



# COLUMBIA SOUTHERN UNIVERSITY



Online | **Affordable** | Quality Programs | **Flexible** | Personalized Service



Information Catalogue 2008

# Superior Service. Flexible Programs. Extraordinary Value.

Don't change your life for an education. Let your education change your life.

At CSU, we offer completely online accredited degree programs, open enrollment and a flexible learning style designed to accommodate your life. Choose from online associate, bachelor, master, doctoral or certificate programs in a variety of fields including:

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

Whether you are pursuing an education to increase your earning potential, expand your career options, or simply fulfill your personal commitment of earning a degree, CSU offers custom solutions to meet your needs.

**Apply today and take the first step towards  
an exciting and rewarding future!**

*These are just some of  
the qualities you can  
expect from CSU:*

- Personalized Service
- Affordable Tuition
- Open Enrollment
- Maximum Transfer Credit
- No Scheduled Online Sessions
- No Residency Requirement
- Textbooks at No Cost
- Fast Tracked Education
- Accredited Member DETC
- BCSP Accepts CSU Degrees
- Tuition Assistance, DANTES and VA Benefits



*Dr. Robert G. Mayes*, FOUNDER  
1945-2005

2008—EDITION II

## 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](http://www.columbiasouthern.edu)  
[admissions@columbiasouthern.edu](mailto:admissions@columbiasouthern.edu)

### Business Hours

Monday through Thursday, 7 a.m. to 5 p.m. CST  
Friday, 7 a.m. to 2 p.m. CST



# About CSU



*Robert Mayes • PRESIDENT*

**One of the nation's first completely online universities, CSU was developed to help military, firefighters, police, and others with demanding and unpredictable schedules realize their full potential.**

## OUR MISSION

Columbia Southern University (CSU) was established as a comprehensive academic institution of higher learning. CSU offers a wide range of quality academic programs that promote the development and the application of acquired knowledge. Central to our goal of training tomorrow's leaders is the acquisition of problem solving skills and the maturation of both intellect and

character. Our programs are offered through distance learning in a flexible format that makes it possible for working adults to achieve their educational goals. CSU staff and faculty are committed to providing our students the very same personalized service that has been and will remain the hallmark of this institution.

## THE ADMINISTRATION

*Robert Mayes, Jr., MBA*  
President

*Joe Manjone, Ed.D.*  
Executive Vice President

*Chantell Cooley, BS*  
Vice President of Marketing & Admissions

*Thomas Cooley, BS*  
Vice President of Business Affairs

*Rachel Farris, MA*  
Registrar

*F. Poche Waguespack, MS*  
Dean of Students

*Chris Adalikwu, Ph.D.*  
Dean of the College of Business

*Tamrala Swafford, MB, ABD*  
Dean of the College of General Education

*Michael Findley, Ph.D.*  
Dean of the College of Safety and Emergency Services

*Rick Cooper, BS*  
Director of Military and Corporate Programs

*Ken Styron, MBA*  
Director of Information Systems

*Jessica Brown, MA*  
Director of Marketing

*Aaron Collins, BS*  
Director of Financial Aid

*Tara Collins*  
Director of Student Services and Retention

*Kathy Cole*  
Director of Admissions

*Vicki Barnes*  
Director of Human Resources

*Jimmy Weaver, BS*  
Controller

*Tina Shipp, MBA*  
Operations Manager

## THE PROGRAMS

### Associate of Arts Degree

- General Education

### Associate of Applied Science Degrees:

- Business
- Criminal Justice Administration
- Fire Science

### Bachelor of Science Degrees:

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

### Master Degrees:

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

### Doctor of Business Administration

For details on the DBA Program, visit our website and/or request a DBA catalogue.

### Concentrations:

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

### Certificate Programs

CSU offers undergraduate, advanced undergraduate and graduate certificate programs. CSU also offers a Certificate Course in Industrial Hygiene Management.

*(Details on page 33)*

## PERSONALIZED SERVICE

Beginning with your initial contact, you'll find that our personalized service is second to none. Faculty and staff are dedicated to the principle that it is only through your success that we succeed. We are readily available to assist you with information from the application process to graduation requirements.

## OPEN ENROLLMENT

Begin courses at anytime and study when it best fits your schedule. At CSU, there are no predetermined semester or session dates to contend with.

## SELF PACED PROGRAMS

With CSU, you can set your own pace for completing your degree program. Students are allowed 10 weeks to complete each course, but may finish a course in as little as three weeks depending on how quickly you complete the coursework. Following the required Student Orientation course, you are also given the option to complete one course at a time or two courses simultaneously.

## FLEXIBLE LEARNING

Forget the days of scheduled online sessions and on-site test taking! At CSU, residency is not a requirement and coursework can be completed at times that are most convenient for you. Faculty and staff offer flexible individualized instruction designed to provide each student with the guidance and support necessary for successful course completion.

## COURSE STRUCTURE

All CSU courses are offered completely online and combine the very best of online delivery and traditional university textbooks. Each course includes a course syllabus, assignments and open book exams.

## CLASSROOM OF ONE

Once you enroll, you will be assigned a student services representative who will offer you personal guidance and advice throughout your degree program. Course specific faculty members are also assigned at the beginning of each course to provide you with the academic support you need to successfully complete your degree.

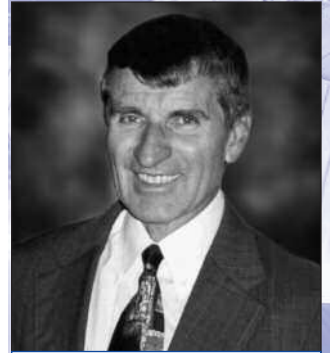
## VALUE

When comparing quality and cost—CSU is your best option. Our tuition is competitively priced to make achieving a quality education affordable and realistic for the average person. VA benefits are also available for eligible participants.

## ACCREDITATION AND RECOGNITION

Columbia Southern University is an accredited member of the Distance Education and Training Council (DETC). The accrediting commission of the DETC is listed by the U.S. Department of Education as a nationally recognized accrediting agency and is a recognized member of the Council for Higher Education Accreditation (CHEA). CSU is also licensed by the Department of Postsecondary Education, State of Alabama.

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

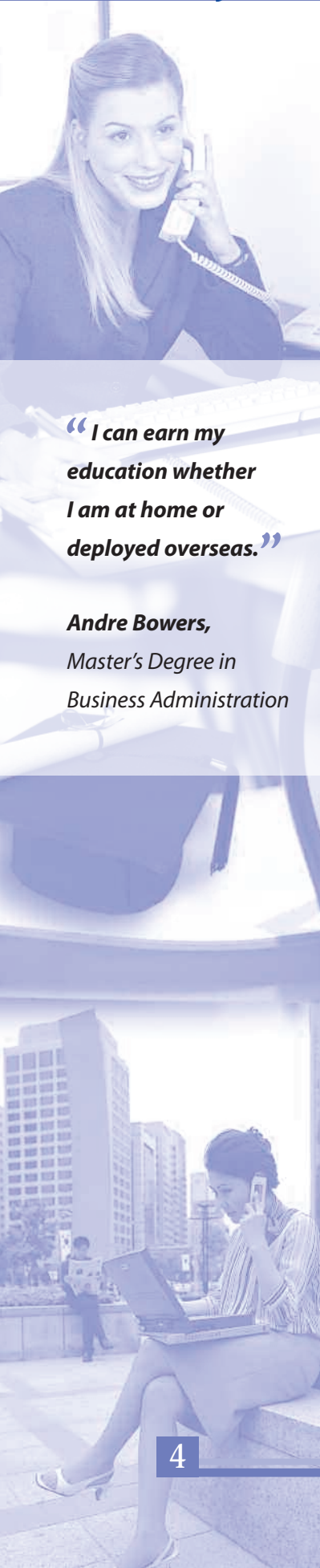


*Joseph A. Manjone, Ed.D.*  
EXECUTIVE VICE PRESIDENT



1601 18th Street, N.W.  
Washington, D.C. 20009  
202-234-5100





***“I can earn my education whether I am at home or deployed overseas.”***

**Andre Bowers,**  
*Master's Degree in Business Administration*

## **ACCELERATE YOUR FUTURE. EARN YOUR DEGREE ONLINE.**

Recognized as one of the top 30 schools for military education by Military Advanced Education, more than half of students enrolled at CSU are members of the U.S. military. Completely online programs, open enrollment, flexible courses, and affordable tuition allow Servicemembers to achieve a quality education while preserving our nation's freedom.

All Servicemembers receive an application fee waiver. Immediate family receives the waiver and a 10 percent tuition discount.

CSU is a member of GoArmyEd, Servicemembers Opportunity Colleges (SOC) and AU-ABC.

## **GOARMYED**

Few other colleges and universities have been invited to participate in the U.S. Army GoArmyEd initiative that allows active duty Soldiers to request TA online. This dynamic online portal automates many of the paper-based processes historically conducted with Army Education Counselors. If you are currently enrolled at CSU or are planning to apply, please visit GoArmyEd to set up your account and to learn more about how to take advantage of your TA benefits.

## **SERVICEMEMBERS OPPORTUNITY COLLEGES (SOC)**

SOC is a consortium of more than 1,800 colleges and universities that provide educational opportunities for Servicemembers and their families. SOC is cosponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community Colleges (AACC) in cooperation with 13 other educational associations, the Military Services, the National Guard, and the Coast Guard.

## **AIR UNIVERSITY ASSOCIATE-TO-BACCALAUREATE COOPERATIVE (AU-ABC)**

CSU is one of few universities that have enrolled in the Air University Associate-to-Baccalaureate Cooperative (AU-ABC). This initiative allows Airmen to transfer at least 60 credit hours of the Community College of the Air Force (CCAF) degree into a bachelor's degree program. The accelerated program requires no more than 60 semester hours to complete a bachelor's degree with CSU and will be offered in a completely online format.

Through the AU-ABC Program, registrants who are active duty Air Force, Air Force Reserve or Air National Guard are eligible to participate in the AU-ABC Program. Prior Air Force service members who have completed their associate's degree through the CCAF are also eligible to transfer in all 60 credit hours into a bachelor's degree program. For more information, including available degree programs, please visit the Air Force Virtual Education Center on the Air Force Portal.



CSU allows maximum transfer credit for your prior academic credits, training experience and relevant professional licenses and certifications. Up to 75 percent of undergraduate courses and 50 percent of graduate courses can be transferred into your degree program at CSU.

## EVALUATION

CSU will conduct a comprehensive evaluation of your application. Please allow at least seven to ten business days for us to provide you with a detailed evaluation report. This report will outline those courses we have determined you should take and those which we have accepted for transfer credit.

## ACADEMIC CREDIT

CSU accepts transfer academic credit from institutions accredited by agencies recognized by the U.S. Secretary of Education and/or the Council for Higher Education Accreditation (CHEA). For prior undergraduate academic credit to be eligible for transfer grades earned must be a "C" or higher. However, a maximum of three courses in which a "D" was earned may be considered during the admission process. "D's" are not accepted as transfer credit for English Composition I, II or their equivalent. For prior academic credit to be eligible for transfer at the master's degree level, grades earned must be a "B" or higher. However a maximum of one course in which a "C" was earned may be considered for acceptance.

## PROFESSIONAL LICENSES, CERTIFICATES, AND TRAINING PROGRAMS

CSU uses guidelines established by the American Council on Education (ACE)

to determine if certain training programs, certificates, professional licenses, and/or military training warrant awarding academic credit.

