
General Information

Introduction

Mission

The University of Bridgeport offers career-oriented undergraduate, graduate, and professional degrees and programs for people seeking personal and professional growth. The University promotes academic excellence, personal responsibility and commitment to service. Distinctive curricula in an international, culturally diverse supportive learning environment prepare graduates for life and leadership in an increasingly interconnected world. The University is independent and non-sectarian.

History

The University of Bridgeport was founded in 1927 as the Junior College of Connecticut — the first junior college chartered by any legislature in the northeastern states. The college had as its purpose, in the words of the founders, to develop in students a point of view and a habit of mind that promotes clear thinking and sound judgment in later professional and business experience. Although UB has changed in many ways since then, this commitment to student preparation and community service remains central to its mission.

The Junior College of Connecticut became the University of Bridgeport in 1947, when the State of Connecticut chartered the institution as a four-year university with authority to grant the baccalaureate degree. By that time, the former Barnum estate at Seaside Park had been purchased and growth in students, faculty, programs and buildings was rapid. The College of Arts and Sciences and the College of Business were added at once, and the colleges of Nursing, Education, and Engineering soon after. The Junior College expanded its offerings through a merger with the Weylister Secretarial Junior College of Milford, Connecticut, and through the addition of the Fones School of Dental Hygiene (at its inception in 1949 the only such school in Connecticut and the second in New England).

By 1950, the University had moved from the original Fairfield Avenue location to the present Seaside Park campus, which has since grown from 22 to 53 acres. Enrollment was nearly 3,500 students, including a number of international students, taught by a faculty of 183 men and women. In 1951 the University awarded its first Master's degree.

In 1953 the University expanded its programs when Arnold College, the oldest co-educational school of physical education in the United States, merged with and was incorporated into the College of Education.

In January 1979 UB inaugurated its first doctoral degree program, Educational Leadership; and in 1991 the College of Chiropractic was established, representing the first affiliation of a chiropractic school with a university in the United States. In 1992 significant financial support from the Professors World Peace Academy (PWPA), a non-profit organization of academicians dedicated to world peace through education, enabled the University of Bridgeport to continue its programs in the aftermath of a major labor dispute. In 1996 the University established the College of Naturopathic Medicine. In 2005 the Ph.D. in Computer Science and Engineering was added.

University of Bridgeport Today

The University today continues its commitment to excellence as it maintains its tradition of responding to the changing needs of society through the liberal arts and its professional programs. Programs are focused so that students receive the kind of personal advising and attention usually found only at small colleges. Furthermore, the University takes full advantage of its location in a progressive urban setting, using regional resources as “living laboratories” to supplement the traditional academic instruction offered on the campus. Through co-operative education programs, students can learn from experience by integrating classroom studies on campus with supervised employment in industrial, service, and government sectors.

The University through its schools and colleges offers a variety of undergraduate and graduate degree programs from associate through doctoral levels. In addition, the University's College of Chiropractic awards the Doctor of Chiropractic degree; College of Naturopathic Medicine awards the Doctor of Naturopathic Medicine and Acupuncture awards the Master of Science in Acupuncture.

The IDEAL Program of the School of Continuing and Professional Education offers undergraduate courses with flexible scheduling for part-time adult students, at the main campus, at the branch campus in Stamford, CT, and in Waterbury, CT.

The University sees its student body as a

valuable resource. Approximately 5,000 students were enrolled in 2012-2013, sixty percent of whom are full-time, coming from 45 states and 86 foreign countries and representing a rich diversity of ethnic and cultural backgrounds.

Faculty

The UB instructional staff consists of 121 full-time faculty, and nearly all hold doctoral or terminal degrees in their fields. The regular faculty is augmented by approximately 370 adjunct faculty.

Faculty honors include Fulbright Scholars, National Science Foundation Fellows, Ford Fellows, National Endowment for the Humanities Fellows, American Council for Learned Societies Scholars, Phi Beta Kappa Scholars, Phi Kappa Phi Scholars and Sigma Xi Scholars.

Accreditations and Memberships

The University of Bridgeport is accredited by the New England Commission of Higher Education.

The University also is accredited by the Office of Connecticut of Higher Education. National accreditations of professional programs have been granted by the following accrediting bodies in the areas noted:

The Educator Preparation Programs are accredited by the Connecticut State Department of Education under NCATE standards.

Council of Dental Education of the American Dental Association — associate (A.S.) degree program in Dental Hygiene.

Engineering Accreditation Commission of the Accreditation Board for Engineering and Technology — baccalaureate (B.S.) degree program in Computer Engineering.

The Accreditation Commission for Acupuncture and Oriental Medicine, candidacy for accreditation, Master of Science in Acupuncture (MS-Acup).

Commission on Accreditation of the Council on Chiropractic Education — doctoral (D.C.) degree program in Chiropractic.

Council on Naturopathic Medical Education-doctoral (N.D.) degree program in Naturopathic Medicine

The University of Bridgeport is an accredited

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institutional member of the National Association of Schools of Art and Design.

The Association of Collegiate Business Schools and Programs have accredited the Bachelor of Science (B.S.) and the Master of Business Administration (M.B.A.) programs.

Accreditation Review Commission on Education for Physician Assistant (ARC-PA)

National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) – B.S. Medical Laboratory Science: the University of Bridgeport Medical Laboratory Science program has completed all requirements for recognition as a serious applicant for Initial Accreditation with the NAACLS and students graduating from the program will be eligible to sit for a national certification examination with ASCP, effective August 1, 2013.

Commission on Collegiate Nursing Education for Traditional BSN and online RN to BSN.

Accreditation Council for Nutrition Professional Education

The University holds membership in the American Council on Education, the American Association of University Women, the American Association of Colleges for Teacher Education, the Connecticut Conference of Independent Colleges, the Council of Graduate Schools, the College Board, and the Association of Accredited Naturopathic Medical Colleges, the American Association of Acupuncture and Oriental Medicine, the American Society for Engineering Education, the Association of Chiropractic Colleges, the National Association of Independent Colleges and Universities, the National Association of College and University Business Officers, the Commission on Accelerated Programs, New England Association for College Admission, the National Association of College Admissions Counselors, the New England Association of College Admission Counselors, NAFSA (Association of International Educators), the Institute of International Education, and AACRAO - American Association of College Registrars and Admission Officers.

Campus and Campus History

The University of Bridgeport is located fifty-five miles from New York City. Bridgeport, Connecticut's largest city, borders the 53-acre campus to the north. Seaside Park and the Long Island Sound, with some of the finest sandy beaches between New York and Cape Cod, mark the southern boundary.

The unique location of the campus offers a variety of advantages to the University community. The Sound and the Park are settings for studies in marine biology and for the enjoyment of sun and recreation. The city and county provide opportunities for becoming involved in work-study programs with schools, government and some of the country's largest Fortune 500 and multi-national corporations.

The architectural diversity of UB's fifty-three buildings, from stately homes as well as newer structures of modern design, reflects the origins and progress of the university and also embodies its twofold commitment to solidity and change. The entrance to *Marina Dining Hall*, was once the entrance arch to the estate of Phineas Taylor Barnum, who served as Mayor of Bridgeport from 1875 to 1876 and played a crucial role in the city's cultural and economic development. *Bryant Hall*, with its inlaid mosaic entryway and ornately carved banisters and ceilings, was built in 1895 for inventor Waldo C. Bryant. The *Carstensen Hall* is a facsimile of a pavilion at the 1893 Columbian Exposition. It was designed in 1899 for the chemist George Edwards, whose research led to improving the durability of silver plate. Between the campus and Seaside Park is the *Perry Arch*, designed by Henry Bacon, who also designed the Lincoln Memorial in Washington D.C.

