



Undergraduate

Admissions

Classification: Day Division or Evening Division Student.

Students are classified as either day division or evening division for academic advisement and administrative purposes, not in consideration of the time of the day classes are attended.

For information on graduate degree programs, contact the Office of Graduate Admissions 215.951.2943 gradadm@PhilaU.edu, www.PhilaU.edu/graduate

Day Division Programs

Day division students contact Office of Admissions 215.951.2800 or 1.800.951.7287, admissions@PhilaU.edu

Students who apply to the University should be seeking a sound and challenging collegiate education and have demonstrated an ability to be successful in such a program by secondary school or prior college/university performance and preparation. Each student is reviewed individually and evaluated on the basis of educational background, including course preparation and grades earned.

The University reviews applications and makes admissions decisions on a rolling basis. Students must file a completed application accompanied by a nonrefundable application fee of \$40 and the appropriate academic credentials mentioned below. All applicants must complete the requirements for a high school diploma or submit the results of the GED.

Prospective high school students should submit an application early in their senior year. Applications reviewed after February 1 will be considered on a space-available basis.

To be considered for admission, freshman applicants must submit official academic credentials with 15 units of secondary school credit and must have taken the Scholastic Aptitude Test (SAT) or the American College Test (ACT). For information about SAT I and ACT writing test requirements, please contact the Office of Admissions. Required academic or college preparatory courses are four English, three Mathematics (including Algebra II and Geometry), three History and Social Science, two Laboratory Science, and three elective courses. Freshman applicants must also submit either an essay or writing sample and one recommendation letter.

Home-schooled and prospective students who have been away from high school for several years are also encouraged to apply for admission. Interested applicants should contact the Office of Admissions to discuss application requirements.

Students wishing to transfer must submit official transcripts from all colleges or universities attended as well as an essay or writing sample and one recommendation letter. If a student has earned less than 30 college credits, an official secondary school record and SAT or ACT scores are also required. For information regarding transfer student application deadlines, please contact the Office of Admissions.

Evening Division Programs

Evening division students contact the Office of Continuing and Professional Studies 215.951.2900 evening@PhilaU.edu

Prospective students for programs delivered through the evening division should contact the Office of Continuing and Professional Studies for application information at 215.951.2900 or via email at evening@PhilaU.edu. Degree programs are designed, in most cases, to accommodate adults whose professional obligations prevent them from enrolling full-time in regularly scheduled day classes.

The evening division's new student body is primarily composed of adults who are seeking a college education leading to a Bachelor of Science in an accelerated format. Some individuals are returning to higher education after their formal education has been significantly interrupted by a period of work, military service, homemaking, child rearing or some combination of these. Some wish to return to higher education to learn new concepts and skills, to do refresher work in



a particular field, to prepare for a new career or experience intellectual or social stimulation.

Prospective students should refer to the Continuing Studies section of this catalog or contact the office directly at 215.951.2900 for more specific information.

Applications are accepted for the evening division on a rolling basis.

Transfer Students

Philadelphia University welcomes applications from transfer students for enrollment in day or evening programs.

Transfer students may be awarded transfer credits applicable to degree requirements provided a "C-" or better is earned in the course from a properly accredited institution. Transfer students in the day division are expected to complete a minimum of 60 credits at the University with at least 12 credits in upper-division work in their major field and six credits in College Studies. Requirements are different for transfer students in the evening division. Contact the Office of Continuing and Professional Studies to learn more.

International Students

International students who wish to enter Philadelphia University must submit the appropriate application and translated copies of their secondary school and college credentials by February 1. Applications received after February 1 will be considered on a space available basis. International students are eligible for day division admission only.

If English is not the native language of the student, TOEFL scores (Test of English as a Foreign Language) should be forwarded to the Office of Admissions. International students must make definite arrangements to meet all financial obligations while attending the University. Financial aid is not available to international students. However, International Merit Scholarships are awarded to academically eligible students. A statement of financial support and bank statements indicating sufficient funds must be included with the application. The I-20 immigration form will be issued following acceptance and payment of a matriculation deposit to the University.



Financial Information

Billing questions? Contact Student Accounts Office
215.951.5988, studentacct@PhilaU.edu.
For more information, go to www.PhilaU.edu/business.

Annual Expenses for 2011-2012 Full-Time Student

(12 to 18.5 credits per semester)

Comprehensive Fees:

Undergraduate Day

Tuition (annual rate)* (includes Physician Assistant pre-professional phase)	\$30,356
Students registering for an overload (Credits over 18.5 per semester)	\$1,012/per credit
Physician Assistant Program** (professional phase)	\$34,980

Room*

Residence Halls	\$4,862
Townhouses	\$6,842
Independence Plaza Apartments	\$7,132
Falls Center Studio	\$6,800
Falls Center 1 BR (1 Person)	\$7,600
Falls Center 2 BR and 3 BR	\$7,200

Board*

19-Meal Standard Plan	\$4,972
19-Meal Premium Plan	\$5,142
14-Meal Standard Plan (upperclassmen only)	\$4,726
14-Meal Premium Plan (upperclassmen only)	\$4,854
10-Meal Standard Plan (non-residence halls)	\$3,484
10-Meal Premium Plan (non-residence halls)	\$3,570
5-Meal Standard Plan (non-residence halls)	\$1,858
5-Meal Premium Plan (non-residence halls)	\$1,879

* Cost per semester is 1/2 the annual rate

** Cost per semester is 1/3 the annual rate

Included in the above comprehensive fee is use of the Paul J. Gutman Library, The Kanbar Campus Center, The Gallagher Athletic, Recreation and Convocation Center and athletic fields; Ram Van transportation and laundry facilities; admission to all on-campus athletic events and cultural programs; and subscriptions to student publications.

Other Fees:

Full-Time Undergraduate Day

1. Application Fee	\$40/student
2. Credit by Examination	\$980/course
3. Room Security Deposit	\$250/resident student
4. Room Reservation Deposit	\$150/resident student
5. START Program Fee	\$150/new student
6. Graduation Fee	\$100/student (graduates only)

7. International Student Fee	\$55/semester
8. Health Center Fee	\$45/semester
9. Parking Decal	\$70/semester
10. Lost Campus Card Replacement	\$25/card
11. Tuition Insurance – on campus	\$134/annually (\$67/semester)
12. Tuition Insurance – off campus	\$98/annually (\$49/semester)
13. Health Insurance	\$798/annually (\$399/semester)

Part-Time Student

(per credit hour unless otherwise indicated)

Undergraduate Day

Tuition	\$980/credit
Credit by Examination	\$980/course
Application Fee	\$40/student
Graduation Fee (graduates only)	\$100/student

Undergraduate Evening

Tuition	\$530/credit
Credit by Examination	\$530/course
Application Fee	\$40/student
Graduation Fee (graduates only)	\$100/student

Summer Session 2011

Tuition: Day, Evening and Internship	\$530/credit
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Deposits

An applicant to the day division should send the director of Admissions a tuition deposit of \$300 after receiving a letter of acceptance. This deposit includes an orientation fee of \$150. The remaining \$150 will be credited to the student's account on the first tuition billing.

All resident students are required to maintain a \$250 room security deposit on account. Additionally, continuing residential students are required to make a \$150 room reservation deposit during the spring semester for the following fall semester. The room reservation deposit will be credited to the student's account on the first tuition billing for the fall semester. This \$150 room reservation deposit is forfeited if the student is not in university housing in the subsequent fall semester.

A deposit to a student's Campus Card may be made for the purchase of books and supplies at the University Bookstore, as well as for use at the vending machines, photocopiers and any dining service location. A deposit of \$400 to \$500 per semester is suggested. Once deposited, funds cannot be withdrawn from the Campus Card. Unused funds are credited to the student's account at the end of the academic year.

Tuition Payment Policy

Day division students are invoiced in July and December for the next semester's charges and electronic statements may be accessed via WebAdvisor using the QuikPAY link. In QuikPAY, students may add an Authorized Payer who will also be notified when a new statement is available. The University does not mail billing statements.

Only accepted and completed financial aid awards, including Philadelphia University Scholarships, Federal PELL Grants, Federal Supplemental Educational Opportunity Grants (SEOG), Federal Perkins Loans, PHEAA Grants, Direct Plus Loans and/or Direct Stafford Loans are included on the student's invoice. Late applications for financial aid, unless approved prior to the billing due date, are not credited to the student's account or accepted as payment. Any balance due, resulting from unapproved financial aid, must be paid by the billing due date. Any subsequent approval, resulting in a balance due the student, will be refunded to the student after the drop/add period.

