

ACCREDITATION

Barry University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia, 30033-4097: Telephone Number: 404-679-4501) to award bachelor's, master's specialist and doctoral degrees. **The graduate programs in Theology** in the School of Arts and Sciences are accredited by the Association of Theological Schools in the United States and Canada (ATS). **The School Psychology program** is approved by the Department of Education (DOE) of the State of Florida and by the National Association of School Psychologist (NASP). **The undergraduate and master's programs for the Schools of Nursing** are accredited by the Commission on Collegiate Nursing Education. The undergraduate nursing program is approved by the Florida Board of Nursing. The Teacher Education programs in the **Adrian Dominican School of Education** (PreK/Primary/ESOL, Elementary Education /ESOL, and ESE/ESOL) and the **School of Human Performance and Leisure Sciences**, (i.e. Physical Education) are approved by the DOE as standard **teacher training programs**, and, because of Florida's reciprocal certification agreement, are in a position to graduate students eligible for teacher certification in most states. The School of Education's **graduate Pre K-Primary/ESOL, Elementary Education/ESOL, ESE/ESOL and Reading programs** are DOE-approved. The **Educational Leadership program** is also DOE-approved. The School of Education's **Counseling programs** in marital, couple, family counseling and therapy, mental health counseling, and school counseling are accredited by the Council for Accreditation of Counseling and Related Education Programs (CACREP). The **Montessori Education** early childhood and elementary programs are accredited by the Montessori Accreditation Council for Teacher Education (MACTE). **The Ellen Whiteside McDonnell School of Social Work's** B.S.W. and M.S.W. programs are fully accredited by the Council on Social Work Education. **The Doctor of Podiatric Medicine program in the School of Graduate Medical Sciences**, Program is accredited by the Council on Podiatric Medical Education. **The Physician Assistant Program** is accredited by the Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA).

The **Occupational Therapy Program** is accredited by the Accreditation Council for Occupational Therapy Education. The **Cardiovascular Perfusion Program** is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). The **Anesthesiology Program** is accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs. **The Bachelor of Science in Biology with a Histotechnology specialization** is approved by the Florida Department of Health, Board of Clinical Laboratory Personnel and accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS). The **Athletic Training Program** is accredited by the Commission on the Accreditation of Athletic Training Education (CAATE).

All programs offered by the **D. Inez Andreas School of Business** are accredited by the AACSB International - Association to Advance

Collegiate Schools of Business.

Barry University's **School of Law** is fully accredited by the American Bar Association (ABA).

NOTICES

Barry University does not discriminate on the basis of race, religion, sex, national or ethnic origin, or physical limitation. This includes policies and procedures related to membership on the Board of Trustees, the educational program, employment and personnel practices, admissions, scholarships/grants/loans, and participation in athletic and other student activities. This institution is authorized to enroll non-immigrant alien students.

While this Bulletin is a description of the academic programs and regulations offered through the School of Adult and Continuing Education and regulations as of the date of publication, it is for information only and its provisions do not constitute an offer for a contract which may be accepted by students through enrollment at the University. The University reserves the right to change any provisions, requirements, or fees at any time during the student's period of study. The University further reserves the right to dismiss a student from the University for cause at any time. It also reserves the right to impose probation, suspension or expulsion on any student whose conduct or achievement is unsatisfactory. When a student is dismissed or suspended for cause, there will be no refund of tuition or fees paid. Neither will there be any refunds in the event the operations of the University are temporarily suspended as a result of any act of God, strike, riot, disruption, or any other reason beyond its control.

Students should conduct their academic affairs with honesty and integrity. If students are suspected of cheating, plagiarism, falsification of University records or otherwise misrepresenting themselves and/or their work, they will be subject to procedural due process.

More detail information on the above is contained in the General Information Chapter of the Catalog and in the Student Handbook. Barry University students are responsible for the contents of the University Catalog, Student Handbook and this Student Bulletin. The information in this Bulletin supersedes all previous regulations, including tuition and fees previously published.

School of Adult and Continuing Education

11300 N.E. 2nd Avenue

Miami, Florida 33161-6695

Phone: 305-899-3300

1-800-945-BARY www.barry.edu/ace

THE INFORMATION CONTAINED HEREIN IS VALID AT THE TIME OF
PUBLICATION AND MAY CHANGE AT ANY TIME AND WITHOUT NOTICE

<http://www.barry.edu/ace>

MAIN OFFICE:

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1-(800)-945-BARY
FAX: (305) 899-3346

MAILING ADDRESS:

Barry University
11300 N.E. 2nd Avenue
Miami, FL 33161-6695
Main Campus:(305)899-3000
1-(800)-551-0586

ACADEMIC CALENDAR

Fall Semester 2008

Session A August 11-October 6
Session B October 11-December 6

Spring Semester 2009

Session A January 7-March 4
Session B March 7-May 8

WEST DADE COUNTY/DORAL LOCATION

Covington Building
8070 NW 53 Street, Suite 100
Miami, FL 33166
Telephone: (305) 591-7240
FAX: (305) 591-8799

TREASURE COAST

337 SE Port St.Lucie Blvd.
Port St. Lucie, FL 34984
Telephone: (772) 871-8000
1-800-947-2279
FAX: (772) 871-8001

**SOUTH MIAMI-DADE
/MONROE COUNTIES**

Professional Village
8990 S.W. 97 Avenue
Miami, FL 33176
Telephone: (305) 275-2761
FAX: (305) 275-8492

BREVARD COUNTY

135 East Merritt Avenue
Merritt Island, FL 32953-3410
Telephone: (321) 453-6253
FAX: (321) 453-5857

Cutler Ridge
Clock Tower Shopping Center
18958 S. Dixie Highway
Miami, FL 33517
Telephone: (305) 969-5833
FAX: (305) 969-5971

MELBOURNE GATEWAY BUSINESS CENTER

1333 Gateway Drive
Melbourne, FL 32901
Telephone: (321) 409-5553
FAX: (321) 409-5754

BROWARD COUNTY

FORT MYERS

12381 S. Cleveland Avenue

Rolling Hills Office Center
8001 S.W. 36 Street
Suite 1
Davie, FL 33328
Telephone: (954) 472-1160
FAX: (954) 472-2686

Pines Professional Center
18055 NW 8 Street, Suite 103-109
Pembroke Pines FL 33029
Telephone: (954) 443-0561
FAX: (954) 443-9975

Executive Airport Business Center
1835 S. Perimeter Road,
Suite 170
Fort Lauderdale, FL 33309-3066
Telephone: (954) 493-8892
FAX (954) 493-6425

PALM BEACH COUNTY

1501 N Corporate Drive
Suite 230
Boynton Beach, FL 33426
Telephone: (561) 364-8220
FAX: (561) 364-8113

Garden Professional Center
9123 North Military Trail #206
Palm Beach Gardens, FL 33410-4808
Telephone: (561) 622-9300
FAX: (561) 622-0158

Suite 502
Fort Myers, FL 33907
Telephone: (239) 278-3041
1-800-388-2279
FAX: (239) 278-3346

ST. PETERSBURG/BRADENTON

St. Petersburg College
9200 113 Street North
Seminole, FL 33772
Telephone: (727) 394-6057
FAX: (727) 394-6059

ORLANDO AREA

Florida Mall Business Center
1650 Sandlake Road, #390
Orlando, FL 32809-9108
Telephone: (407) 438-4150
FAX: (407) 438-9774

East Orlando Center
2000 N. Alafaya Trail
Suite 600
Orlando, FL 32826
Telephone: (321) 235-8450

GAINESVILLE

Barry University at Santa Fe
Community College
University Center
Bldg R, Room 244
3000 NW 83 Street
Gainesville, FL 32606
Telephone: (352) 395-6373

TALLAHASSEE

Woodcrest Plaza, Bldg. A.,
325 John Knox Road
Tallahassee, FL 32303
Telephone: (850) 385-2279
(888) 375-2279
FAX: (850) 385-7576

SANFORD/OCALA

Barry University at Seminole

Community College
100 Weldon Blvd.
Sanford, FL 32773
Telephone:(407)708-4722 X3609

POLK COUNTY

Barry University at Polk
Community College
999 Avenue H NE,
WAD-Station 5
Winter Haven, FL 33881
Telephone (863) 297-1010 X5907

MISSION OF BARRY UNIVERSITY

PURPOSE

The primary purpose of Barry University, as stated in the Charter, is to offer its students a quality education. Furthermore, Barry

University commits itself to assuring a religious dimension and to providing community service and presence within a more caring environment.

VISION

Barry University seeks to instill in its students St. Dominic's vision of a world that celebrates God's dwelling within us and among us, where life is revered and nurtured, where hatred and injustice are eradicated and where the intellectual life is promoted and supported.

In so doing, Barry University is committed to forming students who

- embrace the intellectual life through study, research and reflection as a means to contribute to the advancement of knowledge and to the refinement of the human spirit;
- understand the value of seeking a personal response to the presence of God in their lives;
- reflect on the fundamental questions of human experience and study the responses to these questions proposed by the liberal arts and sciences;
- pursue continued spiritual, intellectual, physical, and professional growth and development;
- demonstrate concern for all individuals in an atmosphere where Gospel values prevail, where people care for and about one another, where diversity is embraced, where individuals are nourished; and
- assume responsibility in religious, social, economic, environmental, and political affairs as a means of effecting needed change in the Dominican tradition of activist justice.