The more modern buildings house academic and student life on campus:

The *Arnold Bernhard Arts and Humanities Center* is a focal point for the cultural life of the University and of the Greater Bridgeport community, as well as the center for the study and appreciation of art, music, cinema, design and drama. Facilities include classrooms, studios, the 950-seat *Andre and Clara Mertens Theater*; the small in-the-round experimental *Austin W. Mather Theatre*, the *Littlefield Recital Hall*, and the Schelfhault Gallery. Located on the ninth floor is the Henry B. duPont III Tower Room, used for meetings and receptions.

The *Carlson Building*, prominently located on the main quad of the University, was built by the generosity of William and Phillips Carlson in 1955. Until the completion of Wahlstrom Library in 1974, Carlson served as the University's first stand alone library. Today it houses the School of Education on its first floor and the College of Public and International Affairs on its second floor as well as the Office of Overseas Study and

the administrative offices of the English Language Institute. The building also houses the language laboratory and the film and video facility.

The *John J. Cox Student Center* provides social, recreational, and extracurricular cultural programs. It has a social hall with a seating capacity of 400; lounges and meeting rooms; a games room and bowling alley; the office of *The Scribe* (the campus newspaper); the studio and transmitter of WPKN (an independent non-commercial FM radio station); and offices of the Student Congress and student clubs and organizations, as well as offices of the Student Development division.

The *Charles A. Dana Hall* of Science is designed for study and research in biology, chemistry, physics, health sciences, medical laboratory science and geology. There is a 285-seat lecture auditorium, and the unique Science Wall of Honor commemorating thirty-seven of the world's "Immortals of Science." It is also the home of the School of Arts and Sciences.

Eleanor Naylor Dana Hall provides facilities for the Physician Assistant Program and the graduate program in Human Nutrition.

The *UB Health Sciences Center* houses the UB Clinics in Acupuncture, Chiropractic, Dental Hygiene, and Naturopathic care. Also it is the home to the Administration for the Acupuncture Institute, College of Naturopathic Medicine and the Fones School of Dental Hygiene.

The *Harvey Hubbell Gymnasium* is the center for intercollegiate sports programs. It seats 2,500 spectators.

Ernest C. Trefz School of Business houses the School of Business and a major computer laboratory.

The *College of Chiropractic Building* has class and conference rooms, offices, a laboratory, and an auditorium seating two hundred people. It is equipped with the modern facilities necessary for the professional programs offered by the Chiropractic faculty.

The *Technology Building* provides the engineering disciplines with the special capabilities and equipment needed for programs in biomedical, mechanical, electrical and computer engineering.

The *Magnus Wahlstrom Library* is the academic and physical heart of the campus. The nine-story building is home to many different types of information resources, collections, and services.

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The "Garden Level" houses the Office of the Registrar, The Bursar and Financial Aid, Career Services as well as the School of Continuing and Professional Studies and the IDEAL program. The Sixth floor the Office of Admissions. The Seventh floor houses the Division of Administration and Finance and the Office of the Provost. The Eighth floor houses the Office of the President.

The *Wheeler Recreation Center* offers opportunities for students to enjoy recreational sports. Wheeler has a 25-meter pool with one-meter and three-meter diving boards and adjacent steam room and sauna facilities. The field house has a multi-purpose area for tennis, basketball, and volleyball, with a jogging track around the perimeter. In addition, there are courts for racquetball and handball.

Security Services

The University offers a combination of security services that include a Securitas Security Service USA managed public safety force, escort services, and twenty-four-hour monitored access to all residence halls.

Also, each full-time student at the University is provided a small personal alarm locator (PAL) that allows one to signal for help instantly from anywhere on campus in an emergency. Small and easily carried, a student summons help with the touch of a button. The signal sends information about who the student is and where that student is located to a central computer in the Campus Security Office.

Social and Cultural Opportunities

Cultural events at the University of Bridgeport offer entertainment of high quality. Art exhibits, theatre productions, dance ensembles, music ensembles, classic cinema, lectures and concerts by UB groups, including the Jazz Ensemble are regularly scheduled.

Student organizations of the University plan a wide range of social programs from movies to dances, rock concerts, international festivals, coffee houses, lectures and comedy acts.

The University's schedule of events in the fine and performing arts is complemented by its location in the center of Fairfield County, one of the country's most desirable recreational and cultural areas. New England

village greens and historic communities are within easy reach of the campus. The Southern Connecticut area is home to the Westport Country Playhouse and New Haven's Long Wharf and Yale Repertory theatres. The cultural resources of New York and Boston are within convenient traveling distance by car, bus, or train.

International Activities and Study Abroad

The University of Bridgeport offers a wide range of opportunities for students to learn about other cultures and to understand American culture. Students from approximately 80 countries attend the University. Through formal events such as the annual International Festival sponsored by the Office of International Affairs and the International Relations Club, and through informal contacts in and out of class, students from different cultures are able to meet and get to know one another.

Study Abroad

There is opportunity for foreign study and travel and these opportunities are coordinated through the Office of Overseas Study. Students may choose to spend a summer, a semester, or an entire academic year abroad. They may receive credit for work done at a foreign university provided they follow the usual procedure of obtaining permission to take courses off-campus. In the past, students have pursued such programs at the University of Paris-Sorbonne, the Catholic University of the West, Laval University, The Institute for American Universities in Aix-en-Provence, France, The American College in Paris, University of Madrid, University of Valencia, the Young Judea Year Course in Israel, and The London School of Economics. Students interested in such programs should consult with their department chair.

More recently students have also pursued study abroad at the American University of Dubai, at Hanseo, Yonsei and Sun Moon Universities in Korea, at the International Christian University in Japan, at Fudan University and at Sichuan University Jinjiang College in China and at the Chinese Cultural University in Taiwan.

Computing Facilities

The Office of Information Technology Ser-

vices provides computing, information, and networks services to the entire campus community.

A campus-wide fiber optic network for data communication provides data connectivity for students, faculty, and staff. A state-of-the-art digital network system offers students, faculty, and staff access to all on-campus computing resources, as well as remote computing resources via the Internet.

The Office of Information Technology Services maintains the University-wide computing infrastructure for academic and administrative use, utilizing state-of-the-art computing and network solutions. All central and distributed computers and about 1000 workstations and other devices are connected to the campus network, providing each user with access to computing resources. Every faculty and staff member has a PC or laptop connected to the campus network. Phone, cable, and high speed data connectivity is extended to all residence hall rooms.

In addition to numerous departmental computing labs, The Office of Technology Information Services manages public student labs, located in Mandeville Hall, Engineering and Technology Hall, and Wahlstrom Library Learning Commons. All computers support general purpose applications, such as word processing, spreadsheets, graphics, and data base management systems. The Stamford and Waterbury centers each have general computer labs to support those students attending classes at those facilities.

The University's Portal (myub.bridgeport.edu) provides access to their email and other student-designated resources. All students have free Web space and additional space for storing critical data. Additional facilities permit students to review schedules and perform grade-lookup.

The Office of Information Technology Services also includes wireless access in all study lounges on each floor of each residence hall. General wireless areas include the Wahlstrom Library as well as a popular student gathering location in Knight's End Café.

Media Services provide support for setting up student UB accounts and wireless issues. Students who need assistance can go to the Print/Copy Center on the first floor of the library for help. Support is available during the hours of operation of the library.

Admissions

Dean of Admissions: Karissa Peckham

Office of Admissions
126 Park Avenue
Bridgeport, CT 06604

203-576-4552 • 1-800-EXCEL-UB

Fax: 203-576-4941

E-mail: admit@bridgeport.edu

Internet Home Page:

<http://www.bridgeport.edu>

Admissions Policy

All University of Bridgeport applications are reviewed and evaluated on an individual basis. The University of Bridgeport admits qualified students regardless of race, color, sex, religion, age, national and ethnic origins or handicap. Applications are accepted and reviewed on a rolling basis throughout the year.

