

2005 *Information Catalogue*



**Columbia
Southern
University**

When There's Not Enough of You to Go Around

Yet You Understand the Importance of Earning Your Degree

CSU is Your Answer

At CSU we designed our programs for busy professionals just like you. Our online self-paced programs are designed to be completed –

Anywhere, Anytime.

CSU programs are for you if you are one of those people who:

- ✓ Recognize that excellence is a life-long pursuit.
- ✓ Realize that ongoing education is the key to reaching your goals.
- ✓ Want to provide the very best for your family and are willing to go the extra mile to do so.

Enjoy the benefits and prestige that come from earning an accredited degree.

GET STARTED TODAY ON A BETTER TOMORROW.



Dr. Robert G. Mayes • PRESIDENT

January 2005
to December 2005

EDITION II

Why CSU?

- Personalized Service
- Open Enrollment
- Flexible Self-Paced Programs
- No Scheduled Online Sessions
- No Residency Requirement
- Maximum Credit Awarded
- Credit for Experiential Learning
- Affordable Quality
- Interest Free Payment Plans
- Accredited Member of DETC
- BSCP Accepts CSU Safety Degrees
- DANTES and VA Tuition Assistance

COLUMBIA SOUTHERN UNIVERSITY

25326 Canal Road (*Shipping*)

P.O. Box 3110 (*Mailing*)

Orange Beach, AL 36561

800-977-8449 (251-981-3771)

www.columbiasouthern.edu
admissions@columbiasouthern.edu

The Mission - The Programs

THE MISSION

Columbia Southern University was established as an academic institution of higher learning in July of 1993, by Dr. Robert G. Mayes, President and Owner. The University's mission is to promote the development and the application of knowledge, the acquisition of problem-solving skills, and the maturation of intellect and character. The mission is carried out in an atmosphere that encourages intellectual and professional development; fosters a wide range of concepts and ideas; and enhances professional growth.

THE ADMINISTRATION

Robert G. Mayes, Ph.D.
President

Joseph A. Manjone, Ed.D.
Academic Dean

Robert Mayes, Jr., MBA
Provost/Vice-President of Operations

M. Ray Curtis, Ph.D.
Vice-President of Finance

F. Poche Waguespack, MS
Dean of Students

Thomas Cooley, BS
Registrar

Polly Waguespack, MS
Director of Development

Karen Smith, Ph.D.
Associate Dean for Curriculum
Design and Program Development

Larry Williams, Ph.D.
Associate Dean of Academic Administration

Shumon Johnson, M.S.
Curriculum Design Specialist

Rick Cooper, BS
Senior Corporate Admissions
Director and Military Liaison

THE PROGRAMS

Associate of Applied Science Degree:

- Business

Bachelor of Science Degree Programs:

- Business Administration
- Criminal Justice Administration
- Environmental Management
- Fire Science
- Health Care Administration
- Hospitality and Tourism
- Human Resource Management
- Information Technology
- Marketing
- Occupational Safety and Health

Master Degree Programs:

- MBA
- MS Criminal Justice Administration
- MS Occupational Safety and Health

Undergraduate and Graduate Concentrations:

- BSBA/E-Business
- BSBA/Hospitality and Tourism
- BSBA/Information Technology
- BSBA/Management
- BS OSH Fire Science
- BSBA/MBA Finance
- BSBA/MBA Human Resource Mgt.
- BSBA/MBA International Mgt.
- BSBA/MBA Marketing
- BSBA/MBA Project Management
- BSBA/MBA Sport Management
- MBA/E-Business and Technology
- MBA/Health Care Management
- MBA/International Mgt.
- MBA/Public Administration
- MS OSH Environmental Mgt.

Certificate Programs

CSU offers several certificate programs in Safety, HRM, and Health Care. For details see page 33.

AT CSU our ONLY focus is the Distance Learner.

CSU and our programs were developed with an understanding of the special needs of the distance learning student.

Columbia Southern University

Beginning with your initial contact you'll find CSU's personalized service is second to none. Faculty and Staff are dedicated to the principle that it is only through your success that we succeed. You will find us readily available to assist you with information from the application process to graduation requirements. Plus CSU's Alumni Association is the perfect place for you to stay connected following graduation.

Columbia Southern University was developed as a Distance Learning University. Our only focus has always been the distance learner. As such our course materials are selected and prepared with an understanding of the special needs of the distance learning student.

OPEN ENROLLMENT

Start class the day you enroll, with CSU's Module or Per Course Enrollment. There are no predetermined semester or session dates you need to contend with.



ACCELERATED PROGRAMS

You set the pace. With CSU's module or per course enrollment system you are allotted ten weeks to complete each course. But you can complete a course in less time if you are able. And you choose to complete one course at a time, or complete several. The choices are yours to make.

FLEXIBLE

AT CSU there are no campus or scheduled online sessions to contend with. You complete your course work at times and places of your choosing. CSU provides the academic tools and support you'll need to successfully earn your degree.

TRANSFER CREDIT

CSU allows maximum transfer credit for academic and relevant experiential learning experience. Up to 75% of undergraduate courses and 50% of graduate coursework can be transferred into your degree program at CSU - Saving you time and money.

WORRIED ABOUT RETURNING TO SCHOOL?

Don't be. You will find yourself in good company. Few of our students are eighteen or twenty years old. Most are twenty-nine, or thirty-five, or forty-seven years old with two or three kids, and a dog and a cat - just like you. But, just to put your mind at ease, the first course you will complete is CSU's Student Orientation that serves to ease you back into your studies.

Your classroom is as close as your computer.

Anytime, Anywhere.



*It is your
Education*

*Isn't it time you
decide the when
and where you will
learn? With CSU
Online you'll do
just that.*





CHEA®

**Department of
Education
State of Alabama**

CREDENTIALS MATTER

CSU is an accredited member of the DETC. The Accrediting Commission of the Distance Education and Training Council (www.detc.org) is listed by the U.S. Department of Education as a nationally recognized accrediting agency and the DETC is a recognized member of the Council for Higher Education Accreditation (CHEA).

CSU is a member of CHEA. As an accredited, degree-granting member of the DETC, Columbia Southern University is also an institutional member of the Council for Higher Education Accreditation (CHEA).

Columbia Southern University is licensed by the Department of Education, State of Alabama.

The Board of Safety Professionals accepts CSU's safety degrees for both the CSP application and for credit towards recertification in the Continuance of Certification program.

CURRICULA

Curricula for all our programs are designed to reflect the challenges driving business today – as well as recognize the different needs and motivations of students who are at different stages in their careers. Whether taking fundamental courses or conducting graduate research you'll find the support you need to develop relevant skills and valuable perspectives.

You will also find that CSU's courses and project assignments are designed to allow you to incorporate work-related issues, so that your learning will have an immediate impact on your career.

STUDENT RESOURCES

By using the Internet and other innovative learning tools, you'll have access to CSU Online – anywhere, anytime.

CSU'S ONLINE LIBRARY

CSU's Online Library provides a wealth of reference materials, database services and access to professional journals. In addition to the volumes of information available through our Library, Students and Faculty are also supported 24/7 by professional librarians.

BUSINESS HOURS

Columbia Southern University is open for business Monday through Thursday, 8:00 a.m. to 5:00 p.m., and Friday 8:00 a.m. to 2:00 p.m. Central Standard Time.



Chantell Cooley
DIRECTOR OF ENROLLMENT

*Choose a Distance Learning University that has gone the
Distance to enrich its credentials to better serve you.*

Get Started at CSU

Take the first step to a brighter future today. Enjoy the benefits and prestige that come from earning an accredited degree. You'll be glad you did.

ADMISSION REQUIREMENTS

Certificate and undergraduate programs: High school diploma or GED. Graduate programs: Accredited bachelor degree.

SUBMIT YOUR APPLICATION

Complete the Application for Admission located in the back of this catalogue, or complete the online application found on the CSU website.

Along with your application include transcripts of prior academic credit (copies will suffice for evaluative purposes). Note: If you will be faxing transcripts to the university please be certain to fax both sides. If you do not have student copies of your transcript(s), request official copies from the appropriate university or college and have them sent directly to CSU.

The Evaluation

CSU will conduct a comprehensive evaluation of your applicant materials including any prior academic credit. Within seven to ten working days of receipt of your application, we will prepare a detailed Evaluation Report. This report will outline those courses we have determined you should take and those courses for which we have accepted transfer credit. Need to accelerate? CSU's Priority Evaluation Service (\$25) guarantees your application will be evaluated within 24 hours of receipt. Following the completion of your evaluation, CSU will forward a complete Enrollment Packet.

ACADEMIC CALENDAR

Columbia Southern University has an open admission policy. Applications for admission, evaluation, and enrollment are accepted throughout the calendar year.

ENROLL

CSU offers three (3) convenient enrollment systems: the Module Enrollment, the Per Course Enrollment and the Term Enrollment. Details for each follow.

Module Enrollment

With the Module Enrollment System, your degree program is comprised of a series of four course modules. Your first module will include four courses plus the Orientation Course that you will complete first.

Module Course Registration Note: The module enrollment system is a two-step process. Enroll first, then register for the course(s) you plan to begin immediately. You can opt to complete a single course, or complete several.

Per Course Enrollment

With the Per-Course Enrollment option, enrollment and registration is a one step process. Students begin the course(s) they list on the Per Course Agreement.

Students may enroll in one or two courses at a time. If two courses are listed, this indicates both courses will be started and completed simultaneously within a ten week period. Students utilizing the Per Course Enrollment system qualify for the CSU Book Grant. Through this grant, textbooks are provided at no additional charge.

Per Course Enrollment payment options include: DANTES, Corporate Billing, Credit Card, Check and Money Order.

Term Enrollment

Students may enroll in one or multiple courses in each eight week term. Textbooks are provided at no charge through the CSU Book Grant. Students using VA Benefits, must enroll in the Term System. For more information and to view the Term Academic Calendar, visit:

www.columbiasouthern.edu/term.



You could be closer to earning your degree than you know. Find out how close - Submit your application today!

Here's why. CSU allows maximum transfer credit for academic and relevant experiential learning experience.

See page 10 for details.

