



Columbia Southern University



Columbia Southern University . . .
*The Busy Professional's Choice For Degree
Completion and Career Enhancement.*

Columbia Southern University . . .
Making The Difference!

STUDENT CATALOGUE

1997-1998



*The World Advances
Through the Advance of the Individual*

COLUMBIA SOUTHERN UNIVERSITY

Shipping 24847 Commercial Ave.
Orange Beach, AL 36561

Mailing P.O. Box 3110
Orange Beach, AL 36561

E-Mail CSU@colsouth.edu
Web Page <http://www.colsouth.edu>

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MISSION STATEMENT

Columbia Southern University was established as a comprehensive, educational institution of higher learning. The University's mission is to educate students in business, health administration, criminal justice, computer science, environmental engineering, occupational safety and health engineering and research. As Columbia Southern University continues to grow and develop, the University will produce additional programs of interdisciplinary excellence that address the special needs of our students.

Columbia Southern University was established to assist mature individuals:

- *Seeking to acquire skills necessary to compete effectively in an increasingly competitive marketplace.*
- *Who have a clear understanding that career advancement is closely tied to ongoing education.*
- *Seeking self-satisfaction through education.*
- *Who are under-employed.*
- *Who are unemployed; victimized by layoffs, downsizing, and technological displacement.*

Columbia Southern University is designed to:

- *Allow students to schedule their study time to accommodate career commitments and family responsibilities.*
- *Allow our students to work at their own pace.*
- *Recognize prior educational achievements and relevant work/life experiences.*
- *Offer a quality education at an affordable price.*

Columbia Southern University's staff objectives are:

- *To create an educational environment that enables the non-traditional student to achieve their academic goals.*
- *To assist our students to maintain their focus on their educational objectives as they move through their degree programs.*
- *To be readily accessible to our students.*



Achieving excellence through a non-traditional approach to education.

FROM THE CHANCELLOR

CSU

Dear Prospective Student,

Education makes a difference.

In today's fast paced world of personal and professional obligations, attending a traditional college to earn a degree is simply not a viable option for many. This reality, however, will not deter those who realize that far too often, otherwise qualified people are passed over for job promotions simply because they lack a degree. This hard fact may not be fair, but it is life.

By choosing a distance education program, you are able to earn your degree in the privacy of your home that enables you to honor your obligations to family and career while steadily completing your studies in far less time than a traditional university would require.

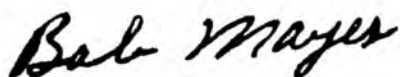
At Columbia Southern University, the cornerstone of our academic philosophy is anchored in the belief that verifiable and relevant work/life experience deemed comparable to college level learning is worthy of college credit. Your individually tailored degree program will ensure that you take only those courses you need. We respect what you have learned "in the trenches," and will not waste your valuable time and money by requiring you to complete coursework in areas of demonstrated proficiency.

Columbia Southern University degree programs are not for everyone. Alternative education does not require classroom attendance or set schedules, and for this reason, commitment and self discipline are essential. If you are self motivated and dedicated to the proposition that professional excellence and personal growth is a lifelong commitment, then CSU is right for you.

At Columbia Southern University, we strive each day to serve our students to the best of our ability, and I give you my word that we will do all in our power to ensure that your time spent with us proves pleasant and valuable.

Columbia Southern University makes the difference.

Sincerely,



Bob Mayes, Ph.D., CECM, CEI



THE DISTANCE EDUCATION PROCESS

What is distance education?

Essentially, it is the traditional learning process without the required attendance, overcrowded lecture halls, nightly homework assignments, etc. Our purpose is to allow students to earn their degree on a much more flexible basis than traditional colleges and universities allow.

Credits are awarded for relevant work/life experience and various continuing education programs. You begin when you are ready, continue at your own speed and finish at your self determined schedule. You are not confined by quarter or semester time frames.

Here's How Home Study Works

Every course to be completed by nontraditional learning will have a syllabus (course outline). The syllabus will identify each concept or idea considered to be significant to that particular course. In the syllabus will be found a list of performance based objectives (e.g., list, explain, define, discuss, summarize, identify, etc.) which, a person knowledgeable in the course contents course would be reasonably able to perform. You earn credit when you have performed these tasks and objectives satisfactorily. Using the syllabus, the main text and reference resources you deem necessary, you will research and master the objectives of the course. All assignments and examinations are sent to the University. Once all assignments are completed, a proctored final examination is administered. Following successful completion of the final exam, you are sent verification of completion.

Personalized Service

The CSU staff is dedicated to your success, and are always available to assist you with information concerning enrollment, tuition, course shipments, examination grading, transfer credits, graduation requirements and any other questions you may have. We are only a phone call away.

Business and Professional Recognition

The true value of any degree is measured by acceptance of that credential by the business, professional and academic community. Students of CSU come from all walks of life and are leaders in business, industry, and the public sector.

Many corporations are keenly aware of the value of distance learning programs that allow personnel to pursue academic growth without compromising employee productivity. Many of our students have found that coursework at CSU has been evaluated and deemed appropriate for salary increases and promotions by their employers. Following is a partial listing of companies who have paid their employee's tuition at Columbia Southern University. *(See next page)*



BUSINESS AND PROFESSIONAL RECOGNITION

(PARTIAL LISTING)

Increasingly, our students have found that their employers are willing to pay the cost of tuition.