Checks should be made payable to Philadelphia University, P.O. Box 95000-4210, Philadelphia, PA 19195-0001, with the student's identification number clearly indicated on the face of the check. If the University receives a total of three non-sufficient funds (NSF) checks, all future payments must be made by cash, certified check or money order. Students may also use WebAdvisor to pay their account balances online by accessing the QuikPAY link. Electronic checks and credit card payments are accepted. There is no fee to pay by electronic check. Credit card payments will be assessed a 2.75% service fee. The University accepts American Express, Discover and MasterCard for tuition payment.

Philadelphia University offers a deferred payment plan through Tuition Management Services (TMS). Enrollment forms are mailed to the student's billing address. For more information or to enroll, you may contact TMS directly at 888.356.0350 or online at www.afford.com. For further questions and information, contact the University's Student Accounts Office by email at StudentAccounts@PhilaU.edu or by phone at 215.951.5988.

Refund Policy

A student who wants to initiate leave of absence or withdrawal must obtain the Notification of Student Leave of Absence/Withdrawal form from the Learning and Advising Center. A student is considered in attendance until this formal notification is completed and returned to the Office of the University Registrar and the student has dropped their classes through WebAdvisor. Tuition charges for students who withdraw from the University will be refunded on the following basis:

Undergraduate Day and Online Courses:

Before classes start	100%
First week of class	80%
Second week of class	60%
Third week of class	40%
Beginning of fourth week of class	0%

Undergraduate Evening Courses:

Prior to the first class meeting	100%
Prior to second class meeting	80%
Prior to third class meeting	60%
Prior to fourth class meeting	40%
After fourth class meeting	0%

Online classes follow the undergraduate day refund policy regardless of log-in status. Summer classes follow the Evening refund policy. The University uses federal regulations to determine the refund of federal financial aid funds to the federal government. A copy of this federal refund calculation is available on the Financial Aide web page or at the University's Financial Aid Office.

Any student who withdraws or changes credit hours or room and board status after the semester begins is obligated for a full semester's room charge. Board will be charged to the official date of withdrawal, plus an additional charge of 25 percent of the unused portion.

The effective date for calculating refunds will be the effective date indicated on the Notification of Student Leave of Absence/Withdrawal form. Failure to complete this withdrawal form results in an unofficial withdrawal. Refunds, transcripts and recommendations will be withheld by the University until this official form is received. It is also the student's responsibility to drop their classes through WebAdvisor when they complete this form.

Students dismissed from the University or from the residence halls will receive the following refunds:

1. Tuition based on tuition refund policy above;
1. Board prorated from date of dismissal, less 25 percent of the unused portion. Student is obligated for a full semester's room charge.

Insurance claims for medical withdrawals will be processed through the Dewar's tuition insurance policy. Claim forms are available in the Student Accounts office. If the student waived this coverage, no refund is available for a medical withdrawal.

Absence and Sickness

Students who are absent from the University due to illness or injury, or any other reason, and who retain their place in class, are subject to full tuition, room and board charges during their absence.

Transcripts

Transcripts are not furnished to any student whose account is not paid in full. Transcripts may only be obtained through the Registrar's Office. Transcripts must be paid for at the time they are requested in order to be processed.

Transcript Fee	\$5/copy
Same Day Transcript Fee	\$10/copy
Overnight Transcript Fee	\$20/copy

Fees

A one-time, nonrefundable application fee of \$40 must accompany the application for admission. This fee covers the cost of processing the prospective student's application and is not credited to the student's bill.

A \$100 graduation fee is charged to all December, May and August graduating seniors.

A \$45/semester Health Center fee is charged to all full-time day division students and international students, as well as part-time students electing health insurance coverage or who use the Health Center. A \$55/semester international student fee is charged to all international students.

A \$25 returned check fee is charged for any check that is returned for non-sufficient funds (NSF).

A \$70 annual parking registration fee is charged to all eligible full-time day division students. A \$15 annual parking registration fee is charged to all eligible part-time day division students.

The following fees will be deducted from the \$250 room deposit of any resident student who cancels their contract by the date indicated below:

Returning Students

Prior to May 1, \$100 of the room deposit is forfeited.

After May 1, the entire room deposit is forfeited.

New Students

Prior to May 1, the entire room deposit will be returned.

After May 1, the entire room deposit is forfeited.

Services

Included in the full-time undergraduate day comprehensive fee is use of the Paul J. Gutman Library, Kanbar Campus Center, Learning and Advising Center, The Gallagher Athletic, Recreation and Convocation Center and athletic fields; Ram Van transportation and laundry facilities; admission to all on-campus athletic events and cultural programs; access to personal counseling; and subscriptions to student publications.

The University's Student Handbook is available at www.PhilaU.edu/studenthandbook.

Campus Card

The University offers a Campus Card program allowing students to buy meals, make photocopies, purchase supplies and books at the University Bookstore, and use the campus-wide vending machines and dining facilities. It also serves as a University photo I.D., library card and campus activity card. Depositing funds on the Campus Card can be done in person at the cashier window in Student Accounts by mail, by calling the Student Accounts Office with accepted credit card information or online through WebAdvisor. When making a payment, a student must indicate the amount of the Campus Card payment along with his/her account number. A minimum of \$20 can be placed on the Campus Card and will be available in the account the next business day after receipt. A credit card deposit is available immediately. Any account balance remaining at the end of the academic year

will be credited to the student's account and refunded. A \$25 charge is assessed for lost Campus Cards.

Check Cashing

Any student with a valid Campus Card may cash personal checks up to \$100 per day at the Student Accounts Office cashier's window during posted hours.

A \$25 returned check fee will be charged to students who cash checks that are later returned to the University for non-sufficient funds. If a third check is returned, check-cashing privileges are revoked.

Insurance

All full-time students are required to have health insurance coverage through their family policy, an individual policy or through the University-sponsored health and accident plan. Full-time undergraduate students are billed automatically for the coverage and may waive the University-sponsored health and accident plan by completing a waiver that documents private insurance coverage at www.academichealthplans.com/philau/2011-2012 or by accessing the "Health Insurance Waiver" link via WebAdvisor under the Billing Information section. The waiver must be completed by the second Friday in September for the fall semester. Students beginning their studies in the spring semester must complete the waiver by the first Friday in February. All international students are required to present proof of health insurance at the beginning of each semester. The director of Health Services will determine if the student's insurance is adequate for coverage in the United States. The charge will be added to your bill unless proof of insurance is provided to the Health Center before the specified date. International students may not use the online waiver option.

For more information about University requirements and the University-sponsored health insurance plan, visit on the web.

Financial Aid

Financial Aid Office 215.951.2940, financialaid@PhilaU.edu, www.PhilaU.edu/financialaid

At Philadelphia University we believe that no student should be denied the opportunity for post-secondary education solely because of lack of adequate financial resources. In keeping with this philosophy, the Financial Aid Office provides information to students about financial planning and distributes financial aid resources to qualified students. The amount of financial aid available to any student is based on academic performance, need and the availability of funds. A financial aid consumer booklet is available on request from the Financial Aid Office located in the White Corners building.

How to Apply

Submit the FAFSA at www.fafsa.gov by April 15. Federal school code is 003354.

To apply, students should submit a Free Application for Federal Student Aid (FAFSA) electronically at www.fafsa.gov,

by April 15. Philadelphia University's federal school code is 003354. Applicants are considered for all types of aid for which they might qualify. Entering students must be accepted for admission before their requests for aid can be considered. Late applicants will be considered as long as funds continue to be available. All financial aid, with the exception of Federal Work Study, is credited to the student's account at the beginning of each semester.

Aid awards are made for one academic year at a time. Students must submit new financial aid applications each year by April 15 to qualify for financial aid assistance. Renewal awards are based on academic performance and continuing financial need. Aid may be withdrawn if a student fails to make satisfactory academic progress, fails to report financial aid from sources outside the University, owes a refund on a federal or state grant, or is in default on a student loan.

Types of Aid Available

Federal Pell Grant: A Federal Pell Grant is a grant administered by the U.S. Department of Education. Grants may range up to \$5,550 per year for undergraduate students with financial need.

Federal Supplemental Educational Opportunity Grant (SEOG): Federal SEOG is a grant program administered by the University. Awards are based on need and other grant eligibility.

Federal Perkins Loan: The Federal Perkins Loan program provides students with long-term, low-interest loans for educational expenses. The amount that can be made available to an applicant is based on the student's computed financial need and available funding.