International Students

International Students must submit an official copy of TOEFL (Test of English as a Foreign Language). A minimum score of 500 in the paper-based version or 173 in the computer-based version is required. Course materials and instructions are provided only in English.



Interest Free Payment Option Available

TUITION

	Module Rate (per credit hour)	Per-Course /Term Rate (per credit hour)
Undergraduate	\$125.00	\$165.00
Graduate	\$175.00	\$225.00
Portfolio Assessment (Experiential Learning)		\$100.00

Tuition and fees are payable in U.S. funds. Columbia Southern University accepts Checks, Money Orders, Visa, MasterCard and American Express.

STUDENT FEES

Application Fee \$25 domestic; \$50 international; priority evaluation fee \$25; 30 day course extension fee \$50; leave of absence fee \$50; continuance fee \$100; shipping, package & handling fees: one text & study guide \$12, study guide only \$7.00; change of program fee \$150; extra credit assignment fee \$50; graduation fee \$75; return check fee \$25; late payment fee \$15; additional transcript fee \$10; online library fee \$20; change of payment plan fee \$50. Fees are nonrefundable, and are subject to change.



M. Ray Curtis, Ph.D.
VICE PRESIDENT OF FINANCE

TUITION COMPARISON

- CSU\$375 per course
- Kaplan College\$750 per course
- Jones International\$1,035 per course
- University of Phoenix\$1,380 per course

PAYMENT OPTIONS

CSU offers two enrollment/tuition options: Module Enrollment/Standard Rate and Per-Course Enrollment/Per Course Rate.

#1. Module Payment in Full. Students paying their module tuition in full may deduct \$50 from the total module tuition.

#2. Module Payment Plan. Module Enrollment allows students to pay their module tuition in seven monthly installments, interest free. A minimum down payment of \$395 is required. Module tuition must be paid in full upon completion of each module.

#3. Module Tuition Reimbursement Plan. For those students whose employers offer tuition reimbursement, tuition may be paid on a course-by-course basis.

#4. Term Enrollment. Students may pay their tuition due for the term in full or may split the tuition over two payments. The payments are automatically charged to a credit card.

#5. Military Tuition Assistance. Tuition assistance is available for all active and some retired military personnel through either DANTES (active) or VA (retired) Benefits. Students eligible for Tuition Assistance may prefer the Per-Course Enrollment option. Students using VA Benefits must enroll in the Term System

#6. Corporate Direct Billing. Approved company or government tuition vouchers or purchase orders must accompany enrollment agreements.

Tuition Policies

WITHDRAWAL

Students who find it necessary to withdraw from the program may do so in any manner. For verification purposes students are asked to submit a written notice to the university. Your request will be processed by the Registrar's Office within 30 working days.

MODULE TUITION REFUND POLICY

The Refund Policy is the same for withdrawal by the student or CSU termination. Refunds shall be issued within thirty (30) days after the effective date of termination. The contract amount and the refund policy are based on the total tuition, not the amount already paid.

1. If CSU is notified of cancellation within five calendar days after midnight of the day on which the enrollment agreement is signed, all money paid to CSU will be refunded.

2. From five (5) calendar days after midnight of the day on which the enrollment agreement is signed and until CSU receives a student's first completed assignment, the University is entitled to a registration processing fee of \$200 if the student cancels enrollment.

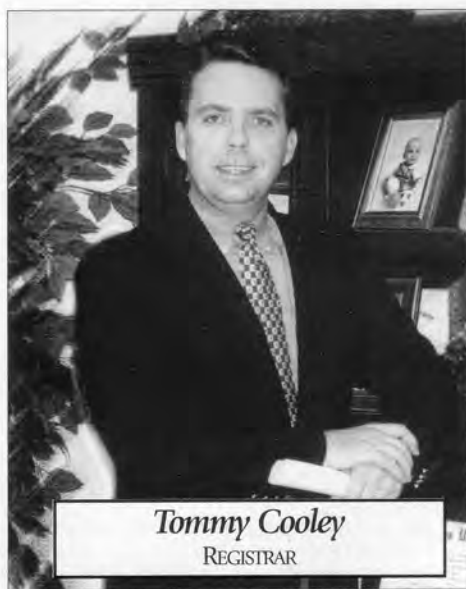
3. After CSU receives the first completed assignment and until the student requests cancellation, the University shall be entitled to the registration fee and the following charges:

- a. Up to and including completion of the first 10% of the total module assignments, 10% of the refundable tuition.
- b. After completing more than 10% of the total module assignments and up to and including completion of 25% of the assignments, 25% of the refundable tuition.
- c. After completing more than 25% of the total module assignments and up to and including completion of 50% of the assignments, 50% of the refundable tuition.
- d. If the student completes more than half of the total module assignments or the enrollment period has expired, the school shall be entitled to the full tuition.

The amount of the module completed shall be the ratio of completed assignments received by CSU to the total assignments required to complete the module. A module enrollment period is 40 weeks. No refunds will be issued after the enrollment period has expired.

TEXTBOOK REFUND POLICY

Students who elect to cancel enrollment may return unused textbooks to CSU bookstore for a refund of up to 65% of the purchase price depending upon the condition. Textbooks no longer in use will not be repurchased. CSU will only accept returned textbooks that were purchased from the University Bookstore. A credit will be applied to the student's account if there is a balance due; otherwise, a refund check will be issued.



Tommy Cooley
REGISTRAR



"CSU has freed me from classroom and schedule restrictions as well as a learning pace controlled by the slowest learner . . . making my continuing education both interesting and fulfilling."

M. Lampart

Education makes the difference

We pursue formal education in the interest of self-improvement and career mobility. *Columbia Southern University has provided me with an educational program that resulted in the achievement of not only a graduate degree, but also a formidable career advancement.* The university provided, as promised and in a timely fashion, educational materials and unbelievable staff and faculty support.

Donald E. Walker, Chief Magistrate
Commonwealth of Virginia

First I would like to thank Columbia Southern University for the tremendous degree program they have put together. I completed both a Bachelor and a Master degree at your university. I have also completed a degree from a traditional university. I found your program more beneficial and more useful in the field. *The knowledge I gained from your programs was put to use in developing a safety system that is currently in use internationally by a Fortune 500 Company.*

Bryan Wollam
QC/Safety Manager

Following the completion of my Bachelor program in Criminal Justice Administration, I applied for and was hired for the position of Chief of Police. *I firmly believe the Bachelors Degree in Criminal Justice I earned from CSU was the telling difference.*

Timothy R. Villa

I have recently been offered and accepted a position as the Contract Management/Control Insurance Program Administrator for the Spallation Neutron Source. *I believe that my degree achieved through Columbia Southern University has been most instrumental in my receiving this assignment.*

Daniel T. Hopper, Jr.

Your program has benefited me more than words can say. I find myself reading business books and magazines with more depth. My self-confidence is stronger, and I have a feeling of accomplishment that I haven't experienced in years. *You have awakened my mind to become a seeker of learning.* At a stage in life while most people are settling in for the close out of their careers, I am planning on starting a new one in the area I want to live.

Michael McCluskey

Since receiving my degree, I have been promoted from Human Resource Manager to Director (with a \$10,000 salary increase), received Professional in Human Resource (PHR) certification, and started my own sideline business. Many thanks to the entire staff.

Melva Tate

I am writing to you in gratitude for the opportunity to attend Columbia Southern University via distance education. Through CSU I completed my BS in Health Care Administration. *Without this credential it would not be possible for me to remain viable in a very competitive health care environment.*

Harold Lance DeBord

After eighteen years of service to my current employer, I had progressed from a utility technician to a shift foreman. Any prospects of future advancements were dim because all of the next steps required a degree. Because of shift-work and other demands, I had not been able to complete my education in the conventional manner. With the combination of my experience and CSU degree, I was able to jump over Level I to Level II Supervisor immediately.

Catherine Sjolander
Borden Chemical, Inc.

I would like to take this opportunity to thank you and your University Staff for your outstanding professional scholastic guidance and advance courses in Environmental Sciences. My degree has proven to be invaluable to me. I interface daily with the U.S. Air Force and other military services including the U.S. E.P.A. and the U.S. Department of Defense on technical, legal and problem solving matters. I strongly recommend your "off campus" programs.

Michael C. Kaczmariski
McDonnell Douglas

Due to the nature of the professions I have based my career on, I have been attending schools of higher education levels, since the beginning of my career. Prior to learning about Columbia Southern University, 95% of the training I received was in the normal classroom environment which I found boring and stressful . . . the pace of the classes controlled by the slowest learner. CSU has freed me from this and made my continuing education both interesting and fulfilling. *You are providing a much-needed service in a professional and highly effective manner.*

Michael Lampart



CSU is an institutional member of the Council for Adult and Experiential Learning (CAEL). CAEL is a national leader in the field of adult learning dedicated to expanding lifelong learning opportunities for adults.



TRANSFER CREDIT

Students can earn academic credit in a number of ways: Transcripts; Challenge Examinations; Applicable Training and Certificates; Experiential Learning (knowledge and understanding of course content acquired through experience).

ACADEMIC CREDIT

Columbia Southern University accepts transfer academic credit from institutions accredited by agencies that are recognized by the United States Secretary of Education and/or the Council for Higher Education Accreditation (CHEA) or, for non-U.S. institutions, an accepted foreign equivalent that is listed in the International Handbook of Universities¹. For prior undergraduate academic credit to be eligible for transfer grades earned must be a "C" or better. At the graduate level only those courses on which applicant/student has earned a "B" or better can be accepted.

PROFESSIONAL LICENSES, CERTIFICATES, AND TRAINING PROGRAMS

CSU uses the guidelines established by ACE (American Council on Education) to determine if certain training programs, certificates, professional licenses, and military training warrant the awarding of academic credit.

- The National Guide to Education Credit for Training Programs, published by the American Council on Education.
- Guide To The Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education.

CREDIT BY EXAMINATION

Columbia Southern University accepts credit by examination from the following:

- The College Level Examination Program (CLEP)
- American College Testing (ACT-PEP)
- Defense Activity for Non-Traditional Education (DANTES)

EXPERIENTIAL LEARNING

The University recognizes that you may have gained knowledge and skills through various work/life experiences and independent learning which may be the equivalent to one of our course offerings. To receive college credit for experiential learning it must be properly documented utilizing CSU's Prior Learning Portfolio. To assist you in assembling this documentation you'll find easy to understand guidelines and the forms you will need on the Student Services section of CSU's website.