## TRANSFER CREDIT BY EXAMINATION

*CSU accepts credit by examination from the following:*

The College Level Examination Program (CLEP)

Defense Activity for Non-Traditional Education (DANTES)

## EXPERIENTIAL LEARNING

CSU recognizes that you may have gained knowledge and skills through various work/life experiences and independent learning that may be equivalent to one of our courses. To receive college credit for experiential learning, it must be properly documented in your Prior Learning Portfolio. For guidelines regarding the Prior Learning Portfolio and experiential learning, please visit the student services section of our website at [www.columbiasouthern.edu/student\\_center](http://www.columbiasouthern.edu/student_center).

**Academic credit is awarded for experiential learning only at the undergraduate and master's level and cannot exceed the following:**

### *Associate Degree Programs*

15 credit hours of CSU general education and/or business/fire science/criminal justice courses

### *Bachelor Degree Programs*

15 credit hours of general education coursework

15 credit hours of CSU core and/or concentration courses

### *Master Degree Programs*

9 credit hours of CSU major and/or concentration courses



***“ It’s never too late to learn. One of my lifelong aspirations has been to complete my degree and thanks to CSU, I’m almost there. ”***

**Forney Howard**

*BS, Fire Science*



# Tuition and Fees



**“When I investigated the courses at CSU, I was really impressed with what they offered and the subjects I could take—all without stepping foot into a classroom. My ‘classroom’ was whenever and wherever I was.”**

**Gary Moulder**

*MS, Occupational Safety & Health, 2006*



CSU tuition is competitively priced to make achieving a quality education affordable and realistic for the average person. Tuition and fees are payable in U.S. funds. CSU accepts checks, money orders, and credit cards.

<i>Tuition</i>	<i>Per Credit Hour</i>
Undergraduate .....	\$185.00
Graduate .....	\$250.00
Doctorate .....	\$295.00

*Tuition and fees are payable in U.S. funds. CSU accepts checks, money orders, and credit cards.*

## STUDENT FEES

*Fees may apply to certain services rendered. All fees are nonrefundable. Charges are as follows:*

Application Fee	
<i>Domestic</i> .....	\$25
<i>International</i> .....	\$50
Online Library Fee*	
<i>Undergraduate &amp; Master's</i> .....	\$20
<i>Doctoral</i> .....	\$50
Priority Evaluation Fee.....	\$25
Degree Program Change Fee .....	\$75
Concentration Change Fee .....	\$75
Extra Credit Assignment Fee.....	\$50
Portfolio Assessment Fee .....	\$100
<i>per credit hour</i>	
Graduation Audit Fee.....	\$75
30 Day Course Extension Fee .....	\$50
Return Check Fee.....	\$25
Late Payment Fee.....	\$15
Additional Transcript Fee.....	\$10

*\* The online library fee is a one-time charge. All fees are nonrefundable.*

## PAYMENT OPTIONS

### *Per Course Enrollment Full Payment*

Tuition may be paid by check, money order or credit card.

### *Per Course Enrollment Payment Plan*

Tuition may be split over two payments and automatically charged to a credit

card. Half of the tuition due is charged to a credit card upon enrollment and the other half is charged to the same credit card in four weeks. A credit card is required to participate in this payment plan.

### *Term Enrollment*

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

### *Military Tuition Assistance*

Tuition assistance is available for all active and some retired military personnel through TA, DANTEs or VA benefits. Students using VA benefits must enroll in the term system.

### *Corporate Direct Billing*

Tuition is billed to the corporation responsible for funding an employee's tuition. Approved company or government vouchers or purchase orders must accompany enrollment agreements.

### *Credit Based Loan*

SLM Financial, a Sallie Mae company, helps students and families achieve their education goals through its student loan division.

## TUITION REFUND POLICY

If CSU is notified of cancellation within five calendar days of the day the enrollment agreement was signed/submitted, all money paid to CSU will be refunded. All students withdrawing after five calendar days will be charged a 20 percent registration fee. The remaining tuition will be refunded based on the course start date and the tuition percentage amounts listed below:

1st week.....	80%
2nd week.....	60%
3rd week.....	40%
4th week.....	20%
5th week.....	0%

CSU is approved to offer Tuition Assistance (TA), DANTES, and Veterans Affairs (VA) benefits. Additional education funding is available to those approved for TA and eligible for MGIB-Active Duty benefits. In most cases, these benefits cover the entire cost of your program. You can complete eight undergraduate courses or six graduate courses annually without exceeding the DoD annual ceiling of \$4,500. The CSU tuition rate for undergraduate and graduate courses is below the DoD semester hour cap of \$250.

## TUITION ASSISTANCE/ DANTES

Tuition assistance is available to all active duty, active Guard/Reserve, and military and civilian personnel of the Army National Guard through the Defense Activity for Non-Traditional Education Support (DANTES). Tuition assistance will cover 100 percent of tuition costs for the majority of active duty service members. Each branch of service has established an annual cap for tuition assistance.

Reserve component members are also eligible for tuition assistance under this policy. However, each service component has established specific guidelines, limits, and policies for their members that may be different than the typical active duty policy.

If you are in the military and would like to learn more about DANTES, call (850) 452-1111 or visit <http://www.dantes.doded.mil>.

## VA BENEFITS

Students using VA Benefits must enroll through the CSU Term Enrollment system that offers a term starting each month. Tuition is due at the time of registration and benefits will be paid directly to the student by VA. In order for CSU to process a registration for students utilizing VA/GI Bill benefits, all required forms must be submitted to VA and CSU. This will help ensure that benefits are paid in a timely manner. For information on the forms required to be submitted to VA, visit the Veterans Online Application Website (VONAPP) at <http://vabenefits.vba.ba.gov>.

### Most Commonly Required Forms

#### VA Form 22-1990

Application for Education Benefits

#### VA Form 22-5490

Application for Survivors and Dependents Educational Assistance

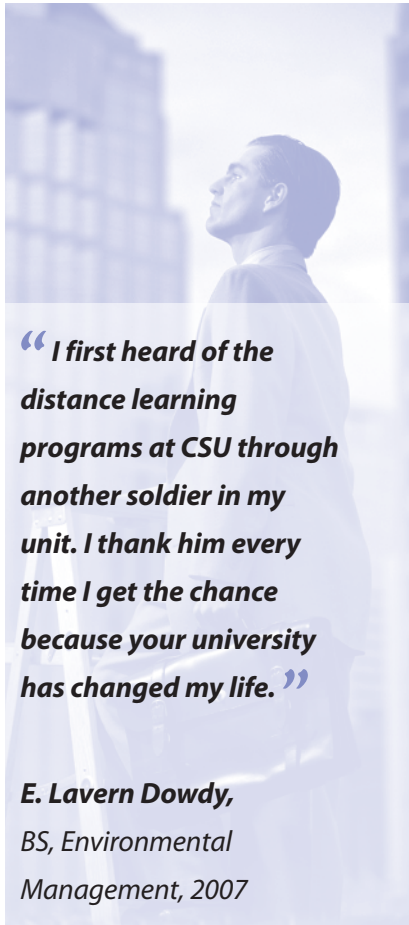
#### VA Form 22-1995

Application for Change of Program or Place of Training

#### VA Form 22-5495

Application for Change of Program or Place of Training, Survivors and Dependents Educational Assistance

In addition to the above list of forms, students that have been discharged will also need to submit DD Form 214. If you have additional questions regarding VA/GI Bill benefits, please contact the CSU Admissions Department.



**“ I first heard of the distance learning programs at CSU through another soldier in my unit. I thank him every time I get the chance because your university has changed my life. ”**

**E. Lavern Dowdy,**  
BS, Environmental  
Management, 2007



# Learning Partners



**Chantell Cooley**  
VICE PRESIDENT OF  
PARTNERSHIP DEVELOPMENT

*“ We are always looking for ways to enhance the educational opportunities for our staff. Online degree programs like those offered at Columbia Southern University make it easier for our employees to fulfill their personal and professional aspirations, and since we offer generous tuition reimbursement benefits, it is easier for us to support them in their efforts.”*

**Gwen MacKenzie,**  
Sarasota Memorial  
President & CEO

## Become a Partner. Build a Future.

Consider the advantages a more educated, qualified workforce can generate for your organization and ask your employer to join the list of CSU learning partners.

### Benefits include:

- 10 % Tuition Discount
- Application Fee Waiver
- Spouses and children of employees are also eligible for these benefits.



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



Federal Protective Service



FDNY, NY

### HR for Techs, Inc

Serving Biotech, High-Tech, & Service Companies



Tampa Fire Rescue, FL



National Sheriffs' Association



City of Orange Beach, AL



New Bedford Firefighters, MA



International Union of Police Associations (I.U.P.A.)

## OTHER CSU LEARNING PARTNERS

Aberdeen Police Department  
Air Trek Air Ambulance  
Bermuda Fire Service  
Bethel Park Police Department  
City of Gulf Shores  
Comal County Police Department  
Commtest  
Daphne Fire Department  
Foley Fire Department  
Franklin Township Police Department  
Global Safety Sources, Inc.  
Hemet Police Department

New Bedford Fire Department  
NCH Healthcare System  
Novelis  
Orange Beach Fire Rescue  
Perry County Fire Department  
Quantum Drilling  
Tulsa Fire Department  
Walton County Sheriffs' Office

**Visit our website for a complete list of CSU Learning Partners.**

## Partner today!

*Give your employees the education they deserve.*

[www.columbiasouthern.edu/learningpartners](http://www.columbiasouthern.edu/learningpartners)

[learningpartners@columbiasouthern.edu](mailto:learningpartners@columbiasouthern.edu) | 800.344.5021

At Columbia Southern University, we have an open admission policy. Applications and enrollment are accepted throughout the calendar year.

## ADMISSION REQUIREMENTS

Requirements for admission into our degree programs include:

Undergraduate Programs—High School Diploma or GED  
Master Degree Programs—Accredited Bachelor's Degree  
Doctoral Program—Accredited Master's Degree in Business and Two Years of Experience in a Business Related Field

Applicants who are citizens of a country where English is not the primary language are required to submit one of the following prior to admission:

### Test of English as a Foreign Language (TOEFL)

A minimum of 500 in the paper-based version, 173 in the computer-based version, or 61 in the internet-based version of the TOEFL is required for admission.

### International English Language Testing System Exam (IELTS)

A minimum of 61 in the internet-based test or a Band 5 or higher on the IELTS.

Please visit [www.columbiasouthern.edu/admissions](http://www.columbiasouthern.edu/admissions) for more information. CSU course materials and instructions are provided only in English.

## THE ADMISSION PROCESS


**Step 1** Complete the application for admission located in the back of this catalogue, or submit your application online by visiting [www.columbiasouthern.edu](http://www.columbiasouthern.edu). Please submit your academic transcripts along with your application.

**Step 2** CSU will conduct a comprehensive evaluation of your application and provide you with a detailed evaluation report. This report will outline courses you need to complete, transfer credit accepted, and any additional information or documentation deemed necessary.

**Step 3** Contact the admissions department or visit our website ([www.columbiasouthern.edu](http://www.columbiasouthern.edu)) to enroll. Our open enrollment allows you to begin your program at anytime. The CSU Admissions Department will walk you through the process of enrolling and registering for your first course.

### QUALITY SERVICE

Apply now with no obligation to enroll and you will experience our quality service firsthand.



*“ I travel often and Columbia Southern University travels with me. Having the benefit of a classroom without walls allows me to travel, attend class and not miss a single lesson. ”*

**Brian Edwards**

*BS, Business Administration, 2002*

*MBA, Business Administration, 2004*

# Getting Started



**F. Poche Waguespack, MS**  
DEAN OF STUDENTS

**“Intellectual growth should commence at birth and cease only at death.”**

**Albert Einstein**

Fitting an education into your already busy schedule is not easily done, but it is possible. Our completely online programs are designed with the flexibility you need to fit your education around career and family commitments. You can begin at anytime and study at a pace that best fits your lifestyle.