Students are eligible to borrow up to \$5,500 during one academic year, but no more than \$27,500 during the period he/she is a full-time student. No interest is charged while at least half-time status is maintained.

First-time Perkins Loan recipients must complete an entrance interview at www.mappingyourfuture.org.

Repayment of the loan with interest at five percent per annum on the unpaid balance begins either six or nine months after the student graduates or terminates student status or becomes less than a half-time student. Repayment must be completed within 10 years after the interest begins to accrue.

Federal Work-Study Program: The Federal Work-Study Program is designed to stimulate and promote the part-time employment of college students who have demonstrated financial need and who require the wages from the employment to pursue their studies. Students in the Federal Work-Study Program are employed by the University. Students are paid biweekly for the hours worked during the preceding pay period. Federal Work-Study is not deducted from the student's tuition invoice. Employment under the Federal Work-Study Program is awarded as part of the financial aid package.

The Financial Aid Office assists in matching students with a job based on completion of a job application form sent with award letters.

Federal Direct Stafford Loan: Loans are available to students enrolled for at least six credit hours per semester. Students may borrow up to \$3,500 per academic year for the freshman year, \$4,500 for the sophomore year and \$5,500 per academic year for the junior and senior years. The total amount outstanding that students may borrow for undergraduate study is \$23,000.

The annual interest is a fixed rate at 3.4 percent as of July 1, 2011. The government will pay this interest until six months after a student has terminated his/her studies, or dropped below half-time status, at which time the student must begin repayment of the principal and interest.

There is a 0.5 percent loan-origination fee deducted by the bank from the face value of the loan.

Under current regulations, all applicants must pass a needs test to qualify for this loan. A FAFSA must be filed prior to certification of a loan application by the University. The student must maintain satisfactory progress to renew the loan.

An application for a Federal Direct Stafford Loan can be completed at www.PhilaU.edu/financialaid or at www.studentloans.gov. If a paper application is preferred, please contact the Financial Aid Office and we will send you one. Sample repayment plans for Federal Direct Stafford Loans are available at the Financial Aid Office.

Entrance and Exit Interviews: Federal law requires that every student receiving a Federal Direct Stafford Loan through Philadelphia University must complete both an entrance and exit interview. These sessions are completed online at www.studentloans.gov.

Unsubsidized Federal Direct Stafford Loan: The Unsubsidized Federal Direct Stafford Loan provides students who do not qualify for all or part of the Federal Direct Stafford Loan due to need restrictions the opportunity to obtain a low-interest loan. The annual limits a student can borrow are identical to the Federal Direct Stafford Loan program. Under a new federal program, students can borrow an additional \$2,000 of unsubsidized loan when coupled with their existing Stafford Loan amount. The distinguishing feature of the Unsubsidized Federal Direct Stafford Loan is that the interest of 6.8 percent begins to accrue upon disbursement of the loan. Principal payments start six months after the student leaves the University or drops below half-time status. Application procedures are identical to those for a Federal Direct Stafford Loan.

Federal Direct Plus Loans: Parents of dependent undergraduates may borrow up to the student's cost of attendance minus any estimated financial aid. Eligibility is based on the borrower's credit rating. The annual interest rate is a fixed rate at 7.9 percent. Repayment of principal and interest begins 60 days after the loan is disbursed. All PLUS borrowers have the option of deferring the payment of the PLUS Loan interest and principal until after the student graduates or drops to less than half time status. Applications for the

PLUS Loan are available using the link at www.PhilaU.edu/financialaid or at www.studentloans.gov.

Philadelphia University Grants: Philadelphia University Grants are offered to full-time undergraduates who have established financial need. The selection is made by the Financial Aid Office.

Faculty Scholarships and Grants: Scholarships and grants are awarded to students based on academic performance at the time they enter the University. These awards are renewable each year of full-time enrollment as long as minimum grade-point average requirements are met.

Pennsylvania Higher Education Assistance Agency (PHEAA): PHEAA is a state grant program for undergraduate Pennsylvania residents who will be enrolled full time (12 or more credit hours per semester).

All Pennsylvania residents applying for financial assistance from Philadelphia University are required to apply for a PHEAA grant.

Other State Grant Programs: Delaware, Connecticut, Massachusetts, Ohio, Rhode Island, Vermont and West Virginia, along with some other states, offer state grant awards to students who are residents of these states. Students should contact the appropriate state grant agency for more information.

Privately Sponsored Scholarships: Most libraries have books and brochures that list hundreds of scholarships and loan programs. Many of these awards are given to students meeting special conditions such as membership in an ethnic group or religion, academic major, parental employment or labor union association and parent or student fraternal affiliation.

Veterans and Veterans' Dependent Benefits: The Post 9/11 GI Bill is for individuals with at least 90 days of aggregate service on or after September 11, 2001. This new GI bill also has a transferability component allowing service members to transfer unused educational benefits to immediate family members. For additional information regarding the Post 9/11 GI Bill go to www.gibill.va.gov. Veterans who served on continuous active duty for 181 days or more after January 31, 1955, he/she may be eligible for educational benefits under the Montgomery G.I. Bill or Veterans Educational Assistance Program (VEAP). In addition, a variety of loans, employment opportunities and other forms of financial assistance are available to veterans. A student who is the dependent of a veteran who died or is permanently disabled as a result of service in the armed forces and students who are serving in the reserves may be eligible for educational benefits. The Financial Aid Office has further information or contact the Veterans Administration at www.va.gov.

Yellow Ribbon Program-Philadelphia University also participates in the Yellow Ribbon Program. Contact the VA at www.va.gov for more information regarding the qualifications for that program.

Tuition Exchange Program: Philadelphia University is a member of the Tuition Exchange Program. If a parent is employed by a participating college or university, students may be eligible for consideration through the Tuition Exchange

Program. Interested persons should contact their place of employment or the University Financial Aid Office for more information.

Philadelphia Partnership Scholarships: Five annual scholarships are given to graduates of Philadelphia's comprehensive public high schools. Selection is made based on demonstrated academic excellence and motivation. Students may contact their high school guidance counselor or the Financial Aid Office for additional information.

New Economy Technology Scholarship Program: The State of Pennsylvania has established a scholarship for students majoring in science or technology. The students must be in their sophomore year of college, be a Pennsylvania resident and have a 3.0 cumulative grade point average at the time of application. Students must also promise to work in Pennsylvania upon graduation, in their chosen major, or the scholarship reverts to a loan. For more information about the scholarship, contact PHEAA at 1-800-692-7392.

Pennsylvania Governor's School of Excellence: Participants in the Governor's School of Excellence may be eligible for five scholarship awards through the University. Students must be in the top quintile of their high school class and have minimum SATs of 1000.

Athletic Scholarships: Athletic scholarships are available in men's and women's varsity sports. The number of scholarships, the requirements, academic standards and awards are controlled by Philadelphia University and by the NCAA regulations for men's and women's varsity sports. Contact the Department of Athletics at 215.951.2720 for more information.

Federal Income Tax Credits: The American Opportunity Tax Credit: The American Opportunity Tax Credit offsets the cost of tuition, fees, course-related books, supplies, and equipment for higher education by reducing the amount of income tax for which you are liable. In addition, the credit is partially refundable-meaning that you may be able to claim the tax credit and receive a check from the IRS even if you owe no income tax! The amount of the credit can be up to \$2,500 per student and income restrictions apply. For more information, contact the Internal Revenue Service at www.irs.gov.

Endowed and Gift Scholarships: Each year, the University receives funds for a limited number of scholarships for eligible students. Although donors may place some restrictions on these funds, academic achievement and need are the primary factors to be considered in determining scholarship eligibility. However, a limited number of scholarships are based solely on academic excellence.

Scholarships include:

MARIANNE ABLE SCHOLARSHIP: Established in memory of the director of Career Services to help a needy junior or senior dedicated to completing his/her education.

JOEL M. ALPERIN SCHOLARSHIP: For Fashion Industry Management majors who need financial assistance.

ALUMNI SCHOLARSHIP: For deserving students in any curriculum.

AMERICAN APPAREL MANUFACTURERS ASSOCIATION: For freshmen students studying apparel.

PHYLLIS ARMON MEMORIAL SCHOLARSHIP: For a Textile Design major in need of financial assistance.

THE ASSOCIATION FOR CONTRACT TEXTILES SCHOLARSHIP: For a junior or senior Textile Design major with need and a 3.0 G.P.A.

THOMAS M. BAGLEY SCHOLARSHIP: For a male student studying fashion design from the greater Philadelphia region.

