
Juniors (58 to 89.5 hours)	1.90
Seniors (90 hours and above)	2.00

At the end of each semester, undergraduate students who fail to remain in good standing are placed on academic warning, probation, or suspension, as outlined on the Undergraduate Academic Standing Table. Contact the Registrar's Office for more information.

Academic Standing and Satisfactory Progress for Graduate Students

Graduate students must be making satisfactory progress in his or her master's program, as determined by the program. Each graduate program has the discretion to put the student on notice and provide the student parameters that must be met in order to continue in the program. A grade lower than a "B-R" in a graduate level course indicates that the student may not be progressing satisfactorily through the program.

Any student with a semester GPA of 2.67 or a cumulative GPA of 2.50 or lower will be placed on Academic Probation.

UNDERGRADUATE ACADEMIC STANDING TABLE					
	Freshmen {0-25.5 hours}	Sophomores (26-57.5 hours)	Juniors (58.5-89.5 hours)	Seniors {90 hours & above}	
Academic Warning	Cumulative GPA falls below 1.60	Cumulative GPA falls below 1.80	Cumulative GPA falls below 1.90	Cumulative GPA falls below 2.00	
Academic Probation	Cumulative GPA falls below 1.60 at the end of academic warning semester	Cumulative GPA falls below 1.80 at the end of academic warning semester	Cumulative GPA falls below 1.90 at the end of academic warning semester	Cumulative GPA falls below 2.00 at the end of academic warning semester	
Academic Suspension	Cumulative GPA falls below 1.60 at the end of academic probation semester OR Fails 3/4 of attempted full-time hours	Cumulative GPA falls below 1.80 at the end of academic probation semester OR Fails 1/2 of attempted full-time hours	Cumulative GPA falls below 1.90 at the end of academic probation semester OR Fails 1/2 of attempted full-time hours	Cumulative GPA falls below 2.00 at the end of academic probation semester OR Fails 1/2 of attempted full-time hours	Student who is suspended is not allowed to enroll at NWU during the next semester or at any time in the future unless special permission is secured by the Dean.

Academic Dismissal terminates a student from his or her master's program. Academic Probation may or may not have occurred prior to Academic Dismissal, which occurs under these circumstances:

Any graduate student with a semester GPA below a 2.67 at the end of a probationary semester or a cumulative GPA below a 2.50 at the end of a probationary semester.

Any graduate student earning a grade of "F" in the final culminating course (course number 599) in his or her program.

An MFS or MSN student earning a grade lower than "8." twice in any one course in the graduate program.

An MFS student fails (receives a grade of "F") in Forensic Science 597.

Students dismissed from their programs are only allowed to return to Nebraska Wesleyan if a new application is submitted and approved.

Grade Reports

Students may view grades online, normally within two weeks following the completion of the term.

Notices of deficiencies in academic performance (commonly called "downslips") are mailed to the College of Liberal Arts and Science students' campus address and his or her advisor after the midpoint of each semester.

Grade Change/Appeal Policy

College of Liberal Arts and Sciences

At the beginning of each semester, instructors distribute copies of their grading policies to students and to the Academic Affairs Office. The copies on file in the Academic Affairs Office are available for review.

If a student has a question about the grade he or she earned in a course, believes an instructor has violated the grading policy in the class, or thinks the instructor has assigned a grade capriciously or with malicious intent, he or she should arrange to discuss the grade with the instructor. This discussion between the faculty member and student may lead to an agreement that the grade will remain as reported, to a change of grade by the instructor or to further dialogue regarding the grade. *Academic policy prohibits extra work to be done in a course after the term has ended. A change in a student's grade for a course is only possible if an error has been made by the instructor in the determination of the grade or in the reporting of the grade to the registrar's office.* (A student who desires a higher grade for a course has the option of repeating the course by registering for the class during a subsequent term. Both grades will show on the student's transcript; however, the last grade earned is used to determine the GPA.)

If an error has been made by the instructor in the determination of the grade or in the reporting of the grade to the Registrar's Office, the instructor may submit a change of grade form to the Registrar's Office. Any error not reported within four months after the end of the term must have the approval of the Dean before it will be accepted by the Registrar's Office. A changed grade replaces the original grade reported on the student's transcript and automatically changes the cumulative GPA.

If the discussion between the student and faculty member does not resolve the issue to the student's satisfaction, the student should have a conversation with the Department Chair. The Department Chair shall ascertain that discussion to resolve the issue between the student and the faculty member has occurred and attempt to mediate.

After speaking with the instructor and Department Chair, a student who wishes to pursue further action will submit a formal grade appeal. Students should contact the Academic Affairs Office for the complete Grade Appeal Policy. Questions may be addressed to the Academic Affairs Office.

University College (UC)

At the beginning of each term, each University College instructor distributes copies of his or her course syllabus, which includes the faculty member's grading policy for that course, to students and to the University College Office or Omaha Advantage Office. The copies on file in the University College Office are available for review.

If a student has a question about the grade he or she earned in a course, believes an instructor has violated the grading policy in the class, or thinks the instructor has assigned a grade capriciously or with malicious intent, he or she should arrange to discuss the grade with the instructor. This discussion between the faculty member and student may lead to an agreement that the grade will remain as reported, to a change of grade by the instructor or to further dialogue regarding the grade. *Academic policy prohibits extra work to be done in a course after the term has ended. A change in a student's grade for a course is only possible if an error has been made by the instructor in the determination of the grade or in the reporting of the grade to the Registrar's Office.*

If the discussion between the student and faculty member does not resolve the issue to the student's satisfaction, the student should have a conversation with the Program Director. (If the Program Director is the instructor, the student will be directed to another University College Program Director.) The Program Director will not change a grade, but will serve as a mediator to hear the facts from both the student and the faculty member and provide a recommendation for further action, if any. Further action may be a change of grade by the instructor or a formal grade appeal by the student.

After speaking with the instructor and Program Director, a student who wishes to pursue further action will submit a formal grade appeal to the University College Office or Omaha Advantage Office, using the Grade Appeal form. The formal Grade Appeal form must be submitted within 45 calendar days from the end of the term/session in which the course was offered. (If the grade in question was originally an Incomplete, the grade appeal must be submitted within 30 calendar days from the time the grade is turned in to the Registrar's Office or 30 calendar days from the time the Registrar's Office has made permanent the letter grade assigned in the event the work is not completed.)

All Grade Appeals will be forwarded to the Curriculum and Academic Policy Committee Chair. Contact the University College Office or Omaha Advantage Office for the complete Grade Appeal Policy or if there are questions.

Course Numbering System

All of the University's courses are classified as lower level, intermediate level, upper level, and graduate level, and are numbered accordingly.

Lower-level courses (1 through 99) are basic, introductory, or foundation courses designed for freshmen and others without previous college instruction in a discipline.

Intermediate-level courses (100 through 199) require some previous study, advanced placement in a field, or a certain amount of intellectual maturity. Some are survey courses and others link introductory courses to the specialized upper-level courses. Intermediate-level courses are intended for juniors, sophomores, and freshmen with advanced standing.

Upper-level courses (200 through 299) are specialized courses usually designed for juniors and seniors majoring in a discipline.

Graduate courses are numbered 500 through 599.

Transcripts

The Registrar's Office will release transcripts only after the student has granted permission in writing. Students whose accounts are paid in full are entitled to an official transcript of their academic record.

The first transcript is free of charge. A fee is charged for each additional copy.

Students who request transcripts should allow one week for them to be prepared and issued. During periods at the beginning or following the end of a semester, additional time should be allowed for transcripts to be issued. Contact the Registrar's Office for details regarding transcript requests.

Student Petitions

The Executive Committee acts upon student petitions involving academic requirements for the College of Liberal Arts and Sciences. Students requesting adjustments to academic rules and policies may direct their petitions to the Academic Affairs Office for Executive Committee consideration. The committee is composed of the Academic Division Chairs, the Dean of the College of Liberal Arts and Sciences (Chair of the Committee) and the Vice President for Student Affairs Senate. For additional information, contact the Academic Affairs Office or the Registrar's Office.

The Curriculum and Academic Policy Committee acts upon student petitions for University College. For additional information, contact the University College Office or an academic advisor.

Privacy of Educational Records

The Family Educational Rights and Privacy Act of 1974 provides for specific rights to students regarding the privacy of their educational records. Nebraska Wesleyan policies and procedures that pertain to this law are available through the Student Life Office or Registrar's Office.

Nebraska Wesleyan has designated the following as directory information:

- Name
- Home address
- Local address
- Home telephone number
- Local telephone number
- Email address
- Classification and major
- Dates of attendance at Nebraska Wesleyan
- Date and place of birth
- Degrees and awards received at Nebraska Wesleyan
- Institutions attended prior to admission to Nebraska Wesleyan
- Participation in recognized activities and sports
- Photograph
- Weight and height of members of athletic teams

Directory information may be disclosed by Nebraska Wesleyan University without student consent. However, students have the right to withhold disclosure of this information. Students must notify the Registrar in writing during the first week of classes each semester if they do not wish directory information to be included with their permission.

Nebraska Wesleyan will not disclose the contents of students' educational records to other parties without student consent except under circumstances allowed by the Family Educational Rights and Privacy Act.

Educational records are available for review by students in agreement with the act. Students should submit to the Registrar, Dean of the College of Liberal Arts and Sciences, Dean of Students, Dean of University College-2, advisor, or other appropriate officials, written requests that identify the record(s) they wish to inspect. Students may ask Nebraska Wesleyan to amend their educational records if information in them is incorrect, misleading, or in violation of their privacy rights. Students have the right to challenge the contents of an educational record under prescribed procedures and to file a complaint with the U.S. Department of Education if there is a violation of the act.

Parental Access to Academic Records

All academic information is mailed directly to students. Therefore, parents should establish communication with their sons and daughters if they wish to be informed about their students' schedules and academic progress. As provided for by the Family Educational Rights and Privacy Act, parents of Nebraska Wesleyan students may request in writing and receive their son or daughter's grade information if the student has granted NWU authorization or after providing proof that the student is a dependent and is claimed as a tax exemption.

Assessment of Student Learning

As part of its stated mission regarding excellence in education, Nebraska Wesleyan University is committed to assessing the degree to which students attain the institution's educational goals. The faculty and staff may require students to participate in a variety of assessment activities that will help determine the extent to which the goals are being met. Assessment activities may include, but are not limited to, standardized testing, placement tests, surveys, portfolios of student work, group or individual interviews, or classroom research. Results are used to inform the process of teaching and learning, to shape the design and implementation of programs and curricula, and to describe and enrich the student experience at Nebraska Wesleyan University.

Student Right-to-Know Act

In accordance with the Student Right-to-Know Act of 1993, Nebraska Wesleyan's student persistence/graduation rates are available for disclosure to current and prospective students, employees, and interested community members. See the Registrar's Office for this information.

Teacher Certification Pass Rate

Title II of the Higher Education Act (HEA) requires institutions with a teacher preparation program enrolling students receiving federal assistance under the HEA to provide information regarding the pass rate of program completers on assessments required by the state for teacher licensure or certification, the statewide pass rate on those assessments, and other basic information on the institution's teacher preparation program. Please contact the Education Department (Smith-Curtis 130) for this information.

Academic Dishonesty

The Code of Student Conduct states that students found to have engaged in academic dishonesty, which encompasses such activities as cheating, plagiarism, unauthorized collaboration, misrepresentation, and bribery, are subject to disciplinary sanctions. (See Article V of the Code of Student Conduct for a comprehensive listing of misconduct that is subject to disciplinary sanctions, as well as relevant terms and definitions.)

Faculty members have full authority in determining the action to be taken in cases of academic dishonesty. In addition to implementing the statements of the course syllabus addressing academic dishonesty, faculty may file a Report of Academic Dishonesty, or file a complaint with the University Judiciary. If a Report of Academic Dishonesty is filed, a first report on a student prompts no further action. However, if a second report for a student is filed, a formal complaint is submitted against the student with the University Judiciary. Any report after a second will launch another complaint. Complaints submitted to University Judiciary prompt a formal judicial investigation.

Students should contact the Academic Affairs Office, Student Life Office, or Registrar's Office for more information.

Nebraska Wesleyan University
Code of Student Conduct
Revised 2011

I. PHILOSOPHY

Nebraska Wesleyan University is a community of scholars in which the ideals of freedom of inquiry, thought, expression, as well as freedom of the individual are sustained. Exercise and preservation of these freedoms require a respect for the rights of all in the community.

People grow and mature in communities that depend upon the knowledge, integrity, and decency of others. The best communities help individuals mold behavior and values that enable them to achieve personal satisfaction, including that associated with helping to make a better world. The University establishes expectations that are designed to protect individual liberties and other values included in the University's mission statement, especially the commitment to "integrate questions about meaning and value with the pursuit of learning and understanding."

In a community of learning, willful disruption of the educational process, destruction of property, and interference with the orderly process of the University or with the rights of other members of the community is not tolerated. Students assume an obligation to conduct themselves in a manner compatible with the University's function as an educational institution. Student conduct, therefore, is not considered in isolation within the college community, but as an integral part of the educational process. Each student at Nebraska Wesleyan University is responsible for knowing, understanding, and abiding by this Code of Student Conduct; ignorance of its terms does not excuse misconduct.

II. AUTHORITY FOR STUDENT DISCIPLINE

Ultimate authority for student discipline rests with the Board of Governors of . The Board delegates disciplinary authority to University administrators, faculty members, committees, and organizations as set forth in this Code, or in other appropriate policies, rules, or regulations adopted by the Board.

The Dean of Students has responsibility to recommend to the President of Nebraska Wesleyan University for transmittal to the Board of Governors the approval of policies for the administration of the judicial system, and to develop procedures for the conduct of hearings that are consistent with provisions of the Code of Student Conduct. The Dean of Students also has the authority to appoint judicial officers to take disciplinary actions and will determine which judicial body or judicial officer will be authorized to hear each case.

Decisions made by a judicial body and/or judicial officer will be final pending the appropriate appeal process.