Following enrollment and prior to graduation, you must complete your Prior Learning Portfolio. If denied, you will be required to complete those course(s) before graduating.

In determining credit for Experiential Learning, the University follows the guidelines suggested by the Distance Education and Training Council (DETC).

Academic credit awarded for experiential learning cannot exceed the following:

Associate Degree Programs– Fifteen (15) credit hours of CSU general education and/or business/technical courses.

Bachelor Degree Programs– Fifteen (15) credit hours of general education coursework; Fifteen (15) credit hours of CSU core and/or concentration courses for a total of 30 hours.

Master Degree Programs– Nine (9) credit hours of CSU major and/or concentration courses.

¹ The International Handbook of Universities. 17th ed. ISBN:0-333-92265-4 1, Paris: International Association of Universities; New York: Stockton Press, September 2003. Palgrave Macmillan Ltd, Houndmills, Basingstoke, Hampshire, RG21 6XS, England, <http://www.palgrave.com>.

When Quality Matters

Smart professionals realize that structured learning is not something that was once done; it is something they must do.

Today's volatile business climate demands no less.

Fitting formal study into your already busy schedule is not easily done. But it is doable. CSU's online programs are designed in a manner that enables you to honor your commitment to family and career while steadily progressing towards degree completion.

CSU ONLINE

Online learning offers you the best of both worlds – traditional and non-traditional education. You learn on your own terms, on your own time but you are never on your own. CSU's Student Service and Faculty members stand ready to assist you on an individualized basis ensuring that you successfully complete your degree, by phone, email or online –

Your Choice.

STUDENT SERVICES

CSU's personalized service is second to none. So says our students and graduates. What Ron Nunez had to say about his experience with CSU is printed in the right hand column.

And the satisfaction expressed by Delta Air Line employees attending CSU was one of the main reasons Delta Air Lines chose CSU as an official Academic Partner.

CSU's quality service was one of the main reasons the University of North Alabama, The University of West Alabama and the University of West Florida chose CSU to form an online association.



F. Poche Waguespack, MS
DEAN OF STUDENTS

THE FACULTY

The select members of our faculty are not academicians steeped in theory alone. In addition to having earned their degrees from such prestigious universities as Duke University, the University of Notre Dame, Purdue, and Penn State, CSU's faculty are recognized leaders within their chosen professions and bring to our programs a wealth of "real world" experience that will prove beneficial to you as you progress through your studies here at CSU.

At CSU you will enjoy one-on-one interaction with faculty. CSU's Faculty play a leading role in creating a compelling learning experience. They also act as a trusted source for individualized direction, advice and support throughout each course. So whether you have a question about an assignment, want to test ideas for a project or just want to pick an expert's brain – your faculty advisor will be readily available.

"I explored several universities before choosing CSU, and I can tell you first hand that CSU has exceeded all expectations. I can't say enough about the professionalism displayed by CSU's staff—they truly made the difference in the attainment of my educational goals. The curriculum is modernized and directly applicable in today's dynamic industry. The unwavering approach by student services was phenomenal, only to be surpassed by CSU's high-tech online systems, which is refreshingly user friendly."

Ron Nunez

COURSE SEQUENCE

You are not required to complete lower division (general education) courses before beginning your upper division (core) course requirements. Core courses should be completed in sequence. CSU has ranked these core courses in a sequence that we feel best serves our students.

STUDENT FORUM

Here's where you will interact with your fellow students and CSU Alumni on a wide range of topics. CSU's Student Forum also serves as a reference site that will enable you to quickly access previously posted questions and answers.

THE LEARNING

With CSU's Open Enrollment, you may begin your program at anytime. With your initial enrollment, the Admissions Department will walk you through the process of enrolling and registering for your first course. The CSU Bookstore provides you with the convenience of registering for a course and ordering your textbooks in one easy step.

The first course you will complete is CSU's two week Orientation course. This course will familiarize you with the process here at CSU, and our web orientation tools will enable you to become quickly comfortable with the virtual resources available to you.

Each time you register for a course, you will be notified by e-mail that the registration has been processed. The e-mail contains online account information and instructions for accessing your online course. Within each online course, you will find a detailed course study guide that provides everything you need to begin your course work. CSU course




examinations are open book allowing you the convenience to study and submit assignments at times that are best for you. Only final exams are proctored.

At CSU there are no scheduled online sessions, nor are you required to participate in learning teams or groups designed for the "typical" younger campus based student.


Non-traditional students by nature are anything but "typical". CSU students are international, are from diverse backgrounds, range in age from 22 to 65, and are at different levels of their careers. CSU's method of flexible individualized instruction is designed to provide each student the guidance and support needed for successful course completion.

And unlike typical classroom environments where the pace is often set to the slowest learner, at CSU you set the pace, you pick the time and the place – we provide the support you need to successfully complete your degree program.



"Since receiving my degree from CSU, I have been promoted . . . with a \$10,000 salary increase . . . and started my own sideline business. Many thanks to the entire staff."

M. Tate



**CSU's Personalized Student Services & Faculty Support
+ Our Individualized Learning Approach**

= Your Successful Degree Completion

When The Experience Matters

TESTING AND EVALUATION

CSU courses are generally divided into six units, each containing an objective examination. Most courses also include two essay exams. Depending on the course, a paper, project, discussion board assignment, or proctored exam may be required. All assignments are open book and all assignments must be completed to pass the course.

As you progress through your course, you will receive e-mail grade notifications for each assignment and you may view your grades through the online course grade book. In addition, the Student Access Site provides you with online access to your academic record. Here you can view information about your course and upload papers or project files.

Letter grades are assigned only at the end of the course. The following scale is used to determine final grades:

- A = 90 -100
- B = 80 - 89
- C = 70 - 79
- D = 60 - 69
- F = 59 and below

GRADUATION REQUIREMENTS

To be eligible for graduation a 2.0 grade point average is required of undergraduate students, and a 3.0 grade point average is required of graduate students.

At Columbia Southern University, we do not require you to complete course work in areas in which you are demonstrably proficient. There are however, course minimum policies in place.

Course Completion Minimum

Associate	16 credit hours (4 classes)
Bachelor	31 credit hours (10 classes)
Graduate	19 credit hours (6 classes)

TERMINATION

Columbia Southern University reserves the right to terminate enrollment if a student:

- Fails to complete coursework within the allotted time frames, without providing the University written notification of the delay.
- Falsifies information, either on the original application or any other University document.
- Fails to make required tuition or fee payments.
- Cheats on any lesson, project or examination.

APPEALS & GRIEVANCES

CSU is dedicated to student satisfaction. Should a circumstance arise where a student feels that CSU has not met their expectations, the University requires that complaints be made in writing and addressed to the Grievance Committee. The Grievance Committee will convene and discuss appropriate action and advise the student of their decision within ten (10) working days. Should a student not be satisfied with the action taken by the Grievance Committee the student may appeal the decision to the University President.

BOOKSTORE

The University Bookstore inventories all required textbooks for your convenience. Here's where you will also find CSU logo caps, golf shirts, and other CSU memorabilia—delivered to your doorstep through the convenience of online shopping.



The rigor of our programs mirrors that of a traditional university. But at CSU there are no scheduled classes, over crowded lecture halls, or class clowns to contend with. Nor do you need to worry about commuting to class, or parking hassles. Your only focus is your education.

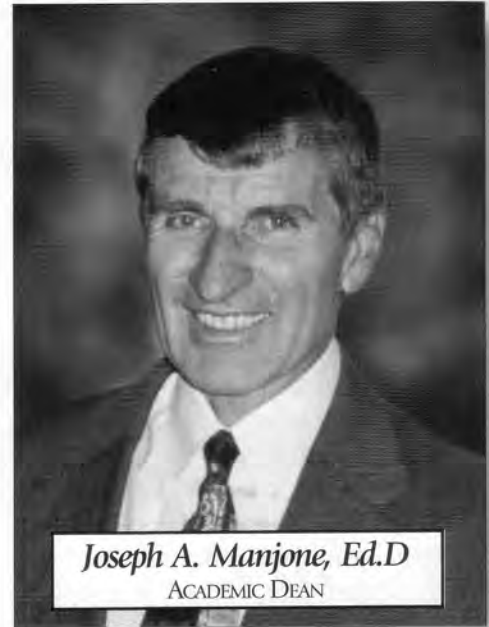
Start today.



The goal of CSU's General Education curriculum is to assure that the students acquire the intellectual skills and knowledge that not only enable our students to succeed in their academic endeavors, but also prepares graduates for the challenges and opportunities of the 21st Century. Employers consistently seek out those individuals who have well-rounded educational experiences and abilities.

General Education courses may be taken simultaneously with program courses. These required GE courses may be taken either through the University or via CLEP examination if available.

General Education requirements are outlined for each program on pages 14-27. The balance of General Education hours needed may be electives of the student's choosing. To meet the required electives, students may complete any of the CSU general education or undergraduate 2000 or 3000 level courses that are not used to meet other requirements of this program.