THE DOROTHY BECHTEL SCHOLARSHIP AWARD FOR DESIGN EXCELLENCE: For deserving students pursuing a degree in either Fashion Design or Interior Design who have completed sixty (60) credits toward their degree.

BENJAMIN BELLEMERE SCHOLARSHIP: For a student who is a member of the Phi Psi fraternity and demonstrates financial need.

THE BETHLEHEM CONSTRUCTION CORP./WOLANIN COMPANIES LTD./WOLANIN FAMILY/PRIVATE SKY® AVIATION SERVICES SCHOLARSHIP: This scholarship, established by Vincent M. Wolanin and Gregory M. Wolanin, is made in memory of their father, Vincent J. Wolanin, a Pennsylvania Law Enforcement Officer who died suddenly while they were young, and also in tribute to their mother, Julia Solecki Wolanin, who raised them both through difficult times. Vincent (1969) and Gregory (1974) both are graduates of Philadelphia University. This scholarship will be awarded to a student who demonstrates financial need, as determined by the University's Financial Aid Office, and who also demonstrates excellence in athletics and/or excellence in Architecture, Engineering, Design, Marketing, Management, Chemistry, Computer Information Systems, or Computer Science. Special preference will be given to a student meeting the above criteria or one who is a relative or employee of Wolanin Companies Ltd. (or any of its affiliates) and to any student who may have suffered the unexpected, sudden or accidental death of a parent. You may visit the Wolanin Companies Ltd. web site at www.wolanin.com or www.private-sky.net.

RICHARD BLEILER MEMORIAL SCHOLARSHIP: Given to a deserving student.

BOBBIN PUBLICATIONS SCHOLARSHIP: To a student in Fashion Industry Management.

KENNETH H. BOYDELL SCHOLARSHIP: For a deserving textile student in need of financial assistance.

THE RICHARD H. BRAUTIGAM SCHOLARSHIP: For a deserving undergraduate who demonstrates a strong determination to succeed.

BENETT BREGER-SRS TEXTILES/YMA SCHOLARSHIP: Awarded to juniors or seniors, with at least a 3.0 G.P.A., financial need, majoring in Engineering, Textile Design, Textile Engineering, or Textile Technology.

BURLINGTON INDUSTRIES SCHOLARSHIP: established to provide financial support to the dependents of the employers of International Textile Group. If there are no eligible students, the students from North Carolina, South Carolina or Virginia studying Textile Design, Textile Engineering

Technology, Fashion Industry Management, Fashion Design or Fashion Merchandising will be considered.

CAROLINA ALUMNI SCHOLARSHIP: For a deserving student beginning in the student's sophomore year, who is majoring in Textiles, demonstrates financial need and academic excellence in their field of study. The student must be a permanent resident of North Carolina or South Carolina.

JOSEPH CATAGNUS SCHOLARSHIP: For a needy student. Preference to a visually impaired student or to a veteran.

CHARMING SHOPPES, INC. SCHOLARSHIP: Award for Academic Excellence - For a senior with a 3.0 G.P.A., demonstrated financial need, majoring in Accounting, Apparel, Design, Finance, Marketing or Textiles.

LIZ CLAIBORNE SCHOLARSHIP: For a needy minority student.

BERT COHEN MEMORIAL SCHOLARSHIP: For a textile student who demonstrates financial need.

HOWARD C. COLE MEMORIAL SCHOLARSHIP FUND: For a student enrolled in the Textile Engineering curriculum.

ED COMBS MEMORIAL SCHOLARSHIP: For qualified international students in pursuit of a degree in textiles, apparel or chemistry with a minimum 3.0 G.P.A. who demonstrates a serious commitment to their field of study. Preference is given to the employees of Levi Strauss & Company International Group and their children.

EDWARD M. COPELAND MEMORIAL SCHOLARSHIP: Awarded to a soccer player based on need; first priority is given to a Delaware Valley resident.

JOHN AND TARA COUCH SCHOLARSHIP: For a deserving freshman student.

EMILY M. CRANE SCHOLARSHIP: For deserving students in any curriculum.

CRANSTON FOUNDATION SCHOLARSHIP: For a deserving student in any curriculum.

GERDA AND FREDERICK CUNDELL SCHOLARSHIP: For a deserving student in the Pre-med program.

CHARLES B. DEGENSTEIN SCHOLARSHIP: For residents of Snyder, Union and Northumberland counties in central Pennsylvania with financial need.

DINING SERVICES SCHOLARSHIP: For a student who has a 3.0 grade point average and has been employed by Dining Services for at least two semesters and plans to work there in the upcoming academic year.

WILLIAM N. DONIGER SCHOLARSHIP: For a deserving student in any curriculum.

DOWNS SCHOLARSHIP: Awarded to a freshman student from the Philadelphia area who graduated in the top 20 percent of his/her high school class and whose SAT scores placed the student in the top 25 percent of those taking the test. The student must also take some textile courses.

ECHO DESIGN GROUP AWARD FOR ACADEMIC EXCELLENCE: For a student with 80 or more credits studying Fashion Design or Textile Design.

PHILLIP ELKIN MEMORIAL SCHOLARSHIP FUND: For a deserving Business student.

FASHION DESIGN FOR PARKINSON'S SCHOLARSHIP: For an eligible Fashion Design student.

FASHION INDUSTRY ASSOCIATION SCHOLARSHIP: For a student majoring in Fashion.

IRVING FISHON MEMORIAL FOUNDATION SCHOLARSHIP: Given to worthy Fashion Industry Management students.

FRED FORTESS TEXTILE/APPAREL SCHOLARSHIP: A merit-based scholarship awarded to needy students in the areas of Fashion Industry Management and Textile Engineering.

E.W. AND A.W. FRANCE SCHOLARSHIP: For a deserving textile student.

PEARL AND MURRAY FRUMKIN SCHOLARSHIP: Established by the Textile Veterans Association; to a sophomore who demonstrates financial need and outstanding scholarship.

JAMES P. AND ANNE M. GALLAGHER FAMILY SCHOLARSHIP FUND: To a deserving student from the Philadelphia area.

GERBER FAMILY SCHOLARSHIP: To assist needy students who are studying abroad.

HAROLD C. GIFT SCHOLARSHIP: For a graduating senior from the Reading Area Senior High School, Reading, Pa.

THE CLIFFORD M. GILPIN AWARD FOR EXCELLENCE IN TEXTILE STUDIES: For a student enrolled in Textile Engineering, Textile Technology or Textile Design. Special preference shall be given to candidates in the Textile Engineering Program. Additionally, the award recipient shall have a grade point average of at least 3.5 and will be expected to demonstrate a strong commitment to their chosen career field, as well as involvement with an appropriate professional organization.

DR. NANCY S. GOLDSMITH MEMORIAL SCHOLARSHIP: For registered nurses enrolled in the Health Services Management program who have at least a 3.0 G.P.A. and a commitment to a career in the allied health services.

RICHARD GOLDSTEIN MEMORIAL SCHOLARSHIP FUND: For students with financial need, starting in their freshman year through graduation, maintaining a 3.0 grade point average in a textile-related field.

THE DR. HERMAN GOLDSTINE AWARD: Will be awarded annually to the architecture student who has presented the best thesis. Candidates for the award will be those students who are in their final semester (spring semester of the fifth year of study).

PEGGY GOUTMANN SCHOLARSHIP: For junior, senior or master's level students majoring in textiles.

JULIA M. GRANBY SCHOLARSHIP: For students studying either Textile Design or Fashion Design.

BILLY HARRIS SCHOLARSHIP: Named in memory of Billy Harris '74, the scholarship is given to students with financial need who demonstrate academic achievement, leadership skills and athletic ability.

BUCKY AND LORRAINE HARRIS SCHOLARSHIP: The Bucky and Lorraine Harris Scholarship has been established as an endowed scholarship under the guidance of the founding committee members and the University Development Office.

Selected students will have attained at least a sophomore status at the University; be involved with the Department of Athletics through recreation, office assistance or work study, but NOT be a member of an intercollegiate program; and will be used to assist in the management of the campus Fitness Center, along with assisting the facility director in daily building operations.

IRENE HERVEY SCHOLARSHIP: For a textile major who demonstrates financial need.

H. NEWLIN HILL MEMORIAL SCHOLARSHIP: For students enrolled in a textile curriculum who demonstrate financial need. First consideration given to dependents of AstenJohnson community employees.

HOME FURNISHINGS ASSOCIATION OF THE DELAWARE VALLEY SCHOLARSHIPS: To students majoring in Interior Design who demonstrate need.