## ENROLLMENT

*CSU offers two convenient enrollment systems:*

### **1. Per Course Enrollment**

Students may enroll in a single or multiple courses at one time. If two courses are listed, this indicates both courses will be started and completed simultaneously within a ten week period.

### **2. Term Enrollment**

Students may enroll in one or multiple courses during each eight week term. Students using VA Benefits must enroll in the term enrollment system. For more information, please visit [www.columbiasouthern.edu/admissions](http://www.columbiasouthern.edu/admissions).

## TEMPORARY STATUS

Even if we are still missing copies of the transcripts we need to complete your evaluation, you can enroll immediately under “Temporary” Admissions Status. As a “Temporary” student, you may complete up to 13 undergraduate credit hours or 7 graduate credit hours. Once all official transcripts are received and evaluated, an Application Evaluation Report will be issued and your status will be changed.

## TRANSCRIPT REQUEST SERVICE

Let Us Do the Work! For Only \$10, We'll Request Your Transcript for You. At CSU, we understand that you have

a life. We want to help you live it while accomplishing your dreams of higher education. That's why we now offer a transcript request service that allows us to do the legwork for you. For \$10 per transcript request, we will contact the prior colleges and/or universities you've attended to secure all the transcripts needed to make sure you receive maximum transfer credit. Call us today or visit the admissions section of our website to learn more.

## STUDENT RESOURCES

**Online Library** – Our Online Library provides a wide variety of information through full-text journal articles, select reference tools, over 30,000 full-text online books, and more. Available 24/7, the Ask an Online Librarian service answers your questions at any time. Your one-time library fee is \$20 for undergraduate and graduate level students, and \$50 for DBA students.

**Student Forum** – The CSU Student Forum serves as a reference tool enabling you to reach out to other students and alumni with questions you have concerning your program of study. You can also view previously posted questions and responses to find your answer.

## CSU BOOK GRANT

Textbooks are provided at no cost through the CSU Book Grant. Students who do not successfully complete a course will be responsible for the return/cost of the course textbook(s). If textbooks are not suitable for return, the student will be responsible for the cost of the text and CSU may charge the credit card listed on the enrollment agreement.



## GOOD STANDING

For a student to be in good standing, a minimum cumulative GPA of 2.0 for undergraduate students and 3.0 for graduate level students must be maintained.

## SPECIAL NEEDS EXTENSION

If issues arise in your professional or personal life, you may request a Special Needs Extension for up to 120 days from the original end date. Only one special needs extension can be requested per course.

## APPEALS AND GRIEVANCES

Student satisfaction is our top priority at CSU. If a student feels that we have not met their expectations, we require that complaints be made in writing and addressed to the Grievance Committee. The Grievance Committee will convene and discuss appropriate action and provide a decision within 10 business days. Should a student not be satisfied with the action taken by the Grievance Committee, he/she may appeal the decision to the university president. Refer to [www.columbiasouthern.edu/student\\_center/academicpolicies.asp](http://www.columbiasouthern.edu/student_center/academicpolicies.asp) for more information.

## TRANSCRIPTS

Only a transcript bearing the university seal and signature of the registrar is accepted as an official copy of your permanent academic record. A transcript will be provided to you upon graduation. Additional transcripts may be obtained by submitting the Request for Transcript forms. There is a \$10 fee for each transcript requested.

## GRADUATION REQUIREMENTS

To be eligible for graduation, a 2.0 GPA is required for undergraduate students and a 3.0 GPA is required for graduate students. All financial obligations must also be satisfied.

## NONDISCRIMINATION POLICY


CSU provides equal educational opportunity and does not discriminate with respect to race, religion, national origin, sexual orientation, physical handicap, age, marital status, sex or status such as a disabled veteran.

## POLICY DISCLAIMER

At CSU, we are committed to ensuring that our students are kept informed of the latest principles, theories, and applications pertaining to their studies. However, CSU reserves the right to make changes as deemed appropriate in our course offerings, curricula, academic policies, and other rules and regulations affecting students without prior notification.

## STUDENT RECORDS

The Family Educational Rights and Privacy Act of 1974 (FERPA) affords a student certain rights with respect to their educational records. CSU acknowledges these rights and a student's access to records as university policy. Please visit our website at [www.columbiasouthern.edu/privacy](http://www.columbiasouthern.edu/privacy) for more details.



**“ My husband and I both really love CSU. He has received his bachelors and masters from you and I just got my AAS and am working on my BSBA! ”**

**Gina Salvatore  
Romero,**

*AAS, Business, 2006*



# General Education



Our general education curriculum is designed to give students a broad spectrum of the classes offered at CSU. It provides a well-rounded education with classes ranging from technical writing to calculus.

General education courses may be taken simultaneously with program courses. Required general education courses can be completed through CSU, the CLEP examination, or transfer credit.

To meet the number of required electives for a degree program, any of the general education undergraduate 2000 or 3000 level courses can be used provided they are not included in the requirements of the degree program.

**Be sure to visit [www.columbiasouthern.edu/programs](http://www.columbiasouthern.edu/programs) for the most current list of available courses.**

## Credit Hours

### STUDENT ORIENTATION (required)

Course	Title	Credit Hours
OR 1010	Student Orientation	1

### HUMANITIES/FINE ARTS/COMMUNICATIONS

Course	Title	Credit Hours
CM 1010	Business Communication	3
PHL 1010	Critical Thinking	3
MUS 1010	Introduction to Music Appreciation	3
AR 1010	Art Appreciation	3
SP 1010	Speech Communication	3
PHL 2350	Philosophies of World Religions	3
AL 2000	American Literature I **	3
AL 2010	American Literature II **	3
CS 1010	Computer Essentials	3
BBA 3341	Technical Writing **	3
SPA 1010	Introductory Spanish I	3
SPA 1020	Introductory Spanish II **	3

### SOCIAL AND BEHAVIORAL SCIENCES

Course	Title	Credit Hours
PSY 1010	General Psychology	3
SOC 1010	Introduction to Sociology	3
PS 1010	American Government	3
SOC 2010	Survey of Global Societies and Cultural Geography	3
PS 2010	American State and Local Politics	3
PS 2000	Introduction to Political Science	3
PSY 2010	Abnormal Psychology	3
BBA 2401	Principles of Macroeconomics	3
BBA 2501	Principles of Microeconomics	3
BBA 3602	Principles of Management	3
BCJ 2501	Criminology	3
BCJ 2201	Juvenile Delinquency	3

### NATURAL SCIENCES\*

Course	Title	Credit Hours
ES 1010	Earth Science	3
PHS 1110	Principles of Classical Physical Science	3
PHS 1120	Principles of Modern Physical Science	3
AST 2200	Explorations in Astronomy	3

BIO 1100	Non Majors Biology	3
BIO 1030	Biology I	3
BIO 1040	Biology II **	3
CHM 1030	Chemistry I **	3
CHM 1040	Chemistry II **	3

### MATHEMATICS

Course	Title	Credit Hours
MA 1100	Basic Mathematical Fundamentals	3
MA 1140	Finite Math	3
MA 1150	Algebra I	3
MA 2010	Modern Math **	3
MA 2023	Elementary Statistics **	3
MA 1170	Algebra II **	3
MA 2051	Pre-Calculus **	3
MA 2170	Calculus **	3

### HISTORY

Course	Title	Credit Hours
HY 1110	American History I	3
HY 1120	American History II	3
HY 1010	Western Civilization I	3
HY 1020	Western Civilization II	3
HY 2050	Eastern Civilization I	3
HY 2060	Eastern Civilization II	3

### WRITTEN COMPOSITION

Course	Title	Credit Hours
EH 1010	English Composition I	3
EH 1020	English Composition II **	3

\*Natural Sciences include biological sciences, chemistry, physics, physical sciences, astronomy, geology, physical geography, and earth science.

\*\*Each of these courses requires a prerequisite. Please review the course descriptions and objectives for each course on our website [www.columbiasouthern.edu/programs](http://www.columbiasouthern.edu/programs) to determine the prerequisite requirement.

<b>Graduates will successfully complete a minimum of 61 credit hours as outlined.</b>	Credit Hours	
	General Education Required Courses	25
	Electives	21
	Major Courses	15



The Associate of Arts in General Education consists of a broad range of subjects to prepare students with a solid educational background. Advance your career by entering the workforce with confidence after gaining the critical thinking and communication skills you need.

### Credit Hours

<b>Associate of Arts Total Program Requirements</b> .....	<b>61</b>
---	-----------

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

### General Education Requirements .....25

Course	Title	Credit Hours
<b>Required First Course</b> .....		<b>1</b>
OR 1010	Student Orientation	
<b>Humanities/Fine Arts/Communications</b> .....		<b>6</b>
Select a minimum of 2 courses from these areas.		
<b>History/Social and Behavioral Sciences</b> .....		<b>6</b>
Select a minimum of 1 course from each area.		
<b>Written Composition</b> .....		<b>6</b>
Select a minimum of 2 courses from this area.		
<b>Natural Sciences/Mathematics and Computer Science</b> .....		<b>6</b>
Select a minimum of 1 course from each area.		

### Electives .....21

To meet the required electives, students must complete 21 credit hours comprised of lower level (1000-2000) courses not taken to fulfill the basic requirements listed above. Additional General Education or other lower level (2000-3000) courses may be taken to fulfill elective requirements.

### Major Courses .....15

Select 5 additional courses from the list on page 12.

## A.A. IN GENERAL EDUCATION

The Associate of Arts in General Education Degree program provides students with general studies that help them become capable of the versatility demanded in today's workforce. This program ensures students acquire the knowledge necessary to master multiple modes of inquiry, effectively analyze and communicate information, and ethically participate in local, national, and international business practices.

### General Education Major Courses.....15 (select 5 courses/15 hours)

Students must select at least ONE course from EACH of the following areas. To meet the remaining requirements for the General Education Major, select 1 additional course from any of these areas.

Course	Title	Credit Hours
<b>Humanities/Fine Arts/Communications</b> .....		<b>3</b>
Select a minimum of 1 course from these areas.		
<b>History/Social and Behavioral Sciences</b> .....		<b>6</b>
Select a minimum of 1 course from each area.		
<b>Natural Sciences/Mathematics and Computer Science</b> .....		<b>3</b>
Select a minimum of 1 course from these areas.		
<b>Other Major Courses</b> .....		<b>3</b>
To meet the required major courses, students must complete 15 credit hours comprised of courses not taken to fulfill the requirements listed above.		



# Associate of Applied Science Degrees

**Graduates will successfully complete a minimum of 61 credit hours as outlined.**

	<i>Credit Hours</i>
General Education Required Courses	22
Technical Courses	18
Electives	21

CSU offers three associate of applied science degree programs including business, criminal justice and fire science. Designed to equip students with a general knowledge of today's business and technical skills, students will gain the knowledge necessary to advance their careers. A total of 61 credit hours of general education, technical and elective courses are required for completion.



## *Credit Hours*

**Associate of Applied Science  
Total Program Requirements .....61**

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

**General Education Requirements .....22**

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
---------------	--------------	---------------------

**Required First Course .....1**  
OR 1010 Student Orientation

**Humanities/Fine Arts/Communications .....6**  
Select a minimum of 2 courses from these areas.

**History/Social and Behavioral Sciences .....3**  
Select a minimum of 1 course from these areas.

**Written Composition .....3**  
Select a minimum of 1 course from this area.

**Natural Sciences/Mathematics and  
Computer Science .....9**  
Select a minimum of 3 courses from these areas to include a minimum of 3 credit hours in Mathematics.