Joseph A. Manjone, Ed.D.
ACADEMIC DEAN

Credit Hours

STUDENT ORIENTATION

OR 1010	Student Orientation	1
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ENGLISH COMPOSITION

Course	Title	(select 2 courses/6 hours)
EH 1010	English Composition I	3
EH 2010	English Composition II	3
EH 1030	Fundamentals of Research Writing	1

HISTORY

Course	Title	(select 2 courses/6 hours)
HY 1010	Western Civilization I	3
HY 2010	Western Civilization II	3
HY 1110	American History	3
HY 2050	Eastern Civilization	3

HUMANITIES/FINE ARTS/ COMMUNICATIONS

Course	Title	(select 4 courses/12 hours)
AL 1010	American Literature I	3
AL 2010	American Literature II	3
AR 1010	Art History	3
PHL 1010	Critical Thinking	3
CM 1010	Business Communications	3
SP 1010	Speech	3
CS 1010	Computer Essentials	3

PHYSICAL/NATURAL & LIFE SCIENCES

Course	Title	(select 2 courses/8 hours)
ES 1020	Earth Science	4
PH 1020	Intro to Physics	4
BIO 1010	Biology I	4
BIO 1020	Biology II	4
CHM 1010	Chemistry I	4
CHM 1020	Chemistry II	4

MATH

Course	Title	(select 1 course/3 hours)
MA 1100	Basic Mathematical Fundamentals	3
MA 1150	Algebra I	3
MA 1170	Algebra II	3
MA 2501	Precalculus	3
MA 2170	Calculus	3
MA 2010	Modern Math	3
MA 3010	Elementary Statistics	3

BEHAVIORAL/SOCIAL SCIENCES

Course	Title	(select 2 courses/6 hours)
PSY 1010	General Psychology	3
SOC 1010	Intro to Sociology	3
PS 1010	American Government	3
PS 2010	American State and Local Politics	3
PSY 2010	Abnormal Psychology	3

ELECTIVES

(select 6-7 courses/19 hours)

Associate of Applied Science Degree in Business

The Associate of Applied Science Degree program provides students with the general education, business, and technical skills necessary to succeed in the workplace. This program prepares graduates to assume positions in management and upgrades the skills and knowledge of those currently employed by developing in students the ability to learn and apply managerial skills.



Credit Hours

REQUIRED GENERAL EDUCATION 22

STUDENT ORIENTATION

Course	Title	
OR 1010	Student Orientation	1

ENGLISH COMPOSITION

Course	Title	(select 1 course/3 hours)
EH 1010	English Composition I	3

HUMANITIES/FINE ARTS/COMMUNICATIONS

Course	Title	(select 2 courses/6 hours)
AL 1010	American Literature I	3
AL 2010	American Literature II	3
AR 1010	Art History	3
PHL 1010	Critical Thinking	3
CM 1010	Business Communications	3
SP 1010	Speech	3

PHYSICAL/NATURAL/LIFE & COMPUTER

SCIENCES/MATH

Course	Title	(select 3 courses/9 hours)
ES 1020	Earth Science	4
PH 1020	Intro to Physics	4
BIO 1010	Biology I	4
BIO 1020	Biology II	4
CHM1010	Chemistry I	4
CHM 1020	Chemistry II	4
MA 1100	Basic Mathematical Fundamentals	3
MA 1150	Algebra I	3
MA 1170	Algebra II	3
MA 2051	Precalculus	3
MA 2170	Calculus	3
MA 2010	Modern Math	3
MA 3010	Elementary Statistics	3
CS 1010	Computer Essentials	3
ITC 3001	Personal Computer Fundamentals	3

HISTORY, BEHAVIORAL AND SOCIAL SCIENCES

Course	Title	(select 1 course/3 hours)
PSY 1010	General Psychology	3
SOC 1010	Intro to Sociology	3
PS 1010	American Government	3
PS 2010	American State & Local Politics	3
PSY 2010	Abnormal Psychology	3

HY 1010	Western Civilization I	3
HY 2010	Western Civilization II	3
HY 1110	American History	3
HY 2050	Eastern Civilization	3

BUSINESS TECHNICAL COURSES 18

Course	Title	(select 6 courses/18 hours)
BBA 2651	Leadership	3
BBA 2602	Principles of Management	3
MAR 2201	Principles of Marketing	3
BBA 3210	Business Law	3
BBA 2150	Business Mathematics	3
BBA 2201	Principles of Accounting I	3
BBA 2401	Macroeconomics	3
BBA 3301	Financial Management	3
BHR 3352	Human Resource Mgt.	3
BBA 3551	Information Systems Mgt.	3
BBA 3221	Sales Management	3
MAR 3271	Advertising	3
BOS 3751	Training and Development	3

LOWER LEVEL COURSE ELECTIVES 21

To meet the required lower level course electives students may complete any of the 2000 or 3000 level courses within the Business or General Education Curriculum.

Graduates will successfully complete 61 credit hours as outlined below:

General Education	22 Credit Hours
Business Technical Courses	18 Credit Hours
Business or GE Electives	21 Credit Hours

The goal of CSU's Bachelor of Science in Business Administration is to provide the academic tools necessary for managers and administrators to direct their organizations with sound business judgment and leadership anchored in acquired knowledge.

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION (BSBA)

General Education *Credit Hours*
61

BS in Business Admin. Core Courses

<i>Course</i>	<i>Title</i>	
BBA 3210	Business Law	3
BBA 2150	Business Mathematics	3
BBA 2201	Principles of Accounting I	3
BBA 2401	Principles of Macroeconomics	3
BBA 2602	Principles of Management	3
MAR 2201	Principles of Marketing	3
BBA 3301	Financial Management	3
BBA 3331	E-Commerce	3
BHR 3352	Human Resource Management	3
BBA 3551	Information Systems Management	3
BBA 2651	Leadership	3
BBA 4751	Business Ethics	3
BBA 4951	Business Policy and Strategy	3
	<i>Core Course Credit Hours</i>	39
	<i>Total Hours</i>	121

General Education hours that are required for the Business Administration degree program are: English Composition 6 hours; Math 3 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Electives 19 hours.

BSBA/Concentration Programs

Concentrations enable students to tailor the Business Administration degree program to meet their particular educational goals. Here's how it works. Assume for a moment that you enroll in the Bachelor program in Business Administration. Once you complete the core courses required, you will be able to immediately begin those courses in which you have chosen to specialize. For example, if you chose Marketing as an area in which you wish to concentrate, your diploma would indicate that you earned a Bachelor of Science in Business Administration with a Concentration in Marketing.



BSBA/General Concentration

The General Business Concentration provides Students an opportunity to select 7 (21 credit hours) business courses. A minimum of 3 courses must be at the 4000 level. Students can also opt to complete 3-6 hours of supervised Internship in lieu of 1 or 2 of the business courses.

Internship - INT 4990 3-6 Credit Hours

The Internship is an active learning course designed to apply and synthesize concepts and technical/clinical skills in a professional practical setting. The internship course is usually taken in the final months of an undergraduate degree program. The setting for the internship is in an organization under the close supervision of organizational professionals and faculty supervisors. The Organizational Supervisor makes evaluations of the Intern from the practical perspective, and the University Supervisor makes evaluations of the Intern from the academic perspective. Students within any Business Concentration may, with the consent of the Dean, substitute 1-2 courses within the Concentration for participation in the Internship experience.

BSBA/E-BUSINESS

The advent of the Internet and information technology has transformed the way in which the world does business. CSU's Bachelor of Business Administration with a concentration in E-Business introduces students to the critical competencies and skills needed to identify, develop, and implement e-commerce business strategies.

BSBA/E-BUSINESS, CONT.

<i>Course</i>	<i>Title</i>	
BBA 332I	E-Commerce Logistics	3
BBA 235I	E-Commerce and Knowledge Mgt.	3
BBA 236I	On-Line Communication & Behavior	3
BBA 337I	Technology in Customer Relations	3
BBA 338I	Internet Entrepreneurship	3
BBA 339I	Information Technology Cost Analysis	3
ITC 4310	Web Design and Development	3
Concentration Course Hours		21
Total Hours		121

BSBA/FINANCE

The BSBA concentration in finance is designed for a broad variety of careers since organizations of any nature cannot survive without individuals knowledge about finance. Finance is the art and science of managing money. Graduates will have gained the knowledge to make financial related decisions effectively. They will also have gained the knowledge to assist their organizations in obtaining, administering, and managing funds wisely.

<i>Course</i>	<i>Title</i>	
BBA 250I	Microeconomics	3
BBA 230I	Principals of Accounting II	3
BBA 435I	International Economics	3
BBA 430I	International Finance	3
BBA 420I	Financial Institutions	3
BBA 4446	International Legal Operations	3
BBA 4653	International Trade	3
Concentration Course Hours		21
Total Hours		121

BSBA/HOSPITALITY AND TOURISM

This concentration prepares students for professions in the wide array of hospitality and tourism including lodging, food service, tourism, and recreation related industries. The curriculum supports this objective by integrating technology, leadership, and case analysis of the global industry. The program is designed for individuals seeking entry into the profession, and those currently in the hospitality and tourism industry seeking to enhance their skills and ability to advance into supervisory or management positions.

<i>Course</i>	<i>Title</i>	
BHM 3010	Introduction to Hospitality	3
BHM 3020	Introduction to Tourism	3
BHM 3890	Accounting for Hospitality & Tourism	3
BHM 4100	Facilities Management and Design in Hospitality & Tourism	3

BUSINESS ADM./HOSPITALITY AND TOURISM, CONT.

<i>Course</i>	<i>Title</i>	
BHM 4300	Legal Aspects of Hospitality & Tourism	3
BHM 4400	Resort Management & Operation	3
BHM 4680	Marketing for Hospitality & Tourism	3
Concentration Course Hours		21
Total Hours		121

BSBA/HUMAN RESOURCE MANAGEMENT

Wise management understands that people are a company's greatest asset and take proactive steps to keep their workforce satisfied and motivated. CSU's Bachelor degree in Business Administration with a concentration in Human Resource Management program has been structured to equip you with the skills and real world training you need to maximize the efforts and productivity of personnel.

<i>Course</i>	<i>Title</i>	
BHR 255I	Human Relations & Development	3
BHR 3565	Employment Law	3
BHR 330I	Compensation and Benefits	3
BCJ 2385	Workplace Security	3
BHR 4350	Collective Bargaining	3
BHR 460I	Staffing Organizations	3
BHR 450I	International Human Resource Mgt.	3
Concentration Course Hours		21
Total Hours		121

BSBA/INFORMATION TECHNOLOGY

Information Technology combines human need for information with substantial training in current technology learning systems. The program focus is on the acquisition of theory and technical competencies associated with the Information Technology profession, and provides fundamental knowledge and application in information technology and data information development.

<i>Course</i>	<i>Title</i>	
ITC 300I	Personal Computer Fundamentals	3
ITC 3450	Introduction to Data Comm.	3
ITC 4010	System Analysis and Design	3
ITC 4210	Programming Concepts and Problem Solving I	3
ITC 4230	Programming Concepts and Problem Solving II	3
ITC 4150	Database Design and Implementation	3
ITC 4310	Web Design and Development	3
Concentration Course Hours		21
Total Hours		121

BSBA/INTERNATIONAL MANAGEMENT

A company that is ill prepared to compete in an increasingly global arena will not survive. CSU's Bachelor degree with a concentration in International Management equips managers to meet the challenges of global competition. This program is designed to enable managers to focus on those global imperatives that will affect how successful business is to be conducted on the world stage.