ABC Engravers	Cyberx	Lockheed Martin	Corporation
A.S.I.S. Foundation, Inc.	DSM	Lockheed Space Operations	Phone-Poulenc
Akzo Coating	Disability Support Services, Inc. FL	Louisville Forge	Precision Scientific, Inc.
Alcor Petroleum Distributors	DuPont	Lenox Institute of Water Technology	S & L Industrial
Alumax Foils, Inc.	EG&G Mound Applied Technologies	Lucent Technologies	SAFT America Inc.
America Roller Company	Emerson Electric	MK-Ferguson of Oak Ridge Company	Sea Ray Boats
Ameritek	Environmental Protection Agency	MacDermid, Inc.	Seminole Electric
Anheuser Busch	ERTL	Marion Merrell Dow	Schelel Tenn, Inc.
AT&T Bell Labs	Fair Isaac	Marley Mouldings, Inc.	Shell Oil
Auto Shred Recycling, LLC	Fisher Controls International, Inc.	Martin Marietta	Southern Illinois Hospital Services
Baroid Corporation	Francis Drilling Fluids, LTD	Med-Trac, Inc.	St Paul Fire & Marine Insurance
Batesville Caskett	Franklin Medical Center	Memphis Housing Authority	State of Florida
Bath Iron Works	Fred Whitaker Company	Michigan Maple Block Company	State of Iowa
Bechtel Nevada Corporation	Gear Tronics Industries, Inc.	Mobil Oil	State of Texas
Beef America	Gilardi Foods	Moderform, Inc.	Stowe Woodward
Brooks Instruments	GM	Monticello Utility Commission	Suncast Corporation
Brown International Corporation	Hamilton Beach, Protor Silex	Motion Industries, Inc.	Swan Sea Care Center, Inc.
Budwieser Corporation (San Antonio)	Hydro Aluminum	NaCom Corporation	Tennessee Valley Authority
Buehler Products, Inc.	IBM	Naval Aviation Depot	Texaco
Campbell's Soup	INX International Ink Company	Naval Reserve Readiness Command	Texas Medical Products
Cartex Corporation	Instuform Gulf South, Inc.	Neff Perkins Company	Thomaston Mills, Inc.
CPC International	International Business Machines Corp.	New Pig Corporation	Tomlinson Industries
Entral Castings Corporation	International Game Technology	Nordyne	Trane
Chevron Pipeline Company	Johnson & Johnson	Ontario, CN Hydro	Tuskegee University
Chemfab Corporation	Kennedy Space Center	OSHA, NC	Unique Fabricating
City of Edgewater, FL	Karson Industries	Pall Puerto Rico, Inc.	United Technologies Automotive
City of Duluth	Komatsu America	Pannier Corporation	Univeristy of Arkansas
City of Houston	KRC Rolls	Parker Hamilton Corporation	Universal Studios, FL
City of Lewiston, ID	Kwik Kopy Printing	Parker Oil Company	US Air Force
City of Robinson, IL	Lebus International, Inc.	Paula Insurance Company	US Army
County of Hoke, N.C.	Life Cell Corporation	Pennsylvania Electric	US Electric Motors
County of Livingston		Phillips Plastics	US Government
Country of Sundma			US Marine Corporation
			US Postal Service
			ZF Industries

ADMINISTRATION & FACULTY

CSU

At Columbia Southern University, we have assembled a qualified team of faculty and staff dedicated to serving you. It is their responsibility to ensure that we live up to your expectations. At Columbia Southern University, we don't just talk about our dedication to you, we prove it every day.

■ Administration

Bob Mayes, Ph.D., CECM, CEI
Chancellor/Chairman of the Board

M. Ray Curtis, Ph.D., CECM
President

Polly Zar
Executive Director

Robert Mayes, Jr., B.S., CECM
Director of Operations

Thomas Cooley, B.S., CECM, CEI
Director of Admissions & Records/Registrar

Poche Waguespack
Dean of Students

Jimmy Weaver, B.S.
Chief Financial Officer

Chantell Cooley, B.S., CECM
Director of Student Services

Joanna Wood
Director of Student Relations

■ Faculty

COLLEGE OF BUSINESS
ADMINISTRATION / COMPUTER SCIENCE

Dr. Edward G. Rodgers, Ph.D.,
Georgia State University
James Shinler, M.S.,
Troy State University

COLLEGE OF CRIMINAL JUSTICE

James Ward, JD, L.L.M.,
Cumberland School of Law
Alan Jay Pasler, M.S.,
University of New York

COLLEGE OF ENGINEERING

Dr. S. Ed Zakrezewski, Ed.D.,
Texas A & M University
Dr. Richard Beckwith, Ph.D.,
University of Environmental Sciences

COLLEGE OF HEALTH

ADMINISTRATION
Dr. Deryl Gulliford, Ph.D.,
MHA,
Greenwich University
Drew Krosgard, M.S.,
University of Alabama

■ Advisory Board

Dr. Richard Beckwith
Environmental Protection Agency
Tennessee Air Division

Kirby Brown
Federal Aviation Administration
Consultant

Dr. Rob Keiter
D.Min. Oral Roberts University

Buford Lipscomb
Pastor Liberty Church
President Liberty Bible College

J.B. Moretz
Tifton General Hospital
Environmental & Safety Manager

George Rolita
I.B.M.-US & Potectorates
Environmental, Chemical & Safety
Manager

Sharon Regan-J.D.
Attorney at Law

James White
U.S. Dept. of Labor
Occupation Safety & Health
Administration

THE ADMISSIONS PROCESS

Your no cost Application Evaluation does not obligate you to enroll.

