

Amended Application for Approval and Registration of Postsecondary School

Iowa Code Chapter 262B

Additional Degree Programs from the Graduate School of Humanities and Social Sciences  
to be Added to Existing Nova Southeastern University Application

Submitted to:

Iowa College Student Aid Commission

Submitted by:

Nova Southeastern University

January, 2012

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## Overview and List of Programs Included in the Amended Application

Nova Southeastern University is providing this amendment to the existing application submitted to the Iowa College Student Aid Commission. The institution is seeking approval to offer the following degree programs to residents of Iowa via distance education/on-line delivery modality. It should be noted that the institution does not have any instructional or administrative locations in the state of Iowa or employ any agents in the state.

<b><u>Item 1:</u></b> <b><u>Degree Programs to Be Added to the Existing Nova Southeastern University Application</u></b> <b><u>Graduate School of Humanities and Social Science</u></b>	
<b>Program</b>	<b>Degree</b>
Conflict Analysis and Resolution	Master of Science in Conflict Analysis and Resolution – M.S.
	Doctor of Philosophy in Conflict Analysis and Resolution – Ph.D.
Multidisciplinary Studies	Master of Science in College Student Affairs – M.S.
	Master of Science in Cross-Disciplinary Studies – M.S.
	Master of Science in National Security Affairs- M.S.

**Item 2: Tuition, Fees, and Costs of Degree Programs**

**Graduate School of Humanities and Social Sciences – Master’s Programs**

<b>Program to be Offered in Iowa</b>	<b>Tuition (per credit hr.)</b>	<b>Fees</b>	<b>Books and Supplies</b>	<b>Other</b>	<b>Total (per term)</b>
Master of Science in Conflict Analysis and Resolution – M.S.	\$580	\$25/term registration \$250/term Student Services (> 4 credits/term) \$125/term Student services (< 4 credits/term)	\$1000/term		>4 credits/term: \$1275 + N credits X \$580 <4 credits/term: \$1150 + N credits X \$580
Master of Science in College Student Affairs – M.S.	\$580	\$25/term registration \$250/term Student Services (> 4 credits/term) \$125/term Student services (< 4 credits/term)	\$1000/term		>4 credits/term: \$1275 + N credits X \$580 <4 credits/term: \$1150 + N credits X \$580
Master of Science in Cross-Disciplinary Studies – M.S.	\$580	\$25/term registration \$250/term Student Services (> 4 credits/term) \$125/term Student services (< 4 credits/term)	\$1000/term		>4 credits/term: \$1275 + N credits X \$580 <4 credits/term: \$1150 + N credits X \$580
Master of Science in National Security Affairs – M.S.	\$580	\$25/term registration \$250/term Student Services (> 4 credits/term) \$125/term Student services (< 4 credits/term)	\$1000/term		>4 credits/term: \$1275 + N credits X \$580 <4 credits/term: \$1150 + N credits X \$580

**Table 2: Tuition, Fees, and Costs (continued)**

**Graduate School of Humanities and Social Sciences – Doctorate Programs**

Program to be Offered in Iowa	Tuition (per credit hr.)	Fees	Books and Supplies	Other	Total (per term)
Doctor of Philosophy in Conflict Analysis and Resolution – Ph.D.	\$815	\$25/term registration \$250/term Student Services (> 4 credits/term) \$125/term Student services (< 4 credits/term)	\$1000/term		>4 credits/term: \$1275 + N credits X \$815 <4 credits/term: \$1150 + N credits X \$815

### Item 3: Refund Policy

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#### Graduate School of Humanities and Social Sciences Refunds of Charges, Tuition, and Fees

##### Refund Policy

Students may drop a class before the withdrawal date. Various refund periods are detailed on the Academic Calendar on the following page.

##### WINTER 2012 TRIMESTER (15 weeks)

Tuesday, December 20, 2011	Last Day for Leave of Absence Requests
Monday, January 2, 2012	Last day to withdraw at <b>100% refund</b>
Tuesday, January 03, 2012	<b>Winter Trimester Begins</b>
Monday, January 16, 2012	Last day for a <b>75% refund</b>
Monday, January 16, 2012	Dr. Martin Luther King Jr. Day – University closed
Monday, January 23, 2012	Last day for <b>50% refund</b> - no refunds after this date
Friday, February 10 – Tuesday, February 14, 2012	RESIDENTIAL INSTITUTE
Monday, February 27 – Sunday, March 4, 2012	SPRING BREAK
Sunday, March 25, 2012	Last day to <b>withdraw</b> from classes
Monday, April 9 – Sunday, April 15, 2012	CONSULTATION WEEK
Sunday, April 15, 2012	<b>Winter Trimester</b>

##### **SUMMER 2012 TRIMESTER (10 weeks)**

<b>Monday, April 23, 2012</b>	<b>Last Day for Leave of Absence Requests</b>
Sunday, May 6, 2012	Last day to withdraw at <b>100% refund</b>
Monday, May 7, 2012	<b>Summer Trimester Begins</b> -Last day for <b>100% refund</b>
Sunday, May 20, 2012	Last day for a <b>75% refund</b>
Sunday, May 27, 2012	Last day for a <b>50% refund</b> - no refunds after this date
Monday, May 28, 2012	Memorial Day – University closed
Wednesday, July 4, 2012	Independence day – University closed
Sunday, June 24, 2012	Last day to <b>withdraw</b> from classes
Sunday, July 15, 2012	<b>Summer Trimester ends</b>

**Graduate School of Humanities and Social Sciences**

The following information can be found in the 2011-2012 student catalog located at:

<http://shss.nova.edu/catalog-2011.pdf>

Students must initiate the appeals process no later than 30 days after the decision to be appealed is made. In case of a grade appeal, the appeals process must be initiated no later than 30 days after the grade is posted. As students follow the process steps and make contact with the appropriate faculty and administrators, they are encouraged to use email as a means of confirmation. Please copy the appropriate department assistant to enhance follow-up.

1. Discuss the matter with the faculty member. If the matter is not resolved within 30 days after contact is made and the student wishes to continue the appeal process, she or he should:
2. Discuss the matter with the Chair of the Department. If the matter is not resolved within 30 days after contact is made and the student wishes to continue the appeal process, she or he should:
3. Discuss the matter with the Senior Associate Dean. Please note that at Step 3, the student must document his/her grievance. If the matter is not resolved within 30 days after contact is made, and the student wishes to continue the appeal process, she or he should:
4. Discuss the matter with the Dean of SHSS, who is the final arbiter.