



BRYAN UNIVERSITY

2013 Catalog Supplement

Version 20
Effective: 8/14/2013

www.bryanu.edu

Effective 8/14/2013, the following course descriptions have been added to the catalog:

CJ298 Capstone - 4.5 Credit Hours

This course requires students to synthesize the knowledge gained from each course taken within the curriculum. The student will prepare and report upon a project that identifies and examines a current criminal justice issue or problem. Prerequisite: Must have a 2.0 cGPA in all completed core courses.

CJ125 Juvenile Justice – 4.5 credits

This course will cover the history and philosophy behind the juvenile justice system in the United States along with theories of delinquency and juvenile offending. Students will also study developmental risks and protective factors influencing youth as well as characteristics of juvenile victims and offenders, and prevention of delinquency and recidivism.

Effective 8/14/2013, page 60 of the catalog now reads as follows:

Program is offered at **Columbia, Rogers, and Springfield** campuses. Program is also offered **online**.

Effective 8/14/2013, page 62 of the catalog now reads as follows:

Program is offered at **Columbia, Rogers, and Springfield** campuses. Program is also offered **online**.

Effective 8/14/2013, the following program has been added to the catalog for Topeka only:

Criminal Justice

Associate of Applied Science Degree Program

Completion Time: 70 weeks, Seven Quarters

Program is offered at the **Topeka** campus only.

The Criminal Justice Associate of Applied Science Degree Program is designed as a multifaceted program of study. The student is prepared for entry-level employment or advancement in law enforcement, corrections, probations, immigration security services and comparable types of employment. Students preparing for a career in criminal justice and security will study private, industrial and retail security. This is not a training program for police or correction officers. However, it will provide a broad understanding of the criminal justice system in the United States and a fundamental knowledge of the social and behavioral sciences.

Support Courses – 13.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
CA100	Introduction to Computer Software Management	55	4.5
CA110	Introduction to Computer Applications	55	4.5
CA120	Strategies for Success	55	4.5

Core Courses – 54 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
CJ100	Legal Ethics	55	4.5
CJ110	Criminal Law	55	4.5
CJ115	Criminal Procedures	55	4.5
CJ120	Criminal Justice Administration	55	4.5
CJ125	Juvenile Justice	55	4.5
CJ200	Criminal Investigation	55	4.5
CJ205	Introduction to Law Enforcement	55	4.5
CJ210	Criminology Φ	55	4.5
CJ215	Introduction to Security	55	4.5
CJ220	Introduction to Corrections Φ	55	4.5
CJ225	Case Report Writing	55	4.5
CJ298	Capstone	55	4.5

General Education Courses – 22.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
GEN101	Introduction to Algebra Φ	55	4.5
GEN120	Composition Φ	55	4.5
GEN180	Technical Writing	55	4.5
GEN230	Introduction to American Politics Φ	55	4.5
GEN240	Psychology Φ	55	4.5

Grand Total	1100	90.0
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Effective 8/14/2013, the following program has been added to the catalog for Topeka only:

Business Administration & Management

Associate of Applied Science Degree Program

Completion Time: 70 weeks, Seven Quarters

Program is offered at the **Topeka** campus only.

The Associates in Business Administration program provides the student with the academic foundation required of entry-level management professionals. Coursework focuses upon principles and techniques of effective administration with an emphasize place on development of business leaders who are capable of thinking critically, solving problems effectively, and making sound business decisions. The program aims to prepare graduates of the program for entry-level business administration positions within a variety of settings, including but not limited to: manufacturing, retail, restaurant, technology, and other related industries.

Support Courses – 13.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
CA100	Introduction to Computer Software Management	55	4.5
CA110	Introduction to Computer Applications	55	4.5
CA120	Strategies for Success	55	4.5

Core Courses – 58.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
BA100	Business Communications	55	4.5
BA101	Keyboarding Φ	55	4.5
BA105	Business Accounting Concepts	55	4.5
BA106	Business Accounting Functions	55	4.5
BA110	Principles of Business	55	4.5
BA125	Organizational Behavior	55	4.5
BA140	Business Law	55	4.5
BA175	Business Applications	55	4.5
BA195	Sales and Marketing	55	4.5
BA220	Leadership	55	4.5
BA226	Project Management Φ	55	4.5
BA230	Human Resource Management	55	4.5
BA298	Applied Business Research	55	4.5

General Education Courses – 22.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
GEN101	Introduction to Algebra Φ	55	4.5
GEN120	Composition Φ	55	4.5
GEN180	Technical Writing Φ	55	4.5
GEN230	Introduction to American Politics Φ	55	4.5
GEN240	Psychology	55	4.5

Grand Total		1155	94.5
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Effective 8/2/2013, the following program has been added to the SAP table on page 34 of the catalog:

Award Level	Evaluation Point	GPA	Credit Hours Completed	Rate of Progress
Diploma Programs (40.5 Credits) MTF: 60.75	Quarter 1	1.25	4.5	33%
	Completion (Quarter 3)	2.0	40.5	66%

Effective 8/2/2013, page 55 of the catalog now reads as follows:

Program is offered at **Columbia, Rogers, and Springfield** campuses. Program is also offered **online**.