1. Applications

Complete the enclosed Application. A comprehensive application is comprised of all vocational, professional, and academic background. (See "College Credits for Your Experience" following this section).

2. Transcripts & Diplomas

Student files must contain Official Transcripts prior to graduation. Copies of transcripts from previously attended colleges or universities will suffice for evaluation purposes. Submit a copy of your high school diploma or its equivalent.

3. University Evaluation

Supply the University with the documentation mentioned above. Upon completion of your evaluation you will be notified of the results. At that point, you can make the decision of when to begin the program.

College Credits for Your Experience

Credit may be given for relevant experiential equivalent learning of a postsecondary nature, such as business experience, college level equivalent tests, achievement in a related profession, military training, or other postsecondary level equivalent experience. From this evaluation your Individualized Degree Program will be designed.

Undergraduate and graduate level credits for prior experience are handled in much the same way as any course from CSU. You are asked to submit a portfolio or other documentation of your experience, which will be evaluated by faculty qualified in the given subject. To receive credit, life experience must:

- Be well documented and deemed equivalent to college-level learning by CSU faculty.
- Demonstrate a balance between theory and practice.
- Directly relate to your degree program.
- Be applied toward satisfaction of degree requirements.

Transferring Credits from Other Institutions

Academic credits will be accepted for transfer from other accredited institutions by requesting those institutions to submit official transcripts to the University. A minimum grade of "C" in previous coursework is required for credits to be accepted. College credit earned at other institutions through challenge exams or standardized tests may be accepted for transfer. All courses taken at an institution other than Columbia Southern University must be approved for transfer by the University. Some courses submitted for transfer may require the submission of course descriptions.

Credit for Professional License and Certificates

Individuals holding current professional license or certificates may also be eligible to earn college credit. To receive credit for professional credentials, it is necessary to have documentation of these credentials evaluated by the University.

You will need to submit documentation to the University at the time of application.



LICENSE

Columbia Southern University is licensed with the Department of Education of the State of Alabama pursuant to the Alabama Private School License Law, Code of Alabama, Title 16-46 and 1-10.

ACCREDITATION

Columbia Southern University is accredited through The Accrediting Commission International (ACI). ACI has not requested listing with U.S. Department of Education. Listing with the U. S. Department of Education is a voluntary listing and said listing does not imply government approval. Additional information concerning accrediting can be obtained by writing:

The Accrediting Commission International
Dr. John Scheel
P. O. Box 102
Beebe, Arkansas 70212 USA

ENTRANCE REQUIREMENTS

Columbia Southern University requires that its students possess general education or equivalent experiential learning that demonstrates that an applicant has specific and general knowledge and has acquired the ability to:

- communicate effectively;
- read with comprehension;
- reason abstractly and think critically;
- understand numerical data and statistics;
- learn independently.

INTERNATIONAL APPLICANTS

Columbia Southern University welcomes international students who understand the value of an academic degree earned from an American Institute of higher learning. International students must be proficient in the English language . CSU does not provide student visas. Foreign students will incur international shipping charges.

ACADEMIC CALENDAR

Columbia Southern University has an open admissions policy and accepts applications for admissions evaluation and enrollment throughout the calendar year.

UNIVERSITY BUSINESS HOURS

Columbia Southern University is open for business Monday through Friday, 8:00 a.m. to 5:00 p.m., Central Standard Time. CSU does observe the following holidays.

New Years Day	Thanksgiving Day
Good Friday	Independence Day
Labor Day	Christmas Week

POLICY DISCLAIMER

Columbia Southern University is committed to ongoing review of objectives and programs to ensure that our students are kept abreast of the latest principles, theories, and applications, pertaining to their field of study. Necessarily, the University reserves the right to make changes as deemed appropriate in course offerings, curricula, academic policies, and other rules and regulations affecting students, without prior notification.

POLICY OF NONDISCRIMINATION

Columbia Southern University provides equal educational opportunity and does not discriminate with respect to race, color, religion, national origin, sexual orientation, physical handicap, age, martial status, sex or status as a disabled veteran.

TAX DEDUCTIBLE TUITION

Your educational costs may be tax deductible if the education is used for improving skills required in current employment.

ATTENDANCE

As a distance studies environment, Columbia Southern University does not require classroom attendance. Students are allowed to set their own pace within reasonable parameters. Each individual course may be completed in as few as four (4) weeks or as long as twelve (12) weeks to maintain satisfactory progress. At CSU you are in a classroom of one. *CSU sets your objectives, you schedule your study time.*

COURSE SCHEDULING

Following your evaluation, Columbia Southern University will advise you of the specific course requirements that will comprise your degree program. It is suggested that you complete one course at a time. Unlike traditional colleges where it is necessary for students to juggle three to five courses simultaneously if they have any hope of earning their degree in four years, CSU's individually tailored degree programs are pared down to the essentials. This enables our students to take one course at a time, and in this way more fully concentrate on the subject at hand. This method of study has been found to enhance the learning process.