Application

An application may be obtained from the Office of Admissions, 126 Park Avenue, University of Bridgeport, Bridgeport, Connecticut 06604. A non-refundable application fee must accompany the application. Checks should be made payable to "The University of Bridgeport." For further information, please call (203) 576-4552 or toll free 1-800-EXCEL-UB (392-3582).

You can also apply online by visiting our website at www.bridgeport.edu or email us for more information at admit@bridgeport.edu.

All interested students are encouraged to visit the University of Bridgeport to meet with an Admissions Counselor and tour the campus.

Undergraduate Applicants

FIRST YEAR STUDENTS

Freshmen candidates must submit:

- An Application for admission
- An official high school transcript or GED (General Equivalency Diploma)
- SAT or ACT scores
- FAFSA (if applying for financial aid)
- Application Fee

Dental Hygiene and Health Sciences: Pre-

Nursing applicants are also required to submit a personal statement and two letters of recommendation.

The University of Bridgeport reserves the right to waive the need for certain documents or to request additional documentation.

SECONDARY SCHOOL PREPARATION

The Admissions Committee places emphasis on the quality of the preparatory work of each applicant.

An applicant should be a graduate of a regionally accredited secondary school (or its substantial equivalent) and should present sixteen acceptable units of academic work, including four units in English, three units in Mathematics, two units in a lab science, two units in the social sciences and a minimum of five electives. An applicant who has not satisfied the distribution of college requirements, but has presented convincing evidence of the quality of his/her high school work, may be admitted with the provision that the deficiencies must be addressed before or in conjunction with the beginning of study in his or her academic program of choice.

Students are admitted for both the Fall and Spring terms. Students must notify the Office of Admissions if it is their intention to defer their enrollment.

UNDERGRADUATE TESTING INFORMATION

All applicants for admission as full-time freshmen are required to take the Scholastic Aptitude Test (SAT) or American College Testing Program Exam (ACT). However, if the applicant can demonstrate that he or she graduated from high school more than five years prior to applying, this requirement may be waived. Applicants should have their scores sent directly to the Office of Admissions.

SCHOLASTIC APTITUDE TEST (SAT)

The College Board
P.O. Box 6200
Princeton, NJ 08541-6200
(609) 771-7600
www.collegeboard.com

AMERICAN COLLEGE TESTING (ACT)

American College Testing
P.O. Box 168
Iowa City, IA 52243
(319) 337-1360
www.actstudent.org

Students whose first language is not English and who have been in an American high school for less than two years may submit the results of the Test of English as a Foreign Language (TOEFL) to demonstrate English language proficiency.

TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

TOEFL/TSE Services
P.O. Box 6151
Princeton, NJ 08541-6151 USA
(609) 771-7100
www.ets.org/toefl

TRANSFER STUDENTS

An applicant who has attempted 12 or more semester hours at an institution whose accreditor is recognized by the Council for Higher Education Accreditation is considered a transfer applicant. The Admissions Staff will evaluate transfer credit and core credit. For further details, see catalog section on core curriculum. Requests for core credit based on a course meeting the "spirit" of the core will be referred to the chair of the Core Commission for evaluation.

TRANSFER CANDIDATES MUST SUBMIT:

- An Application for admission
- Proof of high school completion or G.E.D. (General Equivalency Diploma).
- An official copy of all college transcripts from each post-secondary institution previously attended. An applicant who fails to indicate attendance at a previous institution at the time of application may forfeit eligibility for transfer credit.
- FAFSA (if applying for financial aid).
- Application Fee

The University of Bridgeport reserves the right to waive the need for certain documents or to request additional documentation.

Transfer credit is awarded only for courses in which a grade of "C" or better is earned.

Dental Hygiene and Health Sciences: Nurs-

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ing applicants are required to also submit an official high school transcript, official SAT/ACT scores, a personal statement, and letters of recommendation.

The status of any applicant admitted before all final, official transcripts are received will be reevaluated upon receipt of the final transcript. Final transfer evaluation requires approval of the Dean. Transfer applicants are urged to apply well in advance of the opening date of the term in which they plan to enter. This will enable the student to receive a timely evaluation of their transfer credit and appropriate academic advisement and program planning.

Students are admitted for both the Fall and Spring terms. Students must notify the Office of Admissions if it is their intention to defer their enrollment

Students are required to complete their last thirty semester hours at the University of Bridgeport and meet course requirements as described in each program to be eligible for a degree. A maximum of 66 credits may be awarded from two-year colleges and 90 credits from accredited four-year institutions. Transfer credit is awarded on a course by course basis.

Articulation Agreements

The University has articulation agreements with the following institutions:

- Capital Community College
- Gateway Community College
- Housatonic Community College
- Middlesex Community College
- Naugatuck Community College
- Northwestern Community College
- Norwalk Community College
- Tunxis Community College
- Westchester Community College

Academic Credit From Non-University Sponsored Instruction

The following are four categories of assessment from which University of Bridgeport (UB) academic credit is awarded for prior learning earned in non-university sponsored instruction.

1. Standardized Tests—College Level Equivalent Proficiency (CLEP)

UB accepts up to thirty (30) credit hours from the credit recommendations of the College Board's College Level Equivalent Proficiency (CLEP) exam program. Undergraduate students may earn up to 30 semester hours of credit (one year's studies) by demonstrating subject area competence through standardized testing. CLEP credit may not be used to satisfy the minimum University 30-hour residency requirement. CLEP credit is not included in the student's credit hours earned at the University of Bridgeport and is not computed in the student's quality point ratio at the University. CLEP credit is not considered in the total number of UB hours used to determine eligibility for graduation honors. Information on subject matter and testing procedure is available at the School of Continuing & Professional Studies or at the College Board at: clep.collegeboard.org.

2. Nationally Recognized Evaluations for Credit Recommendations

UB accepts evaluations of non-university sponsored instruction as part of a student applicant's transfer evaluation. UB accepts evaluations of non-university sponsored instruction from the following nationally recognized institutions:

- American Council on Education College Credit Recommendation Service: ACE CREDIT recommends academic credit for formal courses or examinations offered by various organizations, from businesses and unions to the government and military.
 - ACE CREDIT includes evaluations on military credits, DSST exams, ALEKS Exams (McGraw-Hill) and many more non-university organizations.
 - The ACTFL Oral Proficiency Interview (OPI), the ACTFL Writing Proficiency (WPT), the ACTFL Reading Proficiency Test (RPT), the ACTFL Listening Proficiency Test (LTP) and the ACTFL Oral Proficiency Interview Computer Test (OPIc) are recommended for Acollege credit by the American Council on Education (ACE).
- National College Credit Recommendation Service (formerly National PONS), un-

der the auspices of the State University of New York, Board of Regents, evaluates training and education programs offered outside of the traditional college classroom setting and recommends them for college credit equivalencies. National CCRS coordinates teams of college faculty evaluators and subject matter experts to conduct extensive reviews of education and training programs offered by corporations, unions, religious organizations and proprietary schools.

Students applying for admission to the University should include these evaluations with their application and follow the same procedures as a transfer student. The equivalent credit will be assessed in conjunction with the academic program and other earned transfer credits. See Transfer Students on page 6.

3. Credit for Life Work Experience Program (CLWEP)

Some students acquire mastery over course subject matter through prior work or training experience. UB values the university-level knowledge that student's may have acquired outside the traditional university classroom.