Effective 8/2/2013, the following program has been added to the catalog for Topeka only:

Business Administration

Diploma Program

Completion Time: 30 weeks, 3 Quarters

Program is offered at the **Topeka** campus only.

The Business Administration Program exposes students to key principles and techniques of effective business administration. The program emphasizes development of effective leadership skills, including thinking critically, solving problems effectively, making sound business decisions efficiently, and communicating effectively. Coursework is designed to prepare the student to become prepared for entry-level positions within a variety of business settings, including but not limited to: manufacturing, retail, restaurant, technology and other related industries.

Core Courses – 40.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
BA100	Business Communications	55	4.5
BA105	Business Accounting Concepts	55	4.5
BA110	Principles of Business	55	4.5
BA125	Organizational Behavior	55	4.5
BA140	Business Law	55	4.5
BA195	Sales and Marketing	55	4.5
BA220	Leadership	55	4.5
BA226	Project Management	55	4.5
BA230	Human Resource Management	55	4.5
Grand Total		495	40.5

Effective 8/2/2013, the following program has been added to the catalog for Topeka only:

Security and Investigation

Diploma Program

Completion Time: 30 weeks, 3 Quarters

Program is offered at the **Topeka** campus only.

The Security and Investigation program is designed to prepare a student for entry-level positions in security and related criminal justice careers. Students preparing for a career in security will study private, industrial, and retail security. This is not a training program for police or correction officers; however, it will provide a broad understanding of the criminal justice system in the United States and a fundamental knowledge of security and investigation.

Core Courses – 40.5 credits required			
Course	Course Name	Contact Hours	Quarter Credit Hours
CJ100	Legal Ethics	55	4.5
CJ110	Criminal Law	55	4.5
CJ115	Criminal Procedures	55	4.5
CJ120	Criminal Justice Administration	55	4.5
CJ200	Criminal Investigation	55	4.5
CJ210	Criminology	55	4.5
CJ215	Introduction to Security	55	4.5
CJ220	Introduction to Corrections	55	4.5
CJ225	Case Report Writing	55	4.5
Grand Total		495	40.5

Effective 7/12/2013, the following has been added to page 26 of the catalog:

Office of Inspector General Referrals

Bryan University must refer to the Department’s Office of Inspector General (OIG) any credible information indicating that an applicant for Federal Student Aid or an administrator of Federal Student Aid may have engaged in fraud or other criminal misconduct in connection with the Federal Student Aid programs.

Common misconduct includes false claims of independent student status, false claims of citizenship, use of false identities, forgery of signatures of certifications, and false statements of income. Remember that fraud is the intent to deceive as opposed to a mistake. If you suspect such intent on the part of a student or administration, report it to the OIG by phoning 1-800-MISUSED.

Effective 6/28/2013, the following has been added to the end of the Provisional Enrollment Period on page 12 of the catalog:

If a student cancels their enrollment during the provisional period and attempts to enter the University at a later date, they will be permitted to enroll on a provisional basis. A student is not eligible to enroll on a provisional basis if they have been transitioned to a regular active student previously.

Effective 6/28/2013, the following has been added to page 30 of the catalog:

Vaccination Policy

Students enrolled in programs that require a clinical component may be required, at the direction of a potential externship site and/or employer, to complete the Hepatitis B vaccine series.

Tuition and Fees

An application fee of \$50 is payable with all campus-based applications for admission. This fee along with all monies paid is refundable within three working days, exclusive of weekends and holidays.

TUITION

The following chart specifies the cost per credit hour of each program offered at Bryan University. Students must meet all admission criteria for outlined in the catalog for each program of study:

TUITION
\$330.00 per credit Hour (campus-based programs)
\$341.00 per credit hour (Diploma degree programs online)
\$341.00 per credit hour (Associate’s degree programs online)
\$275.00 per credit hour (Bachelor’s programs online)
\$225.00 per credit hour (Bachelor’s programs online)*
\$200.00 per credit hour (Master’s programs online)
\$150.00 per credit hour (Master’s programs online)*

* = available to Bryan University Graduates only.

Tuition is subject to change at any time without notice.