Course	Title	
BBA 255I	Inter-Cultural Management	3
BBA 4426	International Management	3
BHR 450I	International Human Resource Mgt.	3
BBA 435I	International Economics	3
BBA 430I	International Finance	3
BBA 4446	International Legal Operations	3
BBA 4653	International Trade	3
Concentration Course Hours		21
Total Hours		121

BSBA/MANAGEMENT

The Management Concentration emphasizes the development of leadership and decision making skills across multiple organizational divisions and environmental context. Students are exposed to a broad foundation of theoretical and applied literature in the field of management studies.

Course	Title	
BBA 2026	Organizational Communications	3
BBA 345I	Organizational Theory & Behavior	3
BBA 3826	Managerial Decision Making	3
BBA 4126	Project Planning	3
BBA 4426	International Management	3
BHR 460I	Staffing Organizations	3
BBA 485I	Production Management	3
Concentration Course Hours		21
Total Hours		121

BSBA/MARKETING

Today's businesses need creative, highly educated marketing specialists who understand the ever-changing global economy. Successful marketers anticipate consumer needs and wants, translate those needs into products and services, and mount campaigns to sell their products for a profit. CSU's program provides the avenue for students to develop the knowledge, analytical skills and creativity needed to excel in this exciting field.

Course	Title	
MAR 225I	Internet Marketing Principles	3
MAR 321I	Consumer Behavior	3
MAR 323I	Marketing Research	3
MAR 327I	Advertising	3
MAR 4610	Strategic Marketing	3

BSBA/MARKETING, CONT.

Course	Title	
ITC 4310	Web Design & Development	3
MAR 4625	Direct Marketing	3
Concentration Course Hours		21
Total Hours		121

BSBA/PROJECT MANAGEMENT

Good Project Managers get the job done on time and within budget while meeting exact specifications. CSU BSBA in Project Management is designed for professionals who seek to enhance their ability to motivate people, integrate complex projects and achieve cost-effective results.

Course	Title	
BBA 2026	Organizational Communications	3
BBA 3626	Project Management Overview	3
BBA 2926	Cost and Scheduling Basics	3
BBA 3826	Problem Solving	3
BBA 4326	Procurement & Contract Management	3
BBA 4126	Project Planning	3
BBA 4226	Risk Management	3
Concentration Course Hours		21
Total Hours		121

BSBA/SPORT MANAGEMENT

If you have ever dreamed of a career in Sport Management, CSU's Bachelor degree with a concentration in Sport Management can provide the skills and knowledge necessary for you to succeed in this field. Career opportunities include sport facilities managers, sport information directors, sport front office administrators, and sport communication relations' directors.

Course	Title	
BSM 270I	Sociology of Sport	3
BSM 280I	Sport Public Relations & Promotions	3
BSM 390I	Sport Fund Raising	3
BSM 400I	Sport Facilities	3
BSM 410I	Sport Administration	3
BSM 420I	Sport Financing	3
BSM 430I	Sport Legal Liability & Risk Mgt.	3
Concentration Course Hours		21
Total Hours		121

OTHER BUSINESS ELECTIVES

BBA 215I	Business Statistics	3
BBA 322I	Sales Management	3
BBA 230I	Principles of Accounting II	3
BBA 324I	Marketing Problems & Strategies	3
BBA 334I	Technical Writing	3
BBA 485I	Production Management	3
INT 4990	Internship	3-6

BS in Criminal Justice Administration

Columbia Southern University's Bachelor of Criminal Justice Administration degree program was designed for those seeking to obtain positions within the criminal justice field and for those police officers seeking to advance through the ranks. Central to this course of study is an exploration of the historical foundations of criminal justice, its agencies, its processes, and modern day applications.

BACHELOR OF SCIENCE CRIMINAL JUSTICE ADMINISTRATION

		<i>Credit Hours</i>
General Education		61
<i>Course</i>	<i>Title</i>	
BCJ 3001	Theory & Practices of Law Enforcement	3
BCJ 3002	Theory and Practices of Corrections	3
BCJ 4001	Procedures in the Justice System	3
BCJ 3801	Criminal Evidence and Legal Issues	3
BCJ 3501	Criminology	3
BCJ 4301	Supervision of Criminal Justice Personnel	3
BCJ 3701	Criminal Investigation	3
BCJ 3201	Juvenile Delinquency	3
BCJ 4701	Criminal Justice Organization and Administration	3
BHR 2551	Human Relations and Development	3
BBA 2651	Leadership	3
BCJ 4101	Police and Community Relations	3
BCJ 2385	Workplace Security	3
BCJ 3601	Criminal Law	3
BCJ 3301	Judicial Process	3
BCJ 4201	Race and Ethnic Relations	3
BCJ 3950	Constitutional Law for Criminal Justice	3
BCJ 4601	Criminal Justice Current Topics	3
BCJ 4401	Descriptive Statistics for Criminal Justice	3
BCJ 4350	Criminal Justice Directed Studies	3
Total Hours		121

General Education hours that are required for the Criminal Justice Administration degree program are: English Composition 6 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Math 3 hours; Electives 19 hours.

Promotions within the field of law enforcement most often come from within the department. Qualities such as leadership, honesty, good judgment, and a sense of responsibility are vital; and these, when coupled with sound post secondary training, pave the way for advancement.



BS in Environmental Management

The goal of CSU's Environmental Management program is to provide students with a solid foundation in federal and state EPA rules and regulations and cutting edge concepts concerning environmental use and protection. Students enrolled in this program will acquire practical "how to" skills relating to solid waste/hazardous waste management and appropriate measures for minimizing air, soil and water pollution.

BACHELOR OF SCIENCE ENVIRONMENTAL MANAGEMENT

General Education		Credit Hours
<i>Course</i>	<i>Title</i>	61
BEM 3101	Assessing Environmental Science	3
BOS 3551	Environmental Issues	3
BEM 4001	Intro to Pollution Prevention	3
BEM 4301	Environmental Strategies	3
BBA 4751	Business Ethics	3
BOS 3701	Industrial Ergonomics	3
BOS 3751	Training and Development	3
BHR 3352	Human Resource Management	3
BBA 3451	Organizational Theory and Behavior	3
BOS 3851	Project Management	3
BEM 3601	Solid Waste Management	3
BEM 4501	Hazardous Waste Regulation	3
BEM 3701	Hazardous Waste Management	3
BEM 3001	Environmental Law and Mgt.	3
BOS 3651	Total Environmental, Health, and Safety Management	3
BEM 4351	Environmental Measures	3
BEM 3501	Air Quality	3
BOS 4201	Toxicology	3
BBA 4851	Production Management	3
BEM 3201	Environmental Assessment	3
	<i>Total Hours</i>	121

General Education hours that are required for the Environmental Management degree program are:

English Composition 6 hours; Math 3 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Electives 19 hours.



Industrialization and economic growth have left indelible marks of progress on the 20th Century. However, waste emissions have increased, nonrenewable resources have been depleted, and the ecosystem has become more fragile. In response, an environmental and safety compliance industry has emerged. CSU's Bachelor of Science Degree in Environmental Management offers a solid foundation in understanding complex issues relating to environmental law, regulatory control, compliance, and enforcement.

BS in Fire Science



The Bachelor of Science Degree in Fire Science presents the theoretical foundations for leadership and administration of fire service organizations. Extending from a comprehensive curriculum of fire prevention and fire protection, this program takes a multi-professional approach to policy integration, management of organizations and human resources, and includes comprehensive academic preparation in specialized fire service equipment and apparatus applications. This course of studies also extends legal frameworks to applied fire service settings and context. The program presents a uniformity of curriculum and content among the fire science courses selected by professional organizations for use in academic development of the fire service professional. Students earning a degree in Fire Science will embark on an educational path of professional development, transforming the fire service technical specialist to a leader in the profession.



BACHELOR OF SCIENCE FIRE SCIENCE

		<i>Credit Hours</i>
General Education		61
<i>Course</i>	<i>Title</i>	
BFS 3251	Introduction to Fire Protection	3
BFS 3345	Introduction to Fire Prevention	3
BOS 3001	Fundamentals of Occupational Safety & Health	3
BBA 3341	Technical Writing	3
BFS 3430	Principals of Fire Behavior	3
BOS 3125	Hazardous Materials Management	3
BHR 3352	Human Resource Management	3
BFS 3480	Fire Department Safety Officer	3
BFS 3501	Advanced Fire Administration	3
BFS 3601	Fire Prevention Organization & Management	3
BFS 3820	The Community and Fire Threat	3
BFS 4165	Building Construction for Fire Protection	3
BFS 4290	Fire Protection Systems	3

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BFS 4352	Fire Protection Hydraulics and Water Supply	3
BFS 4401	Legal Aspects of Fire Protection	3
BFS 4432	Fire Prevention and Code Enforcement	3
BFS 4550	Industrial Fire Protection	3
BFS 4631	Management of Fire Incident Command Systems	3
BFS 4618	Incendiary Fire Analysis & Investigation	3
BFS 4753	Terrorism Incident Management and Emergency Procedures	3
Total Hours		121

General Education hours that are required for the Fire Science degree program are: English Composition 6 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Math 3 hours; Electives 19 hours.



Health Care is a business, albeit a special one. Like other businesses, it needs good management to operate effectively. Health Care Administration encompasses individuals in many different positions who plan, organize, coordinate, and supervise the delivery of Health Care.

Health Care Administrators set the overall direction of a medical facility. They are concerned with community outreach, planning, policy making, and complying with governmental agencies and regulations.

The goal of CSU's Health Care Administration degree program is to provide students with a solid foundation of knowledge regarding the health care industry, combined with the discipline to apply that knowledge in a professionally competent manner to advance the health of the local community. Emphasis is placed on building strong communications skills and organizational competence that highlight the effective health care administrator. This program does not offer a clinical or infield experience component. Its purpose is to provide a broad educational background to those already working in the health care field.