III. JUDICIAL BODIES

- A. The University Judiciary reviews student conduct, determines responsibility, holds students accountable, and imposes sanctions for misconduct as defined in the Code of Student Conduct. Members representing the College of Liberal Arts and Sciences (CLAS) are appointed or elected in accordance with procedures established by the Nebraska Wesleyan University Faculty Constitution and the Student Affairs Senate Constitution with approval of the President of Nebraska Wesleyan. Members representing University College (UC) are appointed by the Dean of UC or elected by the University College Division as appropriate with approval of the President of Nebraska Wesleyan. The University Judiciary follows procedures described in this Code and also contained in the document entitled “Nebraska Wesleyan University Judicial Procedures,” which is approved by the President of Nebraska Wesleyan University and available in the Office of Student Life.
- B. The Residence Life Peer Review Board reviews conduct, determines responsibility, holds students accountable and imposes sanctions for misconduct as defined in the Nebraska Wesleyan University residence life policies. Members are appointed by the President of the Student Body. The Residence Life Peer Review Board follows procedures described in this Code and also outlined in the document entitled “Residence Life Peer Review Board Procedures,” which is approved by the President of Nebraska Wesleyan University and available in the Office of Student Life.
- C. The Interfraternity Council Judiciary reviews conduct, determines responsibility, holds students accountable, and imposes sanctions for misconduct as defined in Interfraternity Council policies and regulations. The “IFC Judiciary Process” defines membership and procedures for this Board, which is also subject to the provisions of this Code. The document is approved by the President of Nebraska Wesleyan University and is available in the Office of Student Life.
- D. The Panhellenic Council Judicial Board reviews conduct, determines responsibility, holds students accountable, and imposes sanctions for misconduct as defined in NWU Panhellenic and National Panhellenic Conference guidelines. The “Panhellenic Council Judicial Procedures” defines membership and procedures for this Board, which is also subject to the provisions of this Code. The document is approved by the President of Nebraska Wesleyan University and is available in the Office of Student Life.
- E. In the event of any conflict between the provisions of this Code and any other document governing the conduct of any campus judicial body described above, the provisions of this Code will govern.

IV. DEFINITIONS

- A. The term “University” means Nebraska Wesleyan University.
- B. The term “student” includes all persons enrolled and taking courses at Nebraska Wesleyan University, both full-time and part-time, pursuing undergraduate or graduate studies. Persons who withdraw after allegedly engaging in misconduct as outlined in the Code of Student Conduct, who are not officially enrolled for a particular term but who have a continuing relationship with the University or who have been notified of their acceptance for admission are considered “students” for the purposes of this Code of Student Conduct. **The Code of Student Conduct applies on all University premises and at all University-sponsored activities.**
- C. The term “faculty member” means any person employed by the University to conduct teaching activities or who is otherwise considered by the University to be a member of its faculty.
- D. The term “University official” includes any person employed by the University to perform assigned administrative or professional responsibilities.
- E. The term “member of the University community” includes any person who is a student, faculty member, University official, or any other person employed by the University. A person’s status in a particular situation will be determined by the Dean of Students.
- F. The term “University premises” includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University, including adjacent streets and sidewalks, whether or not leased to, or operated, occupied or used by unrelated entities.
- G. The term “student organization” means any group of persons who have complied with the formal requirements for University recognition.
- H. The term “policy” is defined as the written regulations of the University as found in, but not limited to, the Code of Student Conduct, Student Handbook, and University catalogs.
- I. The term “complainant” means anyone who institutes a judicial proceeding under this Code, alleging misconduct by a student or student organization.
- J. The term “respondent” means the student or student organization whose conduct is the subject of a judicial proceeding under this Code.
- K. The term “Judicial Administrator” means the Dean of Students or his/her designee. The role of the Judicial Administrator will be to provide administrative and procedural support to the University Judiciary. In no event will the Judicial

- Administrator serve as a member of the University Judiciary. Because the Judicial Administrator has no role in the process that would influence the decision of the University Judiciary, and is not a member of the University Judiciary, the Judicial Administrator cannot be removed from the hearing on allegation of personal bias, although specific interpretations or recommendations of the Judicial Administrator may be included in the justification for an appeal.
- L. The term “judicial officer” means a University official appointed by the Judicial Administrator to impose sanctions upon students found to have engaged in misconduct as described in the Code of Student Conduct or violated other Student Life policies.
- M. The term “Investigator” means a University-appointed faculty or staff member who, in allegations of sexual misconduct, conducts an investigation, and prepares a written report for distribution to the Hearing Panel through the Judicial Administrator, and for monitored review by the complainant and the respondent, also through the Judicial Administrator. This individual is present at a hearing to answer questions related to the investigation.
- N. The term Judicial Review Committee means three members of the University Judiciary, including at least one faculty member or administrative staff member and at least one student who review the results of the preliminary investigation by the Judicial Administrator, to determine whether or not the offense falls within the University Judiciary’s jurisdiction, and to recommend whether or not a hearing is warranted. In cases where the student respondent takes responsibility for engaging in misconduct, the Judicial Review Committee may determine that a hearing is not warranted and may impose sanctions. The Judicial Administrator will communicate this decision to the student. The student has a procedural right to request a hearing.
- O. Advisor means an individual selected by a complainant or a respondent to assist him/her during any part of the procedures including the hearing. An Advisor may be a faculty or staff member, a student, parent, community member, sexual assault resource person or an attorney. During the hearing the Advisor may confer with the complainant or respondent he or she advises, but may not communicate directly with the Hearing Panel.
- P. The term “Judicial Appellate Panel” means persons authorized by the President of Nebraska Wesleyan University to consider an appeal from a complainant or respondent in any University Judiciary proceeding. The document entitled “Judicial Appellate Panel Procedures” defines membership and procedures for this panel. The document is approved by the President of Nebraska Wesleyan University and is available in the Office of Student Life.
- Q. The term “day” means any weekday excluding University holidays.

V. MISCONDUCT

Any student or student organization found to have committed the following misconduct is subject to disciplinary sanctions.

A. Academic Misconduct

Faculty members have full authority in determining the action to be taken in cases of academic misconduct. Faculty members may choose to take one or a combination of these actions: assign a failing grade in the course; lower or assign a failing grade to an examination or assignment; require the student to take another examination or redo the assignment; report the action to the office of the Registrar; file a complaint with the University Judiciary. Examples of academic misconduct include, but are not limited to:

1. Cheating: using electronic means; copying homework assignments from another person; working together on a take-home test or homework when not permitted by the instructor; looking at and receiving information from a source not authorized by the instructor during an examination; looking at and using notes during an examination when not specifically permitted.
2. Tendering of information: giving one's work to another student to be copied; providing answers to another person for examination questions before, after, or during an exam; giving or selling a term paper or any work that is to be handed in to the instructor.
3. Plagiarism: copying assignments from a text, either printed or electronic, to hand in for a grade; quoting text or other works on an examination, term paper, or homework without citations; handing in a paper purchased from a research service; reproducing someone's paper and handing it in as one's own; citing resources deceptively for written assignments.
4. Unauthorized collaboration: planning with one or more students to commit any form of academic misconduct; giving one's work to another student whom one suspects will represent it as his or her own; working with one or more students on any assignment unless specifically allowed by the faculty member.
5. Misrepresentation: having another student do one's work; lying to improve one's grade; having another student take one's exam; submitting the same work for a grade in two different courses without permission from the course instructors; misrepresenting the amount or type of work done; altering a graded work after it has been returned and then submitting it for re-grading without the instructor's knowledge.
6. Bribery: offering money or any item or service to a faculty member or another person to gain academic advantage for oneself or another student.

7. Abetting misconduct: observing cheating on an examination or any other form of academic misconduct without reporting it to the faculty member; passing answers for an examination from one student to another; failing to report plagiarism by another student; assisting a student in obtaining a paper from a research service.

B. Other Misconduct

1. Acts of dishonesty, including but not limited to furnishing false information to any university employee or office; forgery, alteration, or misuse of any university document, record, or instrument of identification; tampering with an election conducted by any recognized student organization.
2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other university activities including public service functions on or off campus, or other authorized non-university activities when the act occurs on university premises.
3. Conduct which threatens or endangers the well-being of any person, including, but not limited to physical abuse, verbal abuse, threats, intimidation, harassment, stalking, coercion, or hateful behavior.
4. Sexual misconduct, including sexual assault and sexual harassment as defined in the Safety and Security Policies and Procedures section of the Student Handbook.
5. Knowingly initiating or causing to be initiated any false report, warning, or threat of fire, explosion, or other emergency.
6. Attempted or actual theft of and/or damage to property of the University or property of a member of the University community or other private or public property.
7. Hazing, defined as an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The express or implied consent of the victim will not be a defense. Apathy or acquiescence in the presence of hazing is not a neutral act; both constitute hazing within the meaning of the rule.
8. Failure to comply with directions of University officials or security personnel acting in performance of their duties and/or failure to identify oneself to these persons when requested to do so.

9. Unauthorized possession, duplication or use of keys to any University premises or unauthorized entry to or use of University premises or personal property.
10. Violation of University policies, rules or regulations.
11. Violation of federal, state or local law.
12. Use, possession, manufacturing, or distribution of narcotic or other controlled substances except as expressly permitted by law.
13. Public intoxication, use, possession, manufacturing, or distribution of alcoholic beverages except as expressly permitted by law and University regulations. Alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person under twenty-one years of age.
14. Illegal or unauthorized possession of firearms, other weapons, explosives, fireworks, or dangerous chemicals on University premises.
15. Participation in an on-campus or off-campus demonstration or other activity that disrupts the normal operations of the University or infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.
16. Obstruction of the free flow of pedestrian or vehicular traffic on University premises or at University-sponsored or supervised functions.
17. Conduct which is disorderly, lewd, or indecent; disturbing the peace; aiding, abetting, or procuring another person to disturb the peace on University premises or at functions sponsored, or participated in, by the University, whether or not on University premises. Disorderly conduct includes, but is not limited to an audio or visual depiction of any person without his/her prior knowledge, or without his/her effective consent when such a depiction is likely to cause injury or distress. This also includes the display or distribution of any unauthorized audio or visual depiction without the subject's prior knowledge, or without the subject's effective consent when such a depiction is likely to cause injury or distress.
18. Theft or abuse of University electronic resources, including but not limited to:
 - a. Unauthorized access of a file to use, read, or change the contents, or for any other purpose.
 - b. Unauthorized transfer or duplication of a file.
 - c. Use of another individual's identification or password.

- d. Use of computing facilities or resources to interfere with the work of another student, faculty or staff member.
 - e. Use of computing facilities or resources to send obscene, abusive, or harassing messages.
 - f. Use of computing facilities or resources in violation of any laws, including copyright laws.
 - g. Use of computing facilities or resources to interfere with normal operation of the University computing systems or the systems of any other person or organization.
 - h. Unauthorized use of computing facilities or resources to support or advocate any commercial, political or nonprofit organization.
 - i. Unauthorized operation or attempted operation of servers, routers, switches, bridges, wireless access points or other network equipment.
19. Abuse of the University's judicial system, including but not limited to
- a. Failure to obey a notice from a judicial body or a University official to appear for a meeting or hearing as part of any conduct process.
 - b. Falsification, distortion, or misrepresentation of information before any judicial body.
 - c. Disruption or interference with the orderly conduct of any judicial proceeding.
 - d. Knowing instigation of any judicial proceeding under this Code without just cause.
 - e. Any attempt to use intimidation to discourage an individual's rightful participation in, or use of, the judicial system.
 - f. Any attempt to influence the impartiality of a member of a judicial body prior to or during the course of any judicial proceeding.
 - g. Harassment (verbal or physical) of a member of any judicial body prior to, during or after a judicial proceeding.
 - h. Failure to comply with the sanction(s) imposed under the Code of Student Conduct.

- i. Influencing or attempting to influence another person to abuse or violate the judicial system.
- j. Making public confidential information from a judicial proceeding.

C. Violation of law and University discipline

1. University disciplinary proceedings may be instituted against a student who has been or may be charged by federal, state, or local authorities with violating the law for the same incident if both the legal violation and the misconduct described in this Code arise from the same facts. Proceedings under the Code of Student Conduct may be carried out prior to, simultaneously with, or following any civil or criminal proceedings off-campus. Determinations made or sanctions imposed under this Code will not be subject to challenge as a result of the dismissal, reduction of, or resolution of civil or criminal charges arising from the same facts.
2. When a student is charged by federal, state, or local authorities with a violation of law, the University will not request or agree to special consideration for that individual because of his or her status as a student. If the alleged offense is also the subject of a proceeding before a judicial body under the Code of Student Conduct, however, the University may advise off-campus authorities of the existence of the Code and of how such matters will be handled internally within the University community. The University will attempt to cooperate fully with law enforcement and other agencies in the enforcement of criminal law on any University premises and in the conditions imposed by criminal courts for the rehabilitation of student violators.
3. If a student is convicted of an off-campus violation of federal, state, or local law, which does not involve misconduct described in the Code of Student Conduct, disciplinary action may be taken and sanctions imposed for serious misconduct that demonstrates flagrant disregard for the University community. In such cases, no sanction may be imposed unless the student has been found guilty in a court of law, has declined to contest such charges, has entered into any pre-trial diversion program of a court, or has entered into an agreement with prosecutors which results in the imposition of any sanctions whatsoever.

VI. MEDIATION

Mediation is encouraged as an alternative means to resolve many disciplinary cases. A judicial officer or representatives of the University Judiciary may recommend mediation to resolve disputes within the University community. Mediation is appropriate only when all parties involved (complainants and respondents) voluntarily agree to engage in the mediation process. Mediation may not be used in cases involving sexual misconduct. Cases where a complaint is filed by a University Official serving solely in his/her official capacity are not eligible for mediation. Mediation will involve resolution of the incident,

including sanctioning when needed. If mediation fails, the case will be forwarded for a formal hearing by a judicial body.