Grounded in study and reflection and guided by prayer, Barry graduates will make responsible decisions for the common good to help shape global communities where peace and justice prevail.

NATURE

Barry University is an independent, coeducational Catholic international institution of higher education that fosters academic distinction in the liberal arts and professional studies, in both undergraduate and graduate education, within the Judeo-Christian heritage and the tradition of St. Dominic. Founded in 1940, the University is sponsored by the Sisters of St. Dominic of Adrian, Michigan, and is governed by an independent, self-perpetuating Board of Trustees.

ENVIRONMENT

Barry University, through its ten academic schools, is a comprehensive university with its main campus located in Miami Shores, Florida with other sites throughout Florida. The University attracts a diverse student body, including traditional and non-traditional students from

a variety of geographic, ethnic, religious, and socioeconomic backgrounds who are committed to taking full advantage of the opportunities provided for learning and personal growth. The University seeks to recruit and retain a diverse faculty who enrich it with their own traditions and heritage, who are dedicated to teaching and advising, to searching for and disseminating truth through scholarship, research, and creative activities and to serving both the University and the larger community in a multicultural environment. The University commits itself to excellence in teaching at all levels, and values its undergraduate, graduate and professional programs supporting their search for knowledge through research and study. The University seeks to maintain a diverse and student-centered staff whose activities enhance the quality of University life. Through its students, faculty and staff Barry University provides a learning environment that challenges all to accept intellectual, spiritual, ethical, physical and social responsibilities.

HISTORY

Originally conceptualized by the Most Reverend Patrick Barry, Bishop of St. Augustine, and Reverend Mother Mary Gerald Barry, Prioress General of the Dominican Sisters of Adrian, Michigan, plans for Barry College received active support from Reverend William Barry, pastor of St. Patrick's Church of Miami Beach, and John Thompson, Mayor of Miami Shores, Florida. In June 1940, a forty-acre tract of tropical vegetation located in residential Miami Shores was transformed into the campus of Barry College. By action of the Board of Trustees, the college became Barry University on November 13, 1981. Today's University community is comprised of approximately 9,000 students, served by over 2,100 administrators, faculty members, and support staff representing diverse religious, cultural, and ethnic backgrounds. Barry is coeducational and fully accredited.

Since Barry first opened its doors in 1940, the faculty and administration have combined efforts to develop high quality academic programs so that needs of both the students and the local community would be served. Examples of this development include the inauguration and accreditation of such programs as Nursing, Teacher Education, Medical Technology, and Social Work. Needs of the local community led Barry to begin graduate programs for men and women in 1954, a Continuing Education Program in 1974, a School of Business in 1976, a Division of Biological and Biomedical Sciences in 1983, and School of Podiatric Medicine in 1985, and a School of Law in 1999.

Located near the bustling downtown district of Orlando, the School of Law has assembled a faculty and student body committed to excellence in legal education. While retaining the intellectual challenge presented by traditional law school courses, the school has developed an extraordinary skills and clinical program. Students develop not only a thorough grounding in legal principles, but are provided the

opportunity to develop advocacy, counseling, and mediation skills. With deep respect for all religious values, the School of Law provides an opportunity to develop the values that will provide lifelong commitment to ethics and service to the broader community. As a mission driven institution, the School of Law is committed to educating individuals to be excellent lawyers and valuable and contributing members of society.

Barry University has had six Adrian Dominican Sisters serve as president since its inception: Mother Mary Gerald Barry, 1940-1961; Mother M. Genevieve Weber, 1962-1963; Sister M. Dorothy Browne, 1963-1974; Sister M. Trinita Flood, 1974-1981; and Sister Jeanne O'Laughlin, 1981-2004; Sister Linda Bevilacqua, July 2004 to the present.

Continued development and expansion of the Barry community are promoted to keep pace with the growth and excellence of the educational programs and to meet the needs of the ever-increasing student population. The physical plant includes 54 buildings, with indoor and outdoor athletic facilities, spread over 80 of the University's 122-acre campus and adjacent areas. The tropical beauty of the campus, its excellent educational facilities, and the ideal South Florida climate combine to create an atmosphere conducive to learning and to continued personal development.

UNIVERSITY LIFE

The measure of a special university is more than the size of its student body, its faculty, its campus, or its longevity. Although Barry University is relatively small and young, it is emerging as a truly special institution of higher education.

Barry's mission transcends the statistics by which many universities measure themselves. As a Catholic institution, it goes beyond the traditional emphasis on academic excellence to embody a human quality, with personal attention to a student's social, moral, physical, emotional, and religious growth.

Above all, the purposely intimate scale of the campus and the student body, the careful selection of faculty and staff, and the Judeo-Christian religious dimension combine to create a caring environment.

STUDENT RIGHT TO KNOW ACT

Barry University is in compliance with Student Right To Know and Campus Security Act (PL 101-542). Specific information regarding this act may be obtained in the Office of Public Safety.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

Barry University is in compliance with Family Educational Rights and Privacy Act of 1974 (PL 90-247). Complete information regarding this act may be found in the Student Handbook and a summary of the University's compliance appears in the schedule of classes published each term and/or semester.

ADMISSION

Application for admission to Barry University's School of Adult and Continuing Education is a process separate from the registration process and must be completed prior to course registration.

ADMISSION REQUIREMENTS

The School of Adult and Continuing Education has traditionally served adult learners. To qualify for portfolio credits a minimum of 5 years of full-time professional work experience, and/or community service is required. The portfolio is mandatory or optional depending upon the degree selected.

Criteria for Full Acceptance

- Interview with an academic advisor/director;
- Submit a completed application form with appropriate fee in U.S.funds;
- Request an official transcript from each college attended. If applicable, request an official transcript from CLEP and/or DANTES. If no college credit or fewer than 12 credits have been earned, request an official high school transcript or official GED transcript.
- Applicants holding an Associate Degree or its equivalent must present a minimum of 3 years full-time professional work and/or community service experience past high school;
- Applicants not holding an Associate Degree or its equivalent must present a minimum of 5 years of full-time professional work and/or community service experience past high school.

Criteria for Provisional Acceptance:

Provisional acceptance is extended to those whose transcripts reflect less than a 2.00 cumulative grade point average at the time of application. A student enrolling under this option is limited to twelve credits in which a minimum cumulative grade point average of 2.00 must be achieved at Barry University. Upon successful completion of 12 credits with a cumulative grade point average of at least 2.00 at Barry, full acceptance will be granted.

New Students should read English Writing Placement, Mathematics Assessment, and Computer Proficiency in Academic Information section of this Bulletin.

SECOND BACHELOR'S DEGREES

Students who have earned a bachelor's degree from Barry University or another regionally accredited institution may qualify for a second bachelor's degree from Barry University under the following conditions:

- A formal application must be submitted to the Division of Enrollment Services.
- The student must fulfill all admissions, prerequisite and course requirements in the second degree program; the majority of the major must be completed at Barry University.
- If nine (9) credits of Theology and Philosophy are not included in the first degree, they must be completed for the second degree. Students must complete or test-out of CAT 102.
- If the degree program requires submission of a portfolio, the English Writing Placement must be taken and the student must complete at least ENG 302 unless receiving an exemption.
- At least thirty (30) semester hours in residence of upper-level credit over and above the requirements for the first bachelor's must be completed at Barry. These courses must be completed with a letter grade.
- The student must achieve a cumulative grade point average of 2.00 or higher, with 2.00 or higher in the second major. Each course in the major, must be completed with a C or better grade. The applicant is advised to review the catalog section dedicated to the major of interest to determine the grade requirements for that major.

GENERAL INFORMATION

Students who expect to qualify for a baccalaureate degree must complete thirty (30) continuous credits of coursework at Barry and fulfill all requirements of the program they elect to follow. (see Requirements for Graduation).

Once enrolled, students wishing to take additional courses at another college or university for the purpose of transferring the credits back to Barry University must obtain prior written approval from the associate dean. Also it should be noted that no more than six (6) credits may be transferred, and, once a student has attained junior status (60 credits), no transfer credits are acceptable from a community or junior college.

CONTINUOUS ENROLLMENT/READMISSION

A student who does not enroll for more than two years will be classified as inactive and will be required to apply for readmission by submitting a new application and paying a new application fee. In such cases, the Student Bulletin and University Policies in effect at the time of readmission will apply.

NON-DEGREE STUDENTS/GUEST STUDENTS

The University recognizes that some applicants may wish to take courses at Barry for the purpose of personal enrichment, or to secure credits to transfer to a college where they are already enrolled in a degree program (guest students). Undergraduate students must present proof of high school diploma, or equivalent, as an admission credential. Guest students are required to present a letter from the dean of the college in which they are enrolled stating that they are in good standing in all respects.

Undergraduate students admitted to non-degree status are limited to 30 credits in this category. Non-degree seeking students who wish to change their status to degree seeking must meet all the requirements for degree seeking applicants and submit a degree-seeking application.