In the CLWEP portfolio assessment, students demonstrate that what they already know is equivalent to what they would have learned in an equivalent college course. A student may have acquired this knowledge through past work, independent reading and study, training programs or in-service courses, volunteer service, cultural or artistic pursuits, hobbies and recreational pastimes, community or religious activities, organizational memberships, adult education, non-credit courses, study abroad, military training not evaluated for credit by ACE, or other experiences. A portfolio enables the student to identify and articulate this knowledge, and potentially earn credit for it.

Students learn the process of identifying areas of course-equivalent learning and portfolio development skills through the CLWEP guidelines and assessment plan that can be acquired through the School of Continuing & Professional Studies.

CLWEP credit may not be used to satisfy the minimum University 30-hour residency requirement. CLWEP credit is included in the student's semester hours earned at the University and also in the total number of UB hours used to determine eligibility for

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graduation honors. However, such credit is not computed in the student's quality point ratio at the University.

Special Instructions for Specific Majors

DESIGN PORTFOLIO REQUIREMENTS

SASD is looking for a passion for art and design in a portfolio. We recommend that students choose from the following for inclusion in their portfolio: drawings, paintings, posters, photography or video, sculpture, ceramics, fashion, or work for a school year-book or class.

Submissions should contain 10-12 samples of your work. Portfolios may be emailed, mailed in on DVD, posted to a personal web site, or hand delivered in hard copy form.

If a student does not have art or design work or attends a school that does not provide art or design classes, he or she may contact SASD for an assignment to complete at home. In these cases, we encourage students to visit SASD so a faculty member can provide both examples and materials.

Please contact sasd@bridgeport.edu for further information.

DENTAL HYGIENE

Freshman Students: Graduation from a regionally accredited secondary school. A high school background that includes four years of English, two years of Math, one year of College Prep Chemistry with a laboratory, one year of College Prep Biology with a laboratory and courses in social studies. An overall B is recommended. All students who are applying as a full time freshman must take the SAT or the ACT. Scores should be sent directly to the Office of Admissions.

Students applying as freshman will be considered for entrance into a pre-dental hygiene curriculum to complete prerequisite courses. Students who successfully complete the freshman courses will enter the clinical program in their sophomore year.

Transfer Students: A student who has attempted 12 or more semester hours at a regionally accredited institution is considered a transfer applicant. The following courses or course equivalents as determined by UB Admissions transfer credit evaluation must be

completed: Anatomy and Physiology I & II for eight credits; a College Chemistry course with a laboratory; Intermediate Algebra; and English Composition. A minimum grade of C or higher in the pre-requisite courses with a combined GPA of 2.7 is required; an overall GPA of a 2.5 or above is required.

Students without science prerequisites may begin at the Fones School in a pre-dental hygiene curriculum upon recommendation of the Director. Clinical students must begin in the fall semester of an academic year and attend full time.

HEALTH SCIENCES: PRE-NURSING

Freshman Students: Graduation from a regionally accredited secondary school. A high school background that includes four years of English, two years of Math, one year of College Prep Chemistry with a laboratory, one year of College Prep Biology with a laboratory and courses in social studies. An overall B is recommended. All students who are applying as a full time freshman must take the SAT or the ACT. Scores should be sent directly to the Office of Admissions. Freshmen students must begin in the fall semester of an academic year and attend full time.

Transfer Students: A student who has attempted 12 or more semester hours at a regionally accredited institution is considered a transfer applicant. Admission to nursing programs requires satisfactory completion of coursework in the sciences and other areas. To ensure that transfer credit and courses taken at UB fulfill those requirements, students will select courses with the help of an advisor. A minimum grade of C or higher in all pre-requisite courses and a GPA of a 2.5 or above is required.

Students without science prerequisites may begin the Health Sciences curriculum upon recommendation of the Dean.

MUSIC

Applicants should call the Department at (203) 576-4407 for information.

ATHLETICS

The University of Bridgeport offers a full program of NCAA Division II intercollegiate sports, including basketball, baseball, cross-country, swimming and soccer for men, and basketball, softball, cross-country, gymnastics, swimming, volleyball, lacrosse and soccer for women. Athletic scholarships are

available. All students who wish to participate in intercollegiate athletics are required to register with the NCAA Initial-Eligibility Clearinghouse. For more information and a Clearinghouse registration form, please contact your high school guidance office or the UB Athletic Department at (203) 576-4735.

International Applicants

The University of Bridgeport enrolls students from more than 80 nations. To be considered for admission, students must complete the International Student Application which can be obtained by writing the Office of Admissions, University of Bridgeport, Bridgeport, CT 06604 U.S.A., by fax at 203-576-4941 or on-line at <http://www.bridgeport.edu>. A non-refundable application fee should accompany the application. Checks should be made payable to "The University of Bridgeport."

Official copies of original transcripts of all academic work must be submitted along with the official, literal, word for word, English translations. In addition, students are required to demonstrate that sufficient funds are available to meet the cost of tuition, fees and living expenses. The Financial Statement form is included in the International Student Application.

INTERNATIONAL CANDIDATES MUST SUBMIT:

- A. A completed admissions Application for International Students.
- B. An official transcript of all previous academic work along with a literal English translation.
- C. Documentation that sufficient funding is available to meet the University's tuition and fees and living expenses.

ENGLISH LANGUAGE REQUIREMENTS

Those whose native language is not English are also required to show English language proficiency. You can demonstrate proof of English Language competency by meeting any one of the criteria listed below.

1. A letter certifying completion of level 6 at the University's English Language Institute (ELI) or attainment of a satisfactory score on the University of Bridgeport's English Language Assessment Battery (ELAB).

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2. A minimum TOEFL score of 500 (PBT), 173 (CBT), or 61 (IBT) for undergraduates and a minimum score of 550 (PBT), 213 (CBT), or 80 (IBT) for graduates (post-graduates).
3. A minimum IELTS (Cambridge Testing) Band score of 6.0 for Undergraduates and a minimum Band score of 6.5 for graduates (post-graduates).
4. A transcript from an accredited American university indicating a grade of "C" or better in one semester of college English Composition.
5. Critical Reading SAT score of 400 or above; or ACT English score of 19 or above.
6. An official letter certifying completion of ELS (English Language Service) through level 112.
7. An official letter certifying completion of CSE (The Center for English Studies) through level 7.5.
8. A Michigan English Assessment Battery (MELAB) score of 69 or above for undergraduates and score of 77 or above for graduates.
9. A Prueba de Aptitud Académica (PAA) English achievement score of 500 or above.
10. A level of "Advanced" on the English Language Proficiency Test of the College Board.
11. An official "O" level or "A" level Certificate indicating a grade of "C" or better in English.
12. An EIKEN score of Grade 2A or above for undergraduates and a score of Grade Pre-1 or above for graduates.
13. A score of 4 or better on the "English A" Higher Level examination in the International Baccalaureate (IB) program.
14. WAEC, WASSE, CXC, etc. – Score of "C" or better on English Language exam.
15. A minimum Pearson Test of English Academic (PTE Academic) score of 44 for undergraduates and a minimum PTE Academic score of 53 for graduates (post-graduates).

You must demonstrate English language competency in one of the ways listed above. If you don't demonstrate English language competency in one of these ways prior to registration, you will be given the Univer-

sity English Language Assessment Battery (ELAB) test upon arrival. If you pass at a satisfactory level, you may begin classes.

Information on the intensive program of English as a Second Language offered by the University's English Language Institute may be obtained by contacting: English Language Institute, Carlson Hall, University of Bridgeport, Bridgeport, CT 06604, U.S.A.; Telephone: (203) 576-4860; Fax: (203) 576-4861; E-mail: esl@bridgeport.edu; Internet: <http://www.bridgeport.edu/eli>.