EXAMINATION PROCTORING

All final examinations are administered by an approved Proctor. The proctor shall be a responsible and reputable third party, such as a librarian, counselor, school official, or Education Director for whom there is no conflict of interest. Following the examination, the proctor verifies the examination was taken as intended and forwards the examination and answer sheet to CSU. Falsifying proctor information will result in invalidation of the examination and may be cause for termination.

GRADING POLICIES

Columbia Southern University awards letter grades as follows:

A	Excellent	4.00 Grade Points
B	Good	3.00 Grade Points
C	Average	2.00 Grade Points
D	Passing	1.00 Grade Points
F	Failing	0.00 Grade Points
W	Withdrawal	0.00 Grade Points

The grade-point average (GPA) is computed by dividing the total number of grade points by the total number of courses complete.

GRADUATION WITH HONORS

In order for a student to be awarded a Summa Cum Laude, Magna Cum Laude, or Cum Laude honors, the following grade point average must be earned by the student.

Summa Cum Laude	4.00
Magna Cum Laude	3.8 – 3.99
Cum Laude	3.5 – 3.79

TRANSCRIPTS

A transcript bearing the University seal and signature of the Registrar is the official copy of your permanent academic record. A transcript will be provided to you at time of graduation. Additional transcripts may be obtained by written request to the University.

STUDENT RECORDS

Columbia Southern University recognizes and respects our student's right of privacy and will not release information regarding a student's association with the University without written authorization from the student.

ACADEMIC PROGRESS

Students are expected to complete a course within a ninety (90) day time frame. Failure to complete a course within this time frame could result in probation or termination. For those students who find it necessary to request an extension of time, they must submit a written request to the University outlining the reasons for which such an extension should be granted. The University will respond to this request within one week of receipt.

LEAVE OF ABSENCE

Students faced with a medical emergency or personal crisis, may request a leave of absence. A letter must be submitted to the University stating the nature of the illness or crisis and a reasonable estimate of time you will need to be away from your studies. A leave of absence will not exceed six months. During this 'leave' period, students financial obligations may be placed on hold by submitting a written request to the Student Accounts Department.

WITHDRAWAL

Students who find it necessary to withdraw from the program must submit a written notice to the University.

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 submit student loan payments.
- cheating on any lessons, projects or examinations will be cause for immediate termination.

REFUND POLICY

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 and not the amount already paid.

1. An enrollment may be canceled by the student within five (5) calendar days after midnight of the day on which the enrollment agreement is signed.

2. From five (5) calendar days after midnight of the day on which the enrollment agreement is signed and until the time CSU receives the first completed lesson assignment, the student is entitled to a full refund, minus a \$150.00 administrative fee due the University.

3. After CSU receives the first completed lesson assignment CSU shall be entitled to the administrative fee and the following charges:

a. Up to and including completion of the first 10% of the program, 10% of the tuition minus the amount of the administrative fee.

b. After completing more than 10% of the program and up to and including completion of 25% of the program, 25% of the tuition minus the amount of the administrative fee.

c. After completing more than 25% of the program and up to and including completion of 50% of the program, 50% of the tuition minus the amount of the administrative fee.

For refund policy purposes, completion is defined as completed lesson assignments received for grading.

APPEALS & GRIEVANCES

Columbia Southern University is dedicated to student satisfaction. Should a circumstance arise where a student feels that CSU has not met his/her expectations, the University requires that complaints to the office of the President be made in writing. CSU will respond to such complaints within ten (10) working days from date received.

TRANSFER POLICY

Columbia Southern University accepts transfer from accredited colleges and universities when the core course curriculum is deemed to be the equivalent. It is not the intention of Columbia Southern University to require a student to complete course work in those areas where the student possesses demonstrated proficiency; however, it is the responsibility of the University to insure that each student is proficient in each core course that comprises a particular degree program. Most colleges and universities enforce similar policies regarding transfer credit. The University does not guarantee or warrant that credit from Columbia Southern University will be transferable to another college or university.

JOB PLACEMENT ASSISTANCE

Columbia Southern University does not provide formal job placement assistance.

FINANCIAL INFORMATION

CSU

TUITION & FEES

Bachelors Degree	\$2,645.00—\$3,095.00
Masters Degree	\$3,110.00—\$3,450.00
Doctorate	\$3470.00— \$3850.00

When a student qualifies for an exemption from a core course requirement either through transfer credit, credit by examination, or credit granted for prior college level learning, Tuition Exemption Credits are granted.

Bachelors Degree	\$75.00 Per Core Course \$450.00 Maximum Credit Allowed
Masters Degree	\$85.00 Per Core Course \$340.00 Maximum Credit Allowed
Doctorate Degree	\$95.00 Per Core Course \$385.00 Maximum Credit Allowed

Combination Programs

BS/MS	\$4,450.00
MS/Ph.D.	\$4,650.00

Since entrance into a combined program is designed for those applicants who have completed the majority of the requirements for the lower level, maximum exemption credits are built into the tuition.

Tuition covers the cost of individual curriculum design, course outline (syllabus), faculty and administrative counseling, and student manuals. Tuition does not include the cost of the textbooks.