VII. JUDICIAL PROCESS: UNIVERSITY JUDICIARY

- A. Any member of the University community may file a complaint against any student or student organization for misconduct. Complaints will be prepared in writing and delivered to the Office of Student Life, Suite 100, Story Student Center.
- B. The Judicial Administrator will conduct an investigation of the complaint and present the findings to the appropriate Judicial Review Committee, who will determine whether or not the offense falls within the jurisdiction of the University Judiciary and whether or not a hearing is warranted. In the case of complaints alleging sexual misconduct or sexual harassment, the University Judiciary will implement “Campus Judicial Procedures for Sexual Misconduct” which is approved by the President of Nebraska Wesleyan University and available in the Office of Student Life.
- C. If the University Judiciary committee determines that a hearing will be held, the complaint will be presented to the responding student or student organization in written form. A time will be set for a hearing, not less than two nor more than ten days after the student has been notified. Maximum time limits for scheduling of hearings may be extended at the discretion of the judicial administrator.
- D. Hearings conducted by the University Judiciary will adhere to the following guidelines:
 - 1. Admission of any person to the hearing will be at the discretion of the University Judiciary. Every attempt will be made to respect the confidentiality of the parties.
 - 2. In situations involving more than one responding student, the hearings concerning each student usually will be conducted separately.
 - 3. The complainant and the respondent have the right to be assisted by any advisor they choose, at their own expense. The complainant and/or the respondent is responsible for presenting his or her own case and, therefore, advisors are not permitted to address the University Judiciary or to participate directly in any hearing before the University Judiciary, although they may consult with the individual(s) to whom they are serving as advisor.
 - 4. The respondent is required to appear at the hearing. If the respondent fails to appear at the hearing, the University Judiciary reserves the right to conduct a hearing on the basis of the information submitted, or to postpone the hearing.

Except in the case of a complaint against a student for failing to obey the summons of the University Judiciary or University official acting on behalf of the University Judiciary, no student may be found to have violated the Code of Student Conduct solely because the student failed to appear before the University Judiciary. In all cases all information collected through the investigation will be presented and considered.

- E. All procedural questions are subject to the final decision of the President of the University Judiciary, in consultation with the Judicial Administrator.
- F. After the hearing, the University Judiciary will determine whether the student is responsible for engaging in any misconduct.
- G. If the University Judiciary determines that the student is responsible for engaging in misconduct, members will determine sanctions.
- H. Formal rules of evidence are not applicable in judicial hearings.
- I. Any determination of responsibility will be supported by a written finding that is placed in the respondent's disciplinary file and will be made available to the respondent.
- J. There will be a single record, kept in the form of an audio recording, a video recording or a hand transcription of all hearings before the University Judiciary, not including deliberations. Deliberations will not be recorded. The record is the property of the University.
- K. All students involved in the judicial process are entitled to the following:
 - 1. To be informed of the complaint and the alleged misconduct on which the complaint is based.
 - 2. To receive to an expeditious hearing of the case.
 - 3. To participate in the structured judicial process including a formal University Judiciary hearing, except during the last ten days of each semester and during summer sessions, during which the Dean of Students or his/her designee will address conduct matters.
 - 4. To have reasonable time to prepare and present their own case. Respondents are not required to make any statement to the University Judiciary.
 - 5. To speak on their behalf throughout the hearing. However, complainants or respondents are not required to make any statement to the University Judiciary.

6. To bring persons having pertinent information to the hearing as witnesses, and to question any witness.
7. To be assisted by an advisor of their choosing, at their own expense. During the hearing, the advisor may speak only to the individual being advised, and may not speak directly to the University Judiciary.
8. To be assured of confidentiality in accordance with the terms of the Federal Educational Rights and Privacy Act.
9. To request that any member of the University Judiciary be removed from the judicial process because of personal bias, provided, however, that except in extraordinary circumstances, such as the discovery of new information, this request is made prior to the beginning of the hearing.
10. To a presumption that they have not engaged in misconduct, until the University Judiciary decides that it is more likely than not that misconduct has occurred.
11. To appeal the decision of the University Judiciary.

VIII. SANCTIONS

The following sanctions may be imposed upon any student found to have engaged in any misconduct described in this Code of Student Conduct:

- A. **Warning:** A notice in writing to the student that the student is engaging or has engaged in misconduct.
- B. **Probation:** Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to have engaged in any additional misconduct during the probationary period. A copy of the document imposing disciplinary probation will be sent to a dependent student's parent or guardian.
- C. **Loss of Privileges:** Denial of specified privileges for a designated period of time.
- D. **Fines:** Previously established and published fines may be imposed.
- E. **Restitution:** Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or property replacement.
- F. **Discretionary Sanctions:** Work assignments, essays, service to the University, or other related discretionary assignments.

- G. Residence Hall Suspension: Separation of the student from the residence halls for a definite period of time, after which the student will be eligible to return, subject to conditions for readmission which may be specified. No housing payment refunds will be made if a student is suspended from the residence halls. A copy of the document imposing residence hall suspension will be sent to a dependent student's parent or guardian.
- H. Residence Hall Expulsion: Permanent separation of the student from the residence halls. No housing payment refunds will be made if a student is expelled from the residence halls. A copy of the document imposing residence hall expulsion will be sent to a dependent student's parent or guardian.
- I. University Disciplinary Suspension: Separation of the student from the University for a defined period of time, and exclusion from university premises, privileges, and activities. No refunds of tuition, fees, room and board will be made if a student is suspended from the University. Notice of this action will appear on the student's transcript until such time as the student is re-admitted or is eligible for re-admission. At the end of the period of suspension, the student is eligible to return, subject to any conditions for re-admission that may be specified. A copy of the document imposing disciplinary suspension will be sent to a dependent student's parent or guardian.
- J. University Disciplinary Expulsion: Permanent separation of the student from the University and permanent exclusion from university premises, privileges, and activities. No refunds of tuition, fees, room and board will be made if a student is expelled from the University. Notice of this action will appear permanently on the student's transcript. A copy of the disciplinary letter imposing disciplinary expulsion will be sent to a dependent student's parent or guardian.
- K. Withholding Degree: The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Code of Student Conduct, including the completion of all sanctions imposed, if any.
- L. More than one of the sanctions listed above may be imposed for any single instance of misconduct.
- M. Other than University disciplinary suspension or expulsion, disciplinary sanctions will not be made part of the student's permanent academic record, i. e. transcript, but will remain part of the student's confidential disciplinary file, which is maintained in the Office of Student Life. Cases involving the imposition of sanctions other than residence hall expulsion, University disciplinary suspension or disciplinary expulsion will be expunged from the student's confidential disciplinary record five years after final disposition of the case.
- N. The following sanctions may be imposed upon student groups or organizations:

1. Those sanctions listed above in Section A through F.
 2. Student Organization Suspension: loss of privileges, including University recognition, for a specified period of time. At the end of the period of suspension, the student organization is eligible to seek University recognition and privileges, subject to any conditions for re-instatement that may be specified.
 3. Student Organization Expulsion: permanent loss of University recognition.
 4. Accountability: Any group or organization may be held accountable for the actions of any of its members if the misconduct described in this Code of Student Conduct is in any way related to the group or organization. Group misconduct need not have been officially approved by the entire membership in order to be considered grounds for possible disciplinary action against the group. There is no minimum number of group members who must be involved in an incident before disciplinary action may be taken against the entire group. In some instances, the conduct of a single member may provide sufficient grounds for action against the entire group. An appropriate test to determine whether a group may be held accountable for the conduct of individuals is to ask whether it is likely that the individuals would have been involved in the incident if they were not members of the group or, if, by group action, the incident was encouraged, fostered, or might have been prevented.
 5. In cases where a group or organization faces judicial action, a complaint may also be filed on an individual basis against each person participating in the misconduct. Such an action will not constitute double jeopardy.
- O. In each case in which the University Judiciary determines that a student or student organization has engaged in misconduct, the sanction(s) will be determined by the University Judiciary. The Judicial Administrator will monitor progress and completion of the sanctions. Following the hearing, the University Judiciary and the Judicial Administrator will advise the student or student organization in writing of the determination of the University Judiciary and of the sanction(s) imposed, if any.
- P. Interim suspension: In certain circumstances, the Dean of Students or his/her designee, may impose University disciplinary or residence hall suspension prior to the hearing before the University Judiciary. Interim suspension may be imposed:
1. To ensure the safety and well-being of members of the University community or preservation of University property.
 2. To ensure the student's own physical or emotional safety and well-being.

3. If the student poses a credible threat of disruption to or interference with the normal operations of the University.

During the interim suspension, students will be denied access to the residence halls or to the campus (including classes), and/or to all other University activities or privileges for which the student might otherwise be eligible, as the Dean of Students or his/her designee may determine to be appropriate. However, the student should be notified in writing of this action and the reasons for the suspension. The notice should include the time, date, and place of a subsequent hearing at which the student may explain why his or her continued presence on the campus does not constitute a threat and at which he or she may contest whether a campus rule was violated. A University Judicial Hearing will take place within ten (10) calendar days of the effective date of the Interim Suspension, unless circumstances warrant an extension as determined by the Dean of Students or his/her designee in consultation with the student.

- Q. Administrative holds: Administrative holds may be placed on a student's registration, transcripts, diploma, or graduation to ensure that students respond to a disciplinary matter, and to enforce certain disciplinary sanctions. These holds may prevent a student from registering or graduating, or from receiving copies of his/her diploma or transcripts pending the resolution of a disciplinary matter or while a sanction of suspension, expulsion or delay of graduation is in force.

IX. APPEALS

- A. A decision reached by the University Judiciary or a sanction imposed by the University Judiciary may be appealed by the complainant or the respondent to the Judicial Appellate Panel. An individual or organization may appeal only one time for each University Judiciary decision. Such appeals will be in writing and will be delivered to the Judicial Administrator within five days of receipt of the notice of the University Judiciary's decision.
- B. Except as required to explain the basis of new information, an appeal will be limited to review of the taped or transcribed record of the initial hearing and supporting documents for one or more of the following purposes:
 1. To determine whether the original University Judiciary hearing was conducted fairly in light of the complaint and the information presented, and in conformity with prescribed procedures giving the complainant a reasonable opportunity to prepare and present information that the Code of Student Conduct was violated, and giving the responding student a reasonable opportunity to prepare and present a response to the complaint.
 2. To determine whether the decision reached regarding the respondent was based on substantial information, that is, whether the facts in the case were

sufficient to establish that it was more likely than not that misconduct as described in the Code of Student Conduct did occur.

3. To determine whether the sanction(s) imposed were appropriate for the misconduct for which the respondent was found responsible.
 4. To consider new information, sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original University Judiciary hearing.
- C. A decision by the Judicial Appellate Panel to uphold the original decision of the University Judiciary is final and binding upon all involved. However, at the conclusion of any appeal, the Appellate Panel will forward the appeal file and resulting correspondence to the President of the University, who may or may not reverse, affirm, modify or provide post relief of a previous judgment.
- D. If the Judicial Appellate Panel upholds the appeal, the members will determine whether to return the matter with written guidance to the University Judiciary for reconsideration, or to make a final decision themselves.
- E. All decisions regarding appeals will be communicated in writing within ten days of the filing of the appeal to the complainant(s), the respondent(s), and the University Judiciary.

X. INTERPRETATION AND REVISION

Any question of interpretation or application regarding the Code of Student Conduct will be referred to the Dean of Students or his or her designee for final determination. The members of the University Judiciary will meet annually to review the proceedings of the previous year and express concerns and opinions regarding the Code of Student Conduct or the procedures of the University Judiciary. The Code of Student Conduct will be reviewed by an ad hoc committee every two years, beginning May 2013, under the direction of the Judicial Administrator.

Nebraska Wesleyan University Judiciary
Judicial Procedures
Revised 2011

Purpose: The University Judiciary reviews student conduct, determines responsibility, holds students accountable, and imposes sanctions for misconduct as defined in the Nebraska Wesleyan University *Code of Student Conduct*.

The University Judiciary consists of two branches: the College of Liberal Arts and Sciences (CLAS) Branch and the University College (UC) Branch. If the alleged misconduct involves a CLAS student, the case will be adjudicated through the CLAS branch of the University Judiciary. If the alleged misconduct involves a UC student, the case will be adjudicated through the UC branch of the University Judiciary.

Composition: The University Judiciary will have the following membership:

CLAS Branch

Students: Four CLAS students appointed by the President of the Student Senate. One sophomore and one junior student member will be appointed in the fall and one junior or sophomore and one first-year student will be appointed in the spring. The term shall be for one year beginning the first day of the semester following appointment.

Faculty: Three full-time CLAS faculty serving overlapping two-year terms, to be elected by the faculty during the spring semester. The term shall begin the first day of fall semester following the election. Faculty are eligible to be re-elected a second term.

Administrative personnel: Two CLAS administrative personnel, to be appointed by the President of the University, to serve a two-year term. These individuals should be appointed on alternate years to assure continuity of membership. Administrative personnel are eligible to be re-appointed.

UC Branch

Students: Six UC students appointed by the Dean of University College or his or her designee. At least two of the students should be undergraduate students, and at least two of the students should be graduate students. The term shall be for 1 calendar year.

Faculty: Three UC faculty serving overlapping two-year terms, to be elected by the University College division during the spring semester. Faculty can be full-time or part-time and can have a split (UC/CLAS) appointment. The term shall begin the first day following the election. Faculty are eligible to be re-elected a second term.

Administrative personnel: Two UC administrative personnel, to be appointed by the Dean of University College, to serve a two-year term. These individuals should be appointed on alternate years to assure continuity of membership. Administrative personnel are eligible to be re-appointed.

No student, faculty member or administrative staff member shall be eligible for membership on the University Judiciary if he/she is a voting member of the Board of Governors or Student Affairs Senate. The Judicial Administrator and all University Judiciary Officers are not eligible for membership on the University Judiciary.

President and Secretary of the University Judiciary:

CLAS Branch

The University Judiciary will elect a President and a Secretary of the CLAS branch. The term of office for each shall coincide with the individual's Judiciary term but may not exceed one year in duration. An individual may be re-elected to subsequent terms.

The President of the CLAS branch of the University Judiciary will preside at all hearings involving CLAS students except when personal interest requires disqualification. In the absence of the President, an Acting President may be elected by the members of the Judiciary.

The Secretary of the CLAS branch of the University Judiciary will keep all written records of all hearings and see that an electronic record of all hearings of the University Judiciary is produced and retained in the Student Life Office.

UC Branch

The University Judiciary will elect a President and a Secretary of the UC Branch. The term of office for each shall coincide with the individual's Judiciary term but may not exceed one year in duration. An individual may be re-elected to subsequent terms.

The President of the UC branch of the University Judiciary will preside at all hearings involving UC students except when personal interest requires disqualification. In the absence of the President, an Acting President may be elected by the members of the Judiciary.

The Secretary of the University Judiciary will keep all written records of all hearings and see that an electronic record of all hearings of the University Judiciary is produced and retained in the Student Life Office.

Procedures

Note: see *Code of Student Conduct* section VII: Judicial Process for additional guidelines.