ENGLISH LANGUAGE TESTING INFORMATION

Students whose first language is not English may submit the results of the Test of English as a Foreign Language (TOEFL) or the results of the International English Language Testing System test (IELTS) to demonstrate English language proficiency.

TEST OF ENGLISH AS A FOREIGN LANGUAGE (TOEFL)

TOEFL/TSE Services
P.O. Box 6151
Princeton, NJ 08541-6151 USA
(609) 771-7100
www.ets.org/toefl

INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM (IELTS)

IELTS USA (Cambridge Testing)
825 Colorado Boulevard, Suite 201
Los Angeles, CA 90041
1 323 255 2771
ielts@ielts.org

Graduate Applicants

Applicants to the University of Bridgeport are required to have an undergraduate degree from an accredited institution or from a recognized international university. Official transcripts of all previous course work should be sent directly to the Office of Graduate Admissions.

Admission decisions are based primarily on an applicant's undergraduate record. A prospective student who is currently completing undergraduate study should submit an official transcript complete to the date of application. In most cases, an admission decision will be made on the basis of a partial tran-

script, contingent upon completion of the baccalaureate degree. Registration will not be permitted until a final, official transcript is submitted to the Office of Admissions.

Generally, students may be admitted for any term — fall, spring or summer. Should a student be unable to enter the university during the term for which admission is granted, the offer of acceptance will remain open for one calendar year. After one year, a new application will be required.

Please refer to the individual graduate program for admissions requirements specific to that major.

TRANSFER CREDITS

The Dean of the individual Colleges/Schools/Institutes may allow up to six semester hours (eight hours in the case of laboratory courses) of graduate transfer credit from a regionally accredited college. The courses should have been completed recently with a grade of "B" or better and be comparable to UB's Graduate courses.

Specific colleges of the university and certain programs have additional requirements for admission, details of which are included in the individual program listing in this catalog.

Graduate Testing Information

GRADUATE MANAGEMENT ADMISSION TEST (GMAT)

Administered by the Graduate Management Admissions Council. Scored on a scale of 0-60. Scores for verbal, quantitative and a composite score.

Educational Testing Service
P. O. Box 6103
Princeton, NJ 08541-6103
(609) 771-7330
Email: gmat@ets.org

GRADUATE RECORD EXAMINATION (GRE)

Administered by the Educational Testing Service. Scored on a scale of 200-800. General GRE is composed of questions aimed at measuring aptitude and not specific subject knowledge. Subject GRE's are designed to measure competency in a specific subject area.

Admissions

Educational Testing Service
P. O. Box 6000
Princeton, NJ 08541-6000
(609) 771-7670

MILLER ANALOGIES TEST (MAT)

Administered through a network of controlled testing centers licensed by the Psychological Corporation. The MAT is a high-level mental ability test requiring the solution of problems stated as analogies. It consists of 100 partial analogies that are to be completed in 50 minutes. Tests are scored in raw format and in percentiles based on the intended major and on the general population of MAT examinees.

Miller Analogies Test
The Psychological Corporation
19500 Bulverde Rd.
San Antonio, TX 78259
(210) 339-8710
Email: scoringservices@harcourt.com

PRAXIS EXAM REQUIRED FOR TEACHER CERTIFICATION

PRAXIS
ETS - The Praxis Series
P.O. Box 6051
Princeton, NJ 08541-6051
1-609-771-7395

For information about Connecticut's teacher assessment requirements, contact:

Connecticut State Department of Education
Bureau of Educator Standards and Certification

PO Box 150471 – Room 243
Hartford, CT 06115-0471
Telephone: 1-860-713-6969
Fax: 1-860-713-7017

Special Admissions Considerations

NON-DEGREE APPLICANTS

A Non-Degree Student is permitted to take courses for credit on a part-time basis, as a non-degree candidate, as long as the student has met the prerequisites for the course.

A Non-Degree Student may become a matriculated student if he or she meets the appropriate requirements for admission. However, a Non-Degree Student is subject to any changes in graduation requirements instituted prior to actual matriculation. Candidates for matriculation may attend as Non-Degree

Students up to the completion of 12 credits. A maximum of 12 credits taken as a non-matriculating student may be applied to a student's requirements for graduation, with program approval.

HOME-SCHOOLED APPLICANTS

The University of Bridgeport welcomes applications from individuals who have completed all or part of their education in a home-schooled environment. The admissions staff would be aided in evaluating student performance if the applicant can provide as many of the following items as possible.

1. SAT or ACT Scores (required)
2. A record of academic work completed which is equivalent to that required of graduates from an accredited high school. This should include grades, credit hours, and a grade point average.
3. An interview with the department chairperson or designated faculty member of the department in which the applicant is seeking admission.
4. A written evaluation of the student's academic competence by the parent(s) or teaching adult.
5. A writing sample from the applicant.
6. A portfolio exhibiting what the applicant has accomplished in the areas of math and science and a detailed reading list.

*If the student has a GED this will also be used in the admission process. This, however, is not a requirement.

Interviews, Information Sessions And Campus Tours

We encourage applicants to meet with a member of the Graduate Admissions staff and their respective academic department to discuss academic and career goals as well as the particular concerns of admission and financial assistance. The Office of Admissions is open Monday through Friday from 8:30 a.m.- 4:30 p.m. and on designated Saturdays. Tours of the campus are scheduled Monday-Friday by appointment at 10:00 a.m., 12:00 p.m. and 2:00 p.m., and on select Saturdays at 11:00a.m. throughout the year. The Office of Admissions is located on the 6th floor of the Magnus Wahlstrom Library.

For more information about interviews, in-

formation sessions, and campus tours please contact the Office of Graduate Admission at (203) 576-4552 or toll-free at 1-800-EXCEL-UB or visit the website at www.bridgeport.edu.

Scholarships

The University offers scholarships to many Undergraduate and Graduate students who have a successful high school or college record. UB is known for its affordable private school education. The University believes that a student's achievement should be recognized and rewarded. With this goal in mind, UB's unique scholarship program rewards academic excellence, community service, leadership and special talent.

Tuition, Fees and Other Expenses

Please see website for current academic year for tuition, fees and other expenses.

HEALTH AND ACCIDENT INSURANCE

(Mandatory for all full-time undergraduate, international and residential students)

A charge for UB insurance coverage is mandated for all full-time undergraduate, international and residential students' accounts. Domestic students who presently have medical insurance coverage may complete an online waiver. Replacement coverage for waiver consideration must meet minimum standards for basic Medical/Surgical Expenses. A copy of the policy must be attached to the waiver request. Waivers will not be accepted after the sixth week of the semester. Policy commences August 1 for 12 months.

PROPERTY INSURANCE

The University does not assume responsibility for the loss of personal property of students either on or off the campus. It is recommended that students protect themselves against such losses by consulting with their own (or with their parent's) insurance agent in regard to coverage provided by existing policies, if any; or by purchasing private property insurance. Information may be obtained at the Residential Life Office, (203) 576-4228, or email reslife@bridgeport.edu.

Institutional Undergraduate/ Graduate Refund Policy

DEPOSITS REFUNDS

Tuition Deposit — 100% Refund
(Non Refundable after June 1st)

Room Deposit — No Refund

TUITION REFUNDS

- Refunds are based on tuition charges.
- Failure to withdraw properly will result in the issuance of a Withdrawal/Failure grade and responsibility for payment in full.
- Proper withdrawal is granted upon presentation of the approved and signed Withdrawal Form to the Registrar's Office at 126 Park Avenue, Wahlstrom Library Garden Level, Bridgeport, CT 06604
- Note that withdrawal from individual classes or the University may affect financial aid and other eligibility.