STUDENT EXPENSES

Change of Program Fee	\$100.00
Extensions	\$50.00
Retesting Fees	\$50.00.
Returned Check Fee	\$25.00
Graduation	\$75.00

Columbia Southern University does not assess additional program fees that can greatly increase a seemingly low tuition base. CSU **does not charge** initial examination fees, final paper/thesis/dissertation fees, quarterly fees, or administrative fees.

Earning potentials of individuals with a Bachelors Degree are \$275,000 plus, more than those possessing a high school diploma alone: a Masters Degree can mean an additional \$550,000 plus, and a Doctorate can mean up to \$800,000 plus in a working lifetime.

How to Get the Degree You Want.
John Bear, Ph.D.



METHOD OF PAYMENT

Tuition is payable in U.S. funds, either by check, money order, Visa, Master Card, or American Express.

PAYMENT OPTIONS

Columbia Southern University offers three tuition payment plans.

#1 Payment in Full. A single payment of tuition (Deduct \$100 for payment in full)

#2 Time Payment Plan. Four equal installments of tuition payments. Example, if your tuition is \$2,405.00, your payments would be \$601.25 per month for four consecutive months beginning on the first day of enrollment. If you enrolled in the program on January 1st, your payment schedule would be as follows:

Payment 1	January 1
Payment 2	February 1
Payment 3	March 1
Payment 4	April 1

#3 Student Loan. Columbia Southern University offers a student loan program, with a simple interest rate of 10%. A minimum down payment of \$295.00 is required. You may choose installment options of twelve months, eighteen months or twenty-four months. The first monthly payment will be due on the first of each month following enrollment. Accounts are considered delinquent on the 10th each month. Delinquent accounts are subject to a late fee. Students processing their student loans through automatic credit card processing, are entitled to a \$100.00 discount.

EMPLOYER REIMBURSEMENT POLICY

Numerous employers have recognized the value of Columbia Southern University degree programs, and have reimbursement policies in place. For those students whose employers offer tuition reimbursement, CSU offers minimal down payments and monthly installments. Please contact the university for complete details.



Each Year approximately three million students pursue their education without leaving their homes. Correspondence study makes it possible for these individuals to accomplish educational goals they might otherwise never be able to accomplish.

The Macmillan Guide to Correspondence Study, Fifth Education.

The home study method of learning involves enrollment and course instruction . . . with an educational institution. Course materials are prepared in a logical and sequential order enabling students to learn at their own pace.

Another Way, Published by Educational Data Resources, Washington, DC



ENTRANCE REQUIREMENTS

ENTRANCE REQUIREMENTS FOR DEGREE PROGRAMS

BACHELOR OF SCIENCE DEGREE PROGRAMS

CSU offers these Bachelor of Science Programs:

- (1) Business Administration
- (2) Human Resource Management
- (3) Criminal Justice
- (4) Computer Science
- (5) Environmental Engineering
- (6) Health Administration
- (7) Occupational Safety & Health Engineering

Entrance Requirements

1. A student accepted for enrollment in any Bachelor Degree Program must be in possession of a high school diploma or its equivalent.

2. An Associate's Degree or;

3. Sixty (60) semester hours of undergraduate credit. This credit must cover general education requirements or;

4. The equivalent of #2 or #3. Equivalency is determined by the amount of credit given for Prior Learning and Experiential Learning. This evaluation is conducted by the University.

5. Five years occupational experience in a degree related career field.

MASTER OF SCIENCE DEGREE PROGRAMS

CSU offers these Master of Science Degree Programs:

- (1) Business Administration
- (2) Human Resource Management
- (3) Criminal Justice
- (4) Computer Science
- (5) Environmental Engineering
- (6) Health Administration
- (7) Occupational Safety & Health Engineering

Entrance Requirements

A Bachelor's Degree, in a related field, from a recognized college or University or a minimum of 120 semester hours of undergraduate work from a recognized college or University is required for this program.

COMBINED BACHELOR/MASTER DEGREE PROGRAMS

CSU offers the same programs for this combined degree as for the individual Bachelor and Masters programs.

Entrance Requirements

1. An Associate's Degree, sixty (60) semester hours, or their quarter unit equivalent and;

2. Seven years of occupational experience in a field related to the combined program the applicant wishes to undertake.

The University will consider qualified applicants to combined programs based on previous academic and work experience. The University will consider all graduate and undergraduate work taken toward a respective degree for this program. Entry to a CSU combined program is usually designed for students who have completed the majority of the requirements for the lower degree. Entry acceptance is conditioned on satisfying those remaining requirements and then making the transition to the higher degree to be awarded. A combination program is two separate degrees. A separate diploma is awarded for each degree upon completion.