CLAS Judicial Review Committee: three members of the CLAS Branch of the University Judiciary, including at least one CLAS faculty member, at least one CLAS administrative staff member and at least one CLAS student, shall comprise the CLAS Judicial Review Committee to review the results of the preliminary investigation by the Judicial Administrator, to determine whether or not the offense falls within the University Judiciary's jurisdiction, and to recommend whether or not a CLAS Judicial Hearing is warranted. In cases where the student respondent takes responsibility for engaging in misconduct, the CLAS Judicial Review Committee may determine that a hearing is not warranted and may impose sanctions. The Judicial Administrator will communicate this decision to both the claimant and the respondent. The respondent has a procedural right to request a hearing.

UC Judicial Review Committee: three members of the UC Branch of the University Judiciary, including at least one UC faculty member, at least one UC administrative staff member and at least one UC student, shall comprise the UC Judicial Review Committee to review the results of the preliminary investigation by the Judicial Administrator, to determine whether or not the offense falls within the University Judiciary's jurisdiction, and to recommend whether or not a UC Judicial Hearing is warranted. In cases where the student respondent takes responsibility for engaging in misconduct, the UC Judicial Review Committee may determine that a hearing is not warranted and may impose sanctions. The Judicial Administrator will communicate this decision to both the claimant and the respondent. The respondent has a procedural right to request a hearing.

CLAS Judicial Hearing Panel: A minimum of six members of the CLAS Branch of the University Judiciary must be present for a CLAS Judicial Hearing to take place. The panel must include at least one CLAS faculty member, at least one CLAS administrative staff member, and at least one CLAS student.

UC Judicial Hearing Panel: A minimum of six members of the UC Branch of the University Judiciary must be present for a UC Judicial Hearing to take place. The panel must include at least one UC faculty member, at least one UC administrative staff member, and at least one UC student.

The Judicial Administrator should insure that a copy of the complaint and the notice of hearing are sent to University Judiciary members at the same time that they are sent to the respondent. This will help the members of the University Judiciary to be better prepared for the hearing.

In cases where an organization is the respondent, a maximum of four student members may represent the organization. The organization is entitled to have an advisor present.

The University Judiciary should consider itself both as a fact-finding body and as a body for conducting educational discussions about ethical issues with students.

Confidentiality is absolutely imperative, and must be maintained by members of the University Judiciary with respect to all proceedings.

During the hearing the President and all other members of the University Judiciary should feel free to call recesses whenever it would appear that there are matters before the Judiciary that should be resolved privately rather than in front of the other participants in the hearing. These deliberations will not be part of the official record of the hearing.

The President of the University Judiciary will communicate the decision in writing to the respondent(s) within five days of the conclusion of the hearing. Any member of the University Judiciary may assist the President in preparing the statement. After the decision has been made by the University Judiciary, the case shall be referred to the proper persons for appropriate action. All correspondence will be reviewed for completeness and accuracy by the Judicial Administrator prior to distribution through the Student Life Office.

A complete record of the University Judiciary's decision and the official record of the hearing will be kept by the University Judiciary in the Student Life Office.

If an appeal is filed the University Judiciary President should notify members of this situation. The University Judiciary President should also notify members of the decision in the appeal. If the appeal is upheld, and the Judicial Appellate Panel decides to return the matter with written guidance for reconsideration, the President of the University Judiciary will convene those members of the University Judiciary who were involved in the original hearing to reconsider the original decision. This process must be concluded within 10 days of the Judicial Appellate Board decision.

All correspondence related to complaints filed with the University Judiciary will include a statement referencing the rights of students involved in the University Judiciary process as outlined in Article VII, Section K of the Code of Student Conduct.

In cases where the CLAS or UC Judicial Review Committee imposes sanctions without a hearing, the respondent(s) will have two days from receipt of written notification of sanctions to request a hearing.

The complainant(s) shall have the right to attend the hearing.

The respondent and the complainant shall be entitled to question each other if they are present at the hearing. University Judiciary members may also question the complainant, the respondent, the Judicial Administrator, or any witness.

The Judicial Administrator should refer the respondent to the *Code of Student Conduct* regarding judicial policies and sanctions

All correspondence related to any case subject to the *Code of Student Conduct* will be distributed through the Student Life Office using official means of University communication that allows verification of receipt of the correspondence.

App

Nebraska Wesleyan University

Resource Persons

Personal Harassment Resources

Nebraska Wesleyan University is committed to freedom of speech and expression as published in the Code of Student Conduct. As a liberal arts University and an academic community, we affirm the rights of our members to freedom of expression. We also affirm the right of members of our community to an academic and campus living environment in which acts of violence and harassment are not tolerated. Conduct which abuses or degrades another person is inconsistent with the mission and values of the University and will be confronted and challenged as unacceptable.

Persons who feel they have been subjected to acts of violence or personal harassment should refer such incidents to the President of the University, a University Vice President, Provost, Dean, or other designated individuals.

Sexual Assault Resources

Sexual assault is identified as misconduct that will be adjudicated by the University Judiciary, using policies developed specifically to respond to sexual assault, if a complaint is filed. Sexual assault resource persons are available to assist any students. A complete copy of the campus judicial procedures for sexual assault is also available in the Student Life Office.

Sexual Orientation Resources

Sexual orientation resource persons are available to provide information and support regarding all issues relating to sexual orientation. In an effort to support the NWU Student Declaration, this program helps to create a safe and welcoming atmosphere for all students. The sexual orientation resource persons listed below have identified themselves as individuals who are willing to help students work through a variety of questions and concerns related to gender and sexuality. In addition, there are many other faculty and staff who consider themselves allies to the gay, lesbian, bisexual, and transgendered community. These persons are identified by the "Safe Person, Safe Space" ally cards with the pink triangle, which are displayed in their office spaces.

Pregnancy and Child Care Advocacy Resources

This team, comprised of faculty and staff, provides a mechanism to aid students who face difficulties due to pregnancy or childcare responsibilities. Team members are available to consult with individual students and to foster understanding among faculty and staff about these issues. Further information about the Pregnancy and Childcare Advocacy Team is available in the Women's Resource Center, [Student Health](#), [the Career and Counseling Center](#), and the Student Life Office.

Resource for People of Color

The resource persons for people of color are available to provide information and support regarding all issues relating to race and ethnicity. The members listed below are available to help students work through questions and concerns relating to intercultural issues. Further information about the resource persons for people of color is available in the Multicultural Programs Office.

Resource Persons

- [Mara Bailey](#)
- [Jeri Brandt](#)
- [Jo Bunstock](#)
- [David Jagunza](#)

Resource Persons

- [Janelle Andraini](#)
- [Mara Bailey](#)
- [Jerry Backoven](#)
- [Lisa Borchardt](#)
- [Jeri Brandt](#)
- [Cecile Herndon](#)

Resource Persons

- [Lisa Borchardt](#)
- [Jay Scott Chapman](#)
- [Cari Carter](#)
- [Sara Jane Dietzman](#)
- [Cecile Herndon](#)
- [Patti Kirk](#)
- [Rita Lester](#)

Resource Persons

- [Janelle Andraini](#)
- [Kathy Benitschek](#)
- [Joan Gilbreth](#)
- [Lisa Lockman](#)
- [Kim McLaughlin](#)
- [Scott Stanfield](#)
- [Meghan Winchell](#)

Resource Persons

- [Cecile Herndon](#)
- [Candice Howell](#)
- [David Jagunza](#)
- [Angela McKinney](#)
- [William Williams](#)
- [Ashley Wimes](#)
- [Yuko Yamada](#)

Sexual Harrasment Resources

Sexual harassment is a violation of the principle that all members of the Nebraska Wesleyan community are treated fairly and equally, with dignity and respect, and thus it is a violation of the freedom of others. It is the policy of Nebraska Wesleyan University that no member of its community may sexually harass another.

Sexual harassment is a form of sexual discrimination. Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to such conduct is either an implicit or explicit condition of an individual's employment or education, (2) submission to or rejection of such conduct is used as the basis for employment or academic decisions affecting the individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive work or educational environment.

It is the responsibility of all members of the Nebraska Wesleyan community to participate in understanding, preventing, and combating sexual harassment. Any activity perceived as sexual harassment should be reported. Any person found to have violated this policy may be subject to disciplinary measures.

By complying with this policy, students, faculty, and staff of Nebraska Wesleyan will help create an environment that is inclusive and conducive to intellectual and personal growth. Students who believe that they may have been sexually harassed may speak with a sexual harassment resource person, or with the Dean of Students. A complete statement of sexual harassment policies and procedures is available in the Academic Affairs Office, the Student Life Office, and the Business Office.

Resources for Students with Disabilities

Nebraska Wesleyan University welcomes people with disabilities to our campus. The University is committed to providing accessibility and reasonable accommodations to all who take part in campus events so that all have equal educational opportunities and full participation in the campus community life.

Nebraska Wesleyan provides equal opportunity to all qualified persons in all areas of University operation, including education, employment, and decisions regarding faculty appointment, promotion or tenure, without regard to race, religion, age, sex, creed, color, disability, marital status, national or ethnic origin, or sexual orientation. [View more information in Service for Students with Disabilities](#)

Spiritual Resource Persons

Nebraska Wesleyan's Spiritual Resource Persons help students work through religious and spiritual questions, issues and concerns. They provide a listening ear, and offer suggestions from their own individual perspectives. These persons are scholars and practitioners who value intellectual inquiry and the clash of different ideas and opinions while maintaining their faith and spirituality. They are available to serve as partners in students' spiritual journeys, and they are also prepared to make referrals to assist students in faith matters. This program is coordinated through the [University Ministries Office](#)

Resource Persons

- [Mara Bailey](#)
- [Zoe Bailey](#)
- [Jerry Beckoven](#)
- [Cheryl Bink](#)
- [Lisa Berchardt](#)
- [Alicia Borchert](#)
- [Candice Howell](#)
- [Ashley](#)
- [Brian Ketter](#)

Resource Persons

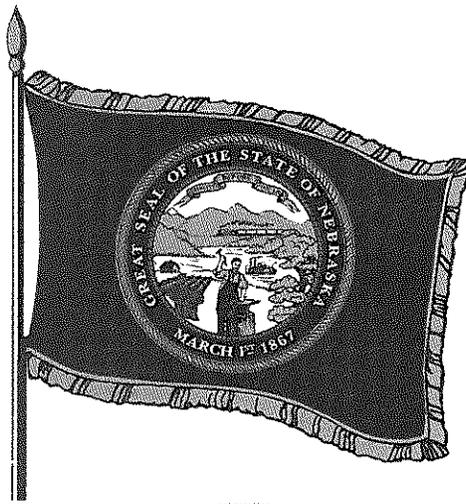
- [Janell Andvini](#)
- [Alicia Borchert](#)
- [Leri Sandt](#)
- [Scott Collier](#)
- [Joan Gilbreth](#)
- [Alicia Borchert](#)
- [Bernice Jones](#)
- [Alicia Borchert](#)
- [Patti Kirk](#)
- [Sandy McBride](#)
- [Alicia Borchert](#)
- [Becky Voight](#)
- [Rita Webb](#)

Resource Persons

- [Mara Bailey](#)
- [Zoe Bailey](#)
- [Leanna Fairchild](#)
- [Alicia Borchert](#)
- [Matt Kadary](#)
- [Kim McLaughlin](#)
- [Alicia Borchert](#)
- [Cathy Nelson](#)
- [Rachel Pokora](#)
- [Alicia Borchert](#)
- [Grady Turner](#)
- [Ashley Wimer](#)
- [Alicia Borchert](#)
- [Katie Zell](#)

STATE OF

NEBRASKA



United States of America,
State of Nebraska } ss.

Department of State
Lincoln, Nebraska

I, John A. Gale, Secretary of State of Nebraska do hereby certify;

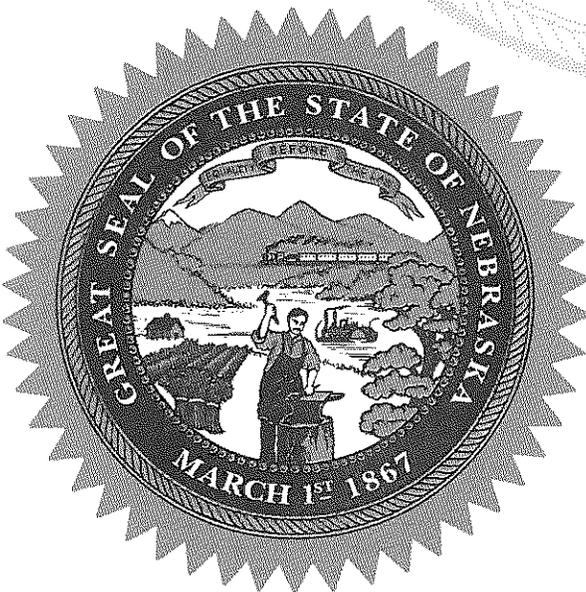
NEBRASKA WESLEYAN UNIVERSITY

was duly incorporated as a nonprofit corporation under the laws of this state on June 24, 1941 and do further certify that no biennial reports or biennial fees assessed are delinquent; articles of dissolution have not been filed and said corporation is in existence as of the date of this certificate.

In Testimony Whereof,

I have hereunto set my hand and affixed the Great Seal of the State of Nebraska on May 12, 2011.

John A. Gale
SECRETARY OF STATE



This certificate is not to be construed as an endorsement, recommendation, or notice of approval of the entity's financial condition or business activities and practices.

**IOWA SECRETARY OF STATE
MATT SCHULTZ**



Certificate Validation

The following certificate was issued by the Iowa Secretary of State:

Certificate ID: CS53605

Validation Date: 5/11/2011

Date: 5/11/2011

CERTIFICATE OF EXISTENCE

Name: NEBRASKA WESLEYAN UNIVERSITY (504RFN - 411968)

Authorized date: 2/18/2011

Duration: PERPETUAL

State of Incorporation: NEBRASKA

I, Matt Schultz, Secretary of State of the State of Iowa, custodian of the records of incorporations, certify that the nonprofit corporation named on this certificate is authorized to transact business in this state, that all fees required by the Revised Iowa Nonprofit Corporation Act have been paid by the corporation, and that the most recent biennial corporate report required has been filed by the Secretary of State.