- Students who are suspended or expelled from the University during the academic year are responsible for all charges related to the semester in which the suspension or expulsion occurred.
- Refunds will not be given to students who have an outstanding balance.
- Refunds are based on the schedule below and determined by the date of notification to the Office of the Registrar, not the date of last class attended.

UNDERGRADUATE & GRADUATE & HEALTH SCIENCES

Fall & Spring Semesters

Before the 1st Day of classes	100%
During 1st Week	*100%
During 2nd Week	80%
During 3rd Week	60%
During 4th Week	40%
During 5th Week	20%
After 5th Week	No Refund

Summer Session

Before the 1st Day of classes	100%
After the start of classes	No Refund

HUMAN NUTRITION

Before 1st Day of Class	100%
Before 2nd Session	*100%
Before 3rd Session	75%
Before 4th Session	50%
After 4th Session	No Refund

IDEAL Program

Before Term Start Date	100%
During the 1st Week:	*100%
During 2nd Week:	75%
During the 3rd week	50%

After 3rd Week: No Refund

**Fees will not be refunded after the first day of classes*

ELI TUITION REFUND

No Refund

FEE REFUND

- If a student withdraws prior to the start of the semester, all fees will be refunded,

Once a semester begins, there are no refunds of fees.

- All student fees are for a full semester and are not refundable.
- Room and board charges are for a full semester and are not refundable.
- If the course is cancelled, all fees are refunded.

Any outstanding balance on a student's account is deducted from the tuition credit. Any credits resulting in a refund to the students account as authorized by the Office of Student Financial Services, will require approximately three weeks for processing.

The Office of Student Financial Services does not provide check cashing services for students. All banking services required by students must be personally arranged with local banking facilities. The University does have an ATM banking machine located in the Security Office (Norseman Hall).

FEDERAL FINANCIAL AID RETURN OF TITLE IV

A statutory pro-rate refund applies to any student who is a recipient of federal financial aid funding (Title IV) and leaves the school on or before the 60% point in the enrollment period for which he or she has been charged. After the 60% point in the enrollment period, a student has earned 100% of the SFA program funds. Students may contact the Office of Student Financial Services (203-576-4568, sfs@bridgeport.edu) for additional information on the Federal Title IV regulations regarding student refunds.

All students who receive federal financial aid and withdraw from the University are subject to a Federal Title IV return of funds policy. Federal Title IV refund will be made in this order:

1. Federal Direct Unsubsidized Loan
2. Federal Direct Subsidized Loan
3. Federal Direct PLUS Loan
4. Federal Perkins Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant
7. Other Title IV aid programs
8. Other federal sources of aid
9. Other state, private, or institutional aid
10. The Student

Tuition, Fees and Other Expenses

UNIVERSITY OF BRIDGEPORT STUDENT ACCOUNT PAYMENT POLICY

To best serve you and your financial needs as a student at the University of Bridgeport, it is important that you become familiar with the university's account payment policy. We have provided the information below to help you better understand the terms of your payment obligations. Please review this document carefully. If you have any additional questions, please contact the Student Financial Services Office at 203.576.4568.

UNIVERSITY OF BRIDGEPORT STUDENT ENROLLMENT AND FINANCIAL RESPONSIBILITY POLICY

PAYMENT OF CHARGES

Students are responsible for all charges incurred upon registration. Charges generally include tuition, fees, housing meal plans and other miscellaneous costs. Students must make acceptable payment arrangements no later than the first day of class. Acceptable payment arrangements are as follows:

- Payment in full
- Approved financial aid covering all charges
- Participation in an approved company or organization reimbursement payment agreement
- Enrollment in an approved payment plan

A student who complies with the above shall be considered in good financial standing, as long as all terms and conditions are met throughout each semester. All payment arrangements must be satisfied in full to receive grades, transcripts, diplomas and receive future services.

DELINQUENT ACCOUNTS/ COLLECTION

Two weeks after the first day of class, past due student accounts are considered delinquent in nature. In order to continue in the classes for which a student has registered, a student with a delinquent balance must make immediate payment in full or agree to and fulfill the terms of the Past-Due Tuition Repayment Agreement. If a student fails to timely satisfy the terms of his or her financial responsibility agreement, the University may

in its absolute discretion cancel registration or refer delinquent past due balances to an outside collection agency, where additional fees and penalties will be charged to the account, as permitted by law.

HOLDS

Holds will be placed on students' accounts for students who are not meeting their payment plan agreements and/or have any remaining balance due on their accounts. The hold will prevent the student from; registering for additional terms, adding or dropping courses, accessing their grades, requesting transcripts, receiving their diplomas and having access to other University services. The hold will not be lifted until the balance is paid in full.

LATE PAYMENT CHARGES

A late fee of \$75 will be assessed each month to any past due account. The fee will be charged every 30 days until balance is paid in full.

COMMUNICATION

Method of Communication: UBMail (powered by Google) is the official method of communication with students. Students are responsible for reading the e-mails sent by the University of Bridgeport.

Billing statements are emailed to students at least 4 weeks before the beginning of the term if the student has preregistered. Students who register late shall request a bill at the time of registration.

Reminder statements are emailed every 2 weeks. Notices informing students of holds or late fees will be emailed to students.

Students shall access their UB Portal on a regular basis to determine if they have a balance, a hold or have had late fees added to their accounts.

Students are responsible for all charges and failure to review or receive a billing statement does not excuse a student's responsibility to pay.

For the current year's tuition and fees please see UB website: <http://www.bridgeport.edu/finaid/tuition-and-fees/>

PAYMENT BY CASH, CHECK, OR MONEY ORDER

Payments by cash, check or money order can be made directly to the Cashier located on the Garden Level of Wahlstrom Library,

or payments can be mailed to the *Cashier's Office, University of Bridgeport, 126 Park Avenue, Bridgeport, CT 06604*. If you pay by check or money order, please record your University of Bridgeport Student I.D. number on the check or money order. The UB Cashier will add your student I.D. number to any check or money order, when one is not indicated.

PAYMENT BY WIRE TRANSFER

Payment can be wired directly to the UB Cashier who may be contacted for wiring instructions at (203) 576-4568 or e-mail at cashier@bridgeport.edu.

PAYMENT BY CREDIT CARD

Students may pay their tuition bill using VISA, MasterCard, American Express or Discover Card. Payments can be made in person at the UB Cashier's Office located on the Garden Level of Wahlstrom Library or at the Stamford or Waterbury centers. To make a credit card payment by phone, call 203-576-4568. For additional information you may email SFS@bridgeport.edu.

WEBADVISOR ONLINE PAYMENT

The University of Bridgeport has an online payment option for WebAdvisor or the UB Portal. Students may pay their tuition bill using VISA, MasterCard, American Express or Discover Card.

To make payments follow these steps:

- Log in to WebAdvisor on www.bridgeport.edu
- Select View Account and Make Payment
- Sign in again
- Review your statement
- Select Make Payment

PAYMENT ALTERNATIVES

The University of Bridgeport understands that families look for as many options as possible to make financing an education more convenient and affordable. Students may sign up for the University Payment plan through their UB Portal.

MONTHLY PAYMENT PLANS

Students may sign up for the payment plan via the UB Portal. Under the Financial Information heading, select Enroll in payment plan.