MICHELE IAMPIERI SCHOLARSHIP: To an undergraduate student majoring in Fashion Design and who demonstrates financial need. Preference will be given to a student residing in Howard County, Maryland.

THE LARRY KARLIN SCHOLARSHIP: For an economically disadvantaged male and female undergraduate student in their junior year, majoring in a textile-related field, without regard to grade point average and who has successfully completed the Global Leadership Program (GLP). In those years when students (male and/or female) cannot be identified as having successfully completed the Global Leadership Program, the GLP selection criteria can be temporarily suspended so that the funds can be allocated to a student or students who meet the other selection criteria.

JOHN J. KAUFMANN MEMORIAL SCHOLARSHIP: For a freshman enrolled in a textile major demonstrating academic excellence and financial need.

KEYSTONE WEAVING MILLS SCHOLARSHIP: For a deserving student enrolled in a textile, apparel or fashion design degree program who is at least a sophomore level and has need and a 3.0 GPA.

BORIS KROLL SCHOLARSHIP: For a student enrolled in Textile Design.

ROGER LAVIALE SCHOLARSHIP: To assist Philadelphia University students studying in Scotland at Heriot-Watt.

LEVI STRAUSS/YMA SCHOLARSHIP: For graduate-level textile and apparel students.

MR. AND MRS. ROBERT LEVISON SCHOLARSHIP FUND: For a deserving student enrolled in any degree-seeking curriculum.

DR. GEORGE A. LINTON TRUST: For a student enrolled in a Textile curriculum who demonstrates financial need.

STEVEN GARY LITCHMAN MEMORIAL SCHOLARSHIP: For a deserving student majoring in Textiles.

LOCKYER FAMILY SCHOLARSHIP: For a needy student from the greater Philadelphia region.

THE CHRISTOPHER K. MCHUGH SCHOLARSHIP: For a deserving undergraduate student in their junior year who has demonstrated financial need and a strong determination to succeed.

MEMORIAL SCHOLARSHIP: For a deserving student.

WILLIAM JOSEPH MILOWITZ SCHOLARSHIP: For deserving and underprivileged students who meet the academic requirements of the University.

KRISTINE A. MINNICK SCHOLARSHIP: To a deserving Physician's Assistant student in the fifth year of school with a minimum 3.3 GPA and need. Applications are to be submitted to the Physician's Assistant Program Director.

MISCELLANEOUS ENDOWED SCHOLARSHIP: For deserving students in any curriculum.

MICHAEL AND EVELYN MUTOLESE SCHOLARSHIP: For a student who has financial need and is studying Textiles, Apparel or Fashion Merchandising.

THE RUTH AND MORRIS NISSMAN SCHOLARSHIP: For a deserving U.S. citizen, without regard to major, who demonstrates creativity (in any discipline) and empathy for others. Special consideration will be given to a student who has challenges to overcome and demonstrates the resolve to build a better world. The scholarship will be effective beginning in the student's freshman year and will continue into succeeding years, if the recipient continues to maintain a G.P.A. above 2.5 and demonstrates a commitment to creating understanding within the University and broader community.

OFFICE DEPOT SCHOLARSHIP: For deserving students in any curriculum.

PHILADELPHIA MENS AND BOYS APPAREL ASSOCIATION SCHOLARSHIP: For a student majoring in Fashion Industries Management or Apparel.

PHILADELPHIA TEXTILE ASSOCIATION SCHOLARSHIP: For a student who is majoring in one of the Textile fields. Preference is given to a Philadelphia-area resident.

PHILADELPHIA WOOL AND TEXTILE ASSOCIATION AWARD: For a deserving textile student with 60 or more credits, who demonstrates need and is actively involved with a campus-based or community-based service organization.

HARRY REIMER SCHOLARSHIP: For a well-deserving student in any curriculum.

THE ARTHUR B. ROBERTSHAW JR. SCHOLARSHIP: For junior- or senior-level students studying Textiles.

ROCKIN' CHRISTMAS ENDOWED SCHOLARSHIP FUND: For a strong academically qualified student from Lee County, Florida, or a student demonstrating high levels of excellence in academics and athletics and/or math, science, music, chemistry, biology or architecture and/or has lost a parent due to illness or sudden death.

THE HAROLD RONSON SCHOLARSHIP FUND: For deserving students in any curriculum.

ARTHUR SALAMAN SCHOLARSHIP: For a deserving student athlete with need and a 3.0 G.P.A.

SCHLESINGER SCHOLARSHIP: For a student in any curriculum.

THE SCHWAB FAMILY SCHOLARSHIP: Awarded to a junior Fashion Merchandising or Fashion Industry Management student with a 3.0 G.P.A.

THOMAS R. SHIRLEY, SR SCHOLARSHIP: For a deserving student from the Roxborough, Manayunk or East Falls neighborhoods or a student from the Philadelphia area.

JOHN SICHEL MEMORIAL SCHOLARSHIP: For a deserving student in any area of study.

ALLEN SIRKIN SCHOLARSHIP: Awarded to a needy student enrolled in Fashion Industry Management or Textiles.

RICHARD D. SMITH MEMORIAL SCHOLARSHIP: A scholarship restricted for a Textile major.

W.W. SMITH CHARITABLE TRUST: Given to academically qualified students from middle-income families, usually not eligible for federal and state grant assistance.

ARTHUR SOBEL SCHOLARSHIP: For deserving students enrolled in the Textile Design, Textile Engineering or Chemistry programs.

THE JOHN L. STEEN SCHOLARSHIP/FELLOWSHIP: For a U.S. citizen who is a full-time undergraduate student majoring in Textile Engineering, Industrial and Systems Engineering with a minor in Textile Engineering, Textile Technology, Textile Design, or Textile Management and Marketing (must be a concentration in either apparel, fabric development, quality assurance or textile production.) The Steen Scholarship for undergraduate students will be effective beginning in the student's sophomore year and continue into succeeding years if the recipient maintains a grade point average above 3.0 (grading scale 4.0) and demonstrates a commitment to their chosen career field.

In the event that an undergraduate student is not available, the John L. Steen Graduate Fellowship must be awarded to a U.S. citizen who is a full-time graduate student majoring in Textile Engineering. The Steen Fellowship will continue into succeeding years if the recipient maintains a grade point average above 3.0 (grading scale 4.0)

The recipient, either an undergraduate or graduate student, is expected to demonstrate leadership skills and actively participate in community service.

In all cases, a resident of the State of New Jersey will be given preference.

BERNARD STEUR SCHOLARSHIP: For a Textile Engineering student with a strong interest in knitting.

FLORENCE STEWART ENDOWED SCHOLARSHIP: For a deserving student from Asia, particularly from Singapore or Indonesia.

BERTRAM A. STROOCK SCHOLARSHIP: For a deserving student.

MICHAEL T. SULLIVAN MEMORIAL SCHOLARSHIP: For deserving students in part-time evening programs; awarded annually.

TEXTILE DISTRIBUTORS ASSOCIATION SCHOLARSHIP: Given to students in need of financial assistance and enrolled in Textile curricula.

TEXTILE VETERANS ASSOCIATION SCHOLARSHIP: For a sophomore who demonstrates financial need and outstanding scholarship.

W. FRANK UHLIG SCHOLARSHIP: Preference is given to a student studying in textile and chemistry.

THE UNDER FASHION CLUB, INC. SCHOLARSHIP AWARD: To a junior-level student to encourage talented Fashion Design and Textile Design students to pursue careers related to the intimate apparel segment of the industry.

UPS SCHOLARSHIP: Distributed by the Association of Independent Colleges and Universities of Pennsylvania to a deserving student selected by the University's Financial Aid Office.

KELLY MARIE VOGDES SCHOLARSHIP: established in memory of Kelly Marie Vogdes, who graduated from Philadelphia University in 2001, for students studying Fashion Merchandising and who are graduates of Camden Catholic High School.

FREDERICK WASSON SCHOLARSHIP: For students in any major.

MARTIN WEINER SCHOLARSHIP: Preference is given to Korean or other international students.

JOEL B. WEINSTOCK MEMORIAL SCHOLARSHIP: For a Textile Design or Interior Design major.

WHITESIDE GIFT SCHOLARSHIP: Based on a combination of financial need and merit, preference will be given to a student enrolled in the School of Business Administration.

J. BYRON WOLBACH SCHOLARSHIP: For a student majoring in Textile Engineering, Textile Technology or Textile Design. First consideration given to dependents of Lawrence Schiff Silk Mills employees.

WILLIAM WOOD FUND SCHOLARSHIP: For a student deemed deserving.