**Technical Courses (See Major Course Requirements.) .....18**

**Electives (See Major Elective Requirements.) .....21**

## A.A.S. IN BUSINESS

The Associate of Applied Science in Business degree provides students with the technical and business skills to succeed in the business world. Combining classes such as leadership and macroeconomics, students gain an expansive view of how to succeed in today's ever evolving business climate.

**Business Technical Courses .....18**

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
<i>(select 6 courses/18 hours)</i>		
BBA 3602	Principles of Management	3
BBA 3201	Principles of Marketing	3
BBA 3651	Leadership	3
BBA 2010	Introduction to Business	3
BBA 2150	Business Math	3
BBA 3210	Business Law	3
BBA 3301	Financial Management	3
BBA 2201	Principles of Accounting I	3
BBA 2401	Macroeconomics	3
BHR 3352	Human Resource Management	3
BBA 3551	Information Systems Management	3
MAR 3271	Advertising	3
BBA 3221	Sales Management	3
BOS 3751	Training and Development	3

**Business Electives .....21**

To meet the required electives, students may complete any of the CSU general education or business undergraduate 2000 or 3000 level courses that are not used to meet other requirements of their program.

# Associate of Applied Science Degrees

**Graduates will successfully complete a minimum of 61 credit hours as outlined.**

	<i>Credit Hours</i>
General Education Required Courses	22
Technical Courses	18
Electives	21

## A.A.S. IN CRIMINAL JUSTICE ADMINISTRATION



**C**riminal justice is an expanding field, with employment prospects at the federal, state, and local levels as well as in the private sector. The Associate of Applied Science Degree in Criminal Justice Administration is designed to prepare students with the general education and technical

training necessary to launch successful careers in many exciting areas including law enforcement and corrections.

### *Criminal Justice Technical Courses .....18*

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BCJ 2001	Theory & Practices of Law Enforcement	3
BCJ 2002	Theory & Practices of Corrections	3
BCJ 2201	Juvenile Delinquency	3
BCJ 2501	Criminology	3
BCJ 3601	Criminal Law	3
BCJ 3301	Judicial Process	3

### *Criminal Justice & General Education*

#### *Electives .....21*

To meet the required electives, students may complete any of the CSU general education or criminal justice undergraduate 2000 and 3000 level courses that are not used to meet other requirements of their program.

## A.A.S. IN FIRE SCIENCE



**A**ccording to the U.S. Department of Labor Statistics, employment of fire fighters and other related occupations is expected to grow through 2014. Opportunities for promotion depend upon the results of written examinations, job performance,

and degrees earned. The CSU Associate of Applied Science Degree in Fire Science is designed to provide students with the general education and technical training necessary to succeed in the fire science profession.

### *Fire Science Technical Courses .....18*

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BFS 3251	Introduction to Fire Protection	3
BFS 3345	Introduction to Fire Prevention	3
BFS 3430	Principles of Fire Behavior	3
BFS 3440	Building Construction for Fire Protection	3
BFS 3460	Fire Protection Systems	3
BFS 3470	Fire Protection Hydraulics & Water Supply	3

### *Fire Science Electives .....21*

To meet the required electives, students may complete any of the CSU General Education, Fire Science or Occupational Safety and Health undergraduate 2000 and 3000 level courses that are not used to meet other requirements of their program.

# BS in Business Administration

## Total Program Requirements

121 Credit Hours

	Credit Hours
General Education Requirements	37
General Education Electives	24
Major Course Requirements	36
Professional Electives	24

In today's competitive job market, a degree in business administration can help you move towards your career goals faster. According to the U.S. Department of Labor Statistics, most managers that advance within their organizations have BS degrees or other forms of advanced degrees. CSU offers a BS in Business Administration with nine different concentrations to choose from.



## Credit Hours

### Business Administration General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

### Required General Education .....37

Course	Title	Credit Hours
--------	-------	--------------

#### Required First Course .....1

OR 1010	Student Orientation	
---------	---------------------	--

#### Humanities and Fine Arts .....9

Select a minimum of 3 courses from this area.

#### Social and Behavioral Sciences .....9

Select a minimum of 3 courses from this area to include

BBA 2401	Macroeconomics	
BBA 3602	Principles of Management	

#### Natural Sciences .....3

Select a minimum of 1 course from this area.

#### Mathematics .....3

Select a minimum of 1 course from this area.

#### History .....6

Select a minimum of 2 courses from this area

#### Written Composition .....6

EH 1010	English Composition I	
EH 1020	English Composition II **	

### General Education Electives .....24

Courses can be taken from General Education or any of the 2000–3000 level courses

### Business Administration, General Concentration Requirements.....60

(36 hours must be at the 3000–4000 level)

### Major Requirements—Group A (Select 10 courses below).....30

Course	Title	Credit Hours
BBA 2010	Introduction to Business	3
BBA 3651	Leadership	3
BBA 3201	Principles of Marketing	3
BBA 2201	Principles of Accounting	3
BHR 3352	Human Resource Management	3
BBA 3210	Business Law	3
BBA 4751	Business Ethics	3
BBA 3551	Information Systems Management	3
BBA 3301	Financial Management	3
BBA 4951	Business Policy and Strategy	3

### Major Requirements—Group B (Select 2 Courses) .....6

Select any two 4000 level business administration courses that have not already been used to satisfy other requirements.

### Professional Electives .....24

Courses can be taken from Business Administration concentrations or any professional program area offered at CSU. Any course previously not taken can be utilized to satisfy this elective.

## OTHER BUSINESS ADMINISTRATION CONCENTRATIONS

### Business Administration Concentrations.....12

Concentrations enable students to specialize in a business related area.

This allows students to meet their educational goals and enhance their career opportunities. Students can add a specialization at any time prior to graduation, and must complete four of the courses listed for that specialization. The concentration(s) completed by the students are listed on the graduation diploma. 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 Concentrations

**Concentrations Include:** Finance; Hospitality and Tourism; Human Resource Management; Information Technology; International Management; Management; Marketing; Project Management and Sport Management.

A concentration can be earned by taking a minimum of 4 courses in that concentration.

## BSBA/FINANCE

All organizations, big or small, need people who are skilled in finance to ensure financial growth. Finance professionals make investments and oversee the financial planning of the companies they work for. Employed in a wide range of organizations, from banks to government agencies, graduates of this program will gain the skills they need to assist their organization in obtaining, administering, and managing funds wisely.

Course	Title	Credit Hours
BBA 2501	Microeconomics	3
BBA 2301	Principles of Accounting II **	3
BBA 4201	Financial Institutions	3
BBA 4301	International Finance	3
BBA 4351	International Economics	3
BBA 4446	International Legal Operations	3
BBA 4653	International Trade	3

## BSBA/HOSPITALITY AND TOURISM

From organizing special events to managing food and beverage services, CSU can prepare you for a leadership role in the second largest industry in the U.S. – hospitality and tourism. The program is designed for individuals seeking entry into this profession, and those currently in the hospitality and tourism industry seeking the expertise and skills they need to succeed.

Course	Title	Credit Hours
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
BHM 4300	Legal Aspects of Hospitality & Tourism	3
BHM 4400	Resort Management & Operations	3
BHM 4680	Marketing for Hospitality & Tourism	3

## BSBA/HUMAN RESOURCE MANAGEMENT

With a business degree from CSU with a concentration on human resource management, students will learn skills to help motivate and maximize the productivity of personnel. According to a recent report by the U.S. Bureau of Labor Statistics, specialized human resources managers can earn \$80,000 or more per year at specialized companies.

Course	Title	Credit Hours
BBA 2551	Intercultural Management	3
BHR 2551	Human Relations & Development	3
BHR 3301	Compensation and Benefits	3
BHR 3565	Employment Law	3
BHR 4350	Collective Bargaining	3
BHR 4501	International Human Resource Management	3
BHR 4601	Staffing Organizations	3

## BSBA/INFORMATION TECHNOLOGY

A concentration in information technology provides students with an education on current technology systems and future learning systems. CSU bases its information technology program on three specialties: computer systems management, programming, and networking.

Course	Title	Credit Hours
ITC 3001	Personal Computer Fundamentals	3
ITC 3450	Introduction to Data Communications	3
ITC 4010	System Analysis and Design	3
ITC 4150	Database Design and Implementation	3
ITC 4210	Programming Concepts and Problem Solving I	3
ITC 4230	Programming Concepts and Problem Solving II**	3
ITC 4310	Web Design and Development	3

## BSBA/INTERNATIONAL MANAGEMENT

This concentration on international management equips students to meet the business challenges of global competition and foreign markets. It is designed to enable managers and business leaders to focus on how a successful business is conducted on the global level.

Course	Title	Credit Hours
BBA 2551	Inter-Cultural Management	3
BBA 4653	International Trade	3
BBA 4301	International Finance	3
BBA 4351	International Economics	3
BBA 4426	International Management	3
BBA 4446	International Legal Operations	3
BHR 4501	International Human Resource Management	3

# BSBA Concentrations

## BSBA/MANAGEMENT

The management concentration emphasizes the development of leadership and decision making skills across multiple organizations. Students are exposed to a broad foundation of business communications and project production in the field of management studies.

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BBA 2026	Organizational Communications	3
BBA 3451	Organizational Theory & Behavior	3
BBA 3826	Managerial Decision Making	3
BBA 4126	Project Planning	3
BBA 4426	International Management	3
BHR 4601	Staffing Organizations	3
BBA 4851	Production Management	3
BBA 4951	Business Policy and Strategy	3

## BSBA/MARKETING

Today's businesses need creative, highly educated marketing specialists who understand the changing global economy. Successful marketers anticipate consumer needs, translate those needs into products and services, and create campaigns to sell their products for a profit. The concentration in marketing that CSU offers guides students to develop the knowledge, analytical skills, and creativity needed to excel in this field.

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
MAR 2251	Internet Marketing Principles	3
MAR 3211	Consumer Behavior	3
MAR 3231	Marketing Research	3
MAR 3271	Advertising	3
BHR 3565	Employment Law	3
MAR 4610	Strategic Marketing	3
MAR 4625	Direct Marketing	3

## BSBA/PROJECT MANAGEMENT

This concentration is created for professionals who seek to enhance their ability to motivate people, complete complex projects, and achieve cost-effective results. Project managers are usually responsible for directing a project, ensuring that the project stays within the timeline, making sure the project is within budget, and solving any problems that may arise.

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BBA 2026	Organizational Communications	3
BBA 2926	Cost and Scheduling Basics	3
BBA 3626	Project Management Overview	3
BBA 3826	Managerial Decision Making	3
BBA 4126	Project Planning	3
BBA 4226	Risk Management	3
BBA 4326	Procurement & Contract Management	3

## BSBA/SPORT MANAGEMENT

This concentration allows sports fans and athletes to become involved in managing sports. The classes and skills students develop in this field of study will prepare them for a job in sport management. Career opportunities include sport facilities managers, sport information directors, sport front office administrators, and sport communications directors.

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BSM 2701	Sociology of Sport	3
BSM 2801	Sport Public Relations & Promotions	3
BSM 3901	Sport Fund Raising	3
BSM 4001	Sport Facilities	3
BSM 4101	Sport Administration	3
BSM 4201	Sport Financing	3
BSM 4301	Sport Legal Liability & Risk Management	3

## OTHER BUSINESS COURSES THAT CAN BE UTILIZED FOR ELECTIVES:

Any course not previously selected in the 3000–4000 level may be used to satisfy elective requirements.

## 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 year of the degree program. The setting for the internship is in an organization under the close supervision of organizational professionals and faculty supervisors. The organizational supervisor evaluates the intern from the practical perspective and the university supervisor evaluates the intern from the academic perspective. The Internship can be taken as a business administration professional elective or can be part of a concentration if the internship is with a concentration agency or organization.