Tuition, Fees and Other Expenses

Fall Plans available:

- 5 pay plan – enroll by July 1st
- 4 pay plan – enroll by August 1st
- 3 pay plan – enroll by September 1st

Spring Plans:

- 5 pay plan- enroll by Dec 1st
- 4 pay plan- enroll by Jan 1st
- 3 pay plan –enroll by Feb 1st

Summer Plans:

- 3 pay plan- enroll by May 1st

DEFERMENT PAYMENT OPTION (DIRECT PAYMENT)

Students eligible for an external scholarship or for whom an employer pays their tuition may qualify for the deferment/direct payment option. Consult your sponsor to determine if a direct billing agreement has been established with the University of Bridgeport. If one has been established, you need a letter, on company letterhead, from your sponsor that includes your name, eligible program, maximum tuition amount where the bill should be sent. The letter should be forwarded to the **Office of Student Financial Services, at 126 Park Avenue, Bridgeport, CT 06604** or faxed a (203) 576-4570.

Students are responsible for obtaining a deferment payment /direct billing option letter from their sponsor for the initial registration and ensure that it is received at the Office of Student Financial Services by the tuition due date. Students who are unable to obtain a deferment payment/direct billing letter by the payment deadline must pay their tuition prior to the start of the semester. Students must pay any fees not covered by the employer's deferment/ direct payment plan at time of registration.

Should employment cease with sponsor or conditions of sponsorship are not met, the student is responsible for all tuitions and fees. A financial obligation continues to exist when using a financial aid deferment. Therefore, a transcript hold will be applied to the student record throughout the deferment period. Official transcripts will not be released until all University of Bridgeport financial obligations have been satisfied.

FINANCIAL AID DEFERMENT WITHOUT FEE (DOMESTIC STUDENTS)

Domestic students who receive a Financial Aid award letter may deduct each certified award amount (signified by an "A" or a "P" rather than an "E" in the ACT field on the award letter) from their balance due. Lender fees should be deducted from each loan award, excluding Perkins loans. When an "E" appears in the ACT field, this usually indicates an action is required before the award will be credited to the student's AR account. In these cases, students must contact the Office of Student Financial Services at 203-576-4568 for assistance in determining which action is necessary for the financial aid to be credited to their account. Please note work-study awards are not deducted from the amount due since the student will be eligible to earn up to this amount through student employment. Federal Regulations require the University to issue a paycheck directly to the student for hours worked.

PERKINS LOANS

Perkins loan recipients must electronically sign for their Perkins loan advance every year within the first two weeks of the start of classes to ensure credit of this award to their account.

FEDERAL DIRECT LOANS:

Loan origination fees will reduce the amount of loan funds received. These fees (normally between 1% and 3%) should be deducted from the amount shown in the award letter before deducting the amount of these funds from the final bill.

ALTERNATIVE LOANS

Alternative loans are private loans offered through a lending institution and are not a part of federal student aid programs. Interest rate and repayment provisions vary from lender to lender. It is the responsibility of the student to research and understand the implications of borrowing an alternative loan. Loans must be approved by lender prior to the tuition payment due date.

Institutional Undergraduate/ Graduate Refund Policy

TUITION REFUNDS

- Proper withdrawal is granted upon presentation of the approved and signed Withdrawal Form to the Registrar's Office at 126 Park Avenue, Wahlstrom Library Garden Level, Bridgeport, CT 06604
- Note that withdrawal from individual classes or the University may affect financial aid and other eligibility.
- Refunds are based on the schedule below and determined by the date of notification to the Office of the Registrar, not the date of last class attended.

WITHDRAWAL POLICY SCHEDULE EFFECTIVE 2016-2017

Refund of tuition and fees is based on the length of each course. Students who are enrolled in courses of different lengths within a term, will have each course evaluated for tuition and fee liability if they choose to withdraw. Where noted, fees are incurred as of first day of classes. The liability percentages are for tuition charges plus the full fees.

5 Week/Summer Classes

Week	Percentage Due
First Day	All Fees
Day 2 and first week	20%
Week 2	40%
Week 3	60%
Week 4	100%

8 Week Classes

Week	Percentage Due
Week 1	All Fees
Week 2	15%
Week 3	30%
Week 4	45%
Week 5	60%
Week 6	100%

12 Week Classes

Week	Percentage Due
Week 1	All Fees
Week 2	10%
Week 3	20%
Week 4	30%
Week 5	40%
Week 6	50%
Week 7	60%
Week 8	100%

Tuition, Fees and Other Expenses

15 Week Classes

Week	Percentage Due
Week 1	\$200 Processing Fee
Week 2	All Fees
Week 3	5%
Week 4	10%
Week 5	20%
Week 6	30%
Week 7	40%
Week 8	50%
Week 9	60%
Week 10	100%

18 Week Classes

Week	Percentage Due
Week 1	\$200 Processing Fee
Week 2	All Fees
Week 3	10%
Week 4	17%
Week 5	24%
Week 6	31%
Week 7	38%
Week 8	45%
Week 9	52%
Week 10	60%
Week 11	100%

20 Week Classes

Week	Percentage Due
Week 1	\$200 Processing Fee
Week 2	All Fees
Week 3	6%
Week 4	12%
Week 5	18%
Week 6	24%
Week 7	30%
Week 8	36%
Week 9	42%
Week 10	48%
Week 11	54%
Week 12	60%
Week 13	100%

English Language Institute (ELI)

7 Week Classes

Week	Percentage Due
Week 1	All Fees
Week 2	30%
Week 3	45%
Week 4	60%
Week 5	100%

ADDITIONAL REFUND INFORMATION

- If a student withdraws prior to the start of the semester, all fees will be refunded.

- All student fees are for a full semester and are non-refundable.
- Room and board charges are for a full semester and are non-refundable.
- If the course is cancelled, all fees are refunded.
- Admissions/Tuition Deposits and Room Deposits are non-refundable.
- PAL deposits are refunded upon return of PAL to Security upon graduation or withdrawal from UB.

Any outstanding balance on a student's account is deducted from the tuition credit. Any credits resulting in a refund to the students account as authorized by the Office of Student Financial Services, will require approximately three weeks for processing.

The Office of Student Financial Services does not provide check cashing services for students. All banking services required by students must be personally arranged with local banking facilities. The University does have an ATM banking machine located in the Security Office (Norseman Hall).

FEDERAL FINANCIAL AID RETURN OF TITLE IV

A statutory pro-rate refund applies to any student who is a recipient of federal financial aid funding (Title IV) and leaves the school on or before the 60% point in the enrollment period for which he or she has been charged. After the 60% point in the enrollment period, a student has earned 100% of the SFA program funds. Students may contact the Office of Student Financial Services (203-576-4568, sfs@bridgeport.edu) for additional information on the Federal Title IV regulations regarding student refunds.

All students who receive federal financial aid and withdraw from the University are subject to a Federal Title IV return of funds policy. Federal Title IV refund will be made in this order:

1. Federal Direct Unsubsidized Loan
2. Federal Direct Subsidized Loan
3. Federal Direct PLUS Loan
4. Federal Perkins Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant
7. Other Title IV aid programs

8. Other federal sources of aid
9. Other state, private, or institutional aid
10. The Student

HEALTH AND ACCIDENT INSURANCE

(Mandatory for all full-time undergraduate, international and residential students)

UB insurance coverage is mandated for all full-time undergraduate, international and residential students. Domestic students who presently have medical insurance coverage may complete an online waiver. The policy must meet minimum standards for basic medical/surgical expenses. Waivers must be completed by September 15th each year and by February 15th for spring admits. Policy commences August 1 for 12 months.

For additional information on the insurance plan, please refer to Student Health Information in the Student Affairs section of the catalog.

PROPERTY INSURANCE

The University does not assume responsibility for the loss of personal property of students either on or off the campus. It is recommended that students protect themselves against such losses by consulting with their own (or with their parent's) insurance agent in regard to coverage provided by existing policies, if any; or by purchasing private property insurance. Information may be obtained at the Residential Life Office, (203) 576-4228, or email reslife@bridgeport.edu.