YOUNG MENSWEAR ASSOCIATION OF THE MEN'S APPAREL INDUSTRY ENDOWED SCHOLARSHIP: For a deserving student enrolled in a textile or apparel program.

YOUNG MENSWEAR ASSOCIATION OF THE MEN'S APPAREL INDUSTRY GIFT SCHOLARSHIP: Given to students who are pursuing educational courses that will benefit the men's apparel/textile industry and who have a demonstrated need for financial assistance.

Aid Policies

Academic Progress Requirements

The University is required to establish satisfactory academic progress standards for its federal financial-aid recipients in accordance with the U.S. Department of Education regulations. These standards ensure that only those recipients demonstrating satisfactory progress toward the completion of their educational programs continue to receive financial aid.

Whether a student is considered to be making satisfactory academic progress depends on successful semester completion of courses (credit hours), cumulative grade point average (GPA) and maximum time limits to complete their course of study. Students must meet all the requirements listed below:

- Semester Completion Requirement - A student must have earned hours equal to at least 75 percent of cumulative hours attempted to remain in good standing. Students earning less than 75 percent of the cumulative hours attempted will be placed on financial-aid probation.
- Attempted hours are defined as the hours for which the student is enrolled and charged as of the census date of each semester. Earned hours are defined as the sum of

hours for which a student has earned a grade of A, B, C or D. Withdrawals, incompletes, audits and failures are not earned hours. Passing grades received for pass/fail courses are considered attempted and earned hours; failing grades in pass/fail courses are considered attempted but not earned. Repeated courses are included in the calculation of attempted and earned hours.

- Grade Point Average Requirements - Students must maintain a cumulative grade point average (GPA) of 2.0 or have academic standing consistent with the requirements for graduation, as determined by the University. Philadelphia University's academic standards are outlined in this undergraduate course catalog.
- Maximum Time Limit Requirements - A student's eligibility for financial aid will be terminated once they have attempted more than 150 percent of the normal credits (as defined in the undergraduate course catalog) required for your degree program. All attempted hours are counted, including transfer hours, whether or not financial aid was received or the course work was successfully completed.
- Evaluation of Academic Progress - A financial aid recipient's satisfactory academic progress is evaluated after each semester of the academic year. At that time, a student will either be in good standing, be placed on financial aid probation a warning status or be placed on financial aid probation. Financial aid probation will require an appeal for aid reinstatement and an academic plan coordinated with the student's academic advisor. This plan will be the new standard by which the student will be evaluated for academic progress. The student must meet all three progress requirements (completion rate, GPA and be within the maximum time frame) to remain in good standing. Student will be notified by the Financial Aid Office, if s/he is placed on probation or denial status for financial aid.
- Warning status - Warning status will not prevent the student from receiving financial aid. The probationary semester is meant to inform the student of potential academic problems and provide time for corrective action. If a student does not meet the satisfactory academic progress standards after the probationary period, probation status could be imposed. Probation status will prevent the student from receiving any Title IV, and institutional financial assistance for future enrollment until such time as the student meets all satisfactory academic progress standards.
- Appeal and Reinstatement - Students may appeal their probation status by submitting an Appeal Form to the Director of Financial Aid, along with an academic plan coordinated with the student's academic advisor. Appeal forms are included in the letter informing students of their probation status and should be submitted to the Financial Aid Office.

Some circumstances such as medical problems, illness, death in the family, relocation, employment changes

or personal problems can be considered for an appeal. Documentation verifying the situation may be requested.

Submission of the form is required within four weeks of receipt of the denial letter. The Director of Financial Aid will review the appeal and contact the student via letter as soon as a decision is reached.

Students can raise their GPA and/or satisfy credit deficiencies by taking additional course work at Philadelphia University without receiving financial aid. Students can eliminate credit deficiencies, but not GPA deficiencies, by successfully completing approved course work at another institution without receiving aid at that institution. Transfer credits used to satisfy credit deficiencies cannot be credits that were earned prior to the semester in which the student incurred the deficiencies. The student must submit a copy of the academic transcript to both the financial aid and registrar's office.

The policy does not preclude a student from enrolling in subsequent semesters. Students may have their financial aid reinstated by the Financial Aid Office once all satisfactory academic progress standards are met. It is the student's responsibility to inform the Financial Aid Office once they have fulfilled the necessary requirements.

Repeat coursework – Students repeating coursework in which they received a passing grade more than 2 times will not be eligible to receive federal financial aid for those courses.

Grade level advancement policy for Stafford Loan eligibility

1-29	Freshman level
30-59	Sophomore level
60-89	Junior level
90-up	Senior level
120-up	(for Architecture students only) 5th year

Tuition Refund Policy

Effective Date of Withdrawal	Refund Amount
Before Classes Start	100%
First Week of Classes	80%
Second Week	60%
Third Week	40%
Fourth Week	none

Federal regulations mandate that students attending Philadelphia University who are federal financial aid recipients be processed for a refund if they withdraw before the 10th week of the semester.

Financial Aid Refund Check Policy

Financial aid will be applied to tuition first. Any remainder must be applied to all other University charges before a refund check is issued. Students who are credited with aid in excess of their tuition and other charges will be mailed a refund check within 14 days of the financial aid disbursement to their student account. Financial aid typically disburses after the second week of classes. Students can sign up in QuikPAY for direct deposit of their refund. The parent borrower will be refunded, by mail, any excess funds resulting from a Parent PLUS loan.

Return of Title IV Funds

The Office of Financial Aid is required by federal statute to recalculate federal financial aid eligibility for students who withdraw, drop out or take a leave of absence prior to completing 60 percent of a payment period or term. The federal Title IV financial-aid programs must be recalculated in these situations.

Recalculation is based on the percentage of earned aid using the following Federal Return of Title IV funds formula. The number of days completed up to the withdrawal date divided by the total days in the payment period or term equals the percent of the payment period or term completed. (Any break of five days or more is not counted as part of the term.) The percentage is also the percentage of earned aid.

Funds are returned to the appropriate federal program based on the percentage of unearned aid (100 percent minus the percentage of earned aid).

If a student earned less aid than was disbursed, the institution would be required to return a portion of the funds and the student may be required to return a portion of the funds. Keep in mind that when Title IV funds are returned, the student borrower may owe a debit balance to the institution.

If a student earned more aid than was disbursed to him/her, the institution will offer the student a post-withdrawal disbursement via a letter, which, if accepted, must be paid within 120 days of the student's withdrawal. The student must accept or decline the post withdrawal disbursement within the time frame indicated in the letter.

Refunds are allocated in the following order:

- Unsubsidized Federal Direct Stafford Loans
- Subsidized Federal Direct Stafford Loans
- Federal Perkins Loans
- Federal Graduate PLUS Loans
- Federal Parent (PLUS) Loans
- Federal Pell Grants
- Federal Supplemental Opportunity Grant

Academic Programs

Overview

Programs at Philadelphia University offer a unique education that dynamically integrates liberal studies and professional education within an active and engaged learning environment. The curricula seek:

- a) to advance students' knowledge and abilities,
- b) to broaden students' ways of thinking,
- c) to enhance students' awareness of the ideas, practices and values of their own and other cultures, and
- d) to prepare students to synthesize general and specialized knowledge and apply it to a full personal and professional life.

The academic programs offered at Philadelphia University are administered by the College of Architecture and the Built Environment; the College of Design, Engineering and Commerce; the College of Science, Health and the Liberal Arts; the Office of Continuing and Professional Studies; the Office of Student Development Programs; and the Department of Physical Education. The academic programs and areas of study for each college or office are outlined in the next section.

Assessing Learning Outcomes

The assessment of student learning occurs at all levels of the curriculum and is a central aspect of measuring institutional effectiveness. Learning outcomes identified for each course, year-level, and program are evaluated on a regular and consistent basis as part of the assessment plans for each program. The process seeks to explore teaching-learning connections and informs changes to curriculum to ensure the continuous improvement of University programs through the efforts of its faculty.

All curricula at Philadelphia University combine theory and application and offer integrative and active learning experiences for the students. Assessment helps faculty in understanding how well students are achieving these outcomes and reflects the commitment to the importance of learning through active engagement. Assessment also helps to ensure that the University's programs meet the institutional learning outcomes and fulfill the University's mission to provide students with a distinct balance of liberal and professional education.

Institutional Learning Outcomes

All Philadelphia University graduates will:

1. Possess a breadth and depth of professional skills informed by the liberal arts and sciences.
2. Apply multi-disciplinary and collaborative approaches as a means of succeeding in dynamic, complex career environments.
3. Integrate theory and practice to inform research and guide creative decisions in their professional fields.