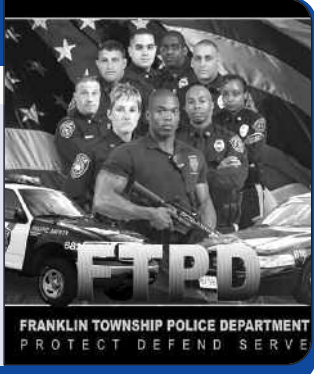
---

\*\*Each of these courses require a prerequisite. Please review the course descriptions and objectives for each course at [www.columbiasouthern.edu/programs](http://www.columbiasouthern.edu/programs) to determine the prerequisite requirement.

# BS in Criminal Justice Administration

The demand for criminal justice professionals is high. Opportunities are abundant. According to the U.S. Census Bureau, a bachelor's degree can increase your earning potential by as much as 30 percent. The Bachelor of Science in Criminal Justice Administration is designed to prepare students for a career in the criminal justice field and equip law enforcement and corrections officers with the information they need for professional advancement. Study the historical background of our criminal justice system and learn about the rule of law while building your knowledge about theories, policies, and practices in your bachelor degree studies at CSU.

Total Program Requirements 121 Credit Hours	
	Credit Hours
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24



FRANKLIN TOWNSHIP POLICE DEPARTMENT  
PROTECT DEFEND SERVE

CSU is proud to be a **FRANKLIN TOWNSHIP NEW JERSEY POLICE DEPARTMENT** Learning Partner.

## Credit Hours

### Criminal Justice Administration General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### Required General Education .....37

Course	Title	Credit Hours
--------	-------	--------------

#### Required First Course .....1

OR 1010	Student Orientation	
---------	---------------------	--

#### Humanities and Fine Arts .....9

Select a minimum of 3 courses from this area to include:  
BBA 334I Technical Writing \*\*

#### Social and Behavioral Sciences .....9

Select a minimum of 3 courses from this area to include:  
BCJ 220I Juvenile Delinquency  
BCJ 250I Criminology

#### Natural Sciences .....3

Select a minimum of 1 course from this area.

#### Mathematics .....3

Select a minimum of 1 course from this area.

#### History .....6

Select a minimum of 2 courses from this area.

#### Written Composition .....6

EH 1010	English Composition I
EH 1020	English Composition II **

#### Electives .....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### Criminal Justice Administration Major Requirements .....60

(36 hours must be at the 3000–4000 level)

#### Major Requirements—Group A

(Select 10 courses below) .....30

Course	Title	Credit Hours
--------	-------	--------------

BCJ 200I	Theory and Practices of Law Enforcement	3
BCJ 200J	Theory and Practices of Corrections	3
BCJ 360I	Criminal Law	3
BCJ 410I	Police and Community Relations	3
BCJ 370I	Criminal Investigation	3
BCJ 380I	Criminal Evidence and Legal Issues	3
BCJ 330I	Judicial Process	3
BCJ 3950	Constitutional Law for Criminal Justice	3
BCJ 430I	Supervision of Criminal Justice Personnel	3
BCJ 470I	Criminal Justice Organization and Administration	3

#### Major Requirements—Group B (Select 2 courses below) .....6

BBA 2385	Workplace Security	3
BBA 365I	Leadership	3
BCJ 400I	Procedures in the Justice System	3
BCJ 420I	Race and Ethnic Relations	3
BCJ 460I	Criminal Justice Current Topics	3
BCJ 4753	Terrorism Incident Management & Emergency	3

#### Professional Electives .....24

Select any courses that have not been used to satisfy General Education or Major Requirements.

VISIT [www.columbiasouthern.edu](http://www.columbiasouthern.edu) AND CLICK ON “LEARNING PARTNERS” FOR A COMPLETE PARTNER LIST.



# BS in Environmental Management



Total Program Requirements 121 Credit Hours	
Credit Hours	
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24

Industrialization and economic growth have left lasting marks of progress on the 20th Century. However, waste emissions have increased, nonrenewable resources have been depleted, and the earth's ecosystem has become more fragile. In response, an environmental and safety compliance industry has emerged. The Bachelor of Science in Environmental Management is designed to provide students with a comprehensive knowledge of topics and issues within the field of environmental science. This program explores cutting edge concepts of environmental technology and natural resource protection and use. Students will become familiar with the environmental mandates of the federal EPA and state agencies. Handling hazardous/solid waste and appropriate measures for minimizing air, soil and water pollution will also be covered.

## Credit Hours

### Environmental Management General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### Required General Education .....37

Course	Title	Credit Hours
--------	-------	--------------

#### Required First Course .....1

OR 1010	Student Orientation	
---------	---------------------	--

#### Humanities and Fine Arts .....9

Select a minimum of 3 courses from this area.

#### Social and Behavioral Sciences .....6

Select a minimum of 2 courses from this area.

#### Natural Sciences .....6

Select a minimum of 2 courses from this area.

#### Mathematics .....3

MA 1140	Finite Math or Higher Level	
---------	-----------------------------	--

#### History .....6

Select a minimum of 2 courses from this area.

#### Written Composition .....6

EH 1010	English Composition I	
EH 1020	English Composition II **	

#### Electives .....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### Environmental Management Major Requirements .....60

#### Major Requirements—Group A (Select 10 courses below) .....30

Course	Title	Credit Hours
BEM 3101	Environmental Science	3
BEM 3001	Environmental Law	3
BEM 3601	Waste Management	3
BEM 3501	Air Quality	3
BEM 3701	Hazardous Waste Management	3
BEM 3201	Environmental Assessment	3
BOS 3551	Environmental Issues	3
BOS 3640	Interactions of Hazardous Materials	3
BEM 4001	Introduction to Pollution Prevention	3
BOS 4201	Toxicology	3

#### Major Requirements—Group B (Select 2 courses from the list below or any two 3000 to 4000 BEM, BFS, or OSH Courses.) .....6

BEM 4301	Environmental Strategies	3
BOS 3651	Total Environmental, Health & Safety Management	3
BEM 4351	Environmental Technology	3
BFS 4753	Terrorism Incident Mgmt & Emergency Procedures	3
BOS 4025	OSHA Standards	3
BOS 4520	Risk Management	3
BOS 4301	Industrial Hygiene	3
BBA 3651	Leadership	3


#### Professional Electives .....24

Select any courses that have not been used to satisfy General Education or Major Requirements.

According to the U.S. Bureau of Labor Statistics, employment of fire fighters is expected to grow faster than any other occupation through 2014. The BS in Fire Science degree at CSU provides the foundation for leadership and administration of fire service organizations. From learning about fire prevention to fire service equipment, our programs provide a comprehensive view of the fire science industry.

**Note:** Beginning October 1, 2009, applicants to the Executive Fire Officer Program at the National Fire Academy must have attained a minimum of a bachelor degree.

<b>Total Program Requirements</b> <b>121 Credit Hours</b>	
	<i>Credit Hours</i>
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24



CSU is proud to be an **ORANGE BEACH, ALABAMA FIRE & RESCUE** Learning Partner.

### Credit Hours

#### Fire Science General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### Required General Education .....37

Course	Title	Credit Hours
--------	-------	--------------

#### Required First Course .....1

OR 1010	Student Orientation	
---------	---------------------	--

#### Humanities and Fine Arts .....6

Select a minimum of 2 courses from this area.

#### Social and Behavioral Sciences .....9

Select a minimum of 3 courses from this area to include:  
PS 2010 American State & Local Politics

#### Natural Sciences .....6

Select a minimum of 2 courses from this area.

#### Mathematics .....3

Select a minimum of 1 course from this area.

#### History .....6

Select a minimum of 2 courses from this area.

#### Written Composition .....6

EH 1010	English Composition I
EH 1020	English Composition II **

#### Electives .....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

#### Fire Science Major Course Requirements .....60

#### Major Requirements—Group A

(Select 10 courses below) .....30

Course	Title	Credit Hours
BFS 3251	Introduction to Fire Protection	3
BFS 3345	Introduction to Fire Prevention	3
BFS 3601	Fire Prevention Organization and Management	3
BFS 3501	Advanced Fire Administration	3
BOS 3640	Interactions of Hazardous Materials	3
BFS 3820	The Community and the Fire Threat	3
BFS 4631	Management of Fire Incident Commands	3
BFS 4401	Legal Aspects of Fire Protection	3
BFS 4618	Incendiary Fire Analysis and Investigation	3
BFS 4753	Terrorism Incident Management & Emergency Procedures	3

#### Major Requirements—Group B (Select 2 courses below or any two 3000 to 4000 BFS, BEM or BOS Courses) .....6

BOS 3125	Hazardous Materials Management	3
BFS 3480	Fire Department Safety Officer	3
BFS 4290	Fire Protection Systems	3
BFS 4165	Building Construction For Fire Protection	3
BFS 3430	Principles of Fire Behavior	3
BFS 4352	Fire Protection Hydraulics and Water Supply	3
BFS 4432	Fire Prevention and Code Enforcement	3
BFS 4550	Industrial Fire Protection	3
BBA 3651	Leadership	3

#### Professional Electives .....24

Select any courses that have not been used to satisfy general education or major requirements.

# BS in Health Care Administration



<b>Total Program Requirements</b> <b>121 Credit Hours</b>	
<i>Credit Hours</i>	
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24

With the constantly evolving nature of healthcare, professionals familiar with new trends, regulations, and state of the art management techniques are in demand. Any executive level position in this field requires at least a bachelor's degree for entry-level management positions and a master's degree for senior level jobs. According to the U.S. Bureau of Labor Statistics, employment is expected to continue its upward climb for health-care administrators through 2014. The BS in Health Care Administration program is designed to help you advance your career in this exciting, fast-paced industry.

## *Credit Hours*

### Health Care Administration General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

<b>Required General Education</b> .....	<b>37</b>
<b>Course</b> <b>Title</b> <b>Credit Hours</b>	
<b>Required First Course</b> .....	<b>1</b>
OR 1010      Student Orientation	
<b>Humanities and Fine Arts</b> .....	<b>9</b>
Select a minimum of 3 courses from this area.	
<b>Social and Behavioral Sciences</b> .....	<b>9</b>
Select a minimum of 3 courses from this area to include:	
BBA 2401      Macroeconomics	
BBA 2501      Macroeconomics	
<b>Natural Sciences</b> .....	<b>3</b>
Select a minimum of 1 course from this area.	
<b>Mathematics</b> .....	<b>3</b>
Select a minimum of 1 course from this area.	
<b>History</b> .....	<b>6</b>
Select a minimum of 2 courses from this area.	
<b>Written Composition</b> .....	<b>6</b>
EH 1010      English Composition I	
EH 1020      English Composition II **	
<b>Electives</b> .....	<b>24</b>

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### Health Care Administration Major Course Requirements .....60

(36 hours must be at the 3000–4000 level)

#### Major Requirements—Group A (Select 10 courses below).....30

<b>Course</b>	<b>Title</b>	<b>Credit Hours</b>
BBA 3201	Principles of Marketing	3
BHA 3002	Health Care Management	3
BHA 3801	Critical Issues in Health Care	3
BBA 2201	Principles of Accounting	3
BHR 3352	Human Resource Management	3
BHA 4201	Health Care Law	3
BHA 4053	Financial Management in Health Care Organizations	3
BBA 3551	Information Systems Management	3
BHA 4101	Quantitative Methods for Health Care	3
BBA 4951	Business Policy and Strategy	3

#### Major Requirements—Group B (Select 2 Courses from the list below or any 3000-4000 level business or BOS course).....6

BHA 3202	Standards for Health Care Staff	3
BHA 3401	Health Unit Coordination	3
BHA 3501	Community Health	3
BHA 4001	Budgeting in Health Care	3
BBA 3651	Leadership	3

#### Professional Electives.....24

Select any courses that have not been used to satisfy General Education or Major Requirements.