TRANSFER CREDIT POLICIES

Undergraduate transfer credit evaluation of all post-secondary course work taken prior to admission to the University is prepared by Transcript Evaluators in the Division of Enrollment Services.

Evaluation of transfer credit is done shortly after an applicant's acceptance to the University's traditional undergraduate programs, at time of acceptance for students into the School of Adult and Continuing Education and before the admission decision for applicants to the School of Natural and Health Sciences' Allied Health Programs.

Transfer credits from regionally accredited colleges or universities are transferable to Barry in semester hour equivalents.

Following are the six regional accrediting bodies from which domestic transfer credit must originate: New England Association of Schools and Colleges, Middle States Association of Colleges and Schools, North Central Association of Colleges and Schools, The Northwest Association of Schools and Colleges, Southern Association of Colleges and Schools/Commission on Colleges, Western Association of Schools and Colleges/Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges/Accrediting Commission for Senior Colleges and Universities.

International credentials from an educational system other than the United States must be evaluated by a foreign credential evaluator who is a member of the National Association of Credential Evaluation Services. The Office of Transcript Evaluation maintains a list of approved evaluation agencies. The admission decision and transfer evaluation require official transcripts, translation and professional course by course credential evaluation. The cost of the professional evaluation is the responsibility of the applicant. Once credentials are submitted, they become the property of Barry University and will

not be surrendered.

Transfer credit is awarded for grades of "C" or better. Credit is not allowed for developmental, preparatory or vocational course work. Grades and grade point averages will not be transferred, nor will they appear on the Barry transcript.

Grades of "P", "CR" or "S" are eligible for transfer, if the Office of Transcript Evaluation has a statement from the institution where the credit was earned that such grades reflect work of at least "C" quality.

A maximum of 64 credits will be accepted by the University in transfer from regionally accredited community/junior colleges. Only six of these credits may transfer with upper-level status.

A maximum of six graduate level credits will be accepted in transfer toward an undergraduate degree at Barry.

Students who have successfully completed the higher level International Baccalaureate (IB) examination with grades of 4 or better may be granted transfer credit on a course-by-course basis. Credit will be awarded, under certain conditions, for the Baccalaureate from France, the German Abitur examinations, G.C.E. A-level examinations and CAPE.

Credit will be awarded for CLEP and AP test scores in compliance with Barry's policy on these testing programs. A statement of this policy may be obtained from the Office of Transcript Evaluation. A maximum of 30 credits will be accepted from test sources. The credits must be earned before a student has attained junior status and are considered as part of the 64 maximum transfer credits accepted from community colleges.

Credit will be accepted from military service schools, USAFI and DANTES in accordance with the recommendations of the American Council on Education.

Credit for formal courses and educational programs sponsored by non-collegiate organizations and evaluated by the American Council on Education and listed in the National Guide to College Credit, as well as, those evaluated by National PONSII will be accepted in transfer with the permission of the dean of the school into which the credits are transferring. See the Assessment of Prior Learning Fact Book for

licensure credit information.

Credit for experiences such as Internship, Field Placement, Co-op Work Experience, and Practicum earned through a regionally accredited institution, may be accepted in transfer, with permission of the dean of the school into which the credits are transferring, when the credits have been transcribed with a course number, title, number of credits and a grade.

Credit for prior college-level learning attained outside a formal institution setting but assessed by a regionally accredited institution during the student's matriculation there (such as Life Experience, Prior Learning Assessment, Experiential Learning Assessment, Portfolio Assessment and Departmental Examination) are not normally accepted in transfer. Exceptions may be made with permission of the dean of the school into which the credits are transferring, when such credits have been transcribed with a course number, title, number of credits and grade.

A maximum of 90 credits will be accepted in transfer to Barry University from all transfer sources. For graduation, the last 30 credits of the degree, as well as the majority of the major course work, must be completed at Barry. Distribution and upper level requirements must also be met.

Acceptance of credits in one school at Barry University does not guarantee acceptance by another school should the student change degree programs.

The dean of the school of the student's program and the dean of the school offering the course(s) are responsible for course equivalents and distribution of credits to meet graduation requirements.

When a student has not enrolled at Barry University for one year (undergraduate and allied health programs) or two years (School of Adult Education) and must reapply, transfer credits are re-evaluated according to the policies of the catalog year in which the student is reapplying.

Any concealment by a transfer applicant of previous college registration or previous academic or disciplinary record in college will immediately cancel and nullify the admission process at Barry University.

Transferability of credits is at the discretion of the accepting institution. It is the student's responsibility to confirm whether or not credits will be accepted by another college of the student's choice.

Applicants who waive credits earned at a previous institution for

purposes of acceptance will be unable to transfer the credits at a later date.

SERVICE MEMBER'S OPPORTUNITY COLLEGE (SOC)

The Barry University School of Adult and Continuing Education has been identified by the American Association of Community and Junior Colleges as a Service members Opportunity College (SOC) providing educational assistance to active duty servicemen. A SOC institution offers the following benefits for service members.

1. Use of admissions procedures which insure access to higher education for academically qualified military personnel;
2. Evaluation of learning gained through military experiences and, academic credit awarded where applicable to the service members' program of study;
3. Evaluation of non-traditional learning and awarding of academic credit for such learning where applicable to the service member's program of study;
4. Evaluation of requests for inter-institutional transfer of credits and acceptance of such credits whenever they are appropriate to the service member's program and are consistent with the college's curriculum;
5. Flexibility to service members in satisfying residence requirements by making adjustments for military students who transfer when there are other assurances of program balances;
6. Designation of personnel with appropriate academic qualifications and experience to administer and supervise SOC-related activities and to develop policies and procedures appropriate to the scope of their voluntary-education programs;
7. Educational services for veterans.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

General Information

The College Level Examination Program, an activity of the College Entrance Examination Board, makes available examinations through which a student may earn credit toward the bachelor's degree outside the regular classroom situation.

The granting of credit is contingent upon the following conditions and limitations:

1. Each score is acceptable to Barry University according to current University criteria.

2. A maximum of 30 credits will be accepted through CLEP, and CLEP credit must be earned prior to achieving junior status (60 credits).
3. The student may not receive credit for a subject examination which covers the same subject area in which the student has already earned college credit.
4. Credit will not be awarded in case of duplication nor will equivalencies be changed to remedy such duplication.
5. Maximum CLEP credits in any one discipline may not exceed six.
6. A fee of \$100.00 per credit must be paid to cover administrative costs when the CLEP test is taken after the student is enrolled at Barry University. CLEP credits completed prior to attendance at Barry are considered transfer credit without a charge.

Some departments are unwilling to accept CLEP credits as part of a major or minor, and all departments within the University reserve the privilege to review in these cases. If CLEP credit interferes with a major or minor and the department is unwilling to accept the credit to satisfy a course requirement, the CLEP credit will be accepted as an elective or as a distribution requirement. For newly accepted degree-seeking students, the award of CLEP credit is made by the Office of Admissions; for enrolled students, the award of credit is processed through the Office of the Registrar. All CLEP credit is accepted on a credit/no credit basis.

INTERNATIONAL STUDENTS

As an international university, Barry has always welcomed international students, faculty and visitors.

ELIGIBILITY FOR ADMISSION

International students may be admitted to Barry University if they meet the University's admission requirements. For the purpose of admission to Barry University, an international student is a student who has received high school and/or university level education outside of the United States (regardless of citizenship or immigration status) and/or a student who requires a student visa. For immigration purposes, an international student is one whose country of birth, citizenship, and permanent residency are not the United States.

The basic admission requirement for international students is determined by the University and varies with the applicant.

An international student may not register for any courses until full acceptance to the University has been granted.

GENERAL APPLICATION PROCEDURES

Application Procedures

1. Please follow the application requirements as stated earlier in the catalog.
2. Educational documents must be submitted as follows:
 - Official transcripts should be sent to Barry University directly from all institutions attended.
 - Certified and notarized records from foreign institutions may be submitted by applicants, but the University may insist that such transcripts be sent directly to Barry University from the issuing institutions. Applicants from countries with school-leaving examinations must submit official examination results.
 - International credentials from an educational system other than the United States must be evaluated by a foreign credential evaluator who is a member of NACES. The admission decision and transfer evaluation require official transcripts, translation and professional course by course evaluation. The cost of the evaluation is the responsibility of the applicant.
 - Once credentials are submitted to the Office of Admissions, they become the property of Barry University and will not be surrendered.
 - Documents in a language other than English must be accompanied by certified English translations. Translations supplement but do not replace original documents. Both documents should be submitted.
3. For a student whose native language is not English, proof of English proficiency must be submitted. Satisfactory proof includes one of the following:
 - Test of English as a Foreign Language (TOEFL) results reflecting a score of at least 550 on the paper version or 213 on the computer-based TOEFL, or 80 on the internet-based version or College-level Academic Skills Test (CLAST) results reflecting a passing score in the English portion, or a satisfactory score on the verbal section of the Scholastic Aptitude Test (SAT) or the American College Test (ACT).
4. Permanent Resident Status - When an applicant has permanent resident status, a copy of the Alien Registration Receipt Card (front and back) must be presented as a supplement to the application for admission.
5. **Certification of Eligibility (Form I-20):** Once a student has

been accepted, a financial statement must be submitted in order to obtain the U.S. Department of Justice, Immigration and Naturalization Service Certificate of Eligibility for Nonimmigrant (F-1) Student Status (Form I-20A). There are two types of financial statements:

1. A bank letter addressed to Barry University stating that the student or sponsor have the funds available to pay the total cost associated with attending Barry University for one year. **The University determines the required amount.**
2. A financial affidavit of support form indicating financial support or government sponsorship guaranteeing payment of tuition and fees, books, room and board, medical insurance and personal expenses for one academic year (two semesters).
3. International students should be familiar with their government's regulations about sending money to the United States and should make arrangements to have the necessary funds available at the designated times of enrollment. Documentary evidence of a means of financial support must be attached to the Certificate of Eligibility (I-20A) when applying for the student visa at the United States Embassy or Consular Office.
4. Attending the international student orientation is also required before registering for classes. Please bring your Passport, Visa, I-94 card, I-20, DS-2019, and other applicable documentation.
5. A Transfer Eligibility Form is required if transferring from another U.S. institution (if attended within the past five months).