4. Interpret and value diversity in both local and global communities.
5. Be prepared to be ethically responsible citizens in the personal, professional and civic spheres.
6. Be prepared to bring innovation to their fields and anticipate future directions in their professions by adapting to social, environmental and economic change.

Graduate students meet these outcomes, but demonstrate learning at a higher level.

Bachelor's Degree Components

College Studies

The general education program at Philadelphia University is designed specifically for professionally oriented students. Technological change, economic shifts and increasing interdependence demand a strong grounding in liberal education, as well as professional and technical expertise. All students in the University take the common liberal arts education sequence called the College Studies Program. Study in the liberal arts and sciences develops the skills to be an integrative thinker who can see connections in a wide range of knowledge and across disciplinary boundaries. Through exposure to complex, real-world issues, and studies in history, humanities and the social sciences, mathematics and the natural and physical sciences, students become graduates who are well-read, well-spoken, worldly, flexible and adaptable – individuals who never stop learning and making connections in everything they do.

The College of Science, Health and the Liberal Arts has responsibility for courses in this program, promoting the best of a strong liberal arts and sciences tradition while working alongside the professionally oriented curriculum. Students progress through a carefully constructed four-year sequence, making connections between disciplines and viewing their own fields of choice through larger social, economic, political and cultural lenses. College Studies forms the backbone of every undergraduate student's major, bringing classmates together to share a common educational experience and to learn from each other's diverse perspectives. All students at the University take approximately 40 percent of their coursework in College Studies.

Professional Studies

Strongly integrated with general education, the course of study in each professional major broadly prepares students to engage with the professional world and inquire about its political, economic and social contexts through the perspective of their practices. Professional studies provide the knowledge and skills to be successful in a profession, and to become lifelong learners, able to adapt to changing conditions and demands of their careers.

Minor

A minor is a set of courses that provide supplemental study in a particular subject area. A student may choose a minor with the assistance of an academic advisor upon completion of 60 semester hours. Options for minors are determined by the academic program and consist of a minimum of twelve credits in the subject area. A student may not use the same course for credit in both the major and the minor areas. For more information see, “Minors and Concentrations” section of the catalog.

Concentration

A concentration allows for an in-depth exploration of a focused area within the scope of the student’s major discipline. Concentrations are available for study by majors within the appropriate area only. Options for concentrations are specified by the academic program. Similarly, the number of credits required to complete the concentration and the sequence and selection of required and elective courses are determined by the program. For more information see, “Minors and Concentrations” section of the catalog.

Designated Electives

Designated electives allow students to select a course from a pre-approved set of courses. Designated electives enable both freedom of choice with some degree of programmatic guidance.

Free Electives

Free electives allow students to tailor their degree program to meet their personal and educational goals. Students who participate in an internship may use these credits to partially satisfy the free elective requirement.

Service Learning and Physical Education

A one-credit service learning course or a two-semester sequence of physical education is required of all day division students.

Service Learning

Community service initiatives are a central part of the undergraduate experience at Philadelphia University. SERVE 101, a one-credit course, provides an opportunity for students to contribute to and learn from Philadelphia, its neighborhoods and people. These experiences allow students to explore their interests and expand their knowledge through a hands-on project with a community outside of the University.

Learning outcomes for service learning

Students who have completed Serve 101 will:

- Develop a sense of responsibility and commitment towards public service and citizenship through critical reflection and action;
- Improve their understanding of societal problems that affect members of the Philadelphia area community and beyond;
- Relate community service experiences and issues to assigned journal questions and readings;
- Develop a commitment to full participation in the life of their communities; and
- Consider civic obligations as a professional to improving quality of life of communities.

SERVE 101 is part of an initiative in the University called “Serving and Learning in Philadelphia,” a phased program in the curriculum that provides opportunities for students to apply their classroom education to real-world settings. The initiative encourages the development of students as active citizens and professionals by supporting the ways they contribute to their communities and develop personal and professional responsibility. Go to www.PhilaU.edu/community/forfaculty.html for more information.

Physical Education



Physical education course options offer a variety of activities, which include traditional instruction, making it possible for students to fulfill this requirement in a constructive and enjoyable manner.

PE options are PE 00-Varsity Athlete, and/or PE 02 Recrea

Academic Internships

Academic internships at Philadelphia University aid students in professional preparation through a work experience directly related to their major and career goals.

Academic internships may be taken for credit and are completed as an elective with a course syllabus focused on professional skill-building and written assignments. While the primary emphasis of the course is on the internship work experience, course assignments are incorporated to prompt reflection on the internship. This reflection is an integral component of experiential learning and students' overall career and professional development.

The Career Services Center and designated Faculty Internship Advisor (FIA) from the student's major provide support and guidance during the semester of participation. Career Services staff is also available to assist students with internship search strategy prior to the internship.

At the conclusion of the internship semester, all students are evaluated both by their employer and FIA, receiving a grade derived from successful performance as determined by the employer, the quality of academic assignments submitted to faculty, and completion of minimum required hours. All internships, regardless of credit registration, are a minimum of twelve weeks in length.

Academic internships are offered during the fall, spring and twelve week summer semesters. The deadline to register for academic internships is the last day to add classes for the semester of intended participation, as established by the Registrar's Office (refer to the academic calendar for specific deadlines). Students are strongly encouraged to apply early and contact Career Services for assistance, providing the best success in finding an appropriate experience in time to meet registration deadlines.

To learn more about academic internships at Philadelphia University, visit www.PhilaU.edu/career or contact Career Services.

Minimum requirements for participation:

Undergraduate:

- Full-time status
- Completion of 60 credits by the start of the internship experience (90 credits for Architecture and Landscape Architecture majors)
- 2.5 cumulative GPA in the semester preceding the internship
- If a transfer student, at least 15 credits earned at PhilaU

Graduate:

- Full-time status
- Completion of 18 core graduate credits by the start of the internship experience

- 3.25 cumulative GPA in the semester preceding the internship
- International:
- Meet criteria above as relevant
 - Determine if eligible for Curricular Practical Training (CPT) by contacting the office for International Student Programs

Note: Students not meeting minimum requirements may be considered by submitting a formal appeal.

Academic Support Services

The Learning and Advising Center

The Learning and Advising Center is the students' comprehensive source for academic assistance. The Center offers a wide range of advising and tutoring services. Go to www.philau.edu/learning to see more information.

Academic Advising Mission

Academic Advising at Philadelphia University instructs students about how to understand, appreciate, and use the resources of the university to meet their individual and educational needs. Faculty Academic Advisors teach by providing information, example and assistance to students in one-on-one and group advising sessions. Deliberate and intentional academic advising guides students in setting goals, making responsible academic and professional choices, collaborating with others across disciplines and valuing the purpose of higher education in realizing their goals.

Academic Advising Learning Outcomes

Students will:

- Value the role of the academic advising process in their university learning experience.
- Make sound decisions concerning degree and career goals based upon their abilities and interests, and university policies and procedures.
- Develop an educational plan for successfully achieving their goals.
- Appreciate collaboration with others across programs and disciplines and including the college studies curriculum.
- Use campus resources and services to assist them in achieving their academic, personal, and career goals.
- Graduate in a timely manner based on their academic and professional plan.

Academic Advising

Academic advisors assist students in meeting their educational goals and utilizing campus resources. Advising for first-year, day-division students and students who have not declared their major is provided by the Learning and Advising Center. Upper-level, day-division students who have declared their major are assigned advisors in their schools. An important tool for advisors is the Academic Alert Program through which faculty provide advisors with information regarding students' academic performance.

The Office of Continuing and Professional Studies advises Continuing Studies students. The office maintains regular evening hours. In addition, students may seek advising via telephone or email.

Majors Advising

Students who have not yet declared a major or who are thinking about changing their major are encouraged to meet with the Assistant Director of the Learning and Advising

Center. Students have the opportunity to discuss possible majors, and to talk with appropriate professionals on campus about the fields they are considering.

Majors Undeclared

Students who wish to explore possible majors may keep their options open during their first two years at the University. Students who choose not to declare a major must work closely with their academic advisors and the Learning and Advising Center staff to select courses that will help them to prepare to enter a specific major. Undeclared students are encouraged to declare a major after they have completed 30 credits. Students are required to declare a major after they have completed 60 credits.