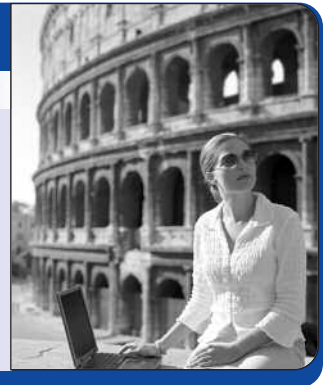


# BS in Hospitality and Tourism

From organizing special events to managing food and beverage services, a BS degree in hospitality and tourism from CSU prepares students for a leadership role in the second largest industry in the U.S.—hospitality and tourism. This degree offers more career choices than just working with tourism. The U.S. Bureau of Labor Statistics reports that graduates from hospitality management programs have good opportunities in restaurant and hotel management. This BS degree from CSU offers students a wide variety of courses ranging from marketing to international management so that students can be prepared to venture into other parts of the hospitality and tourism field.

## Total Program Requirements 121 Credit Hours

	Credit Hours
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24



### Credit Hours

#### Hospitality and Tourism General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### Required General Education .....37

Course	Title	Credit Hours
Required First Course		1
OR 1010	Student Orientation	

#### Humanities and Fine Arts .....9

Select a minimum of 3 courses from this area.

#### Social and Behavioral Sciences .....9

Select a minimum of 3 courses from this area to include:

BBA 2401	Macroeconomics
BBA 2501	Microeconomics

#### Natural Sciences .....3

Select a minimum of 1 course from this area.

#### Mathematics .....3

Select a minimum of 1 course from this area.

#### History .....6

Select a minimum of 2 courses from this area.

#### Written Composition .....6

EH 1010	English Composition I
EH 1020	English Composition II **

#### Electives .....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

#### Hospitality and Tourism Major Course Requirements .....60

(36 hours must be at the 3000–4000 level)

#### Major Requirements—Group A

(Select 1 Course) .....3

Course	Title	Credit Hours
BHM 3010	Intro to Hospitality	3
BHM 3020	Intro to Tourism	3

#### Major Requirements—Group B

(Select 9 courses listed below) .....27

BHM 3951	Destination Marketing & Tourism Geography	3
BHM 4680	Marketing for Hospitality and Tourism	3
BHM 3200	Special Events Management for Hospitality and Tourism	3
BHM 4100	Facilities Management and Design in Hospitality and Tourism	3
BHR 3352	Human Resource Management	3
BHM 4300	Legal Aspects of Hospitality and Tourism	3
BBA 4426	International Management	3
BHM 4553	Food and Beverage Service Management	3
BHM 3890	Accounting for Hospitality and Tourism	3

#### Major Requirements—Group C (Select 2 Courses below or any 3000-4000 level business courses) .....6

BHM 3951	Destination Marketing and Tourism	3
BHR 4501	International Human Resource Management	3
BBA 4951	Business Policy and Strategy	3
BBA 3651	Leadership	3

#### Professional Electives .....24

Any course not previously selected can be used to satisfy this requirement.

CSU is a member of the American Hotel & Lodging Association  
and is listed in their online Hospitality Schools Directory.

# BS in Human Resource Management



<b>Total Program Requirements 121 Credit Hours</b>	
	<i>Credit Hours</i>
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24

Human resource management is a highly competitive field and is nearly impossible to break into without at least a bachelor's degree. This BS program prepares students with the knowledge and skills they need to become a human resource professional. According to the U.S. Bureau of Labor Statistics, human resource managers earn at least \$81,810 on average. The demand for human resource managers is expected to rise through 2014 with opportunities in local government, state government, and other corporations. This degree ranges from employment law to management principles, with programs that are designed to help students identify, analyze, and solve complex human resource issues.

## *Credit Hours*

### **Human Resource Management General Education Requirements .....61**

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### **Required General Education .....37**

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
---------------	--------------	---------------------

#### **Required First Course .....1**

OR 1010	Student Orientation
---------	---------------------

#### **Humanities and Fine Arts .....9**

Select a minimum of 3 courses from this area.

#### **Social and Behavioral Sciences .....9**

Select a minimum of 3 courses from this area to include:

BBA 2401	Macroeconomics
BBA 2501	Microeconomics

#### **Natural Sciences .....3**

Select a minimum of 1 course from this area.

#### **Mathematics .....3**

Select a minimum of 1 course from this area.

#### **History .....6**

Select a minimum of 2 courses from this area.

#### **Written Composition .....6**

EH 1010	English Composition I
EH 1020	English Composition II **

#### **Electives .....24**

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### **Human Resource Management Major Course Requirements .....60**

*(36 hours must be at the 3000–4000 level)*

#### **Major Requirements—Group A**

*(Select 10 courses below) .....30*

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
BHR 3565	Employment Law	3
BBA 2026	Organizational Communications	3
BBA 3602	Principles of Management	3
BHR 3352	Human Resource Management	3
BBA 2551	Intercultural Management	3
BBA 3551	Information Systems Management	3
BHR 3301	Compensation and Benefits	3
BBA 3651	Leadership	3
BHR 4350	Collective Bargaining	3
BHR 4680	Training and Development	3

#### **Major Requirements—Group B**

*(Select 2 Courses below or any 3000-4000 level HR or business course) .....6*

BHR 3551	Human Relations and Development	3
BHR 4501	International Human Resource Management	3
BHR 4601	Staffing Organizations	3
BBA 4951	Business Policy and Strategy	3

#### **Professional Electives .....24**

Any course not previously selected can be used to satisfy this requirement.

# BS in Information Technology

With computers in every workplace, the need for graduates in information technology is increasing dramatically. Information technology specialists are no longer restricted to research and development positions. They are now assisting companies in maintaining security and increasing productivity in business. CSU offers a wide range of information technology courses, including web design development, to ensure students gain the experience they need to succeed in their careers.

## Total Program Requirements 121 Credit Hours

	Credit Hours
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24



### Credit Hours

#### Information Technology General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### Required General Education .....37

Course	Title	Credit Hours
--------	-------	--------------

#### Required First Course .....1

OR 1010 Student Orientation

#### Humanities and Fine Arts .....9

Select a minimum of 3 courses from this area to include:  
BBA 3341 Technical Writing \*\*

#### Social and Behavioral Sciences .....6

Select a minimum of 2 courses from this area.

#### Natural Sciences .....6

Select a minimum of 2 courses from this area.

#### Mathematics .....3

Must be MA 1140 Finite Math or Higher.

#### History .....6

Select a minimum of 2 courses from this area.

#### Written Composition .....6

EH 1010 English Composition I  
EH 1020 English Composition II \*\*

#### Electives .....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

#### Information Technology Major Course Requirements .....60

#### Major Requirements

(Select 10 courses below).....36

Course	Title	Credit Hours
ITC 3001	Personal Computer Fundamentals	3
BBA 3331	E-Commerce	3
BBA 3551	Information Systems Management	3
ITC 3450	Introduction to Data Communication	3
ITC 3840	Maintaining Microcomputer Systems	3
ITC 4010	System Analysis and Design	3
ITC 4150	Database Design and Implementation	3
ITC 4210	Programming Concepts and Problem Solving I	3
ITC 4310	Web Design and Development	3
ITC 4390	Internet and Network Security	3
ITC 4760	Information Technology Evaluation and Implementation I	3
ITC 4780	Information Technology Evaluation and Implementation II **	3

#### Professional Electives.....24

Select any 3000 or 4000 level marketing or business course to satisfy this requirement.

ITC 4175	Database Implementation and Management	3
ITC 4230	Programming Concepts and Problem Solving II **	3
ITC 4453	IT Infrastructure Management	3
BBA 3391	Information Technology Cost Analysis	3
BBA 4951	Business Policy and Strategy	3

*Information systems & computer technology have changed the face of business. The diverse curriculum offered at CSU produces graduates with the competencies, skills and attitudes that are needed to succeed.*



# BS in Marketing



<b>Total Program Requirements 121 Credit Hours</b>	
<i>Credit Hours</i>	
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24

Entry level marketing jobs often require a bachelor's degree. Successful marketing graduates project their consumers' needs, translate those needs into products and sell those products for a profit. The CSU marketing program explores major dimensions of the marketing environment including economic, social, cultural, political, legal and regulatory information. Classes range from marketing principles to e-commerce, giving students a comprehensive knowledge of the different aspects of marketing.

## *Credit Hours*

### **Marketing General Education Requirements .....61**

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

### **Required General Education .....37**

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
---------------	--------------	---------------------

#### **Required First Course .....1**

OR 1010	Student Orientation	
---------	---------------------	--

#### **Humanities and Fine Arts .....9**

Select a minimum of 3 courses from this area.

#### **Social and Behavioral Sciences .....9**

Select a minimum of 3 courses from this area to include:

BBA 2401	Macroeconomics
BBA 2501	Microeconomics

#### **Natural Sciences .....3**

Select a minimum of 1 course from this area.

#### **Mathematics .....3**

Select a minimum of 1 course from this area.

#### **History .....6**

Select a minimum of 2 courses from this area.

#### **Written Composition .....6**

EH 1010	English Composition I
EH 1020	English Composition II **

#### **Electives .....24**

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### **Marketing Major Course Requirements .....60**

*(36 hours must be at the 3000–4000 level)*

#### **Major Requirements—Group A (Select 10 courses listed below) .....30**

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
---------------	--------------	---------------------

BBA 3201	Principles of Marketing	3
BBA 3602	Principles of Management	3
MAR 2251	Internet Marketing Principles	3
MAR 2261	Professional Selling Methods	3
MAR 3211	Consumer Behavior	3
MAR 3231	Marketing Research	3
MAR 3271	Advertising	3
BBA 3331	E- Commerce	3
BHR 3565	Employment Law	3
MAR 4625	Direct Marketing	3

#### **Major Requirements—Group B (Select 2 Courses below or any 3000-4000 level HRM or business course) .....6**

MAR 3840	Retail Management	3
MAR 4610	Strategic Marketing	3
MAR 4680	Marketing for Hospitality and Tourism	3
BBA 4951	Business Policy and Strategy	3
BBA 3651	Leadership	3

#### **Professional Electives .....24**

Any course not previously selected can be used to satisfy this requirement.

# BS in Occupational Safety and Health

Occupational safety and health is the science and practice of anticipation, recognition, evaluation, and control of safety and health hazards arising from the work environment. Any aspect of health and safety in the workplace related to exposures associated with physical, biological, and chemical agents or conditions is included. The Bachelor of Science in Occupational Safety and Health addresses this wide variety of discipline-specific information, topics and resources. Many of the course materials and topics covered in this program will prepare students to eventually sit for the ASP and CSP certification examinations post graduation.