Bryan University may offer the following tuition rates to eligible individuals associated with the following businesses or agencies:

Business/Agency	Tuition Rate per Credit Hour	Campus
Vocational Rehabilitation – VR (State)	\$75	Rogers, AR
Trade Act Assistance (TAA)	\$75 (before 10.1.2012)	Rogers, AR
Workforce Investment Act - WIA	\$75 (before 10.1.2012)	Rogers, AR
Vocational Rehabilitation – VR (State)	\$75 (before 10.1.2012)	Rogers, AR
Vocational Rehabilitation – VR (State)	\$82.50 (after 10.1.2012)	Rogers, AR
Trade Act Assistance (TAA)	\$82.50 (after 10.1.2012)	Rogers, AR
Workforce Investment Act - WIA	\$82.50 (after 10.1.2012)	Rogers, AR
Workforce Investment Act - WIA	\$82.50	Columbia, MO
Vocational Rehabilitation – VR (State)	\$80	Columbia, MO
Vocational Rehabilitation – VR (State)	\$80	Topeka, KS
Vocational Rehabilitation – VR (State)	\$80	Springfield, MO / Online
Missouri Career Center	\$80	Springfield, MO / Online
Kum and Go Stores	\$220/\$228.50	Springfield, MO / Online
Teletech	\$220/\$228.50	Springfield, MO / Online
Communication Solutions	\$220/\$228.50	Springfield, MO / Online
Fitness 19	\$220/\$228.50	Springfield, MO / Online
Chase Card Services	\$220/\$228.50	Springfield, MO / Online
Wyndham Vacation Planning	\$220/\$228.50	Springfield, MO / Online
Hardee’s of Southwest Missouri	\$220/\$228.50	Springfield, MO / Online
Hy-Vee Stores	\$220/\$228.50	Springfield, MO / Online
U.S. Security	\$220/\$228.50	Springfield, MO / Online
Midwest Security	\$220/\$228.50	Springfield, MO / Online
Boomerang Car Wash (Boomerang Holding LLC)	\$220/\$228.50	Springfield, MO / Online

ANNOUNCEMENT:

External partners recommended by the campus Executive Director who enroll in the MBA program for the 8/12/2013 start will be charged a program charge of \$9,950.00 (Tuition \$9,450.00 and Fees \$500) in lieu of the per credit hour charge outlined above in the tuition chart.

All tuition and applicable fees are due and payable in full the day the student transitions to a regular active student. If all financial options, including an alternative loan have been exhausted, other arrangements may be made at the discretion of the Financial Assistance Coordinator. Students sign a promissory note to pay the portion of tuition and applicable fees not met. The terms of this promissory note will include a schedule of installment payments. All arrangements for financial assistance should be made in advance of the beginning of the student’s program.

FEES

Graduation Fee (Mandatory for all students)	\$100.00
Technology Fee (per quarter - Campus Based)	\$215.00
Technology Fee (per quarter - Online Programs)	\$170.00
Technology Device Fee	\$600.00
Course Transfer Fee (per course) (Does not apply when transferring Bryan University earned credits)	\$100.00
Program Transfer Fee (Each occurrence after first quarter)	\$200.00
Program Change Fee (Each occurrence after first quarter)	\$200.00
Re-Entry Fee	\$100.00

Monthly Payments

Students attending Bryan University may be required to financially invest in their education by contributing a monthly cash payment.

Books and Supplies

The bookstore is offered as a convenient service to students. The University reserves the right to issue used books when deemed necessary. The following is an approximate cost per quarter (based upon full-time enrollment):

Diploma and Associate-level Business or Criminal Justice programs (including Healthcare Administration)	\$375.00 per quarter
Computer Network/Programming programs	\$510.00 per quarter
Bachelor-level Business program	\$420.00 per quarter
Bachelor-level Allied Health Management program	\$495.00 per quarter
Fitness and Wellness programs	\$435.00 per quarter
Medical programs	\$435.00 per quarter
Heating, Ventilation, Air Conditioning and Refrigeration Technology program	\$435.00 per quarter
Master's programs	\$550.00 per quarter

Supplies vary according to the program of study. Books and supply charges are non-refundable. All financial obligations to the University must be current including in-class payments and alternative loan payments.

Minimum acceptable SLE scores:

Wonderlic Scholastic Level Examination (SLE) minimum acceptable scores for Admission		
Program Name	Degree Level	Minimum SLE Score
Business Administration & Management	AAS	15
Computer Information Systems - Networking	AAS	18
Criminal Justice	AAS	15
Exercise Specialist	AAS	15
Medical Assistant	AAS	15
Medical Administrative Specialist	AAS	15
Heating, Ventilation, Air Conditioning and Refrigeration Technology	AAS	15
Healthcare Administration	AAS	15

AAS = Associate of Applied Science