Tutoring Services

Both professional and peer tutoring are available to all Philadelphia University students who wish to improve performance or maintain high grades in a variety of subject areas. Students work one-on-one or in small groups with professional or peer tutors. Workshops are offered in areas such as time management and note- and test-taking strategies. Other workshops target skills needed for particular courses. All of these services are available at no cost to Philadelphia University students. Go to www.philau.edu/learning to find an updated tutoring schedule for each semester.

Included in the Learning and Advising Center are the following tutoring services:

- **Professional and peer tutoring** is available for all levels of math courses.
- **Writing assistance** is available at all stages of the writing process, from help with organizing ideas and getting started on papers to revising final drafts. Specialized help is also available for writing research papers and for problems with documenting sources, grammar and punctuation.
- **Study Skills/Test Taking Strategies:** Specialized help is available for students who want to read, study and take tests more effectively.
- **English as a Second Language:** Students speaking English as a second language can receive both specialized professional help and student assistance in coursework and general language skills.
- **Peer Tutoring:** Peer tutoring related to specific academic courses is offered by fellow students experienced in the subject. Students are recommended by faculty and trained in learning techniques.

Other Advising Services

Students who plan to take courses at another institution must obtain the request forms and begin the process at the Learning and Advising Center or the Office of Continuing and Professional Studies. Forms are available for students who wish to change their major. Go to www.philau.edu/learning

and click on forms. The Learning and Advising Center also clarifies academic policy for faculty, staff and students. Students planning to take a leave of absence or withdraw from the University are encouraged to speak with the Learning and Advising Center staff.

Honors Program

The Honors Program brings together highly motivated students and dedicated faculty in a curriculum that is both challenging and supportive. The program reaches beyond professional or specialized study to inspire students to a lifetime of broad intellectual curiosity, self-sustained inquiry and personal growth. It develops critical thinking, leadership skills and awareness of global issues.

A combination of enriched courses and co-curricular activities, the program is designed to challenge the best students at the University. Faculty and students join in a common intellectual and social venture; share an openness to new ideas; commit to the energetic pursuit of excellence; and nurture the complete development of the individual. In each course, faculty attempt to foster a climate in which individual differences contribute richly to a common pursuit of learning.

The honors program is a curriculum satisfied through seven honors-level courses in College Studies and the major, and could include honors projects abroad, specialized research, independent study, or leadership roles in community service. Honors scholars must complete the Honors level COLLST-499 Contemporary Perspectives capstone course during the senior year.

Mission

The mission of the Honors Program is to provide fertile spaces for students to develop as leaders in the local and global intellectual marketplace. In alignment with the University value of integrative learning, the program facilitates partnerships with other academic and student development units that promote active inquiry, compelling discussion and transformative thinking.

Honors Program Learning Outcomes

At the completion of the honors program, students will be able to:

- Create and execute research questions worthy of graduate study or professional conference presentation.
- Articulate complex ideas across disciplines and with industry professionals.
- Demonstrate competence in identifying the core and layers of an issue.
- Create opportunities for innovative strategies.
- Use existing knowledge as a basis for deeper or broader inquiry.
- Analyze personal and professional challenges and employ appropriate responses.
- Evaluate issues from multiple sensitivities.
- Recognize and assess the interdependence of economic, cultural and political issues.

Information Literacy

Mission

To help students become “wise information consumers” and lifelong learners, by developing in them the abilities to effectively find, evaluate and apply information.

Information literacy is embedded in the curricula of each college. Students are exposed to information literacy concepts in the context of both their major and College Studies courses. Students learn how to use the information resources and technologies relevant to their lives as scholars on campus and as professionals in the field. Throughout their undergraduate career, students gain practical experience in the critical application of data and information to various information needs and problems.

The 21st-century workplace recognizes the value of information-literate employees. Today’s technology and knowledge-driven economy demands highly skilled workers who are adaptable, resourceful, intrinsically motivated and able to learn.

Through the University’s efforts to create information-literate graduates, students engage in the same process of information problem solving that will continue for the rest of their lives.

Information Literacy Learning Outcomes

Philadelphia University’s Information Literacy program includes five overarching outcomes for all students. Students will:

- Clearly articulate their information needs, including topic selection, research focus, research questions and sub-questions
- Use the literature of their field, including information accessed from the public web and subscription databases
- Join a relevant professional organization or association, and use Web 2.0 technologies to build and maintain awareness of developments in their field
- Demonstrate evidence of learning transfer by using appropriate resources throughout courses in their major program of study and in their College Studies courses
- Demonstrate the ability to synthesize information and display evidence of critical thinking that acknowledges diverse viewpoints.
- Ethically apply appropriate information to solve a problem
- Express adequate depth of treatment when applying information to solve problems
- Demonstrate intellectual curiosity and perseverance when engaging in problem solving activities
- Keep up to date on developments in their fields, using a variety of information and communication sources, services and tools
- Articulate awareness of world events and conditions, and use this awareness to guide decision-making, beliefs and actions

Study Abroad

Mission

Study Abroad programs provide international opportunities for students to take courses toward their degree while studying in another country. Students have the opportunity to learn about diverse cultures and people and to develop professional awareness of their discipline in a global context. Students may study abroad for one semester, a full academic year, on a summer program, or on a faculty-led “short course” during winter or spring breaks.

Study Abroad Learning Outcomes

As a result of study abroad experiences, students will:

- Appreciate the interdependence of the global environment.
- Demonstrate the knowledge of international economic and/or cultural developments in their field and/or particular area of interest.
- Value intercultural experience.
- Develop an ethical and professional awareness of their discipline within the global community.
- Gain insights into the historical, cultural, social, political, geographic and environmental contexts of the site of study.
- Apply their resourcefulness, flexibility, and independence and the ability to collaborate and work together.
- Seek another opportunity to travel abroad.

The Study Abroad Office offers individualized attention to each student, reviewing their academic needs and career goals while advising on program options. To ensure students stay on-track for graduation, students must have all study abroad courses reviewed and approved by their Academic Advisor/Program Director and Study Abroad Office during the application period. Only pre-approved courses and credits taken abroad will be accepted by Philadelphia University and reported on a student’s Philadelphia University transcript. Students have program options all over the world: Italy, England, Scotland, France, Spain, Denmark, Australia, New Zealand, China, Japan, etc. In Italy, students can participate on one of Philadelphia University’s own study abroad programs: The Center for Architecture and Fashion at UARC in Rome and The Center for Design at NABA in Milan. For more information on study abroad programs, the application process, deadlines and requirements, please contact the Study Abroad Office or visit their website: www.philau.edu/studyabroad.

Basic Requirements for Study Abroad

- Foreign program must be approved by the Study Abroad Office
- Completion of the Study Abroad Application, which includes letters of recommendation from two faculty members, an essay, course approval from Academic Advisor/Program Director.
- Interview with the Director of Study Abroad
- Certification from the Office of Student Life that the student is not on disciplinary probation

- Completion of 60 credits by the start of studies abroad
- A minimum cumulative GPA of 2.5 (Please note: many foreign institutions may require a higher GPA of 2.75 or 3.0)

Additional documents and/or a portfolio of work may be required and will be noted on the Study Abroad application.

Writing Across the Curriculum

Philadelphia University recognizes the vital role of written communication in college, the workplace and in the community. All undergraduate students take courses in the Writing Program, which includes a wide range of academic and professional writing and is integrated throughout the institution’s professional majors and the general education core. Before graduating, all Philadelphia University undergraduate students must complete two writing-specific courses and four courses designated in the University Catalog as writing-intensive (WI). In addition, students are also required to complete numerous and diverse writing assignments in courses, studios, and labs that carry neither the writing-specific nor the writing-intensive designation. Professional writing tutors in the Learning & Advising Center support students in all subjects and at all levels of the curriculum.

Mission

The Writing Program enacts Philadelphia University’s commitment to fostering strong writing skills so that students will be able to communicate well both in their lives as college students and later as professionals and citizens.

Writing Across the Curriculum Learning Outcomes

As a result of the Writing Across the Curriculum program, students will be able to:

- Write reflectively, articulate the expectations of an audience, and understand the context that surrounds the situation into which they are writing.
- Use both informal and formal writing assignments to complete larger projects in manageable pieces, thus developing writing processes that are fit to specific conventions and expectations of assignments. Students reflect on their learning and incorporate and give feedback on writing.
- Apply deductive (thesis-driven) writing and inductive (exploratory) writing to arrive at larger works; students use write-to-learn practices to identify and clarify scholarly and professional interests.
- Practice field-specific conventions via case studies, captions, design briefs, scripts for pitching ideas, researched essays and other appropriate professional genres.