Total Program Requirements 121 Credit Hours	
	Credit Hours
General Education Requirements	37
General Education Electives	24
Major Requirements	36
Electives	24



## Credit Hours

### Occupational Safety and Health General Education Requirements .....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

#### Required General Education .....37

Course	Title	Credit Hours
--------	-------	--------------

**Required First Course** .....1  
OR 1010 Student Orientation

**Humanities and Fine Arts** .....9  
Select a minimum of 3 courses from this area to include:  
BBA 3341 Technical Writing \*\*

**Social and Behavioral Sciences** .....6  
Select a minimum of 2 courses from this area.

**Natural Sciences** .....6  
Select a minimum of 2 courses from this area.

**Mathematics** .....3  
Must be MA 1140 Finite Math or Higher.

**History** .....6  
Select a minimum of 2 courses from this area.

**Written Composition** .....6  
EH 1010 English Composition I  
EH 1020 English Composition II \*\*

#### Electives .....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### Occupational Safety and Health Major Course Requirements .....60

#### Major Requirements—Group A (Select 10 courses listed below) .....30

Course	Title	Credit Hours
BOS 3001	Fundamentals of OSH	3
BOS 3525	Legal Aspects of Safety and Health	3
BOS 3401	Construction Safety	3
BOS 3701	Industrial Ergonomics	3
BOS 3640	Interactions of Hazardous Materials	3
BOS 3651	Total Environmental, Health, and Safety Management	3
BFS 3345	Introduction to Fire Prevention	3
BOS 4025	OSHA Standards	3
BOS 4301	Industrial Hygiene	3
BOS 4201	Toxicology	3

#### Major Requirements—Group B (Select 2 courses listed below) .....6

BOS 3125	Hazardous Materials Management	3
BOS 4601	Accident Investigation	3
BOS 4520	Risk Management	3
BOS 4010	Safety Supervisor/Project Management	3
BBA 3651	Leadership	3

#### Professional Electives .....24

Courses can be taken from the Fire Science Concentration listed below or any professional program area offered at CSU. Any course previously not taken can be used to satisfy this elective.

#### BOS/Concentration Courses in Fire Science (A minimum of 4 courses must be completed) 12

Course	Title	Credit Hours
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

The Board of Certified Safety Professionals accepts CSU degrees for the application process under both the ASP designation and CSP certification, along with credit towards recertification in the Continuance of Certification program.

# BS in Psychology

Learn from psychology experts around the nation with the completely online Bachelor of Science in Psychology offered at CSU. Interdisciplinary by design, the curriculum provides a comprehensive knowledge of psychology and builds on an integrated foundation of general and applied science, research methods, technical writing, health care management, human relations and development. The program consists of 121 semester hours of study covering a range of topics such as abnormal psychology, theories of personality, health care management, and social psychology.

## Total Program Requirements 121 Credit Hours

	Credit Hours
General Education Requirements	37
General Education Electives	24
Major Requirements	33
Electives	27



## Credit Hours

### Psychology General Education Requirements.....61

REFER TO PAGE 12 FOR A COMPLETE LIST OF GENERAL EDUCATION COURSES.

### Required General Education.....37

Course	Title	Credit Hours
--------	-------	--------------

#### Required First Course .....1

OR 1010 Student Orientation

#### Humanities and Fine Arts .....9

Select a minimum of 3 courses from this area.

#### Social and Behavioral Sciences .....6

Select a minimum of 2 courses from this area to include:  
PSY 1010 General Psychology

#### Natural Sciences.....6

Select a minimum of 2 courses from this area.

#### Mathematics .....3

MA 1140 Finite Math  
or Higher Level of Theoretical Math

#### History .....6

Select a minimum of 2 courses from this area.

#### Written Composition .....6

EH 1010 English Composition I  
EH 1020 English Composition II \*\*

### Electives.....24

Courses can be taken from General Education or any 2000–3000 level course offered at CSU.

### Psychology Major Course Requirements.....33

#### Major Requirements—Group A

(Select 6 courses below) .....18

Course	Title	Credit Hours
PSY 2010	Abnormal Psychology	3
PSY 3019	History and Systems of Psychology**	3
PSY 3350	Theories of Personality**	3
BBA 3341	Technical Writing**	3
BHA 3002	Health Care Management	3
PSY 4501	Research Methods in Psychology**	3

#### Major Requirements—Group B

*Social, Cognitive, Developmental, and Experimental Psychology*  
(Select 2 courses below) .....6

PSY 3150	Developmental Psychology**	3
PSY 3140	Social Psychology**	3
PSY 4021	Physiological Psychology**	3
PSY 4460	Cognitive Psychology**	3

#### Major Requirements—Group C

*Applied Psychology* (Select 3 courses below) .....9

PSY 3505	Psychology of Adjustment**	3
PSY 3380	Psychology of Learning**	3
PSY 4560	Psychological Assessment**	3
PSY 4620	Health Psychology**	3
PSY 4680	Industrial Organizational Psychology**	3
INT 4990	Internship (3-6)***	3
BBA 3651	Leadership	3

### Electives—Upper Division .....27

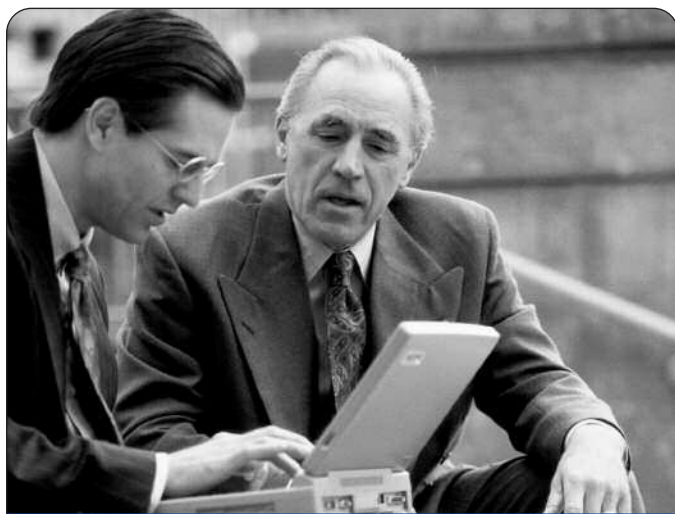
Any 3000–4000 level courses. Students may also select a focused area of study across the CSU disciplines.

\*Natural Sciences include biological sciences, chemistry, physics, physical sciences, astronomy, geology, physical geography, and earth science.

\*\*Each of these courses requires a prerequisite. Please review the course descriptions and objectives for each course.

\*\*\* INT 4990 Internship (3-6) 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 year of the degree program. The setting for the internship is in an organization under the close supervision of organizational professionals and faculty supervisors. The Organizational Supervisor evaluates the Intern from the practical perspective and the University Supervisor evaluates the Intern from the academic perspective.





<b>Total Program Requirements</b>	<i>Credit Hours</i>	
	MBA Requirements	25
	Concentration	12
<b>37 Credit Hours</b>		

**“The staff at CSU is absolutely outstanding and even that is an understatement. I am impressed and certainly proud to be a part of this fine institution.”**

**Brian Mocogni**  
MBA, Finance

CSU offers the opportunity to earn an Undergraduate, Advanced Undergraduate, and/or Graduate Certificate in numerous fields of study. Please see page 33 for more information.

In today’s competitive job market, an MBA can help propel your career towards a top management position. The results of a recent survey conducted by MBA.co.za revealed that 84 percent of top executives prefer job candidates with an advanced graduate degree. On average, MBA graduates also earn at least 50 percent more than those with bachelor’s degrees according to the U.S. Bureau of Labor Statistics.

Columbia Southern University offers a completely online MBA with 10 available concentrations: e-business, finance, health care management, human resource management, international management, marketing, project management, public administration, sport management, or hospitality and tourism. Our program will prepare you with the training and expertise you need to gain an edge in the ever evolving business climate.

**Master of Business Administration Requirements.....37**

**MBA Core Courses.....25**

<i>Course</i>	<i>Title</i>	<i>Credit Hours</i>
OR 1010	Student Orientation	1
MHR 6451	Human Resource Mgt. Methods	3
MBA 5501	Advanced Marketing	3
MBA 6001	Organizational Research and Theory	3
MBA 6601	International Business	3
MBA 5401	Management Information Systems	3
MBA 6301	Business Ethics	3
MBA 5101	Strategic Mgt. & Business Policy	3
MBA 5652	Research Methods	3

**MBA Concentration Courses .....12**

**GENERAL PROGRAM (CONCENTRATION)**

The General Master of Business Administration and MBA concentration provides students an opportunity to select any 4 (12 credit hours) graduate business or business related courses from the graduate business concentrations. Students also have the opportunity to complete 3-6 hours of supervised Internship (INT 5990 for 3-6 credit hours), which substitutes 1-2 graduate business or business related courses.

# MBA Concentrations

## MBA/E-BUSINESS AND TECHNOLOGY

MBA 553I	E-Commerce	3
MBA 554I	E-Commerce Marketing	3
MBA 555I	Management of E-Commerce	3
MBA 558I	E-Commerce Design & Development	3

**Concentration Course Hours 12**

## MBA/FINANCE

MBA 608I	Corporate Finance	3
MBA 664I	International Economics	3
MBA 665I	International Finance	3
MBA 684I	Public Budgeting	3

**Concentration Course Hours 12**

## 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

**Concentration Course Hours 12**

## MBA/HOSPITALITY AND TOURISM

MHM 5300	Hospitality & Tourism Management	3
MHM 5680	Marketing for Hospitality & Tourism	3
MHM 570I	Legal Aspects of Hospitality & Tourism	3
MHM 5780	Management Accounting for Hospitality & Tourism	3

**Concentration Course Hours 12**

## MBA/HUMAN RESOURCE MANAGEMENT

MHR 640I	Employment Law	3
MHR 655I	Training & Development	3
MHR 675I	Labor Relations & Collective Bargaining	3
MHR 690I	Compensation Management	3

**Concentration Course Hours 12**

## MBA/INTERNATIONAL MANAGEMENT

MBA 662I	International Legal Environment	3
MBA 663I	Inter-cultural Management	3
MBA 664I	International Economics	3
MBA 665I	International Finance	3

**Concentration Course Hours 12**

## 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

**Concentration Course Hours 12**

## MBA/PROJECT MANAGEMENT

MBA 693I	Project Management. Strategy	3
MBA 694I	Managing Project Teams	3
MBA 695I	Managing Complex Projects	3
MBA 696I	Project Management	3

**Concentration Course Hours 12**

## 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

**Concentration Course Hours 12**

## 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

**Concentration Course Hours 12**

## Other MBA Electives

INT 5990	Internship	3-6
MBA 6053	Economics for Managers	3
MBA 615I	Operations Research	3

## Internship—INT 5990 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 stages of the graduate degree program. The setting for the Internship is in an organization under the close supervision of organizational professionals and faculty supervisors. The organizational supervisor evaluates the intern from the practical perspective, and the university supervisor evaluates the intern from the academic perspective. Students within any business concentration may, with consent, substitute 1-2 courses within the concentration for participation in the internship experience.

**“Don’t go where the path may lead, go instead where there is no path and leave a trail.”**

**Ralph Waldo Emerson**

# MS in Criminal Justice Administration



**Total Program Requirements  
37 Credit Hours**

***“ My CSU education has given me the tools I needed to take the next step in my career. From training new officers to disciplining personnel, I apply the knowledge and skills I’ve gained every day and in almost everything I do.”***

**Greg Duck**

*BS, Criminal Justice Administration, 2002*

The MS 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 issues confronting the criminal justice system. Earning this degree can lead to careers in federal and state agencies, correctional agencies and institutions, educational and research organizations, and other professional career tracks within the justice system.

## Master of Science in Criminal Justice Administration.....37

Course	Title	Credit Hours
OR 1010	Student Orientation	1
MCJ 5135	Theory of Crime and Criminology	3
MCJ 5078	Computer Applications for Criminal Justice Administration	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

*Columbia Southern University learning partners receive additional benefits. If you are a member of the National Sheriffs' Association or International Union of Police Associations—you, your spouse, and children qualify for a 10 percent tuition discount.*



# MS in Occupational Safety and Health

The Master of Science in Occupational Safety and Health is designed for mid-career environmental, health and safety professionals seeking to expand their management options across a wide range of manufacturing, consulting, governmental, or corporate interests. In both the public and private sector, the need for and benefits of environmental health protection and occupational safety and health are an everyday part of life. This program equips leaders, executives, and managers with the skills and knowledge necessary to create organizations that are environmentally and economically sustainable in our global marketplace.