DOCTOR OF PHILOSOPHY DEGREE PROGRAMS

CSU offers these Doctorate of Science Degree Programs:

- (1) Business Administration
- (2) Computer Science
- (3) Environmental Engineering
- (4) Health Administration
- (5) Occupational Safety & Health Engineering

Entrance Requirements

1. A Master's Degree, in the same or related field as the doctoral program and;

2. A minimum of five years of occupational experience related to the doctoral program under application.

COLLEGE OF BUSINESS ADMINISTRATION

BACHELOR OF SCIENCE DEGREE BUSINESS ADMINISTRATION

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
BBA 300	Introduction to Business	4
BBA 310	Principles of Management	4
BBA 320	Managerial Finance	4
BBA 330	Marketing Principles	4
BBA 340	Business Law	4
BBA 350	Human Resource Management	4
BBA 360	International Business	4
BBA 370	The "TQM" Trilogy (ISO 9000)	4
BBA 380	International Marketing	4
BBA 390	Computers & Business	4
BBA 400	Economic Principles	4
BBA 420	Legal Aspects of Safety & Health	4
BBA 430	Final Paper/Project	12
Total		60

MASTER OF SCIENCE IN BUSINESS ADMINISTRATION DEGREE

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
MBA 500	Marketing Management	4
MBA 510	Management Accounting	4
MBA 520	Advanced Business Policy	4
MBA 530	Labor & Industrial Management	4
MBA 540	Legal Aspects of International Business	4
MBA 550	Advanced Human Resource Management	4
MBA 600	Wage and Salary Administration	4
MBA 610	Sales Management	4
MBA 620	Advertising and Promotion	4
MBA 630	Consumer Behavior	4
MBA 650	Operations Research	4
MBA 680	Computer Technology	4
MBA 690	Thesis	12
Total		60



DOCTOR OF PHILOSOPHY DEGREE BUSINESS ADMINISTRATION

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
DBA 700	Marketing Research	4
DBA 720	Organizational Design & Development	4
DBA 740	International Finance	4
DBA 760	Administration & Supervision	4
DBA 800	Motivational Leadership	4
DBA 820	Strategic Business Policy	4
DBA 850	Advanced Business Policy	4
DBA 890	Managerial Accounting	4
DBA 900	International Trade	4
DBA 910	Dissertation	12
Total		48

COLLEGE OF BUSINESS
ADMINISTRATION, CONT.

BACHELOR OF SCIENCE DEGREE
HUMAN RESOURCE MANAGEMENT

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
BHR 400	Human Resource Development	4
BHR 401	Human Relations: A Job Oriented Approach	4
BHR 405	A Theory of Goal Setting & Task Performance	4
BHR 406	Applied Psychology in Personnel Management	4
BHR 407	Organizational Behavior & Motivational Leadership	4
BHR 410	Human Resource Management	4
BHR 412	Wage & Salary Administration	4
BHR 420	Collective Bargaining	4
BHR 430	International Human Resource Mangement	4
BHR 440	Advance Resource Management	4
BHR 450	Legal Aspects of Safety & Health	4
BHR 460	Personnel Human Resource Management	4
BHR 470	Final Paper/Project	12
Total		60

MASTER OF SCIENCE DEGREE
HUMAN RESOURCE MANAGEMENT

Core Curriculum

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
HRM 500	Human Resources Management	4
HRM 510	Organization Behavior	4
HRM 520	Selection Methods and Techniques	4
HRM 530	Compensation Management	4
HRM 540	Advanced Management Concepts and Practices	4
HRM 550	Employment Law I	4
HRM 560	Employment Law II	4
HRM 570	Seminar in Human Resources Management	4
HRM 580	Training and Development of Human Resources	4
HRM 590	Thesis	12
Total		48



COLLEGE OF CRIMINAL JUSTICE

BACHELOR OF SCIENCE DEGREE CRIMINAL JUSTICE

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
BSC 300	Justice Administration Introduction	4
BSC 310	Managing A Criminal Investigation	4
BSC 320	Principles and Procedures of the American Criminal Justice System	4
BSC 330	Legal Phases of Evidence	4
BSC 340	Relationships with the Community	4
BSC 350	Fundamentals of the Investigation	4
BSC 360	Concepts of Criminal Law	4
BSC 370	Criminology Today	4
BSC 380	Administration of Criminal Justice Systems In America	4
BSC 400	Probation and Parole in Todays Environment	4
BSC 410	The Social Conflict of Race Relationships	4
BSC 420	Criminal Court Process	4
BSC 440	Final Paper/Project	12
Total		60

MASTER OF SCIENCE DEGREE CRIMINAL JUSTICE

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
MSC 500	Forensic Science	4
MSC 520	Problems and Solutions of Criminal Justice	4
MSC 530	Research Methodology	4
MSC 540	Administration at the Municipal Level	4
MSC 550	Identification of Street Drugs	4
MSC 560	Infrastructures of Public Administration	4
MSC 570	Juvenile Justice	4
MSC 600	Thesis	12
Total		40



COLLEGE OF COMPUTER SCIENCE

BACHELOR OF SCIENCE DEGREE COMPUTER SCIENCE

Core Curriculum

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
CS 300	Introduction to Computer Programming	4
CS 310	Programming Principles	4
CS 320	Mathematics for Computers	4
CS 330	Operating Systems	4
CS 340	Software Engineering I	4
CS 350	Computers and Society	4

Additional Requirements for Emphasis in INFORMATION SYSTEMS

CIS 400	Information Structures	4
CIS 410	Programming Languages	4
CIS 420	Software Engineering II	4
CIS 430	Database Systems	4
CIS 470	CIS Software Engineering I	4
CIS 480	CIS Final Paper/Project	4
Total		56

OR

Additional Requirements for Emphasis in COMPUTER TECHNOLOGY

CT 400	Computer Technology	4
CT 410	Multimedia Systems	4
CT 420	Communication and Networks	4
CT 430	Internet and the Web	4
CT 470	CT Software Development	4
CT 480	CT Final Paper/Project	12
Total		56