A handwritten signature in black ink, appearing to read "Matt Schultz", with a long horizontal flourish extending to the right.

Matt Schultz
Iowa Secretary of State

P. 11

UNITED STATES DEPARTMENT OF EDUCATION
WASHINGTON, D.C. 20202
September 2009

Nebraska Wesleyan University
5000 Saint Paul Avenue
Lincoln, NE 68504-2796
NL01

OPE ID: 002555
FY 2007 Cohort Default Rate: 1.2

RE: FY 2007 Official Cohort Default Rate Notification Letter

Dear President:

This letter officially notifies you of your school's fiscal year (FY) 2007 cohort default rate based on Federal Family Education Loan (FFEL) Program and/or William D. Ford Federal Direct Loan (Direct Loan) Program loans made to students for attendance at your school. Your school's FY 2007 cohort default rate is shown above. Please note that even if your school is no longer participating in the student loan program(s), federal law requires the U.S. Department of Education (Department) to notify your school of its cohort default rate.

Since the Department is no longer mailing hardcopies of the cohort default rate notification letters to any schools, please refer to the website <http://www.ed.gov/offices/OSFAP/defaultmanagement/ecdr.html> for a description of the other files that the Department transmitted to you along with this letter.

WHAT FORMULA DID THE DEPARTMENT USE TO CALCULATE MY SCHOOL'S RATE?

The Department uses one of three methods for calculation of cohort default rates:

1. Official non-average rate for schools with 30 or more borrowers entering repayment,
2. Official average rate for schools with 29 or fewer borrowers entering repayment, and
3. Unofficial rate for schools with 29 or fewer borrowers entering repayment with less than three years of data.

For complete explanation of the three types of rates, please see Chapter 2.1 of the Cohort Default Rate Guide, How the Rates are Calculated, available at <http://ifap.ed.gov/DefaultManagement/guide/04CDRGuidePart2.html>.

WHAT TYPES OF LOANS DID THE DEPARTMENT INCLUDE IN MY SCHOOL'S RATE CALCULATION?

The Department included three types of loans in your school's cohort default rate calculation:

- 1) Federal Stafford Subsidized and Federal Stafford Unsubsidized Loans

UNITED STATES DEPARTMENT OF EDUCATION
WASHINGTON, D.C. 20202
September 2010

Nebraska Wesleyan University
5000 Saint Paul Avenue
Lincoln, NE 68504-2796
NL01

OPE ID: 002555
FY 2008 Cohort Default Rate: 1.9

RE: FY 2008 Official Cohort Default Rate Notification Letter

Dear President:

This letter officially notifies you of your school's fiscal year (FY) 2008 cohort default rate based on Federal Family Education Loan (FFEL) Program and/or William D. Ford Federal Direct Loan (Direct Loan) Program loans made to students for attendance at your school. Your school's FY 2008 cohort default rate is shown above. Please note that even if your school is no longer participating in the student loan program(s), federal law requires the U.S. Department of Education (Department) to notify your school of its cohort default rate.

Since the Department is no longer mailing hardcopies of the cohort default rate notification letters to any schools, please refer to the website <http://www.ed.gov/offices/OSFAP/defaultmanagement/ecdr.html> for a description of the other files that the Department transmitted to you along with this letter.

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2. Official average rate for schools with 29 or fewer borrowers entering repayment, and
3. Unofficial rate for schools with 29 or fewer borrowers entering repayment with less than three years of data.

For complete explanation of the three types of rates, please see Chapter 2.1 of the Cohort Default Rate Guide, How the Rates are Calculated, available at <http://ifsp.ed.gov/DefaultManagement/guide/04CDRGuidePart2.html>.

WHAT TYPES OF LOANS DID THE DEPARTMENT INCLUDE IN MY SCHOOL'S RATE CALCULATION?

The Department included three types of loans in your school's cohort default rate calculation:

- 1) Federal Stafford Subsidized and Federal Stafford Unsubsidized Loans
- 2) Federal Direct Subsidized and Federal Direct Unsubsidized Loans
- 3) Federal Supplemental Loans for Students (Federal SLS Loans). Although rare, it is possible for Federal SLS loans to be included in your school's cohort default rate calculation.

WHAT LOAN RECORD DETAIL REPORT (LRDR) ACCOMPANIES THIS NOTIFICATION LETTER?

If your school's FY 2008 official cohort default rate is a non-averaged rate, the LRDR that accompanies this letter reflects all loans that went into repayment during FY 2008. If your school's FY 2008 official cohort default rate is an averaged rate, the LRDR that accompanies this letter reflects all loans that went into repayment during FY 2008, FY 2007 and FY



START HERE
GO FURTHER
FEDERAL STUDENT

National Student Loan Data System



Menu | Add | Enroll | Org | Report | Tran



Support: 1-800-833-8337

Developed on the THOMAS GIBSON FUND, NEBRASKA WESLEYAN UNIVERSITY



Return to Report List

ID: 09015 Type:

Name: SCHOOL OF THE HOLY TRINITY



Go to Report Log

Report Parameters

School: 09015

Sort By:

Output Medium: PDF

Cohort Default Rate History List

Select	Fiscal Year	Rate Type	Program Type	Numerator	Denominator	Rate	Process Date
<input type="checkbox"/>	2009	2YR DRAFT	FFEL	7	469	1.4	01/16/2011
<input type="checkbox"/>	2008	2YR OFFICIAL	FFEL	8	401	1.9	07/31/2010
<input type="checkbox"/>		2YR DRAFT	FFEL	8	400	2	01/02/2010
<input type="checkbox"/>		3YR TRIAL	FFEL	12	402	2.9	04/14/2011
<input type="checkbox"/>	2007	2YR OFFICIAL	FFEL	7	545	1.2	08/01/2009
<input type="checkbox"/>		2YR DRAFT	FFEL	7	548	1.2	01/03/2009
<input type="checkbox"/>		3YR TRIAL	FFEL	13	545	2.3	10/30/2009
<input type="checkbox"/>	2006	2YR OFFICIAL	FFEL	12	792	1.5	08/02/2008
<input type="checkbox"/>		2YR DRAFT	FFEL	12	779	1.5	01/05/2008
<input type="checkbox"/>		3YR TRIAL	FFEL	15	792	1.8	10/29/2009

Common Data Set2010-11

Note: These are the graduates and loan types to include and exclude in order to fill out CDS H4, H4a, H5, and H5a.

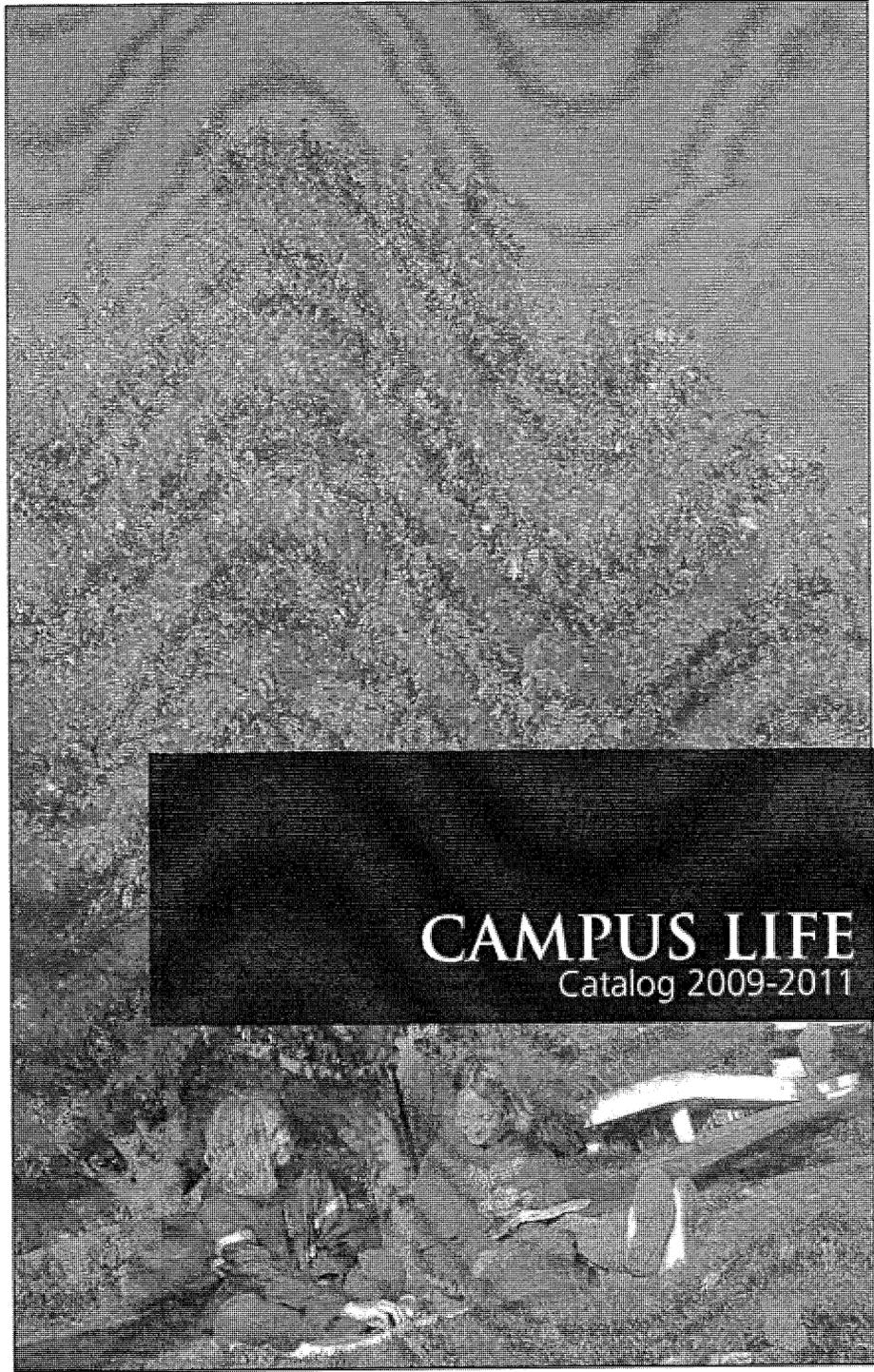
Include: • 2010 undergraduate/class who graduated between July 1, 2009 and June 30, 2010 who started at your institution as first- time students and received a bachelors degree between July 1, 2009 and June 30,2010.

- only loans made to students who borrowed while enrolled at your institution.
- co-signed loans.

Exclude: • those who transferred in.

- money borrowed at other institutions,

H4	Provide the percentage of the class (defined above) who borrowed at any time through any loan programs (institutional, state, Federal Perkins, Federal Stafford Subsidized and Unsubsidized, private loans that were certified by your institution, etc.: exclude parent loans). Include both Federal Direct Student Loans and Federal Family Education Loans.	79%
H4a	Provide the percentage of the class (defined above) who borrowed at any time through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. NOTE: exclude all institutional, state, private alternative loans and parent loans.	78%
H5	Report the average per-undergraduate-borrower cumulative principal borrowed of those in line H4.	\$24,873
H5a	Report the average per-undergraduate-borrower cumulative principal borrowed, of those in H4a, through federal loan programs--Federal Perkins, Federal Stafford Subsidized and Unsubsidized. Include both Federal Direct Student Loans and Federal Family Education Loans. These are listed in line H4a. NOTE: exclude all institutional, state, private alternative loans and exclude parent loans.	\$21,163



CAMPUS LIFE

Catalog 2009-2011

CAMPUS LIFE

Nebraska Wesleyan University's area of Student Life fosters students' learning and personal development, community involvement, and leadership through extracurricular, cocurricular, and residential experiences. Student Life supports a broad range of educational, social, and recreational programs, services, and facilities for Nebraska Wesleyan students and other constituent groups. Under the supervision of the Dean of Students are Housing and Residence Life, Greek Life, Student Health Services, Intercollegiate Athletics, Recreation and Athletic facilities, the Center for Student Involvement, the Career and Counseling Center, and University Ministries. More detailed information about campus life at Nebraska Wesleyan is included in the Student Handbook/Planner, available in the Office of Student Life, and on the Nebraska Wesleyan website.

Nebraska Wesleyan University Campus Environment

The College of Liberal Arts and Sciences academic program constitutes the heart of Nebraska Wesleyan University's residential liberal arts community. We seek to create a campus environment in which students are actively engaged in the life of the University; take responsibility for their own learning; and integrate their classroom experiences with those in the larger campus community. Campus life enhances intellectual, spiritual, and personal growth; collaborative learning; leadership; and service. Student connections with faculty and with each other, a cornerstone of Nebraska Wesleyan's culture, extend beyond the classroom and throughout the campus. Members of this vibrant learning community accept the uniqueness of each individual and embrace dialogue and the free exchange of ideas in order to achieve understanding and respect for others. At Nebraska Wesleyan, students learn to join their intellectual and social lives to create an expansive college experience that is challenging, enjoyable, and productive.

Residence Life/Housing Residency Policy

As a residential campus, it is the residency policy of the College of Liberal Arts and Sciences at Nebraska Wesleyan University that undergraduate students reside in approved on-campus living units for three years or six semesters. All first year students must live in University-administered residential facilities. Students in their third through sixth semesters who are members of sororities or fraternities may reside in Greek houses meeting criteria for approved residential facilities.

Students may request an exception to this policy if they live with parents/guardians (as defined by Section 30-220917 of the Nebraska Probate Code) within 30 miles of the Nebraska Wesleyan campus; have reached their 21st birthday prior to the start of the fall semester; live with a spouse; are enrolled for fewer than 12 credit hours per semester as a part-time student; or have received a special exception from the Administrative Council for financial exigency, health issues, or other extreme or emergency conditions.

If a student's living arrangements are in violation of the residency policy, the student will be in violation of the Code of Student Conduct and will be subject to disciplinary action. Violation of this policy does not excuse financial obligation to the University.

Residential Facilities

Nebraska Wesleyan's residential campus includes a variety of residential facilities designed to actively engage students in the life of the campus, broaden their life experiences, and enhance interaction with other students. Nebraska Wesleyan has five traditional residence halls, one all-women and four coeducational; two suite-style residential facilities; a five-unit townhouse village; and several apartment buildings. Approximately 800 students live on campus in University residential facilities. Typically, first year students live in the traditional halls and upper class students live in the suite-style facilities and the townhouses.