## Total Program Requirements

**37 Credit Hours**

## Credit Hours

Occupational Safety and Health Requirements	25
Concentration	12

## Occupational Safety and Health Requirements .....37

### Core Courses.....25

OR 1010	Student Orientation	1
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

Students may select either the General or the Environmental Management concentration.

## GENERAL CONCENTRATION COURSES 12

Course	Title	Credit Hours
MOS 5525	ISO 14000	3
MBA 6301	Business Ethics	3
MOS 6625	System Safety Engineering	3
MOS 6801	Emergency Management	3

## ENVIRONMENTAL MANAGEMENT CONCENTRATION COURSES 12

Course	Title	Credit Hours
MEE 5801	Industrial & Hazardous Waste Management	3
MEE 5901	Advanced Solid Waste Management	3
MEE 6201	Advanced Pollution Prevention	3
MEE 6501	Advanced Air Quality Control	3

*With increases in consumption of global natural resources, businesses and governments are now dealing with a world-wide global economy that must address sensitive environmental, safety and health issues if we are to pass on a sustainable ecosystem to future generations. This degree program addresses those issues and concerns, along with exploring potential state-of-the-art resolutions to this dilemma.*

# Certificate Programs

At CSU, we recognize that there is a growing desire for focused training in a specialized field. To meet this need, CSU offers three levels of undergraduate/graduate certificate programs that help our students concentrate on specific aspects of the degree programs that we offer.

All certificate programs require successful completion of the CSU Student Orientation course and specific credit hour requirements. For more information, please visit our website.

## CERTIFICATE TRANSFER INFORMATION

Students who complete an undergraduate/graduate certificate program through CSU may transfer those courses into a degree program with the corresponding concentration. Similarly, students enrolled in a degree program with a concentration, may transfer the concentration courses into the corresponding certificate program. The fee for processing this transfer and certificate is \$150. To request this transfer, you must complete the "Degree to Certificate Transfer Request" form on the CSU website.

If you request a transfer for a certificate program (four courses), you may continue to complete the remaining three courses of the concentration to qualify for an Advanced Certificate. A separate "Degree to Certificate Transfer Request" must be submitted for the Advanced Certificate.

No transfer or experiential learning credit is accepted into certificate programs. All courses must be completed as required by the certificate.

## UNDERGRADUATE & ADVANCED UNDERGRADUATE CERTIFICATE PROGRAMS

Finance  
Fire Science  
Hospitality and Tourism  
Human Resource Management  
Information Technology  
International Management  
Management  
Marketing  
Project Management  
Sport Management

*Undergraduate certificate programs require the completion of four courses within one undergraduate concentration area.*

*Advanced undergraduate certificate programs require the completion of seven courses within one undergraduate concentration area.*

## GRADUATE CERTIFICATE PROGRAMS

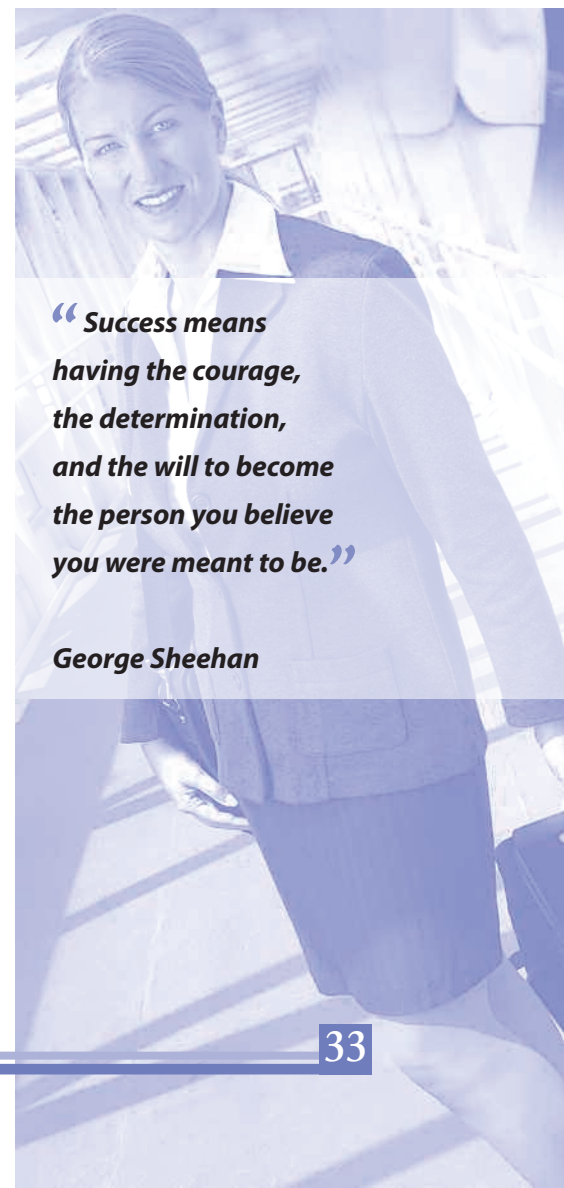
*Complete four courses within one graduate concentration area.*

Environmental Management  
Finance  
Health Care Management  
Hospitality and Tourism  
Human Resource Management  
International Management  
Marketing  
Project Management  
Public Administration  
Sport Management



## OTHER CERTIFICATES

CSU also offers a Certificate in Industrial Hygiene Management (CIHM). Visit our website for more details.



**“ Success means having the courage, the determination, and the will to become the person you believe you were meant to be.”**

**George Sheehan**

# University Partners

At CSU, we are committed to providing our students with resources that will enhance their educational experience. Our partnerships with the following universities help us fulfill this commitment by offering CSU students a larger selection of degree programs to choose from. To view a complete list of partners, please visit [www.columbiasouthern.edu/alliances](http://www.columbiasouthern.edu/alliances).



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

### ONLINE PROGRAMS INCLUDE:

- **MSCE Concentrations in:**  
Guidance and Counseling  
Counseling/Psychology  
Library Media
- **Master of Science in Continuing Education**  
The Program is designed to meet the needs of those students who are interested in pursuing graduate work as a means of personal development and/or preparation for certain professional areas requiring a master's degree. Up to 21 hours of graduate credit can be transferred into this program.
- **M.Ed. in School Counseling**
- **MAT—Master of Arts in Teaching**  
*Certification*—History, Biology, Social Science, English Language Arts, Physical Education, Science and Mathematics.  
*Non-Certification*—English, History, Social Science, Language Art, Physical Education, Science, Biology and Mathematics.
- **M.Ed. in Early Childhood Education**

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. *Regionally accredited by SACS, College of Education accredited by NCATE, College of Business accredited by ACBSP.*

- **M.Ed. in Elementary Education**
- **M.Ed. in Secondary Education**
- **M.Ed. in Special Education:**  
Collaborative Teacher K–6  
Collaborative Teacher 6–12
- **M.Ed. in Library Media**
- **B.S. in Technology**

The Bachelor of Science in Technology is designed for those students who wish to receive college credit for military, vocational, industrial, or other types of technical training. Students may transfer up to 48 hours of technical training into the program. A specific program of study for each student is designed on the basis of his/her career goals and previous training.

For more information, visit us at [www.columbiasouthern.edu/uwa](http://www.columbiasouthern.edu/uwa).



## UNIVERSITY of NORTH ALABAMA

benefits you can take advantage of with this program. You will also have full access to the UNA library, student portal and other resources. All UNA programs are regionally accredited by SACS and the business school is accredited by ACBSP.

*UNA Online MBA Concentrations Include:*

- **Management**
- **Marketing**
- **International Business**
- **Computer Information Systems**

For more information, visit us at [www.columbiasouthern.edu/una](http://www.columbiasouthern.edu/una).



## UNIVERSITY of WEST FLORIDA

this 12 hour online program can be completed in a single semester. You can also transfer credits from the HPT certificate into UWF master's and doctoral programs. All UWF programs are regionally accredited by SACS.

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

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

For more information, visit us at [www.columbiasouthern.edu/uwf](http://www.columbiasouthern.edu/uwf).



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. \_\_\_ Mrs. \_\_\_ Dr. \_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ E-Mail \_\_\_\_\_

Marital Status \_\_\_\_\_ S.S. # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Cell Phone \_\_\_\_\_

Telephone: Business (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Home (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Ethnic Affiliation (check one):  White/Non-Hispanic  Black/Non-Hispanic  American Indian  
 Asian/Pacific Islander  Hispanic  Other

Present Employer \_\_\_\_\_ Position \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip \_\_\_\_\_

Through what source did you learn of Columbia Southern University? Please provide details in the space provided.

- Internet Search  Magazine Ad  Education Officer  Conference  Flyer/Poster  E-mail  Direct Mail  
 Referral  Other **DETAILS** \_\_\_\_\_

examples: name search engine used (such as google, msn or other); name magazine or other print source; name internet source, learning partner ...

### 3. DEGREE PROGRAM FOR WHICH YOU ARE MAKING APPLICATION

\_\_\_ AA in General Education

\_\_\_ BS in \_\_\_\_\_

\_\_\_ M.B.A.

\_\_\_ AAS in Business

(The degree program you are interested in pursuing, i.e. Marketing)

\_\_\_ MS in Criminal Justice Administration

\_\_\_ AAS in Criminal Justice Administration

\_\_\_ MS in Occupational Safety & Health

\_\_\_ AAS in Fire Science

BSBA or BS-OSH

MBA/MS Concentration \_\_\_\_\_

Concentration \_\_\_\_\_

#### INDICATE STATUS:

- First-time Degree  Certificate-seeking Student  Transfer Student  Returning Student

### 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 am active military and would like to receive information on using Tuition Assistance or DANTES benefits.  
 I am a Veteran and would like to receive information on using 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	Documentation	
	Date Completed	Attached (Yes/No)
<i>Please list additional Professional Licenses, Certifications, and Training Programs on a separate paper.</i>		

**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 University Catalogue. 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 • P.O. Box 3110 • 25326 Canal Road • Orange Beach, AL 36561

ADMISSIONS STATUS OPTION (Select One):

**I wish to enroll in courses immediately after submitting my application.** I understand my Admission Status will be "Temporary" pending the completion of my transfer credit evaluation. I further understand while on "Temporary" status, I am responsible for only enrolling in courses that I will not be transferring to CSU and that meet the requirements of my selected program. Once all transcripts are received and evaluated, an Application Evaluation Report will be issued and my status changed to "Conditional." After all official transcripts have been received, my status will change to "Accepted." I will not be allowed to complete more than 13 credit hours undergraduate or 7 credit hours graduate until my Admission Status is "Accepted." I have read the Admission Status Policy, CSU Admission Requirements, Transfer Credit Policy and I meet the requirements for the program I am enrolling.

**I wish to wait on enrolling in courses until my Application Evaluation Report is completed** so that I will know what transfer credit CSU has accepted and what courses are required before I begin my degree program with CSU.

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

METHOD OF PAYMENT

VISA/MC    AMEX    CHECK ENCLOSED

CARD NO.

\_\_\_\_\_

EXP. DATE \_\_\_\_\_

NAME ON CARD

\_\_\_\_\_



# COLUMBIA SOUTHERN UNIVERSITY

[www.columbiasouthern.edu](http://www.columbiasouthern.edu) | 800.977.8449 | 251.981.3771

25326 Canal Road | Orange Beach, Alabama 36561