INTERNATIONAL STUDENT AND SCHOLAR SERVICES (O'LAUGHLIN INTERCULTURAL CENTER)

The International Student and Scholars Services Department known as the O'Laughlin Intercultural Center (ICC) provides immigration advising, advocacy, support and other key resources and services to international students and scholars. The Center seeks to challenge existing cultural stereotypes and misconceptions, to enhance the university's awareness of the perspectives and needs of its diverse community members, and to aid the university's mission of achieving a multicultural living and learning community. ICC further provides resources, services and programs designed to develop the international dimensions of Barry University. Finally, it functions as a crucial liaison within the Barry community, and various local, state, and

federal agencies.

All international students must ensure compliance by checking with ICC upon admission to Barry University.

MAINTAINING STATUS

An F-1 student is admitted to the U.S. for 'duration-status' (D/S is found on the white I-94 card in your passport). This means the student is permitted to stay in the U.S. for as long as the student maintains status by fulfilling the requirements of being an F-1 Student. Keep in mind that there is an important difference between an F-1 visa and F-1 status. The visa is a stamp or sticker placed in the student's passport by a U.S. embassy or consulate and is granted for entry purposes only. F-1 status is granted when the student enters the U.S. and is regulated by the United States Citizenship and Immigration Services (USCIS). **Even if the student's visa is valid, the student can lose legal F-1 student status if the Student does not continue to comply with immigration laws regulating his/her stay in the U.S.** Keeping the following regulations is extremely important. Penalties for voiding student regulations vary from (1) applying for reinstatement, (2) voluntarily leaving the U.S., (3) deportation.

OVERVIEW OF GOVERNMENT REGULATIONS TO MAINTAIN STUDENT LEGAL STATUS

- Maintain a valid passport at all times, unless exempt from passport requirements.
- Attend the university that the INS has authorized the student to attend.
- Complete an official Immigration transfer whenever the student changes educational institutions. An immigration transfer must be completed within 30 days of the beginning of classes of the first semester at the new school. Please note: An immigration transfer is a totally separate process from transferring academic credit from another school. An immigration transfer is not complete until a Designated School Official (DSO or International Student Advisor) endorses the I-20.
- Complete a full course of study during the fall and spring semesters (12 hours per semester for undergraduates; 9 hours for all graduate students). The student is not required by INS to enroll in classes during the summer session, unless summer is the first semester in the U.S.; however, check with your department to see if there are any requirements for the summer. If the student needs to drop a course, an appointment must be made with an International Student Advisor **BEFORE dropping the course.**
- Apply for an extension if the student cannot complete the degree by the ending date indicated on the I-20.
- Obtain a new I-20 whenever the student makes a change in degree levels. This would include changing from language studies to a bachelor's degree, from a bachelor's to a master's, to a doctorate, from Optional Practical Training Program to a new degree, from one level of degree to one on the same level (master's to a second master's), etc.

- A student is permitted to work off-campus only with prior authorization from an International Student Advisor or INS. On-campus work does not require authorization. Full-time student status must be maintained. If a student works illegally, the student must leave the country or face deportation and cannot be reinstated. On campus work is limited to part-time (20 hours or less per week) during the fall and spring semesters. It may be full-time (more than 20 hours) during the summer and official school breaks.
- Request travel endorsement on the back of the I-20 form the Intercultural Center 2 weeks prior to scheduled departure from the U.S. if the student wishes to re-enter the U.S.
- Report a change of address to the Intercultural Center within 7 days of the change.

FINANCIAL INFORMATION

TUITION

Tuition is \$425.00 per undergraduate credit hour payable by check or money order to Barry University. Tuition is \$815.00 per graduate credit hour (\$665.00 off the Miami Shores campus). The canceled check, money order, or credit card is a permanent record of payment.

FEES

Application Fee, payable once, non-refundable \$30.00
 Academic Program Fee for NSE Prefix \$300.00/500.00
 Courses (non-refundable)

Academic Program Fee for CAT,CS,IT Prefix courses and Online/web-blended courses, non-refundable	50.00
CLEP Fee per credit	100.00
ACE Challenge Exam Fee	75.00
Transcript, each	10.00
Tuition Management Systems (TMS)	75.00 (per semester)
Payment Plan	90.00 (per year)
Tuition Management System Late Payment	100.00
Corporate Reimbursement Deferred Payment Plan Fee	50.00 (per semester)
Late Payment Plan Fee	500.00
Returned Check Fee	100.00
Declined Credit Card Fee	250.00
Portfolio Administrative Fee	1,600.00
Graduation Fee	150.00

PAYMENT TERMS

1. Any balance due from a prior session must be paid in full before a student may register.
2. Registration MUST be accompanied by a check, money order, or credit card number, payable to BARRY UNIVERSITY. Credit cards which are accepted are Visa, American Express, and MasterCard. Payment can also be made on the web. Please go to <http://access.barry.edu>.
3. Payment of tuition and fees is due in full. Payment of one-half (1/2) of the total due is accepted **provided**: a promissory note signed by the student accompanies the registration along with a \$50.00 non-refundable deferred payment plan fee. (Any registration received with less than one-half (1/2) of the amount owed will be returned to the student.)
4. STAFFORD STUDENT LOAN Registration from students with approved student loans will be processed. Students whose loans have not been approved at the time of registration must pay tuition and fees as outlined in #2 and #3.
5. CORPORATE REIMBURSEMENT POLICY
Students who participate in a corporate reimbursement plan are responsible for the entire tuition and fees charges regardless of their employer's reimbursement policy, and these students must:
 - a. Present written documentation from their employer of employment at the time of their first registration. The documentation should clearly indicate the level of corporate reimbursement (i.e., 50%,75%, 100%, etc.). Students should supply proof of continued employment during subsequent semesters for which they are participating in corporate

reimbursement plans.

- b. Pay in full any difference between the total reimbursable amount and the tuition and fees.
- c. Pay a \$50.00 non-Refundable Deferred Payment Fee and sign a Deferred Payment Plan form accepting responsibility for the entire amount of tuition and fees at the time of registration, due six weeks after the end of the coursework (i.e. six weeks after the conclusion of session A, six weeks after the conclusion of session B and six weeks after the conclusion of the summer semester). For late payment, a fee of \$500 will be assessed.
- d. Under no circumstances will payment be deferred for more than one semester (e.g incomplete grades). Payment becomes due immediately upon course withdrawal or course failure.
- e. Any registration that is paid for by a check that is returned is subject to immediate deletion.

6. TUITION REIMBURSEMENT BY VETERANS
ADMINISTRATION

Registration must be accompanied by payment as outlined in #3. It is the student's obligation to pay first and then seek reimbursement from the Veterans Administration.

DROPPED COURSES

Students who wish to change their registration status before the semester begins or during the first week of class must complete an Add/Drop Form with their academic advisor's signature. Refund policy is stated below.

TUITION CREDIT POLICY

Prior to the start of the session	100%
Through the first week of the session	80%

After the first week of classes No Credit

The above percentages apply to students who have paid their tuition and fees in full.

Special course fees are not refundable.

WITHDRAWALS

Students who wish to change their registration status after the first week of class must complete a Withdrawal Form or notify, in writing, their academic advisor/director. Students are also expected to contact the faculty member teaching the course from which they

intend to withdraw. There is no refund after withdrawing from a course. An unauthorized withdrawal will result in a final grade of "F". Students must withdraw before the final four (4) weeks of class. The effective date of the withdrawal will be the date of formal notification to the School of Adult and Continuing Education.

TOTAL WITHDRAWAL AND RETURN OF TITLE IV FUNDS:

When a student receiving Title IV student financial aid withdraws from all courses, the aid must be adjusted in accordance with rules established by the U.S. Department of Education. These calculations may result in the student owing the University a balance.