BACHELOR OF SCIENCE HEALTH CARE ADMINISTRATION

Credit Hours

General Education

<i>Course</i>	<i>Title</i>	61
BHA 3002	Health Care Management	3
BHA 3501	Community Health	3
BHA 3202	Standards for Health Care Staff	3
BHA 4201	Health Care Law	3
BHA 3401	Health Unit Coordination	3
BBA 3451	Organizational Theory and Behavior	3
BHR 3352	Human Resource Management	3
BHR 2551	Human Relations and Development	3
BBA 2651	Leadership	3
BBA 4751	Business Ethics	3
MAR 2201	Principles of Marketing	3
BBA 3620	Managerial Accounting	3
BHA 4001	Budgeting in Health Care	3
BHA 4101	Quantitative Methods for Health Care	3
BBA 3551	Information Systems Management	3
MA 3010	Elementary Statistics	3
BOS 3651	Total Environment Health, and Safety Mgt.	3
BBA 3301	Financial Management	3
BHA 3801	Critical Issues in Health Care	3
BBA 4951	Business Policy & Strategy	3
Total Hours		121

General Education hours that are required for the Health Care Administration degree program are: English Composition 6 hours; Math 3 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Electives 19 hours.

BS in Hospitality and Tourism



Graduates of CSU's BS in Hospitality and Tourism Management are prepared for careers as management professionals who possess the hospitality, entrepreneurial, and advisory skills necessary to make positive contributions to this dynamic and growing industry.

The hospitality and tourism industry is the second largest employer in the United States and is growing - reflecting increasing incomes, leisure time and awareness of the health benefits of physical fitness.

Traditionally, most employers filled first-level manager positions by promoting administrative support and service workers - particularly those with good communication skills, a solid educational background, tact, and loyalty. However, today's hospitality and tourism operations are becoming increasingly complex and greater emphasis is now being placed on specialized training. As such employers in this industry enthusiastically seek BS in Hospitality and Tourism graduates for management positions.



BACHELOR OF SCIENCE HOSPITALITY AND TOURISM

General Education		<i>Credit Hours</i>	<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
<i>Course</i>	<i>Title</i>	61	BHM 3200	Special Events Management For Hospitality and Tourism	3
BBA 2026	Organizational Communications	3	BHM 3890	Accounting for Hospitality & Tourism	3
BBA 2602	Principals of Management	3	BHM 4100	Facilities Management and Design in Hospitality and Tourism	3
MAR 2201	Principals of Marketing	3	BHM 4300	Legal Aspects of Hospitality & Tourism	3
BHM 3010	Introduction to Hospitality	3	*ITC 4310	Web Design and Development	3
BHM 3020	Introduction to Tourism	3	BBA 4426	International Management	3
ITC 3001	Personal Computer Fundamentals	3	BHM 4400	Resort Management and Operations	3
BHM 3951	Destination Marketing and Tourism Geography	3	BHM 4553	Food & Beverage Service Management	3
BHR 3352	Human Resource Management	3	BHM 4680	Marketing for Hospitality & Tourism	3
BBA 3551	Information Systems Management	3	*BBA 4951	Business Policy and Strategy	3
BBA 3301	Financial Management	3		Total Hours	121



* These courses can be substituted for 3-6 credit hours of Internship (Int 4990).

General Education hours that are required for the Hospitality and Tourism degree program are: English Composition 6 hours; Math 3 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Electives 19 hours.

BS in Human Resource Management

Wise management understands that people are a company's greatest asset and take proactive steps to keep their workforce satisfied and motivated. The new realities of business demand new ways to manage talent, develop intellectual capita, work in networked relationships and deal with continuous change.

This program will introduce you to the core disciplines of human resources, including recruitment and retention, organizational design, training and development, diversity, performance management and assessment. Throughout this program you will be exposed to practical human resource issues, as well as proven practices for leading organizations around the world.



BACHELOR OF SCIENCE HUMAN RESOURCE MANAGEMENT

		<i>Credit Hours</i>
General Education		61
<i>Course</i>	<i>Title</i>	
BBA 2501	Principles of Microeconomics	3
ITC 3001	Personal Computer Fundamentals	3
BBA 2602	Principles of Management	3
BBA 2201	Principles of Accounting I	3
BHR 2551	Human Relations & Development	3
BBA 2026	Organizational Communications	3
BBA 3451	Organizational Theory and Behavior	3
BBA 2651	Leadership	3
BHR 3352	Human Resource Management	3
BBA 2551	Intercultural Management	3
BBA 3551	Information Systems Management	3
BCJ 2385	Workplace Security	3
BBA 3620	Managerial Accounting	3
BHR 3301	Compensation and Employee Benefit Plans	3
BHR 3565	Employment Law	3
BHR 4350	Collective Bargaining	3
BBA 4426	International Management	3
BHR 4601	Staffing Organizations	3
BHR 4680	Training and Development	3
BBA 4951	Business Policy and Strategy	3
Total Hours		121

General Education hours that are required for the Human Resource Management degree program are: English Composition 6 hours; Math 3 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Electives 19 hours.

Three of the four fastest growing occupation groups will be Executive, Administrative, and Managerial. Qualities such as leadership, decisiveness, flexibility, motivation, and effective communication skills will always be necessary but of ever-increasing importance is formal education.



The Bachelor of Science Degree in Information Technology at CSU is designed for individuals who wish to integrate the different disciplines of information technology within a business applications context. The program is concerned with the development, maintenance, management, and study of computer-based information technology systems in organizations. The program includes extensive training in the application of recordable information and knowledge, and the services and technologies to facilitate their management and use. Courses cover the key concepts of information technology, information systems management, and interpersonal and organizational communications. Graduates of this program will be able to create, maintain, and provide information technology and business related solutions in both the public and private sectors of business.

BACHELOR OF SCIENCE INFORMATION TECHNOLOGY

General Education		Credit Hours	61
Course	Title		
ITC 3001	Personal Computer Fundamentals	3	
BBA 2602	Principles of Management	3	
BBA 3341	Technical Writing	3	
BBA 3620	Managerial Accounting	3	
BBA 3331	E-Commerce	3	
BBA 3391	Information Tech. Cost Analysis	3	
ITC 3450	Introduction to Data Communications	3	
BBA 3551	Information Systems Management	3	
ITC 3840	Maintaining Microcomputer Systems	3	
ITC 4010	System Analysis and Design	3	
ITC 4210	Programming Concepts and Problem Solving I	3	
ITC 4230	Programming Concepts and Problem Solving II	3	
ITC 4150	Database Design and Implementation	3	
ITC 4175	Database Implementation and Management	3	
ITC 4310	Web Design and Development	3	
ITC 4390	Internet and Network Security	3	
ITC 4453	IT Infrastructure Management	3	
BBA 4951	Business Policy and Strategy	3	
ITC 4760	Information Technology Evaluation and Implementation I	3	
ITC 4780	Information Technology Evaluation and Implementation II	3	
Total Hours			121

General Education hours that are required for the Information Technology degree program are: English Composition 6 hours; Math 3 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Electives 19 hours.



Information Systems & Computer Technology have changed the face of business. CSU's diverse curriculum produces graduates with the competencies, skills and attitudes that are needed to succeed.

Today's businesses need creative, highly educated marketing specialists who understand the ever-changing contemporary global economy. Successful marketers project consumer needs, translate those needs into products and services, and sell their products for a profit. This CSU program provides the avenue for students to develop the knowledge, analytical skills, and creativity needed to excel in this exciting field.

CSU's program explores major dimensions of the marketing environment to include economic, social, cultural, political, legal and regulatory information. Marketing is also explored from a global perspective, including analysis and targeting of global market opportunities and strategies in for profit and nonprofit sectors. The program combines information on the human need for information with substantial case studies of benchmark marketing programs in several corporations.



BACHELOR OF SCIENCE MARKETING

Credit Hours

General Education

61

<i>Course</i>	<i>Title</i>	
BBA 2026	Organizational Communications	3
BBA 2501	Principles of Microeconomics	3
MAR 2201	Principles of Marketing	3
BBA 2602	Principles of Management	3
MAR 2251	Internet Marketing Principles	3
MAR 2261	Professional Selling Methods	3
MAR 3211	Consumer Behavior	3
BBA 3221	Sales Management	3
MAR 3231	Marketing Research	3
MAR 3271	Advertising	3
BBA 3331	E-Commerce	3
BBA 3620	Managerial Accounting	3
MAR 3840	Retail Management	3
BBA 4126	Project Planning	3
*BBA 4426	International Management	3
ITC 4310	Web Design and Development	3
MAR 4610	Strategic Marketing	3
MAR 4680	Marketing for Hospitality and Tourism	3
MAR 4625	Direct Marketing	3
*BBA 4951	Business Policy and Strategy	3
Total Hours		121

General Education hours that are required for the Bachelor of Science degree in Marketing program are: English Composition 6 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Math 3 hours; Electives 19 hours.

*These courses can be substituted for 3-6 credit hours of Internship (Int 4990).

BS in Occupational Safety and Health

Occupational Health and Safety is the science and practice of anticipation, recognition, evaluation, and control of health hazards arising from the work environment. OS&H includes any aspect of health and safety in the workplace, ranging from physical injury, to biological and chemical hazards, to on-the-job-stress.

OSH/Fire Science Concentration

CSU's Bachelor program in Occupational Safety & Health with a concentration in Fire Science was developed to address the specific needs of those seeking to enter and those seeking to advance through the ranks within the Fire Science field. The presence of dangerous chemicals rolling through our communities on trains and trucks coupled with the hazardous materials often found on site at the industrial plants in proximity to where we live and play has made the role of the modern day firefighter increasingly complex. CSU's Fire Science program is designed to provide students with the technical knowledge and skills to assume positions of responsibility within fire departments and industry.