MASTER OF SCIENCE DEGREE COMPUTER SCIENCE

Core Curriculum

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
CS 500	Management Information Systems	4
CS 510	Decision Sciences	4
CS 520	Advanced Programming Principles I	4
CS 530	Software Requirements and Specifications	4
CS 540	Software Project Management	4

Additional Requirements For Emphasis In INFORMATION SYSTEMS

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
CIS 600	Software Design	4
CIS 610	Software Reliability	4
CIS 620	Advanced Database Systems	4
CIS 630	Software Economics	4
CIS 680	CIS Thesis	12
Total		48

OR

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
CT 600	Computer Architecture	4
CT 610	Computer Graphics	4
CT 620	Advanced Multimedia I	4
CT 630	Advanced Internet	4
CT 680	CT Thesis	12
Total		48

COURSE CURRICULUM

**DOCTORATE OF PHILOSOPHY DEGREE
COMPUTER SCIENCE**

OR

**Additional Requirements For Emphasis In
COMPUTER TECHNOLOGY**

Core Curriculum

Course No.	Title	Credit
CS 700	CS Research Methods	4
CS 710	Operations Research	4
CS 720	Simulation and Modeling	4
CS 730	Advanced Programming Principles II	4
CS 740	Artificial Intelligence	4

Course No.	Title	Credit
CT 800	Readings in CT	4
CT 810	Advanced Multimedia II	4
CT 820	Computer Vision	4
CT 900	CT Dissertation Proposal	4
CT 910	CT Dissertation	4

**Additional Requirements For Emphasis In
INFORMATION SYSTEMS**

Total **48**

Course No.	Title	Credit
CIS 800	Reading In CIS	4
CIS 810	Theory of Computation	4
CIS 820	Verification and Validation	4
CIS 900	CIS Dissertation Proposal	12
Total		48



COLLEGE OF ENGINEERING

BACHELOR OF SCIENCE DEGREE ENVIRONMENTAL ENGINEERING

Course No.	Title	Credits
ENE 300	Introduction to Environmental Engineering	4
ENE 301	Ecology for Environmental Engineers	4
ENE 302	Industrial Hygiene	4
ENE 303	Air Pollution Fundamentals	4
ENE 304	Soils & The Greenhouse Effect	4
ENE 305	Solid Waste Management	4
ENE 306	Hazardous Waste Management	4
ENE 307	Toxicology	4
ENE 308	Environmental Law and Regulatory Compliance	4
ENE 309	Energy Conservation & Utilization in Industry	4
ENE 310	Corporate Ethics and the Environment	4
ENE 311	Environmental Assessment	4
ENE 412	Final Paper/Project	12
Total		60

MASTER OF SCIENCE DEGREE ENVIRONMENTAL ENGINEERING

Course No.	Title	Credit
ENE 500	Industrial and Hazardous Waste Treatment	4
ENE 510	Hazardous Materials Emergency Response	4
ENE 520	Occupational and Environmental Safety	4
ENE 530	SARA Title III	4
ENE 540	Environmental Contingency Planning	4

Masters in Environmental Engineering, cont.

ENE 550	Groundwater Treatment Technology	4
ENE 560	ISO 14000	4
ENE 570	Advanced Pollution Prevention	4
ENE 580	Environmental Strategies	4
ENE 590	Thesis	12
Total Credits		48

DOCTOR OF PHILOSOPHY DEGREE ENVIRONMENTAL ENGINEERING

Course No.	Title	Credit
ENE 800	Advanced Environmental Engineering	4
ENE 810	Aquatic Kinetics	4
ENE 820	Advanced Water Quality Control	4
ENE 830	Hazardous Waste Management	4
ENE 840	Petroleum Engineering and the Environment	4
ENE 850	Environmental Economics	4
ENE 860	Recycling	4
ENE 870	Environmental Laws and Real Estate	4
ENE 880	Environmental Remediation Contracting	4
ENE 890	Environmental Decision Making for Engineers	4
ENE 900	Catalytic Air Pollution Control	4
ENE 910	Dissertation	16
Total		60

COLLEGE OF ENGINEERING, CONT.

BACHELOR OF SCIENCE DEGREE OCCUPATIONAL SAFETY & HEALTH ENGINEERING

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
SE 300	Introduction to Occupational Safety & Health	4
SE 310	Toxicology	4
SE 320	Air Quality Control	4
SE 340	Ergonomics & The Workplace	4
SE 400	Fire Prevention & Safety	4
SE 420	Transport Safety	4
SE 430	Construction Safety	4
SE 440	OSHA Standards	4
SE 450	Statistical Safety	4
SE 460	Accident Investigation	4
SE 470	Worker's Compensation Management	4
SE 480	Process Safety Management Requirements	4
SE 490	Final Paper/Project	12
Total		60

MASTER OF SCIENCE DEGREE OCCUPATIONAL SAFETY & HEALTH ENGINEERING

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
SE 500	Safety and Accident Prevention I	4
SE 510	Corporate Ethics and the Environment	4
SE 520	Safety Engineering	4
SE 600	Safety and Accident Prevention II	4
SE 610	Fire Protection Technology	4
SE 620	Industrial Hygiene	4
SE 630	Legal Aspects of Safety and Health	4
SE 640	OSHA Compliance	4
SE 660	Safety Program Design and Management	4
SE 680	Electrical Hazards & Accidents	4
SE 690	Thesis	12
Total		52