If a student withdraws or stops attending classes before completing 60% of the semester, a portion of the total federal aid received, excluding Federal Work Study earnings, may need to be repaid immediately by the student. The amount of federal aid that the student must repay is determined via the Federal Formula for Return of Title IV funds. This law also specifies the order in which funds are to be returned to the financial aid programs from which they were awarded, starting with loan programs.

ORDER OF RETURN OF TITLE IV FUNDS

1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Federal Perkins Loans
4. Federal PLUS Loans
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grants (SEOG)
7. Other Title IV assistance (not including FWS)

Note: For students who receive Tuition Assistance Plan (TAP) benefits, your TAP is applied at the rate of tuition charged. In any case where the tuition charges are adjusted, the TAP will be adjusted accordingly.

The student may be required to make a repayment when cash has been disbursed from financial aid funds, in excess of the amount of aid that the student earned (based on the date of the student's total withdrawal) during the semester. The amount of Title IV aid earned is determined by multiplying the total Title IV aid (other than FWS) for which the student qualified by the percentage of time during the semester that the student was enrolled:

If less aid was disbursed than was earned, the student may receive a late disbursement for the difference.

If more aid was disbursed than was earned, the amount of Title IV aid that the student must return (i.e. not earned) is determined by subtracting the earned amount from the amount actually disbursed.

The responsibility for returning unearned Title IV aid is shared between the University and the student. It is allocated according to the portion of disbursed aid that could have been used to cover University charges, and the portion that could have been disbursed directly to the student once those charges were covered. Barry University will distribute the unearned aid back to the Title IV programs, as specified by law. The student will be billed for the amount that the student owes to the Title IV programs, as well as any amount due to the University, as a result of Title IV aid that was returned that would have been used to cover University charges.

For additional information on refunds to Title IV sources, and other types of aid, please contact the Office of Financial Aid at (305)899-3355 or 800-945-2279.

REFUND REQUESTS AND CREDIT BALANCES

Adult and Continuing Education(ACE) full-time students whose financial aid award exceeds their tuition and fee charges, generating a credit balance in their accounts, **may not be** eligible for an immediate refund of the excess balance.

If any part of this credit balance is the result of Federal or State financial aid **grants**, (Federal Pell Grant, Florida Resident Access Grant or Florida Student Assistance Grant), please note:

- Any refund of these grants to the student cannot be processed until after all applicable add/drop periods have ended.
- Students who are enrolled in both sessions, Session A and Session B, may have access to their credit balances **only after** the end of the add/drop period of Session B.
- If, after the add/drop period of Session B, the student is still registered as a full-time student (12 credits or more) and continues to meet all other eligibility requirements, a refund may be requested.

Students who have borrowed student loans, have a credit balance, and do not need the excess funds for educational-related expenses should consider returning some or all of the credit balance to the lender to reduce their debt.

REFUND POLICY FOR STATE OF FLORIDA FUNDS

A refund will be due to the State of Florida when a student is not enrolled full-time by the end of the institution's established

add/drop period. The State requires a full refund of monies.

DELINQUENT ACCOUNTS

If a student's account becomes delinquent, the account may be referred to a collection agency or to an attorney, or both. In such an event, the student shall be liable for the balance due plus any fees of the collection agency, attorney's fees, court costs and all other charges associated with the collection of the debt together with interest at the maximum allowed by law.

GRADES, TRANSCRIPTS, AND DIPLOMAS

No student may receive a grade, diploma or transcript of credits until his/her financial account has been settled. This also includes delinquent amounts of loans.

STUDENT DISMISSAL

A student dismissed for academic or disciplinary reasons at any time shall not be entitled to any claim or refund.

FINANCIAL AID

The purpose of the Adult and Continuing Education Financial Aid office at Barry University is to provide service to students who need financial assistance in order to enroll, or to continue at the University, in the form of financial aid and financial planning for their education. The commitment of Barry University to providing financial assistance to its students is personal and on-going. The ACE Financial Aid office fulfills this commitment by following established procedures and practices which ensure the equitable and consistent treatment of all financial aid applicants.

The programs are administered in accordance with nationally established philosophies of financial aid for post-secondary education. The basis of these philosophies is the belief that the

family is the primary resource for meeting educational expenses and financial aid is available for bridging the gap between those resources and college costs. The total cost of attending college will include not only tuition and fees, room and board, books and supplies, but personal and travel expenses as well.

The Free Application for Federal Student Aid (FAFSA) is the document used by Barry University to collect confidential information from students and families for the purpose of determining a student's need for financial aid. This information is processed by one of the federally approved Multiple Data Entry Processors and the results are sent to Barry at the request of the student.

DETERMINING ELIGIBILITY FOR FINANCIAL AID

A student is eligible for financial aid when all of the following criteria are met:

- Enrollment, or acceptance for enrollment, in a degree-seeking program of study;
- U.S. citizenship, or qualification as an eligible non-citizen;
- Achievement of satisfactory academic progress; and completion of the necessary financial aid applications by the appropriate deadlines.

Students who have completed all of the coursework for their degree or certificate, but have not yet received their degree or certificate, cannot receive further aid for their program. They would have to be enrolled in another degree-seeking program to continue receiving financial aid.

In order to qualify as an eligible non-citizen, students must be permanent residents with a Permanent Resident Card (Form I-1551, since 1997) or Resident Alien Card (Form I-551 before 1997), with a valid expiration date. Foreign passports stamped "Processed for I-551" with a valid expiration date are also acceptable. Students may also present a Form I-94 "Arrival-Departure Record" which must be stamped "Processed for I-551" with a valid expiration date, or "Temporary Form I-551" with appropriate information filled in. No financial aid is available to International Students. International Students may apply for credit-based alternative loans. Information on alternative loans is available at the ACE Financial Aid Office.

SATISFACTORY ACADEMIC PROGRESS

For federal financial aid purposes, satisfactory academic progress (SAP) is defined as successfully completing 24 credit hours each academic year (if attending full-time), or at least 50% of the credit hours attempted during the academic year (if attending part-time) and achieving a cumulative grade point average of 2.00 or above (whether attending part-time or full-time). You must be attending at

least 12 credits per semester to be considered a full-time student. Review for SAP is done annually at the end of the previous Spring semester.

When a course is repeated, Barry University allows only the most recent grade to be counted towards the cumulative grade point average. However, for SAP purposes, we would still have to count all credits attempted.

If a student has not completed the required amount of credits and/or has not obtained a 2.00 cumulative GPA by the end of the previous Spring semester, he/she will be placed on financial aid probation for no longer than one academic year. If that same student has not obtained a cumulative 2.00 GPA and has not completed the required number of credits by the end of the probationary period, he/she will be placed on financial aid suspension and be ineligible for financial aid for the next academic year.

A student can choose to appeal his/her financial aid suspension by explaining, in writing, the mitigating circumstances as to why he/she has not been meeting our SAP standards and what steps have been taken to rectify the mitigating circumstances, and include any supporting documentation with the explanation to the ACE Financial Aid Office. The documentation that we receive will be presented to the Financial Aid Appeals Committee for review and the student will be notified in writing, within 1-2 weeks, whether the appeal was approved or denied.

APPLYING FOR FINANCIAL AID

After applying for admission, students should complete the necessary documents on the Internet and have them sent directly to Barry University's Financial Aid Office. Student should complete the following items: the Free Application for Federal Student Aid (FAFSA), the Federal Stafford Loan Master Promissory Note (MPN) and the Student Loan Entrance Interview Session (ENT). Students who do not have access to a computer with Internet capabilities can contact the Financial Aid Office, or their off-site campus, for the necessary documents.

The (FAFSA) can be completed on the Internet by connecting to <http://www.fafsa.ed.gov>. If you choose not to use a PIN while completing the FAFSA on the Internet, please remember to print out the signature page and mail it to the address specified. Students should request that the results from the FAFSA be forwarded to the Barry

University Office of Financial Aid. Our school code is 001466. If you have already completed the FAFSA and received a Student Aid Report (SAR: the results from your FAFSA) which does not have Barry University listed on it, you may add our school by going online at <http://www.fafsa.ed.gov> or calling the U.S. Department of Education at 1-800-4FED-AID (1-800-433-3243) to have your SAR sent to us electronically. You will need our school code of 001466 when adding Barry University to your SAR.

The MPN and ENT can be completed on the Internet by connecting to www.opennet.salliemae.com. Students who go to the website will notice Barry University is listed twice -with school codes of 001466-00 and 001466-01. They should pick the one with school code 001466-00; the other code is for our law school in Orlando, and we do not have access to student loan applications with the code of 001466-01. Once the correct school code is chosen, and students have logged into the website, they will be instructed to complete the ENT first and then the MPN. The completion of both items should take no longer than 20-30 minutes.

Students whose SAR is selected for verification may be required to submit additional documents(i.e., tax returns, W-2 statements, etc.) and complete a verification worksheet. The worksheet can be obtained on the Internet by connecting to www.barry.edu/faforms. All necessary documents will be used to verify information submitted on the FAFSA. Students will be notified if tax returns and W-2 statements are required from them and/or spouse to complete the verification process. Students must apply each academic year for financial assistance.