Bachelor of Science Occupational Safety and Health

General Education		Credit Hours
		61
Occupational Safety & Health Core Courses		
<i>Course</i>	<i>Title</i>	
BOS 3001	Fundamentals of OSH	3
BOS 4025	OSHA Standards	3
BOS 3525	Legal Aspects of Safety and Health	3
BBA 3451	Organizational Theory and Behavior	3
BOS 3751	Training and Development	3
BHR 3352	Human Resource Management	3
BFS 3345	Introduction to Fire Prevention	3
BOS 3701	Industrial Ergonomics	3
BOS 4725	Process Safety Management	3
BOS 4601	Accident Investigation	3
BOS 3651	Total Environment, Health, & Safety Mgt.	3
BOS 3125	Hazardous Materials Management	3
MA 3010	Elementary Statistics	3
Core Course Credit Hours		39

General Program Concentration Courses		
<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BOS 4010	Safety Supervisor	3
BOS 3301	Fleet Safety	3
BBA 4851	Production Management	3
BOS 3401	Construction Safety	3
BOS 4301	Industrial Hygiene	3
BOS 3851	Safety Project Management	3
BOS 4201	Toxicology	3
Concentration Course Credit Hours		21
Total Hours		121

Fire Science Concentration Courses		
<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BFS 3251	Introduction to Fire Protection	3
BFS 3501	Advanced Fire Administration	3
BFS 4401	Legal Aspects of Fire Protection	3
BFS 4432	Fire Prevention & Code Enforcement	3
BFS 4631	Management of Fire Incident Command Systems	3
BFS 4618	Incendiary Fire Analysis & Investigation	3
BFS 4753	Terrorism Incident Management and Emergency Procedures	3
Concentration Course Hours		21
Total Hours		121

General Education hours that are required for the Occupational Safety and Health degree program are: English Composition 6 hours; History 6 hours; Humanities/Fine Arts/Communications 12 hours; Natural Science 8 hours; Behavior/Social Sciences 6 hours; Math 3 hours; Electives 19 hours.

The Board of Safety Professionals accepts CSU's safety degrees for both the CSP application and for credit towards recertification in the Continuance of Certification program.

The goal of CSU's MBA Program and MBA concentration programs is to produce exceptional leaders. These programs provide opportunities for adults to develop knowledge, skills, and attitudes that will equip them to perform creatively, ethically and effectively within their organizations.

If your dream is to lead, to execute your vision and make a difference on a larger scale, CSU's MBA programs can be the catalyst to achieving your goals.

Qualified applicants of CSU's MBA Program must possess a Bachelor Degree earned from an accredited/approved institute.



MBA Core Courses

Course	Title	Credit Hours
MBA 6001	Organizational Research and Theory	3
MHR 6451	Human Resource Mgt. Methods	3
MBA 6601	International Business	3
MBA 5101	Strategic Mgt. & Business Policy	3
MBA 5501	Advanced Marketing	3
MBA 5401	Management Information Systems	3
MBA 6301	Business Ethics	3
MBA 5652	Research Methods	3
Core Course Credit Hours		24

"Now and in the future, power will accrue to those who have knowledge.

Education and a commitment to lifelong learning

will determine who is

successful and who is not.

Make it a point to find

ways to continue to learn."

Powershift

Alvin and Heidi Toffler

Enabling you to tailor your MBA program to achieve your particular academic and career goals CSU developed MBA concentrations.

Here's how it works. Once you complete the MBA core courses required, you complete the concentration major courses of your choice.

MBA Concentration Courses

GENERAL PROGRAM

Students opting to complete this general program can tailor their MBA program to meet their particular learning needs and objectives by selecting any 4 MBA courses (12 credit hours) to satisfy the 36 required hours for degree completion.

MBA/E-BUSINESS AND TECHNOLOGY

MBA 5531	E-Commerce	3
MBA 5541	E-Commerce Marketing	3
MBA 5551	Management of E-Commerce	3
MBA 5581	E-Commerce Design & Development	3
Concentration Course Hours		12
Total Hours		36

Learning is a Lifelong Adventure

You are never too old to learn! In fact, if you stop learning, you'll stop growing not only as a unique human being, but also in your ability to access new professional and business opportunities.

MBA/FINANCE

MBA 608I	Corporate Finance	3
MBA 664I	International Economics	3
MBA 665I	International Finance	3
MBA 684I	Public Budgeting	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/HEALTH CARE MANAGEMENT

MHA 500I	Health Care Financial Management	3
MHA 510I	Legal Foundations of Health Care	3
MHA 520I	Health Resources and Policy Analysis	3
MHA 650I	Advanced Health Care Management	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/HOSPITALITY AND TOURISM

MHM 5300	Hospitality & Tourism Management	3
MHM 5600	Marketing for Hospitality & Tourism	3
MHM 570I	Legal Aspects of Hospitality & Tourism	3
MHM 5780	Management Accounting for Hospitality & Tourism	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/HUMAN RESOURCE MANAGEMENT

MHR 655I	Training & Development	3
MHR 690I	Compensation Management	3
MHR 675I	Labor Relations & Collective Bargaining	3
MHR 640I	Employment Law	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/INTERNATIONAL MANAGEMENT

MBA 662I	International Legal Environment	3
MBA 663I	Inter-cultural Management	3
MBA 664I	International Economics	3
MBA 665I	International Finances	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/MARKETING

MBA 584I	Strategic Marketing	3
MBA 585I	Marketing Research	3
MBA 586I	New Product Marketing	3
MBA 587I	Business-to-Business Marketing	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/PROJECT MANAGEMENT

MBA 693I	Project Mgt. Strategy & Tactics	3
MBA 694I	Managing Project Teams	3
MBA 695I	Managing Complex Projects	3
MBA 696I	Project Management	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/PUBLIC ADMINISTRATION

MBA 684I	Public Budgeting	3
MBA 685I	Administration of Public Institutions	3
MBA 686I	Public Policies	3
MBA 687I	Public Finance & Legislative Procedures	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

MBA/SPORT MANAGEMENT

MSM 500I	Sport Law and Risk Management	3
MSM 550I	Sport Public Relations and Fund Raising	3
MSM 590I	Sport Facilities	3
MSM 630I	Sport Administration & Finance	3
	<i>Concentration Course Hours</i>	<i>12</i>
	Total Hours	36

Other MBA Electives

MBA 6053	Economics for Managers	3
MBA 608I	Corporate Finance	3
MBA 615I	Operations Research	3

Technology at your Fingertips

Education at Your Convenience

MBA on your Resume

The Master of Science Degree in Criminal Justice Administration is designed to provide post-baccalaureate education to criminal justice professionals. The primary goal of the program is to develop in graduates the ability to analyze, comprehend, and resolve the complex problems confronting the criminal justice system.

MASTER OF SCIENCE

CRIMINAL JUSTICE ADMINISTRATION

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
MCJ 5078	Computer Applications for Criminal Justice Administration	3
MCJ 5135	Theory of Crime and Criminology	3
MCJ 5390	Critical Analysis of Criminal Justice Administration	3
MCJ 5460	Juvenile Justice Administration and Delinquency	3
MCJ 5532	Research Methods in Criminal Justice Administration	3
MCJ 6150	Training and Development in Criminal Justice	3
MCJ 6230	Constitutional Law for Criminal Justice	3
MCJ 6257	Criminal Courts and Professional Ethics	3
MCJ 6345	Statistical Methods for Criminal Justice Research	3
MCJ 6374	Special Topics in Criminology and Criminal Justice	3
MCJ 6453	Global Terrorism	3
MCJ 6530	Critical Analysis of Criminal Justice Public Policy	3
Total Hours		36



MS in Occupational Safety and Health

CSU's Master of Science in Occupational Safety and Health is designed for mid-career professionals who seek to expand their management options. Prospects for employment and advancement in these fields are excellent. In the public and private sector, awareness of the need and benefits of environmental health protection and requirements for occupational safety are keen and increasing.

Employers include industry, academic institutions, and health and regulatory agencies at the local, state, or federal level. Work as an environmental health or safety consultant to private industry or public groups is open to graduates as are special career opportunities in programs with the U.S. Public Health Service and the Centers for Disease Control and Prevention.

Qualified applicants of CSU's M.S. OSH Program will possess a Bachelor Degree earned from an accredited/approved institute.

MS OSH/Environmental Management Concentration

The program equips leaders, executives, and managers - whether they work in the private sector or for an environmental non-profit organization - with the skills and knowledge necessary to create environmentally and economically sustainable organizations.



MASTER OF SCIENCE OSH CORE COURSES

Course	Title	Hours
MOS 5101	Safety and Accident Prevention	3
MOS 5201	Safety Engineering	3
MHR 6551	Training and Development	3
MOS 6701	Advanced Ergonomics	3
MBA 5652	Research Methods	3
MOS 6301	Advanced Industrial Hygiene	3
MOS 5301	Fire Protection Technology	3
MOS 5425	Advanced Toxicology	3
Core Course Credit Hours		24

OCCUPATIONAL SAFETY AND HEALTH CONCENTRATION COURSES

Course	Title	Hours
MOS 5525	ISO 14000	3
MOS 6625	System Safety Engineering	3
MBA 6301	Business Ethics	3
MOS 6801	Emergency Management	3
Concentration Course Hours		12
Total Hours		36

ENVIRONMENTAL MANAGEMENT CONCENTRATION COURSES

Course	Title	Hours
MEE 5801	Industrial & Hazardous Waste	3
MEE 6201	Advanced Pollution Prevention	3
MEE 5901	Advanced Solid Waste Mgmt	3
MEE 6501	Advanced Air Quality Control	3
Concentration Course Hours		12
Total Hours		121

With increased global resource consumption tied to both population and standard of living gains, businesses and markets will become increasingly constrained by and dependent upon ecosystem. Thus, it is likely that competitive advantage in the coming years will be rooted in practices such as pollution prevention, design for environment, life-cycle costing, risk assessment and, most importantly, sustainable development.

These Traditional Universities Did!



THE UNIVERSITY OF WEST ALABAMA L I V I N G S T O N

- ◆ Regionally accredited by SACS
- ◆ College of Education accredited by NCATE
- ◆ College of Business accredited by ACBSP

Finally – the programs are right, the time is right, and it's never been more convenient. Regionally accredited graduate degrees in education, designed for those of us who must juggle career and family, along with our own professional educational needs, without jeopardizing what we already have.