DOCTOR OF PHILOSOPHY DEGREE OCCUPATIONAL SAFETY & HEALTH ENGINEERING

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
SE 700	Advanced Regulatory Compliance	4
SE 710	Cumulative Trauma Disorders	4
SE 720	Safety Administration I	4
SE 730	Industrial Air Quality	4
SE 770	Fire Engineering Technology	4
SE 790	Advanced Ergonomics	4
SE 800	Safety Administration II	4
SE 810	Superfund Training	4
SE 820	Lead	4
SE 880	Human Error Reduction & Safety Management	4
SE 890	Dissertation	16
Total		56





COURSE CURRICULUM

COLLEGE OF HEALTH ADMINISTRATION

BACHELOR OF SCIENCE DEGREE HEALTH ADMINISTRATION

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
HA 300	Introduction to Health Administration	4
HA 310	Health Services Within a Community	4
HA 320	Health and Nutrition	4
HA 330	Drug Abuse	4
HA 340	Epidemiology	4
HA 350	Computer Usage in Healthcare	4
HA 360	Healthcare Accounting	4
HA 370	Healthcare Marketing	4
HA 380	Healthcare and the Law	4
HA 390	Human Resource Management	4
HA 400	Hospital Staff Privileges	4
HA 410	Accounting	4
HA 420	Final Paper/Project	12
Total		60

DOCTOR OF PHILOSOPHY DEGREE HEALTH ADMINISTRATION

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
HA 700	HMOs in the US	4
HA 710	Workplace, Job, and Health	4
HA 720	Preventive Medicine, Its Use Today	4
HA 800	Bloodborne Pathogens and Blood Security	4
HA 820	The Ethics of the Biomedical Profession	4
HA 840	Epidemiology, an Advanced Course	4
HA 870	Occupational Safety & Health Laws	4
HA 900	Health Policy Making in the U.S.	4
HA 910	Dissertation	12
Total		44

MASTER OF SCIENCE DEGREE HEALTH ADMINISTRATION

<i>Course No.</i>	<i>Title</i>	<i>Credit</i>
HA 500	Financial Management in The Health Care System	4
HA 520	Administration of US Hospitals	4
HA 530	Aids in the Workplace	4
HA 540	Information Needs of The Health System	4
HA 550	International Healthcare	4
HA 560	Health Policy and Comparatives	4
HA 600	Principles and Procedures in Research	4
HA 620	The Law and Public Health	4
HA 660	Thesis	12
Total		44



APPLICATION FOR ADMISSION



Columbia Southern University
 24847 Commercial Ave.
 P.O. Box 3110
 Orange Beach, AL 36561
 (334) 981-3771 Fax (334) 981-3815

Name _____ Address _____ City _____ State _____ Zip _____ Date of Birth ____/____/____ Sex M F Marital Status _____ Telephone (____) _____ (____) _____ Best Contact Time _____ a.m. p.m. Business Home Present Employer _____ Position _____ City _____ State _____ Zip _____ Degree program for which you are making application? Degree _____ Major _____	Date ____ / ____ / ____ S.S. Number _____ Place of Birth _____ Number of Dependents _____
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FORMAL EDUCATION (Information must be complete with exact dates given on each entry)

Please attach copy of high school diploma and college transcripts (copies will suffice for evaluative purposes).

High School _____ City _____ State _____ Graduation Date ____/____/____

College/University Name	Attendance From	To	Major	Degrees or No. of Credits	Other Awards	No. of Months Attended

OTHER EDUCATION AND TRAINING

On-The-Job Training, Seminars, etc.	Month	Year	Total Hrs.	Purpose of the Program	Certificate

Columbia Southern University provides equal educational opportunity to all qualified students without regard to race, creed, national origin, sex, or disability.

Describe any languages you speak, read, or write (other than English) and to what extent?
Professional Licenses or Certificates Held:
Military Service:

EMPLOYMENT HISTORY

Please forward a documented portfolio of experience if possible for evaluation. If life experience doesn't warrant a portfolio, please complete this section. See Student Catalogue for admission process. Start with first job and progress in order to present. Attach separate sheet if necessary. Describe duties, responsibilities, number of employees you have supervised, etc. Credit for Life Experience Evaluation requires in-depth detail of knowledge and experience gained and the skills you have shown in the performance of your occupation. Any 5 - 7 year period for which credit is requested should be elaborated on in detail on a separate sheet.

From	Employer Name	Job Title
To	Function and Responsibility	
From	Employer Name	Job Title
To	Function and Responsibility	
From	Employer Name	Job Title
To	Function and Responsibility	
From	Employer Name	Job Title
To	Function and Responsibility	
From	Employer Name	Job Title
To	Function and Responsibility	

I certify 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 admitted, I agree to abide by the rules and regulations of the school including, but not limited to, those contained in the current student catalogue. I acknowledge that all official transcripts which I submit to the school become the property of the University and will not be forwarded to another institution or returned to me.

_____ / _____ / _____
 Applicant's Signature Date

COLUMBIA SOUTHERN UNIVERSITY

27250 Perdido Beach Boulevard
PO Box 3110
(800) 977-8449 Fax (334) 981-3815