TYPES OF FINANCIAL AID

There are three types of financial aid available through the School of Adult and Continuing Education. They are GIFT-AID, LOAN-AID, and WORK-AID.

GIFT-AID is comprised of scholarships and grants from a variety of sources and is money that does not have to be repaid. Scholarships are awarded on the basis of academic promise while grants are awarded based on financial need. Students must be pursuing a first baccalaureate degree to be considered for federal and state grants.

LOAN-AID comes from a bank, credit-union or other lending institution. Unlike scholarships and grants, loans must be repaid. Repayment of student loans usually begins after the student leaves school.

WORK-AID allows the student to work on campus to help defray the cost of education, while at the same time gaining valuable work experience.

THE FEDERAL PELL GRANT

The Federal Pell Grant serves as the foundation to which other sources

of aid are added. The awards range, depending on the need of the student, from \$523 to \$4,731.

FEDERAL FAMILY EDUCATION LOAN PROGRAM (FFELP)

Low-interest loans for students who are registered at least half-time are provided by private lenders such as banks, credit unions, and other organizations. There are three types of FFELP loans: the Subsidized Federal Stafford Loan, the Unsubsidized Federal Stafford Loan, and (for dependent students) Parent Loan for Undergraduate Students(PLUS).

THE SUBSIDIZED FEDERAL STAFFORD LOAN is based on financial need using a federal formula. The government pays the interest for the student while he or she is enrolled in school at least half time and during grace and deferment periods. Repayment of principal begins six months after graduation or when enrollment drops below half-time. Repayment may extend up to 10 years. The interest rate is fixed at 6.0%.

NOTE: Students who currently have student loans in a defaulted status will not be eligible for any form of financial aid, including FRAG, until the defaulted loans are resolved.

THE UNSUBSIDIZED FEDERAL STAFFORD LOAN is not based on need and is available to students regardless of family income. However, because the loan is not subsidized by the government, the student is responsible for all interest which accrues during in-school, grace and deferment periods. Repayment of principal and interest begins six months after graduation or when enrollment drops below half-time. Repayment may extend up to 10 years. The interest rate remains fixed at 6.8%

There is an origination fee and a guarantee fee, not to exceed 2% combined. For dependent students, the annual loan limits for combined subsidized and unsubsidized loans are \$3500 for freshmen, \$4500 for sophomores and \$5500 for juniors and seniors. For independent undergraduate students, those amounts may be exceeded by an additional \$4000 for freshmen and sophomores, and \$5000 for juniors and seniors. The maximum aggregate debt (lifetime limit) that an undergraduate student can accumulate is \$46,000.

Under the **FEDERAL PARENT LOAN FOR UNDERGRADUATE STUDENTS(PLUS)**, parents of dependent students may borrow up to the cost of education minus other financial aid. Eligibility is determined by the school, but it is not based on financial need. The borrower must have a good credit history. The interest rate is fixed at 8.5%. There is an origination fee and a guarantee fee, not to exceed 4% combined. Repayment begins 60 days after the funds are fully disbursed. However, parents may be eligible for a deferment/forbearance if they are enrolled at least half-time themselves, or if they are

experiencing economic hardships. The parents should follow up with their lender to see if a deferment/forbearance would be applicable to them. Parents have up to 10 years to repay this loan.

THE FEDERAL PERKINS LOAN PROGRAM

This low-interest (5%) loan, made by Barry University, but federally subsidized, is awarded to students based on exceptional financial need. A student must complete and sign a promissory note with the school. Repayment begins 9 months after leaving school. These loans are generally awarded in amounts ranging from \$1,000 up to \$4,000 annually and are subject to funding availability.

THE ALTERNATIVE OR PRIVATE LOAN PROGRAMS are for students who find the federal loans insufficient to meet their educational expenses. These loans are offered by private lending institutions and vary in interest rates and terms. While they are not **need-based**, students must be **credit-worthy** to borrow. Many of these loans are specifically tailored to undergraduate students. The ACE Financial Aid Office maintains information on these loan programs.

THE FEDERAL WORK-STUDY PROGRAM (FWS).

This federally funded, need-based program enables students to work part-time on Barry University's campuses to help defray educational expenses. A minimum of 7% of Federal Work-Study funds will be used in community services jobs, giving students an opportunity to work on behalf of individuals in our community needing assistance. Through the assistance of the FWS coordinator, students are assigned to available jobs based on their skills and abilities, and are paid on a monthly basis. Funding for this program is limited.

FLORIDA RESIDENT ACCESS GRANT (FRAG)

The non-need based grant provides tuition assistance to full time undergraduate students who are Florida residents. An applicant must be a U.S. citizen or eligible non-citizen and living in Florida for twelve (12) consecutive months prior to the first day of classes of the academic semester for which assistance is requested. The award is approximately \$3,000 per academic year, subject to state appropriations. The FAFSA must be submitted to the Financial Aid Office at Barry University no later than the first day of the semester for which the grant is requested. If only applying for the FRAG, you must complete the FRAG application prior to the start of the Fall or Spring semesters. It is available in the Fall and Spring semesters only.

Students must register for courses for both A and B in order to be eligible for the maximum financial aid award. In order to possibly be eligible for the maximum financial aid award, students must be registered for at least 12 credits (which is full-time status) at the beginning of an A session (for both the Fall and Spring semesters) and have successfully completed their financial aid paperwork. Failure to

maintain full-time enrollment status (12 credits) during the full duration of the semester (A and B) may result in the loss of financial aid. In all cases, the student is responsible for full payment of tuition and fees incurred at the time of registration.

FLORIDA STUDENT ASSISTANCE GRANT (FSAG)

This need-based grant provides approximately \$500-\$1000 per academic year to full-time undergraduate residents. FSAG funding is extremely limited and may be available to students demonstrating the greatest amount of unmet financial need (based on the results of the FAFSA). To be considered a Florida resident, you must reside in Florida for twelve (12) consecutive months prior to the first day of classes of the academic semester for which assistance is requested. A new FAFSA application must be submitted each year.

RENEWAL REQUIREMENTS FOR FRAG AND FSAG

Students awarded FRAG and/or FSAG the previous academic year must complete 24 credits (from the previous Summer, Fall and Spring semesters) with a cumulative GPA of at least 2.00 in order to be considered for renewal. FSAG recipients must also continue to demonstrate financial need and submit the Free Application for Federal Student Aid (FAFSA).

NOTE: Students who currently have student loans in a defaulted status will not be eligible for any form of financial aid, including FRAG, until the defaulted loans are resolved.

VETERANS' AND ELIGIBLE DEPENDENTS' EDUCATIONAL ASSISTANCE

The Federal Government has programs which provide financial assistance for veterans and eligible dependents of certain veterans. You can obtain further information from your Veterans' Administration representative at Barry University. If you are eligible for veterans' educational benefits, we will provide you with the necessary forms and will certify your enrollment status. Questions regarding veterans' educational benefits may be directed to the Office of the Registrar (305-899-3860), or to the Veterans' Administration Regional Office at 1-888-442-4551 (Atlanta, GA) or 1-800-827-1000 (Saint Petersburg, FL).

CREDIT FOR PREVIOUS TRAINING FOR VETERANS

Students eligible to receive educational benefits from the U.S. Department of Veterans Affairs with previous post-secondary training/experience must request official transcript(s) be sent to Barry University. All transcripts must be received by the end of the first semester or the student's educational benefits will be terminated until all transcript(s) are received. Should credits be accepted, the student's training time and total tuition costs* will be reduced proportionately. The VA and the student will receive a written notice of credits allowed.

*This reduction refers to total costs involved in obtaining the degree. Costs are reduced since credits at another institution are applied toward this degree. This does not imply a credit reduction allowance for veterans or eligible dependents.

FINANCIAL AID INFORMATION
CALL 305-899-3355
OR TOLL-FREE 1-800-945-2279, OPTION #2
e-mail: ace-finaid@mail.barry.edu
Web: www.barry.edu/ace

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FINANCIAL AID PROGRAMS

Programs^Eligibility^Award Amounts^Application Information
Federal Pell Grant^Undergraduate student^\$523-\$4,731^Complete the Free
^^Attempting 1st bachelor's degree^Application for Federal Student Aid
(FAFSA).
^U.S. citizen or permanent resident^per academic^
^Enrolled or accepted for enrollment^year^
^Enrolled in a degree-seeking program^^.
^Demonstrate financial need
^Satisfactory academic progress^

Florida^Full-time student(12 credits or more)^Approximately \$3,000
per^
Resident^Degree-seeking^academic year.^Complete the FAFSA application
Access Grant(FRAG)^One year or more Florida resident^Subject to^prior

to the start of the Fall or Spring ^^semester.

^Attend a private Florida^funding by the^
^college or university^State of Florida^^^Satisfactory academic
progress^^Undergraduate Student Attempting 1st bachelor's degree

Florida Student^Full-time student(12 credits or more) ^Approximately
\$500-\$1000 per^Complete the Free Application For Federal Student Aid
(FAFSA).

Assistant Grant(FSAG)^Degree-seeking^academic year.

^Demonstrate financial need^Subject to^^funding by the State of
Florida

^One year or more Florida resident^

^Attend a public or private Florida^^.