ONLINE PROGRAMS INCLUDE:

- M.Ed. in School Counseling
- M.Ed. in Elementary Education
- M.Ed. in Secondary Education
- MSCE Counseling/Psychology
- MSCE School Counseling
- M.Ed. in Library Media
- MAT - Master of Arts in Teaching Certification and Non-Certification
- Bachelor of Science in Technology
- Bachelor of Business Administration



UNIVERSITY of NORTH ALABAMA

- ◆ Established in 1830 - Alabama's oldest state University
- ◆ UNA is regionally accredited by SACS
- ◆ UNA's Business School is accredited by ACBSP

Where would you like your classroom? With UNA's DVD Online Learning you decide the when and where you will learn—without giving up the main benefit of the traditional classroom – The Professor. With UNA's DVD classroom lecture series, your classroom is as close as your DVD player. Here's how it works. UNA graduate professors converted their best "classroom lectures" into DVD movie classroom lecture series that you view at your convenience.

STUDENTS CAN OPT TO COMPLETE A MBA, OR A MBA WITH A CONCENTRATION IN:

- Management
- New Venture Management
- Marketing
- International Business
- Computer Information Systems



UNIVERSITY OF WEST FLORIDA

- ◆ UWF is accredited by SACS
- ◆ Meeting organizational goals is the challenge
- ◆ Optimal employee performance is the solution

In association with the College of Professional Studies, University of West Florida CSU offers the Human Performance Technology Certificate Program. This 12-hour online certificate program explores the roles of Human Performance professionals in positions such as analysts, solutions specialist and implementation/change managers. Students complete their coursework at their own pace, over the internet, in as little as four months or as long as one year.

THE HPT CERTIFICATE PROGRAM INCLUDES FOUR 8-WEEK ONLINE COURSES:

- Human Performance Improvement
- HPT Interventions
- Implementing HPT Interventions
- Evaluating HPT Interventions

To learn more visit www.columbiasouthern.edu

Education is a Lifetime Commitment

CSU'S CERTIFICATE PROGRAMS

Certified Environmental Compliance Manager (CECM) Graduates possess the background necessary to develop and administer in-house programs that meet state and federal regulatory compliance standards.

Certified Ergonomics Compliance Director (CECD) Skills necessary to develop ergonomically safe work environments that optimize employee productivity and safety are developed.

Certificate in Industrial Hygiene Manager (CIHM) This program is designed to enable graduates to audit workplaces for health hazards and successfully develop, administer, and evaluate occupational safety and health programs.

Certification in Arson Investigation (CAI) This program was designed for those individuals seeking to advance through the ranks, or for those seeking to enter the exciting field of fire science.

Certified Human Resource Manager (CHRM) The objective of this program is to provide graduates with a practical overview of the Human Resource Management function.

Certified Employment Law Specialist (CELS) The CELS provides graduates with a working knowledge of state and federal regulations affecting employers.

Certified Pharmacy Technician (CPT) The objective of this program is to fully familiarize graduates with the role of pharmacy technicians within the health care system.

Certified Natural Medicine Specialist (CNMS) This program provides students with a comprehensive understanding of herbs, vitamins, and nutritional supplements in today's therapeutic regimes.

For complete details please visit us online at www.columbiasouthern.edu.



CSU's individualized method of learning allows you to honor your family and career obligations while steadily completing your program.

EDUCATION NEVER CEASES

The marketplace today is a rough and tumble environment. In this volatile market some will do well, others will not. Smart professionals realize that they simply cannot be satisfied with the status quo. Know full well that now is not a time to rest easy. Know that to do so is to hinder their prospects for advancement, or worst still, place their careers in jeopardy. Fact is you must be committed to ongoing and systematic training if you intend to thrive and prosper in the 21st Century.

INVEST IN YOUR FUTURE

Earning a degree is a wise investment in your future, that is not only in your best interest now - but pays career long dividends.

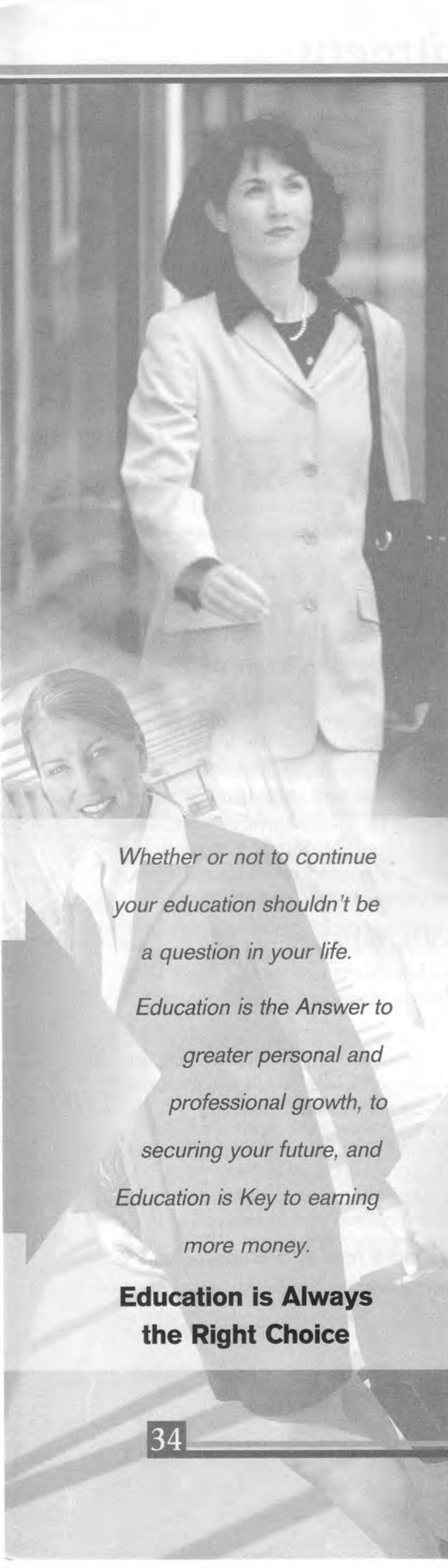
A bachelor's degree graduate earns nearly \$1 million more while graduate degree holders are projected to earn \$2.5 million more than a high school graduate.

Plus your accredited degree carries significant weight in any organizations's hiring and advancement decisions, while empowering you with the knowledge and skills to achieve greater professional and personal success -

without stepping a foot in a classroom.

CSU – The Educated Choice in Online Learning

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*Whether or not to continue
your education shouldn't be
a question in your life.*

*Education is the Answer to
greater personal and
professional growth, to
securing your future, and
Education is Key to earning
more money.*

**Education is Always
the Right Choice**

1. Yes! I want to redirect my future by earning my degree at home now!



Columbia Southern University
 25326 Canal Road • P.O. Box 3110
 Orange Beach, AL 36561
 Phone (800) 977-8449 • Fax (251) 981-3815
 admissions@columbiasouthern.edu

2. APPLICANT INFORMATION

Date ____/____/____

Mr. ___ Ms. ___ Name _____ Date of Birth: ____/____/____
 Address _____
 City _____ State/Providence _____ Zip _____
 Country _____ E-Mail _____
 Marital Status _____ S.S. # _____ - _____ - _____ Cell Phone _____
 Telephone: Business (____) _____ - _____ Home (____) _____ - _____ Fax (____) _____ - _____
 Best Contact Time: _____ Best Contact Place: _____ Home _____ Office _____
 Present Employer _____ Position _____
 City _____ State/Providence _____ Zip _____
 Through what source did you learn of Columbia Southern University? _____

3. DEGREE PROGRAM FOR WHICH YOU ARE MAKING APPLICATION

- AAS in Business
- BS in _____
 (The degree program you are interested in pursuing, i.e. Marketing)
- M.B.A.
- MS in Criminal Justice Administration
- MS in Occupational Safety & Health

Concentration Program for which you are making application if applicable:

BS Concentration _____ MBA/MS Concentration _____

4. PREVIOUS EDUCATION

Please attach a copy of your high school diploma and college transcripts.
 (copies will suffice for evaluative purposes). Note: If faxing transcripts, please fax both sides.

Name of HIGH SCHOOL _____ Year Graduated _____

If you are not a high school graduate, you must have earned a GED. Date Received: ____/____/____

COLLEGE EDUCATION

College/University Name	Date Graduated	Degree Earned	Concentration	Credits Earned

- I wish to receive additional information on how to receive credit for experiential learning.
- I am active military and would like to receive information on DANTES benefits.
- I am a Veteran and would like to receive information on VA benefits.
- I have previously used my VA benefits.

5. ACADEMIC TRANSCRIPTS REQUESTED

If you do not have copies of academic transcripts from the university(s) you have attended, you will need to request that these official transcripts be forwarded to CSU. In the box below, please indicate which schools will be sending us official transcripts. Once we receive these transcripts we will complete your evaluation.

University/ College Name	Your name as it will appear on transcript

PROFESSIONAL LICENSES, CERTIFICATIONS, AND TRAINING PROGRAMS

CSU uses the guidelines established by ACE (American Council on Education) to determine if certain professional licenses, certificates, training programs, and military training warrant the awarding of academic credit. Submit all professional licenses and/or certifications that have listed the number of CEU's awarded and/or classroom contact hours.

Name of Certificate, License, or Training Program	Date Completed	Documentation Attached (Yes/No)

Please list additional Professional Licenses, Certifications, and Training Programs on a separate paper.

6. I certify that to the best of my knowledge the information provided in this application is accurate and complete. I understand that if this information or any other information upon which my admission is based is found to be inaccurate or incomplete, the school may rescind my degree. If I am approved for admission and decide to enroll at Columbia Southern University, I agree to abide by the rules and regulations of the University as contained in the Student Handbook. I acknowledge that all official transcripts that I submit to the school will become the property of the University and will not be forwarded to another institution or returned to me.

Applicant Signature

Date

7. APPLICATION SUBMISSION

Please forward your completed application along with all necessary documents and your application fee to:

CSU, Admissions Department,
25326 Canal Road,
Orange Beach, AL 36561

METHOD OF PAYMENT

CARD NO.

EXP. DATE

NAME ON CARD

Application Fee: \$25.00 domestic; \$50.00 foreign.

<input type="checkbox"/> VISA/MC	<input type="checkbox"/> AMEX	<input type="checkbox"/> CHECK ENCLOSED

COLUMBIA SOUTHERN UNIVERSITY

25326 Canal Road (*shipping*) • P.O. Box 3110 (*mailing*) • Orange Beach, AL 36561
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