Sodexo Campus Services offers various dining meal plans. The Coffee House is also open throughout the day and some evenings.

Residence Life policies and procedures are included in the Student Handbook, and are also available in the Housing and Residence Life Office. Residential facility contracts for room and board are available through the Housing and Residence Life Office. Contracts specify details about costs, payments, deposits, and refunds.

Both academic year and 12-month contracts are available for the townhouses, the apartments and Centennial Hall. Students wishing accommodations during university vacations should make arrangements through the Housing and Residence Life Office. Students who anticipate a need for vacation housing should consider selecting Centennial Hall as their residential facility.

Sorority and Fraternity Living

The College of Liberal Arts and Sciences supports Greek life on campus. Nebraska Wesleyan's Greek system consists of three fraternities and four sororities, to which approximately one third of the students belong. Nebraska Wesleyan sororities and fraternities, in good standing and meeting the minimum standards for approved University housing, may serve to fulfill the requirements of the University's Residency Policy for initiated members in their third through sixth semesters at Nebraska Wesleyan University.

Student Health Services

Student Health Services is funded by the student activity fee. Full weekday services are provided through the director and assistant director, both registered nurses. In addition, other available services include physician care, allergy injections, laboratory services, cultures, cholesterol-blood pressure screening, and alcohol-drug-stress awareness. Some services have small fees assessed to defray special costs. Treatment and records at Student Health Services are strictly confidential.

Career Development, Counseling and Service Learning

The Career and Counseling Center provides a number of resources to help students discover career options and participate in volunteer service experiences. The Center offers a variety of career workshops, an extensive career library, career counseling, interest inventories, and assistance in resume preparation. The Career Assistance Network includes more than 1,000 Nebraska Wesleyan alumni who are available to assist students in their career exploration through personal or telephone visits, shadowing programs, or internship or job connections.

The Center provides clinical counselors who are available for individual appointments to help students deal with a variety of life issues that can surface during college.

Service learning opportunities are provided through the Center. Students can participate in community volunteer service experiences individually, as part of a class, with student organizations and living units, or through a variety of special trips and academic experiences. Service opportunities are designed to encourage personal growth through exposure to different cultures and professions and to develop an understanding of social responsibility. The Center also sponsors the Global Service Learning Team.

In addition, the Center coordinates internships and other experiences to provide opportunities for students to identify career interests, develop relationships with a variety of individuals, and broaden their understanding of community. Students work with faculty or the Career and Counseling Center staff to identify internship options or create experiences with sponsoring organizations.

Religious Life

Nebraska Wesleyan is proud of its heritage and affiliation with the Nebraska Annual Conference of The United Methodist Church. The University embraces students, faculty, and staff of all denominations and beliefs. The University Minister serves as the campus pastor and is available for personal counseling, religious and vocational counseling, and spiritual guidance.

Each week the University Ministries Office sponsors an ecumenical worship service or a program on contemporary religious or social issues to which all members of the Nebraska Wesleyan community are invited.

The University intends to provide an active, diversified religious life program designed to meet the total range of students' spiritual development needs. Activities and organizations, including Fellowship of Christian Athletes, the United Methodist Student Organization, and FOCUS provide students with opportunities for fellowship, community service, and celebration. Spiritual resource persons are available to students. The Mattingly and Swan lectures annually present speakers who focus on religion, ethics, and values.

Athletics

Athletics are a part of a balanced campus life experience for the College of Liberal Arts and Sciences students, involving talented men and women from all academic pursuits. Nebraska Wesleyan's intercollegiate sports include varsity football and baseball for men; varsity volleyball and softball for women; and cross country, soccer, basketball, indoor and outdoor track, tennis, and golf for both. Men's and women's intercollegiate teams are affiliated with the NAIA (National Association of Intercollegiate Athletics) and the NCAA (National Collegiate Athletic Association, Division III), and are members of the GPAC (Great Plains Athletic Conference).

Student athletes receive one hour of academic credit for each season of participation in a varsity sport.

Intramurals, Recreation, and Fitness

Nebraska Wesleyan supports students' physical and recreational growth through programs and services provided by the Recreation and Athletic facilities staff. The intramural program provides eligible students, faculty, and staff with the opportunity to participate in a variety of formal and informal activities, including team and individual competition. The Weary Center includes a cardiovascular exercise room, an aerobics/dance exercise room, a weight room, an Olympic-size pool, and racquetball courts, all of which are available for student, faculty, and staff use.

Multicultural Programs

The Office of Multicultural Programs provides support, advocacy, and advice for Nebraska Wesleyan's students of color and other under-represented groups. This office also presents programs and provides resources for the entire Nebraska Wesleyan community on issues of pluralism and cultural diversity. This office works closely with the President's Council on Cultural Diversity, the Wolf Fund for Diversity Education, and resource persons for personal harassment, sexual orientation, and persons of color.

Campus Activities and Leadership Opportunities

Student organizations, programs, activities, and other leadership opportunities are an integral part of the cocurricular learning experience in the College of Liberal Arts and Sciences. Nebraska Wesleyan has approximately 90 student organizations, governing bodies, and honoraries.

Student self-governance is an important part of campus life. Nebraska Wesleyan's College of Liberal Arts and Sciences student governing bodies are described below:

The Student Affairs Senate (SAS) initiates legislation governing student life within the University community while upholding the rights and responsibilities of each of its members. It facilitates communication between students, faculty, and administration in matters pertaining to students. The standing committees of the SAS are Student Affairs, Public Relations and Elections, Budget, Buildings and Grounds, Academic Affairs, and Multicultural Affairs and Minority Viewpoints.

The University Judiciary conducts hearings and renders decisions in cases involving infractions of University rules as specified in the Code of Student Conduct. Membership includes two administrators, three full-time faculty members and four students.

The Inter-Fraternity Council (IFC) promotes cooperation and harmony among member fraternities, promotes successful interrelations among fraternities, and serves the fraternity system by promoting growth and long-term interests of the fraternity system. The IFC is composed of men selected by their fraternities. It sponsors recruitment activities and social programs, and recognizes academic endeavor by awarding a trophy to the fraternity with the highest scholastic rank for two previous semesters.

The Panhellenic Council assists and advises its member organizations in all aspects of their programs and promotes a spirit of friendship and unity among sororities. The National Panhellenic Creed emphasizes cooperation with the ideals and objectives of the University, good scholarship, good health, and growth of all Greek women. Panhellenic sponsors the sorority formal recruitment program each fall.

Residence Hall Community Councils are elected in each residence hall. Representatives and officers bring residence hall members closer together through programming and provide a forum for airing residents' concerns, suggesting facility improvements, and providing input in policies and procedures.

Nebraska Wesleyan students are also represented on many University committees and advisory groups, including the Board of Governors, the Faculty Executive Committee, the Commission on Women's Issues, and the President's Council on Cultural Diversity.

Other student organizations center around recreational and cultural interests, academic interests, living units and lifestyles, activity programming, and campus and community service. Numerous department-related and other clubs offer opportunities for involvement and leadership on campus. For example, the International Relations Organization and MOSAIC promote international and cultural awareness.

Social fraternities and sororities at Nebraska Wesleyan include Omega Alpha Chi, Theta Chi, and Zeta Psi fraternities, and Alpha Gamma Delta, Delta Zeta, Omega Chi Rho, and Willard sororities. These groups maintain their own living units adjacent to campus.

A listing of all student organizations and activities is included in the Student Handbook/Planner, and is available on the Nebraska Wesleyan website. An Involvement Fair is held each semester.

Campus Policies

Code of Student Conduct

The Code of Student Conduct, revised in 2007, is included in the Student Handbook/Planner and is on the Nebraska Wesleyan website. It includes a statement of philosophy and authority for student discipline, a series of definitions that relate to conduct and discipline, a list of types of misconduct that are subject to disciplinary sanctions, a description of judicial procedures, and a list of sanctions that may be applied for misconduct.

Specific misconduct outlined in the Code includes academic dishonesty and other misconduct including acts of dishonesty, disruption of University activities, physical and verbal abuse, theft and property damage, hazing, failure to comply with directions of University officials, issuing false reports, unauthorized use of keys, violation of University policies and law, possession of controlled substances, violation of alcohol policies, unauthorized possession of firearms or explosives, unauthorized participation in campus demonstrations, disorderly conduct, University computer abuse, and abuse of the judicial system.

Any questions about the Code of Student Conduct should be directed to the Dean of Students.

Alcohol and Drug Policy

Because of the serious problems related to the use of alcoholic beverages and controlled substances, and because this practice can lead to a loss of effectiveness in human life and does not contribute to the teaching-learning process, the Nebraska Wesleyan community reaffirms its position of serious concern about and opposition to the use of alcoholic beverages and/or controlled substances in this environment. Therefore, the Nebraska Wesleyan University community urges that all its members exercise mature judgment and social responsibility when making decisions regarding the use of alcoholic beverages and other drugs.

This University community further denounces and prohibits the sale, possession, distribution, or use of illegal drugs by students, faculty, or staff. The University is committed to helping individuals who are suffering from a chemical dependency or drug abuse problem and urges the members of this academic community to become actively engaged in drug and alcohol education, prevention, and treatment programs where appropriate.

Although the Board of Governors recognizes the rights of students to be protected from intrusive drug testing, it acknowledges that a student's performance (academic, athletic, or other), health, or safety may be hindered by substance abuse or illegal drug use. Additionally, the Board recognizes that such abuse or usage may adversely affect the interests of the University community. As such, it is the determination by the Board of Governors that Nebraska Wesleyan is authorized to implement appropriate procedures to protect the interests of the students and the university community. Such procedures may include the implementation of a screening process or the request of an evaluation from a qualified professional to determine the seriousness of the problem. In the implementation of these procedures, Nebraska Wesleyan is committed to protect the due process and privacy rights of students.

Violations of law and/or violations of the Student Code of Conduct shall be adjudicated by the proper judicial bodies.

Athletic Department Drug Policy

The use of anabolic steroids, cocaine, amphetamines, or any other controlled substance, as defined by federal or state law, by any member of any intercollegiate athletic team of Nebraska Wesleyan is strictly prohibited. The only exceptions are physician-prescribed medications for the individual student athlete.

Unauthorized use of such drugs constitutes an abuse of the privilege of practicing and participating in intercollegiate competition. Such unauthorized use may result in dismissal from the intercollegiate athletic teams and may lead to further sanctions.

Access for Students with Disabilities

Federal law requires that Nebraska Wesleyan University make reasonable accommodations to ensure that persons with disabilities will have equal access to all educational programs, activities, and services.

Therefore, Nebraska Wesleyan University, in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and with the Americans with Disabilities Act of 1990 (ADA), recognizes the University's obligation to make reasonable accommodations for qualified students with disabilities.

A "reasonable accommodation" is defined as any change in an environment or in the way things are customarily done that (1) enables an individual with a disability to enjoy equal opportunities; and (2) does not fundamentally alter the nature of the activity, service, or program.

A "disabled" person is defined as one who has a physical or mental impairment that substantially affects one or more major life activities, has a record of such an impairment, or is regarded as having such an impairment.

To facilitate plans for any reasonable accommodations, students with disabilities must identify and document their needs following their admission to Nebraska Wesleyan University. It is the responsibility of the student to notify the University of his/her disability, to document the disability, and to request accommodation.

Students should contact the Office of Services for Students with Disabilities or the Academic Affairs Office for further information.

Sexual Harassment

Sexual harassment cannot and will not be tolerated at Nebraska Wesleyan University. It is the responsibility of all members of the Nebraska Wesleyan community to participate in understanding, preventing, and combating sexual harassment. Any activity perceived as sexual harassment should be reported. Depending upon the nature of the concern, a student may choose to speak with a Sexual Harassment Resource Person, the Dean of Students, the Dean for the College of Liberal Arts and Sciences, or the Assistant Vice President for Human Resources. A policy statement on sexual harassment is available in the Academic Affairs Office, the Student Life Office, and the Business Office. Nebraska Wesleyan provides an informal assistance network, an informal reporting procedure, and formal procedures for dealing with sexual harassment concerns. A list of sexual harassment resource persons is available in the Student Handbook and on the NWU website.

Personal Harassment

Nebraska Wesleyan University is committed to freedom of speech and expression as published in the Code of Student Conduct. As a liberal arts university and an academic community, we affirm the rights of our members to freedom of expression. We also affirm the right of members of our community to an academic and campus living environment in which acts of violence and harassment are not tolerated.

Harassment is generally defined as an act or communication causing emotional stress specifically addressed to individuals or groups and intended to harass, intimidate, or humiliate an individual or group because of race, religion, creed, gender, age, ethnicity, national origin, disability, or sexual orientation.

Protected expression ends where prohibited discrimination, harassment, or violence begins. Conduct that abuses or degrades another person is inconsistent with the mission and values of the University and will be confronted and challenged as unacceptable.

Persons who feel they have been subjected to acts of violence or personal harassment should refer such incidents to the President of the University, the Provost, a University Vice President, or to other designated individuals (a list of these resource persons is available in the Student Life Office, in the Student Handbook, and on the NWU website).

Sexual Assault

Nebraska Wesleyan will not tolerate sexual assault in any form, including acquaintance or date rape. Sexual assault is identified as misconduct that will be adjudicated by the University Judiciary, using policies developed specifically to respond to sexual assault, if a complaint is filed. Sexual assault resource persons are available to assist any students. A list of these individuals is available in the Student Life Office, in the Student Handbook, and on the NWU website. A complete copy of the campus judicial procedures for sexual assault is also available in the Student Life Office.

Computer Resources

Students may use Nebraska Wesleyan's computing resources for academic and educational activities relevant to their enrollment at NWU. In their use of those computing resources, students are expected to respect the rights of other members of the Nebraska Wesleyan community and of the larger internet community, and follow all applicable laws and regulations. See the Student Handbook, the Computing Services and Instructional Technology Office, or the NWU website for a complete statement of the Nebraska Wesleyan policy regarding appropriate use of computer resources.

Academic Integrity

Academic integrity is one of the basic principles of a university community. Nebraska Wesleyan University encourages and expects the highest standards of academic honesty from all students. The Code of Student Conduct describes that cheating, plagiarism, or other forms of academic dishonesty are subject to disciplinary action. Refer to the Code of Student Conduct for additional information.