^college or university^Satisfactory academic progress^^Undergraduate
Student^^^Attempting 1st bachelor's degree^^^U.S. citizen or permanent
resident

Federal Stafford Loan^Degree-seeking^Up to \$3,500^Complete Master
Promissory.(MPN), Entrance Interview Session^Master (ENT)^At least
half-time attendance (6credits)^per academic^Note Student Loan
Entrance Interview Session (ENT) and the Free^Application for Federal
Student Aid (FAFSA)^

Student Aid (FAFSA)^Student^U.S. citizen or permanent resident^year
for^

Loan^Enrolled or accepted for enrollment^Freshmen,^\$4,500 for^
(Subsidized and^^sophomores,^

Unsubsidized)^^\$5,500 for

^^^juniors and^

^^^seniors^^Dependent or Independent Student^Satisfactory academic
program^

Additional^Degree-seeking^Up to \$4,000 per^Same as above

Unsubsidized^At least half-time attendance(6 credits)^academic year^
Stafford^Enrolled or accepted for enrollment^For freshmen and
sophomores;^

^U.S. citizen or permanent resident^\$5,000 for juniors and
seniors^^Satisfactory academic progress

^Enrolled or accepted for enrollment

^Independent Student.

Federal^Degree-seeking student^Up to cost of^Complete loan application
and

Parent Loan^At least half-time^attendance minus^recommend completion
of^

Undergraduate^attendance(6 credits)^other financial aid^Free
Application for

Student^U.S. citizen or permanent^resident^^Federal Student Aid
^^^(FAFSA).

^^Credit check involved

^^Dependent student^^^Satisfactory academic progress^

Federal^^\$1,000^Complete the
Perkins^^per academic^Free Application
Loan Program^^year^For ^^Federal
^U.S. Citizen^Student Aid (FAFSA).
^or permanent^^
^resident^^Sign a promissory
^Degree-seeking or^^note with the
^accepted for^^Office of
^enrollment^^Financial Aid.
^^in a^^
^degree-seeking program^^
^Demonstrate extreme^^
^financial need^^
^Satisfactory academic progress^^^At least Half-time attendance (6
credits)^

Federal^Same as Pell Grant^up to \$3,000^Complete the
Full-time student (12 credits or more)^per academic^Free Application
Work^year^For Federal
Study^^^Student Aid (FAFSA).^

**Award amounts and eligibility requirements are subject to change. The
student's financial aid file must be complete before financial
assistance may be offered.**

STUDENT LIFE

VICE PRESIDENT FOR STUDENT AFFAIRS

Phone: 305-899-3085

Landon Student Union, Suite 300

www.barry.edu/student-services

As senior administrator in charge of the Student Affairs Division, the vice president, along with the associate vice presidents and Dean of Students promote the welfare of all students: resident, commuter, native, international, young adult, nontraditional, and the physically challenged. The Student Affairs Division is prepared to assist you with any personal, financial, or academic difficulties.

THE DEAN OF STUDENTS

Phone: 305-899-4926

Landon Student Union, Suite 101

deanofstudents@mail.barry.edu

The Office of the Dean of Students provides support for the

intellectual and personal development of all students through a combination of advocacy, programming, and services that enhance the quality of campus life. Additional areas of responsibility include: guidance, fostering educational goal attainment, making appropriate referrals, promoting faculty-student collaboration, alcohol and other drug education, and managing the disciplinary process. Other special initiatives include the Mentor Program, the Bookstore Lecture Series, and the Dean of Students Forum series.

CAREER SERVICES

Phone: 305-899-4010

Landon Student Union, Suite 105
careerservices@mail.barry.edu

The Career Counselors provide counseling and development services to students, alumni, faculty and staff, in accordance with the University's mission imperative of a caring environment. The goal of Career Services is to encourage each student to take personal responsibility to utilize the services to develop his or her career planning skills from freshman through senior year and beyond. Career counseling is available on an appointment basis. In order to serve all students, evening appointments are available by request.

Career Services strives to provide the following services in an atmosphere of respect and confidentiality:

1. Career development and planning to assist students and alumni.
2. Innovative, informative career programs including activities, presentations, and seminars.
3. Interaction with area employers to promote career development within the surrounding community. Career Services offers communication and interaction with employers nationwide to increase recruiting opportunities.
4. Collaboration with faculty and staff to provide services for students in a comprehensive manner.
5. A commitment to extend Career Services' resources beyond a traditional Monday - Friday format by utilizing Internet technology. Career Services is committed to serve all of Barry University's satellite campuses in this manner.

The following services are available to all Barry University students, faculty, staff and alumni:

- Career Expos and Interview Days
- Career Interest Inventories
- Career Library Resources
- Full-time and Part-time Job Listing via e-BUC\$
- Individual Career Counseling
- On-campus Recruiting
- Resume Writing, Interview Skills Assistance

It is the policy of Career Services to provide services to employers whose mission is consistent with the mission of the University.

Personal Counseling

The purpose of the Center for Counseling and Psychological Services is to provide the following services in an atmosphere of respect and confidentiality:

1. Personal Counseling, including individual and group Counseling
2. Wellness-related programs, including activities, presentations and workshops to students.
3. Interaction with other universities statewide including promotion of responsible and healthy lifestyle choices with regard to substance abuse, and addressing other areas of interest and concerns.

Personal counseling is available on an appointment basis, if possible. Twenty-four hour emergency counseling services are available through a cell phone system.

Confidential personal counseling is available to all students at Barry University. Students are encouraged to use the counseling services when those services would be helpful. When requested, or when appropriate, referrals are made to the University's consulting psychiatrist, to physicians and/or community agencies. These referrals are made through the Counseling Center. Confidentiality is maintained.

Currently enrolled students who, by their actions, are suspected of being psychologically unable to function as members of the student body, may be required to provide a clearance from the University's consulting psychiatrist, as a condition for continued enrollment in the University. This condition of clearance from the University's consulting psychiatrist also applies to those students who withdraw from the University for psychiatric treatment and subsequently seek re-admission.

Two thirds of the Barry University student body consists of commuter students. The purpose of the Office of Commuter Affairs is to meet the practical, social, informational and advocacy needs of all the commuter students of the university, , including undergraduate, graduate, ACE, and off-campus university sites commuters.

The Office of Commuter Affairs is designed as a resource center with information relevant to commuter students about the university and our community. Its purpose is to provide a variety of programs and

of college health into the university mission.

SHS provides quality health care utilizing a nursing model in collaboration with a local family practice physician to promote a healthy community and healthy individuals as critical components of student learning.

Services provided include:

1. Assessment of injury or illness by a registered nurse
2. Referral to an on campus nurse practitioner*
3. Referral to off campus health care providers (student must assume financial responsibility for these services).
4. Provision of over the counter medications
5. Limited in-house prescription services*
6. Administration of immunizations including: MMR's, Tetanus, Hepatitis A&B, Varivax & PPD's, Menomune, & Flu*
7. Administration of the student health care insurance benefits
8. Health education and illness prevention
9. Pharmacy delivery service from a local pharmacy

*Please Note: There will be a nominal fee billed to the student account for these services.

Responsibility of Students:

- Based on the ACHA guidelines for institutional prematriculation immunizations, all students residing in campus housing, and international students attending Barry University on an F-1 or J-1 visa are required to provide proof of two MMR (measles, mumps, Rubella) vaccinations, a tetanus diphtheria and pertussis vaccination (Tdap) in the last 10 years prior and the Meningococcal vaccination, to entry into Barry University.
- The SHC recommends that all registered fulltime students not only receive MMR and Tdap, in addition **all students** are strongly encouraged to provide a statement of good health and proof of hepatitis B, hepatitis A, Varicella, annual Influenza vaccinations and PPD screenings prior to attending Barry University.
- All resident and international students are required to complete a current health history (ncluded in the health form).
- All fulltime students are recommended and all students residing in campus housing and all international students attending Barry University on an F-1 or J-1 visa are **required** to obtain adequate health insurance. Due to the inconsistency of many privately sponsored international insurance plans, beginning Fall, 2007, all International students attending Barry University on an F-1 or J-1 visa will need to purchase the student insurance plan unless they are covered by an embassy insurance plan or an United States corporate sponsored plan through an employer. Proof of insurance will be required by an online waiver. More information

can be obtained by visiting the Student Health Center's website at www.barry.edu/healthservices.

- Proof of insurance and a completed insurance waiver must be received in Student Health Center (SHC) prior to the first 14 days of the semester or the fee for the Barry sponsored student insurance plan may be assessed to the student's account. If a student insurance fee has been assessed to a student's account due to lack of compliance with the university policy, such fees are irrevocable and will not be credited under any circumstance. Failure to comply with the University policy may negatively affect the student's U.S. Visa status and/or the arrangements for campus housing. If the academic program requires proof of insurance, they will provide the student with instructions regarding the completion of a waiver. Failure to comply with academic program requirements may negatively affect the student's participation in such programs. All programmatic decisions are handled by the compliance officer of that program, not the SHC.