Parental Notification

Nebraska Wesleyan University administrative officials are responsible for notifying any student of any intended communication from the University to the student's parents or guardians concerning alleged misconduct. This notice will be given a reasonable amount of time in advance of the contact.

The University strives to support students in their academic and personal endeavors through various support services including the opportunity to receive personal counseling and guidance from trained professional staff members and counselors. Nebraska Wesleyan believes in the importance of confidentiality concerning students' personal issues and will take all appropriate actions to ensure confidentiality of records.

In the event a student attempts and/or threatens suicide or harm to another person, confidentiality guidelines do not apply and University administrative officials will notify the student's parents or guardians, regardless of the student's age. Officials will attempt to provide the student with the opportunity to notify parents or guardians personally if the student so chooses. However, it is essential to involve those individuals who have legal responsibility for the student and who can provide the immediate help, concern, and support for a student who is experiencing difficulty.

Student Declaration

In pursuing an education at Nebraska Wesleyan University we acknowledge the opportunity to explore our identity as students, as global citizens, and as individuals who recognize human dignity and the worth of all. By pursuing this opportunity, we voluntarily agree to a standard of conduct that exceeds minimum expectations for ethical and moral decency. With this commitment to Nebraska Wesleyan University, to the community, and to ourselves, we pledge:

Acceptance

To accept and encourage diversity as a vital part of our university and as a potential opportunity for personal and communal growth.

Responsibility

To assume responsibility for our academic actions through an environment in which personal and academic integrity are paramount.

Citizenship

To strive for global citizenship, by engaging in service learning in order to break cultural barriers and establish universal connectedness.

Humanity

To create an environment that is welcoming and unified, acts with respect and compassion and works to better itself for the sake of humanity.

—Affirmed by Nebraska Wesleyan University Student Affairs Senate on March 9, 1999. Revised March 2007.



NEBRASKA
WESLEYAN
UNIVERSITY

**Annual Security Report
and
Annual Fire Safety Report**

2009

To the members of the Wesleyan community:

The safety and security of all members and guests of Wesleyan's campus community are of primary concern to Nebraska Wesleyan University.

Reporting the Annual Disclosure of Crime Statistics

The Director of Physical Plant prepares the report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report is located at <http://www.nebrwesleyan.edu/sites/default/files/imce/unassigned/2009-campus-security-report.pdf> on the "Campus Safety" web page. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites and the divisions of Student Life and Campus Community and Financial and Administrative Affairs. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime arrest and referral statistics include those reported to the campus security office, designated campus officials (including but not limited to directors, department heads, designated staff, judicial affairs, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. The University's Clinical Counselors and University Minister inform their student clients of the procedures to report crime to the Director of Physical Plant on a voluntary or confidential basis, should they feel it is in the best interest of the student client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year, an e-mail notification is made to all enrolled students, faculty and staff that provide the web site to access this report. All new employees receive the web site location of this report from the Human Resource Office.

All prospective students and their parents can obtain a copy of the report from the Admissions Office, Smith/Curtis Room 207. All prospective employees can obtain a copy of the report from the Human Resource Office, Smith/Curtis Room 202. The report can also be found on the Nebraska Wesleyan University web site on the Campus Security page. More information is provided in the Student Handbook, which is distributed to students and employees in the fall semester by the Student Life Office.

Timely Warning Procedures

In the event that a situation arises, either on or off campus, that, in the judgment of the University, constitutes an ongoing or continuing threat, a campus wide email message will be issued. The warning will also be issued through the Wesleyan Alert System.

What is the Wesleyan Alert System?

Wesleyan Alert is Nebraska Wesleyan's urgent notification system. If you subscribe to Wesleyan Alert, you will be notified in the event of an emergency or safety concern via your chosen method(s):

- text message to your cell phone or other device capable of receiving SMS (short message service) messaging
- email

Why should I subscribe?

The subscriber-only feature of this system allows you to receive urgent notifications even if you're away from your computer or University phone. Those who choose not to subscribe to this service will be alerted of campus emergencies and safety messages via traditional all-campus emails and website postings.

What's involved?

You need a Nebraska Wesleyan University email address to subscribe to this service. You can log back into the system at any time to update information such as a new cell phone number. It is recommended that you use your Nebraska Wesleyan user name when registering; a new password is strongly recommended. Following validation, be sure to join the "safety notification" group so you can receive all emergency and safety messages.

How does the Wesleyan Alert System work?

During an urgent situation, a text message will be sent to your cell phone within seconds of an official announcement. An instant text message will alert you of an emergency wherever you are carrying your cell phone.

What if I do not have a cell phone?

You can still participate by registering to have the same message sent to you via email. This means you will need to be at your computer at the time of the announcement.

Can I unsubscribe to this service?

Yes. You can unsubscribe at any time by logging into your account and clicking on "unsubscribe" under the "Groups" tab.

Whom should I contact with further questions or concerns about the Wesleyan Alert System?

Questions and concerns can be directed to Sara Olson, Director of Public Relations, at

465.2185 or email solson@nebrwesleyan.edu. More information on the Wesleyan Alert System and security issues can be found on Wesleyan's web page at <http://www.nebrwesleyan.edu/about-nwu/campus-safety> *Anyone with information warranting a timely warning should report the circumstances to the Director of Physical Plant (450-9329) or the Security Officer 432-9238, who will pass the information onto the appropriate authority. Everyone is asked to assist in making the campus a safe place by being alert to criminal behavior or suspicious situations or activities and promptly reporting them.*

Emergency Response and Evacuation Procedures

Wesleyan Alert Nebraska Wesleyan's urgent notification system is used for emergency response and evacuation. During an urgent situation messages will be sent to you by method/methods you have chose within seconds of an official announcement.

Please note if sending an alert could compromise efforts for a favorable outcome, proper authorities may delay the Wesleyan Alert.

You can request to have it sent to your cell phone/ other device capable of receiving SMS (short message service) messaging/ email.

In the first week of each semester Nebraska Wesleyan has an evacuation drill of all academic buildings unannounced. They are carried out by the Maintenance Team by pulling the fire alarms. Everyone is expected to leave the buildings, if any problems are noted they are reported to proper personal.

All information about drills is recorded and kept in the Clery Act file.

Fire Safety For On Campus Student Housing

Each on campus student housing facility has sprinkler systems, heat/smoke detectors, fire extinguishers, pull stations, horns/bells/strobes, fire doors to resident rooms, stairwells, laundry rooms and kitchens, also emergency lighting. Each on campus housing facility's fire panels are tied directly to the Lincoln Fire Department. They are also monitored by a fire protection company that contacts the institution if any activity shows up on the fire panels.

Nebraska Wesleyan only allows approved, safe, low wattage portable electrical appliances. This includes hair dryers, curling irons, and non-halogen desk lamps, radios, TVs, stereos, electric blankets, computers, fans, thermostatically controlled coffee maker, hot pots and popcorn poppers. All candles are strictly prohibited in on campus housing. Additional sources of ignition that are prohibited include but not limited to incense, lanterns, charcoal, lighter fluid, Bunsen type burners, propane and candle warmers.

Outdoor grilling is only allowed with University provided and authorized grills that are located north of Plainsmen Hall and on the west side of the Townhouse Village. Personal grills are not allowed on University property. Smoking is not permitted in any on campus housing; students smoking outside must do so at least 15 feet from the building. All cigarette butts must be placed in receptacles provided.

Each on campus student housing facility has 2 fire drills a semester. These are done by the Residence Life Coordinators (professional staff) at random times. The students are not for warned of drills and are expected to leave the building. Each on campus student room has an escape plan with two ways out.

Residence Life Coordinators (professional staff) RLCs and Peer Assistance (students) PAs go through a fire training session that also includes hands on training with fire extinguishers. RLCs and PAs periodically check smoke detectors in all rooms and during breaks they check rooms for any fire violations. Any fire related violation carries a possible 250.00 fine.

If a fire occurs it should be reported immediately to the Fire Department by a 911 call and to Residence Life Coordinators and on duty Security personnel. Residence Life Coordinators and Security personnel are responsible for notifying the Dean of Students, Provost, Vice President for Finance, and other University personnel who need to know.

All fire equipment in on campus housing is tested by certified fire protection companies and Nebraska Wesleyan's Maintenance Team once a year and as needed.

To Report a Crime

Emergency Reporting of a Crime

If a crime is in progress or just happened call 911 and report the situation to the City Police. Follow-up all calls to 911 with a call to the campus Security Officer at **432-9238**. The Security Office phone is covered 24/7 and security officers respond to all reported crimes on campus. There are Emergency phones in parking lots and beside buildings on campus and in the entrances to buildings that can be used to call 9-911. When reporting any type of crime or activity, be prepared to provide the following information: location, time, type of criminal act, and any description of individuals involved. Also, identify yourself and the telephone number where you can be reached. It is important to report crimes promptly so Nebraska Wesleyan can follow up and notify the community of any occurrence of criminal activity.

General Reporting of a Crime

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents in a timely manner to the Director of Physical Plant either in person (heating plant building in the center of campus), by phone 465-2323, or by voice mail at 465-2323.

Reported criminal activity meeting the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act are disclosed in the annual “Campus Security Act Annual Report”. Faculty and Staff employees are required under the Clery Act to report to the Director of Physical Plant all crimes communicated to them by students unless they hold the positions of Clinical Psychologist and University Minister. Communications can be made under the University’s **Confidential Reporting Procedures**. The Director of Physical Plant is required to report these communications on the University campus crime log.

Confidential Reporting Procedures

If you are a University faculty or staff employee, you may make your Clery Act required communication as a confidential report. The Director of Physical Plant can file a report on the details of the incident without revealing any identities

If you are the victim of a crime and do not want to pursue action within the University System or the criminal justice system, you may still want to consider making a confidential report. With your permission the Director of Physical Plant can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

Campus “Clinical Psychologist” and the “University Minister” when acting as such are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Missing Student Notification

Students who reside on campus are encouraged to register a confidential contact in case they are determined missing, to be used only by authorized campus officials and law enforcement. This contact will be kept in a separate file that only authorized campus officials have access to.

Students who reside on campus who do not provide a confidential contact will be advised that if they are determined missing Lincoln Police will be notified.

Students who reside on campus, who are younger than 18 and are not an emancipated minors, will be advised, their parents or legal guardians will also be contacted even if they have a confidential contact.

When a student who resides on campus is thought to be missing, individuals should report information to Residence Life, Dean of Students, Security or Lincoln Police.

If not initially reported to Security or Lincoln Police, it must be immediately referred to them. Once Security or Lincoln Police determine a student is missing for 24 hours, the confidential contact will be notified. If there is evidence of foul play, a student can be determined missing before 24 hours have lapsed.

While the contact remains confidential, nothing precludes an institution from notifying a student's parents or anyone else they deem necessary to help find the missing student. The FERPA health and safety exception fully permits this.

Access to Campus Facilities

Residential Facilities Security

All the facilities are secure 24 hours a day. Only the residents of each building or specifically identified individuals may enter using an electronic key access system.

General Buildings Security

Campus buildings have regularly scheduled operating hours. These hours, which are posted on the external doors of each building, are maintained to protect the equipment and staff who occupy these buildings. The hours are subject to change during holiday periods and to accommodate activities within the buildings. Emergencies may necessitate changes or alterations to any posted schedules.

All individuals occupying a building after hours must be authorized to be there and be identifiable as a member of the Wesleyan community by an official University Photo Identification Card. Individuals designated as campus security authorities include the President, the Vice President for Finance and Administration, the Provost, the Director of Physical Plant, Contracted Off Duty Lincoln Police Officers, and Contracted Security personnel.

Building Closing Hours

Cochane-Woods Library		Elder Memorial Speech	
Monday-Thursday; Sunday	Midnight	and Theater Center	Midnight
Fridays	5:00 p.m.	Knight Field House	10:00 p.m.
Saturdays	6:00 p.m.	Lucas Art Building	10:00 p.m.
Old Main	5:30 p.m.	Olin Hall of Science	10:00 p.m.
Rogers Center for Fine Arts	Midnight	Residence Halls	Locked 24 hours
Story Student Center	Midnight	Weary Center for Health	
Smith-Curtis Classroom/		& Fitness	Monday-Thursday 11:00 pm
Administration Building	10:30 p.m.	Friday 7:00 pm, Saturday 5:00 pm, &	
Student Health Center	5:00 pm	Sunday 9:00 pm	
Forensic House & Lab	Locked 24 hours	Theatre House & Studio	11L30 on

Campus Security

Wesleyan has employed a security service, Securitas Security, to provide additional support for its students, staff and facilities. The guards serve as additional “eyes” and “ears” on campus and are available to assist the Lincoln Police Department as needed. The University also hires off duty police officers throughout the year to patrol the campus.

Their duties are to protect University property, faculty, staff, students and visitors by securing buildings, checking offices and laboratories, patrolling campus grounds and parking lots, and providing escort service when requested. The Securitas guards also monitor and report on campus security matters. A periodic review is made on the adequacy of campus lighting and other safety needs.

The Securitas Security guards are trained in crime prevention, safety and patrol techniques. They are not armed and are only authorized to use physical force in self-defense or in defense of another person. In the event of a crime, the Lincoln Police Department should be notified first, with backup support by Securitas Security. Securitas Security personnel do not have the authority to arrest individuals.

The off duty police officers are not on campus to investigate crimes. They do have all their police authority to take action if they observe any illegal activity on campus. The off duty officers will carry their Lincoln Police Department issued firearms.

Wesleyan’s campus is under the jurisdiction of the Lincoln Police Department which is coordinated by the Department’s Northeast team. Lincoln police have the right to come onto Wesleyan’s campus and do so to investigate reported crimes and make arrests. The police officers regularly report to the Wesleyan administration any criminal activity which has occurred in the University Place neighborhood, including student Greek houses. Student Life maintains contact with recognized fraternity and sorority organizations through the efforts of the Greek Life Advisor. University security personnel do not provide law enforcement service to off-campus residences of recognized fraternity and sorority organizations nor are non-University sponsored activities off campus recognized by university authority. Student Life and Campus Security enjoy a close working relationship with the Lincoln Police Department. This cooperative team approach addresses situations as they arise as well as future concerns.

There are emergency Blue Light Phones located on the campus walkways and at the parking lots. These phones can be used to dial police emergency response with 9-911. When getting acquainted with the campus, please take the time to note the location of these.

Security Awareness Programs

Each member of Wesleyan’s community should be aware of Wesleyan’s campus security procedures and be sensitive to crime potential. Each employee in the fall and all new

employees receive a copy of the Emergency Procedures Guidebook, which outlines emergency procedures as well as crime reporting procedures. Additional information is provided through periodic notices published in the weekly faculty/staff newsletter, *Inside Wesleyan*, giving helpful security tips and reporting crime occurrences on campus. The student newspaper also has periodic articles on campus crime. Special memos are circulated to the staff on an as needed basis if certain crime situations prevail. Each student and employee is supplied a copy of the Student Handbook, a publication that provides additional information regarding campus crime and safety at NWU.

Campus Safety programs are sponsored by a number of offices on campus throughout the academic year. Upon arrival residential students receive a brochure from Maintenance that focuses attention on car safety. Student Life provides a *Wesleyan Watch* information in the student planner for each student that is placed in their campus mail box which promotes the theme that campus security is everybody's business. The planner contains campus security, fire and police and student health phone numbers. Throughout the year the residential programs sponsor a Gotcha Program as a personal safety and anti theft program. Staffs in the residential facilities check student room doors around 5:00 am in the morning to identify if students are locking their room doors. If a room door is found unlocked, a tag is put on the door that says 'Got Ya your door was unlocked'. After a residential facility has gone through the program an educational program is the follow-up. In addition, each semester the Women's Resource Center volunteer staff provides sexual assault classroom presentations. The residence life student staff focused in hall programs this past year on the subject of drinking and driving. Each first year residential facility presented a program on the topic. The University makes a special effort during New Student Orientation to provide information through programming and placement of brochures in each student's NSO packet concerning acquaintance rape. Upper class students receive in the fall a brochure on alcohol misuse problems. Residence Halls and Student Organization on campus have programs on safety and prevention issues. Wesleyan placed on the back of each students parking hang tag the phone numbers of "Wesleyan Wheels" and the phone number of Wesleyan's 24/7 security phone.

Crime Prevention Programs

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations through out the year. Residence Life personnel provide students with a variety of educational strategies on how to protect themselves from sexual assault, theft and other crimes. A group of students from Student Affairs Senate, and the Dean of Students along with the Director of Physical Plant walk campus after dark each semester and evaluate the campus lighting and landscaping in terms of safety and security. The Student Senate makes recommendations from their analysis on changes that will make the campus a more secure environment. The Director of Physical Plant continues a car patrol on campus in the late evening and after midnight to provide more security in parking lots and other areas on campus.

Although theft of personal property is not a reportable activity, as provided by the Campus Security Act, students, faculty and staff should be aware that personal property

theft does occur on campus. Items most likely to be stolen are radios and speaker equipment from vehicles, unattended wallets and purses from offices and unattended textbooks. All members of the Wesleyan community are responsible for their own personal belongings and should take simple, common sense precautions to protect their valuables.

Personal Safety Tips:

- Do not allow the opportunity for a crime to occur - avoid placing yourself in environments where criminals will have the opportunity to commit a personal crime.
- Always keep your doors and windows locked.
- If possible, let a friend or roommate know where and with who you'll be and when you'll be back when you go out.
- Trust your instincts - if you feel uncomfortable about someone near you on the street, in an elevator, or getting off a bus, head for a populated place or yell for help.
- Use well-lit and busy sidewalks.
- Avoid walking alone or walking near vacant lots, alleys, construction sites, and wooded areas.
- Learn the locations of emergency phones on campus.
- Carry a cell phone, whistle, or a personal alarm to alert people that you need help.
- In an elevator, stand near the controls; if you feel threatened, hit the alarm and as many floor buttons as you can.
- When you're on a bus, sit as near the driver as possible.
- Try to park in an area that will be well-lit and heavily traveled when you return.
- Lock your car doors and roll up the windows completely - even if you're only running a quick errand.
- Drink responsibly - remember your ability to respond is diminished by over-consumption of alcohol.
- Stay alert at all times and call the police immediately to report suspicious activity.
- Never leave personal property (e.g., book bags, laptop computers, etc.) unattended.
- Put ICE (In Case of Emergency) in your cell phone, along with a name and telephone number of a loved one, to enable emergency services personnel to contact your family in the event of an emergency.
- Excessive volume or use of electronic devices (iPods, PDAs, cell phones, etc.) distracts you from being alert to potential safety issues. Unplug yourself and tune in to your immediate environment.
- Utilize crosswalks at all times and obey the signals at intersections when walking.
- When driving, be alert for pedestrians and bicyclists and yield to them when required by law.

Nebraska Wesleyan University Alcohol and Drug Policy:

Because of the serious problems related to the use of alcoholic beverages and controlled substances, and because this practice can lead to a loss of effectiveness in human life and does not contribute to the teaching-learning process, the Nebraska Wesleyan University community reaffirms its position of serious concern about and opposition to the use of alcoholic beverages and/or controlled substances in this environment. Therefore, the Nebraska Wesleyan University community urges all of its members to exercise mature judgment and social responsibility when making decisions regarding the use of alcoholic beverages and other drugs. This University community further denounces and prohibits the dispensation, possession, distribution, unlawful manufacture or use of illegal drugs by students, faculty, or staff. The University is committed to helping individuals who are suffering from a chemical dependency or drug abuse problem, and we urge the members of this academic community to become actively engaged in drug and alcohol education, prevention, and treatment programs where appropriate.

Violation of this policy by employees may subject the employees to institutional sanctions including, but not limited to, mandatory counseling as prescribed by Nebraska Wesleyan University; suspension from work without pay until the problem has/is abated, termination, and referral for prosecution.

As a condition of employment, all employees must abide by the terms of this statement, and must report to the human resource office any arrest and all subsequent convictions under a criminal drug statute for conduct in or out of the workplace no later than five days after the arrest and subsequent conviction. In the event of such a conviction, an employee will be subject to personnel action up to and including termination, or will be required to participate in an appropriate drug abuse assistance or rehabilitation program.

Approved by Administrative Council: 4/10/89

Addendum approved by Board of Governors: 5/19/89

Editorial changes approved by Administrative Council: 6/20/90

Nebraska Wesleyan complies with Federal, State, and local laws including those which regulate the possession, use and sale of alcoholic beverages and controlled substances. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. This University community further denounces and prohibits the sale, possession, distribution or use of illegal drugs by students, faculty or staff. Such laws are strictly enforced by the University. Violators are subject to University disciplinary action, criminal prosecution, fine and imprisonment

Each Wesleyan employee and student has received the Policy Statement on Alcohol and Drugs approved by the Board of Governors, and each newly hired employee receives materials at the time of employment as directed by the Drug Free Schools and Communities Amendments of 1989. Students receive with the Student Handbook information on the implementation of the University's Alcohol and Drugs Policy. The Student Life and Campus Community Division provides drug and alcohol abuse

preventions programs in compliance with Section 120 (a) and (d) of the Health Education Act. Description of these programs can be obtained from the Student Life Office. The Nebraska Sex Offenders Register is located on the internet at <http://www.nsp.state.ne.us/sor/>

In support of this policy, the Campus Coalition on Alcohol Awareness and Education has developed a 3-year strategic plan to reduce high-risk drinking on campus. This plan is based on a broad Environmental Management Approach as recommended in "Experiences in Effective Prevention", an August 2007 publication by the US Department of Education's Alcohol and Other Drug Prevention Models on College Campuses Grants, pages 7-9. The approach includes:

- Offer and promote social, recreational, extracurricular, and public service options that do not include alcohol and other drugs
- Create a social, academic, and residential environment that supports health-promoting norms
- Limit the availability of alcohol and other drugs both on and off campus
- Restrict marketing and promotion of alcohol and other drugs
- Develop and enforce campus policies, and enforce local, state and federal laws

The NWU Campus Coalition on Alcohol Awareness and Education (CCAA & E) is a campus group consisting of representatives of the following campus entities:

- Student Health Center
- Greek Life
- Residence Life
- BACCHUS-Gamma
- Counseling Services
- the Curriculum
- Student Athlete Advisory Board
- SAS (Wesleyan Wheels Coordinator)

The charge of the committee is to coordinate Nebraska Wesleyan's alcohol education efforts including social norming,

Sexual Assault Prevention and Response

Nebraska Wesleyan University will not tolerate sexual assault in any form, including acquaintance or date rape. Sexual assault is identified as misconduct that will be adjudicated by the University Judiciary, using policies developed specifically to respond to sexual assault, if a complaint is filed. Sexual assault resource persons are available to assist any students. A current list of the sexual assault resource persons is found in the Student Handbook, distributed each fall to all students.

The University educates the student community about sexual assaults and date rape through mandatory orientation programs throughout the year for both on campus residence, Greek houses and commuter students. Literature on date rape education, risk reduction and University response is available through the Residence Life Office, located in Centennial Hall and the Women's Resource Center Office located in the Rory Story Student Center lower level.

If you are a victim of a sexual assault at this institution your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The University strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Residence Life Coordinator, Student Health and Wellness nurse, University sexual assault resource person, University Minister, University Professional Counselor, Director of Physical Plant or University security personnel. Filing a report with any of these University representatives will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental response.

The city of Lincoln provides a 24 hour Rape/Spouse Abuse Crisis line at 476-2110, which assures the victim, has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention. Filing a police report will ensure that a victim of sexual assault receives the necessary medical treatment and tests at no expense to the victim and provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam).

Student housing arrangements can be changed if a student requests a change due to a sexual assault. University disciplinary procedures, which provide special guidelines for cases involving sexual misconduct, are distributed to all students each year by the Student Life Office. The following sanctions may be imposed probation, loss of privileges, fines, restitution to victim, Residence Hall suspension or expulsion, University disciplinary suspension or expulsion, and withholding degree. Disciplinary procedures entitle both accused and accuser to the opportunities to have others present and a final report will be provided to both parties.

Annual Fire Statistics

There were no fires in campus housing or on campus in 2009.

Annual Crime Statistics

The following chart provides a statistical report for crimes on the Nebraska Wesleyan campus for the three preceding calendar years. Nebraska Wesleyan University's statistics are also provided on the Office of Postsecondary Education Campus Security Statistics Website at: <http://www.ope.ed.gov/security>.

On Campus – LINCOLN CAMPUS	2007	2008	2009
<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	1	6	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	2	3	0
Burglary	2	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
<u>On Campus - Residence Halls</u>			
<i>Of those criminal offenses reported to have occurred On Campus enter the Number in the residence halls.</i>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	5	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	2	0	0
Burglary	0	3	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Non-Campus	2007	2008	2009
<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	2	1	1
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	4	0	1
Burglary	0	0	0
Motor vehicle theft	1	0	0
Arson	1	0	0

Public Property	2007	2008	2009
<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	1
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	3
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate Crimes - On Campus	2007	2008	2009
<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

On Campus - Residence Halls

*Of those criminal offenses reported to have occurred
On Campus enter the Number in the residence halls.*

	0	0	0
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate crimes - Non-Campus	2007	2008	2009
<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate Crimes - Public Property	2007	2008	2009
<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Arrest On Campus	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0
Arrest On Campus-Residence Halls	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0
Arrest Public Property	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	0	2	4
Liquor law violation	0	4	7
Disciplinary Actions -On Campus	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	2	8	1
Disciplinary Actions Non-Campus	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	4	0	0
Liquor law violation	4	0	0
Disciplinary Actions Public Property	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0
Arrest Non-Campus	2007	2008	2009
Illegal weapons possession	0	0	2
Drug law violation	0	1	0
Liquor law violation	0	0	0
Disciplinary Actions Residence Halls	2007	2008	2009
Illegal weapons possession	0	0	0

Motor vehicle theft	0	0	0
Arson	0	0	0

Hate crimes - Non-Campus	2007	2008	2009
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<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Hate Crimes - Public Property	2007	2008	2009
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<u>Criminal Offenses</u>			
Murder/Non-negligent manslaughter	0	0	0
Negligent manslaughter	0	0	0
Sex Offenses - Forcible	0	0	0
Sex Offenses - Non-forcible	0	0	0
Robbery	0	0	0
Aggravated, assault	0	0	0
Burglary	0	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0

Arrest On Campus	2007	2008	2009
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Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0

Arrest Public Property	2007	2008	2009
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Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0

Disciplinary Actions -On Campus	2007	2008	2009
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Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0

Disciplinary Actions Non-Campus	2007	2008	2009
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Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0

Disciplinary Actions Public Property	2007	2008	2009
Illegal weapons possession	0	0	0
Drug law violation	0	0	0
Liquor law violation	0	0	0

Nebraska Wesleyan University Policy:

MILITARY ACTIVATION

In the event of a student being called to active military duty during a term in which he or she is enrolled at Nebraska Wesleyan, the University will handle the situation in the following manner:

Enrollment

If a student's military unit is activated prior to the time when 75% of the term has elapsed*, the student will be administratively withdrawn by petitioning the Executive Committee. If the military unit is activated at a time after the completion of 75% of the term, the student will be offered the option of administrative withdrawal [by the Executive Committee] or a grade of Incomplete in courses for which 75% of the work has been completed.**

Tuition/Fees

When a student is administratively withdrawn because of being called to active military duty, a full refund of tuition and fees will be issued.

Room and Board

A student leaving his or her Nebraska Wesleyan housing unit due to military activation will not be assessed the fee for breaking the housing contract. The student will be refunded room and board fees on a prorated basis for the time remaining in the semester.

Institutional Financial Aid

A student being administratively withdrawn due to military activation may have his or her institutional financial aid cancelled and removed from his or her account. The Director of Financial Aid will make appropriate determinations on a case by case basis.

Federal Financial Aid

When a Title IV eligible student is administratively withdrawn because of military activation, Nebraska Wesleyan "will perform the Return of Title IV Funds calculations that are required by the statute and regulations (34 CFR 668.22)***. If necessary, NWU will return funds to one or more of the Title IV programs.

(A copy of the official armed forces call to active service is to be filed in the Registrar's Office prior to departure.)

*The Asst. Controller in charge of Students Accounts will determine the date for 75% of the term. 75% of a traditional 16-week semester is 88 calendar days.

**Incompletes may not be advisable for students, depending on their role in the military and the coursework to be completed. This policy does not waive the one-year maximum for completing work for an Incomplete.

***Per "Dear Colleague Letter" of September, 2001, from William D. Hansen, Deputy Secretary, U.S. Department of Education.