STUDENT ACTIVITIES
3961

Phone: 305-899-

Landon Student Union, Suite 206
studentactivities@mail.barry.edu

The purpose of the Office of Student Activities is to facilitate individual growth and development of Barry students through involvement in extra-curricular activities that compliment the traditional educational processes of the university.

In keeping with this objective, the office develops and maintains an extensive extra-curricular program, which provides students with practical opportunities to link classroom learning with the extra-curricular and pre-professional environment. The office recognizes a number of student organizations, promotes Leadership Development, Greek Life, and social and educational programming.

Through increased social interaction, the Office of Student Activities consistently fosters the development of Barry University's commitment to quality education through a more caring environment.

Campus Events and Programming

Student activities are the combined efforts of clubs and organizations established for and/or by students, including, but not limited to governance, leadership, cultural, social, diversity, recreational, artistic, political and religious activities. Many of these efforts focus on programs that serve to educate, develop or entertain the students, faculty, staff, alumni, their guests and the surrounding community.

STUDENT UNION OFFICES

Phone: 305-899-4900

Concierge Center
Information Desk
ID Services
Union Facility Services
Landon Hall, Suite 103
e-mail: Info-Center@mail.barry.edu
Web Page: <http://www2.barry.edu/vpss/id.htm>

Hours of Operation

Monday through Friday - 7:00am - 7:30pm

Saturday and Sunday - 10:00am - 6:30pm

*(Hours vary during holidays and summer terms)

Concierge Center and Information Desk

Our campus specialist about locations, hours, and services offered on campus and in the local community. Our qualified staff will do everything possible to assist you with your various needs.

Some of the standard services we offer include local phone calls, sending and receiving of faxes, lamination, change for on-campus laundry and vending, on-site daily newspapers, database of information on local and state-wide events and attractions, and more.

ID Services

Photo identification cards are issued to each student at the time of their initial registration at the university. It is expected that the ID card will be retained throughout the students' university experience.

Students are expected to carry their ID at all times while on campus

The card is the property of Barry University and is intended solely for its use. When requested by a university official, students are required to produce their identification. It is not transferable and must be returned upon request. Misuse of the ID card will result in disciplinary action.

Currently, the library, the computer lab, and athletic facilities are using our computerized magnetic stripe system. Therefore, those services can only be accessed with a valid ID Card. Sodexo food services, the Follett Bookstore and most on-campus laundry facilities also accept the Barry ID Card as a mode of payment. However, money or a meal plan must be added to your ID card prior to making any purchases with your card. Bookstore and Laundry money can be added to ID card account through Student Account Services (Adrian Hall Room 112). Student ID cards must be validated for each semester. To validate ID's students must present a current printout of classes or other acceptable proof of registration for the current term.

Union Facility Services

- Get posters and flyers authorized for display in the Student Union
- Reserve a room for an event or a meeting
- Reserve audio-visual equipment for an event or a meeting
- Reserve a space for vending or promoting

Our office is open 7 days a week. Weekday hours are 7:00 to 7:30 p.m. Weekend hours are 10:00 a.m. to 6:00 p.m. Note that hours may vary during summer semesters and holidays observed by the university.

Room Reservation

The Landon Student Union Hall serves as the primary facility for students to meet and gather on campus. Specific space within Landon Hall can be reserved for student-oriented functions on a first come, first serve basis. All Landon Hall space reservation must be requested through the Student Union Office on a Barry University Reservation form. For more details, simply stop by our office.

Posting and Publicity

Only registered student organizations, academic units, university departments and approved non-university entities may publicize in Landon Hall. All publicity material intended for Landon Hall must be approved and by the Student Union Office. For more details simply stop by our office. Messages can also be posted on the Barry Television Information Channel. Request forms are available in our office or on the Student Web. Just go to www.student.barry.edu, click on Student Life, click on information center, and then click on the link " Information Channel Request Form."

PARKING

Parking on the Miami campus is available only with permit.

CAMPUS STORE

The campus store is open for the services and needs of the students of Barry University. Books, supplies, and other sundries are available for purchase. Hours are printed in the semester schedule.

DINING SERVICES

The Campus Dining Hall is available to all students. Commuter students have the option to pay cash at the door or purchase one of four commuter meal plans. In addition to cash, some of the commuter meal plans include "FLEX BUCS" that can be used to make purchases in this location. Dining service hours are printed in the semester schedule.

THEATRE

The Fine Arts Department produces a wide variety of musical and dramatic presentations. Throughout the year, music and theatre students have ample performance and technical opportunities in drama,

comedy, musical theatre, music recitals and dance concerts. Students may take advantage of two performance areas: the 994-seat Broad Center for the Performing Arts auditorium and the more intimate, 55 seat Pelican Theatre. Student-directed productions are encouraged and produced in conjunction with the University Theatre Club. The theatre program is actively involved with Alpha Psi Omega, the National Theatre Honor Society and theatre majors regularly intern with local professional theatres.

BARRY UNIVERSITY CHORALE

The University Chorale is an organization dedicated to singing all styles and periods of music. It is open to students and interested community participants.

CAMPUS SECURITY EMERGENCY PHONE

899-3333

RECITALS AND EXHIBITS

Students specializing in instrumental and vocal music, as well as members of the Music and Theatre faculty, present studio recitals and public concerts.

The Art and Photography faculty schedules exhibitions by contemporary artists in addition to student exhibitions and faculty exhibitions. Barry University points with pride to art objects and photographs executed by senior Art and Photography majors and displayed throughout campus buildings.

THE OFFICE OF MISSION AND MINISTRY

1-305-899-3650

The Office of Mission and Ministry offers a wide variety of programs on the Barry University campus to coordinate and foster awareness and articulation of Barry's mission values. Students of all faith traditions are invited to deepen their understanding of their faith and live their beliefs out fully in life.

To assist students in this endeavor, the ministry staff provides opportunities for worship, retreats, community outreach, Catholic faith formation and sacramental initiation and interfaith conversations and prayer gatherings. Students are also encouraged to volunteer in the community through participation in Habitat for Humanity, serving at Camillus House, Alternative Spring Break and many other organizations including tutoring, mentoring, etc. The Interfaith Committee offers programs to promote dialogue and engage in discussions of theological importance to Jewish, Christian, Muslim and

other faith traditions.

PUBLICATIONS

University publications include the *Barry Magazine* and *Alumni Connection*, both published three times a year, the annual *President's Report* and *For U*, an on-line, employee newsletter posted weekly. Additionally, the *Barry Buccaneer* is written and published monthly by the students.

The School of Adult and Continuing Education periodically publishes a *Newsletter* for its students and alumni.

ALUMNI ASSOCIATION

The Alumni Association promotes the mission of the University through establishment of mutually beneficial relations between the University and its alumni, and to help support the University through growth scholarships and development.

All graduates of Barry University are considered lifetime members of the Association. Current students may join Future Alumni of Barry (FAB) by making a contribution to the Barry University Annual Fund. This entitles current students to all benefits available to our alumni.

Benefits include networking opportunities, discounts on car insurance, health insurance plans, entertainment, restaurant, hotel and car rental discounts. The Barry University Bank of America credit card provides the holder as well as the University. Student members also have access to the Alumni Online Community to help in networking with alumni and maintain their connection to Barry University.

Annual events include Silver and Golden Shield Alumni Reunion Weekend for our 25 and 50 year graduates. Breakfast with Santa and Easter Egg Hunt. Alumni Chapters in both geographic regions and school specific plan additional programs and events throughout the year.

The Alumni Relations Office provides a means for you to stay connected to Barry through our website monthly e-newsletter, visit us at www.barryalumni.com. The office is located in the Vivian Decker Alumni House, at 103 NE 115 Street, Miami Shores (directly across the street from the main campus).

EXCERPTS FROM THE STUDENT HANDBOOK
(see Student Handbook for additional information)

STUDENT LIFE

Enrollment in Barry University presumes an obligation on the part of the student to act at all times in a manner compatible with the university's purpose, processes and functions. Students are expected

to uphold standards of personal and academic integrity and behavior, and further to respect the rights and privileges of all members of the Barry University community.

STUDENT CONDUCT CODE

The university, through the Division of Student Affairs established the Student Code of Conduct and it is contained in the Student Handbook. This Code is designed to assist in building an integrated, vibrant community that fosters the personal development of every Barry University student. As a member of the Barry community it is your responsibility to be familiar with the Code of Conduct and the university policies and procedures included in the Student Handbook.

The university's Student Code of Conduct includes examples of misconduct for which students and/or student organizations are subject to disciplinary action by the university. The list does not contain major university policies (found in other sections of the Student Handbook) and should not be considered inclusive.

The university's Student Handbook, which includes the Student Code of Conduct, can be found online at www.barry.edu/handbook.

JUDICIAL POLICIES

The university, through the Vice President for Student Services, has the duty and corollary disciplinary power to protect its educational purpose through setting standards of scholarship and student conduct and through regulation the use of its facilities. Judicial processes and procedures are substantially secondary to the use of example, guidance, counseling, mediation, and admonition in the development of responsible student conduct. However, when these preferred means fail to resolve problems of student conduct, procedural safeguards allow for proper action while protecting the student from unfair impositions of serious penalties.