BOOKSTORE

Purchasing your textbooks and school supplies is now even easier. Books may be purchased at the On-Campus Bookstore located at John J. Cox Student Center or via the Internet at www.bridgeport.edu/bookstore. In addition to the required course texts, the On-Campus Bookstore carries supplies, materials, UB memorabilia and much more. For additional information contact the Bookstore at (203) 576-4804, fax (203) 576-4802, or email bookstore@bridgeport.edu.

Bookstore's normal hours of operation are*: 9:00am to 5:00pm on Monday, Tuesday, and Thursday; 9:00am to 7:00pm on Wednesday; 9:00am to 4:00pm on Friday.

* Rush and summer hours change

Tuition, Fees and Other Expenses

CHANGE OF ADDRESS

A student must complete a Change-of-Address form in the Office of the Registrar whenever a change is made in his or her local or mailing address. This will avoid misdirection of grades, registration materials, and appropriate financial documents.

I.D. CARDS & P.A.L.

STUDENT IDENTIFICATION CARDS

A photo identification card must be obtained at the security department between the hours of 8 a.m. – 4 p.m. Monday through Friday. Registration confirmation is required. Upon activation, the ID card serves as a library and meal card and provides access into the residential halls to the resident students. A fee will be charged for replacement of lost, stolen, misplaced or damaged ID cards.

PERSONAL ALARM LOCATOR (P.A.L.)

All students are provided a Personal Alarm Locator (PAL). This device must be obtained through the security department 24 hours a day, 7 days a week. The PAL allows an individual to summon help immediately in the case of an emergency within the campus boundaries. The small and easily carried device acts as a beeper, sending signals to the security office computer system when activated. Once activated, the computer screen provides the individual's personal information, photo ID and the location from where the device was activated. The information is viewed by the dispatcher and is passed on to the patrol officers. Officers immediately respond to the call in search of the individual who activated the device. A \$150 deposit will be charged to students' accounts for the PAL. It is refundable upon graduation or withdrawal from the University when the PAL is returned to the security office.

Student Financial Services

Director of Student Financial Services:
Christine Falzerano

Wahlstrom Library, Garden Level
126 Park Avenue, Bridgeport, CT 06604
Telephone: (203) 576-4568
Fax: (203) 576-4570

Financial Aid

The Office of Student Financial Services helps provide access to the educational opportunities available at the University of Bridgeport. Since students are admitted solely on the basis of their academic and personal qualities, without regard to their financial circumstances, the University offers a variety of financial aid and scholarship programs to provide financial assistance to qualified students.

The University of Bridgeport subscribes to the policy that eligibility for scholarship aid should depend on the student's achievement and promise, but that the amount of aid should depend on the relative financial need of the student and his or her family.

The financial need of most students at the University can be met in the form of scholarships, grants, loans and student employment. Funds are available to the student through the University of Bridgeport from federal and state governments, private foundations and University resources.

The University of Bridgeport awards merit scholarships recognizing outstanding academic achievement and student leadership. In addition, there are a number of other payment assistance programs that include non-University tuition plans.

Students enrolled in tuition discounted programs such as the IDEAL program are not eligible to receive institutional scholarships or grants.

The Office of Student Financial Services determines the amount and combinations of aid for which the student is eligible. Financial aid decisions are made after a student has been admitted and requests for financial assistance will not influence a candidate's consideration for admission. Financial aid is awarded on an annual basis and continuing students must apply each year for aid.

Application Procedures

New domestic students are encouraged to

begin to apply for financial aid at the same time they are seeking admission. Applicants for financial aid need to:

1. Complete the Free Application for Federal Student Aid (FAFSA) by going to www.FAFSA.gov. Be sure to include the University's school code, 001416, on the FAFSA.
2. Submit copies of the student's and parents' federal tax transcript and other verification documents upon request from the Office of Student Financial Services.
3. Upon request from the Office of Student Financial Services, submit immigration documentation certifying permanent resident status, if you are a non-U.S. citizen applying for need-based financial aid.

Continuing students must reapply for financial aid each year no later than March 1 to be given full consideration for aid for the following academic year. Students must:

1. Complete the Free Application for Federal Student Aid (FAFSA) by going to www.FAFSA.gov. Be sure to include the University's school code, 001416, on the FAFSA.
2. Submit copies of student's and parents' federal tax transcript and other verification documents upon request from The Office of Student Financial Services

Students and parents are encouraged to call or visit the The Office of Student Financial Services if they have any questions or would like assistance with the application process. For further information call or write:

The Office of Student Financial Services
126 Park Avenue, Bridgeport, CT 06604,
(203) 576-4568 or toll free 1-800-243-9496,
FAX (203) 576-4570.

Satisfactory Academic Progress

In order to maintain eligibility for financial aid a student must maintain satisfactory academic progress. Financial aid recipients are expected to make reasonable progress as a condition of receiving and continuing to receive aid. Students' academic progress is assessed according to qualitative and pace measures as they apply. The qualitative measure is (grades) is similar to the academic standards applied to all UB students. The pace measure (number of credit hours completed successfully/maximum timeframe) is used to monitor progress toward degree completion. For a student to be making satisfactory academic progress the student must

meet the following qualitative GPA standards and have completed, with a passing grade, at least 67% of the cumulative attempted credits.

Undergraduate

CREDITS ATTEMPTED (including transfer credit)	MINIMUM C.G.P.A.
1 – 24	1.5
25 – 48	1.7
49 – 59	1.9
60 or more	2.0

Graduate

Graduate students must maintain a C.G.P.A. of 3.0 and complete 68% of the cumulative attempted credits.

FINANCIAL AID PROVISIONAL STATUS

Students not meeting satisfactory academic standards for a given academic term, as outlined above, are notified in writing and will be placed on financial aid probation for one semester for which they may receive their aid. At the end of the probationary semester, satisfactory academic progress will be reviewed. If the student meets the minimum standards as outlined, the probationary status will be lifted. If minimum standards are not met, the student will forfeit his or her future eligibility for financial aid and will be notified in writing.

Students who have not maintained eligibility to receive financial aid due to unsatisfactory academic progress may appeal for one additional semester of probationary eligibility. The student must also sign an Academic Plan agreement with Student Financial Services outlining what is needed to meet SAP. Appeals must be submitted to the Office of Student Financial Services within 10 calendar days of receipt of notice of action taken for committee review. The decision on the appeal is final. Late or incomplete appeals will not be accepted or reviewed.

REINSTATEMENT OF AID

If a student is re-admitted, the University will consider the student's application for financial aid. Reinstatement of aid is not automatic and the student must submit a letter to the Office of Student Financial Services requesting a reinstatement. In order to remain eligible for aid, students must meet the minimum academic progress standards as outlined or lose

Student Financial Services

eligibility for the following semester.

FINANCIAL AID RETURN POLICY

Students withdrawing from all courses should see financial aid as it is important to discuss withdrawal and refund as it pertains to the individual student, and its implications for balances owed to the University, federal student loan repayment and future eligibility for financial assistance.

Return of Institutional Aid

Students withdrawing within the University's Tuition Refund Schedule (see Tuition, Fees and Other Expenses) will have the same schedule applied to their University of Bridgeport aid.

Return of Federal Aid

If you have been awarded federal (Title IV) aid and you withdraw before completing 60 % of the semester your financial aid award will be recalculated, according to the percentage of the semester you have completed. The formula for calculating this percentage is:

$$\frac{\text{(Days enrolled)} - \text{(Official breaks of five days or longer)}}{\text{Total number of class days in the semester}}$$

Students who plan to withdraw from classes are advised to speak with a Financial Aid Advisor prior to doing so to ensure they are aware of the ramifications to their financial aid.

Financial Assistance Programs

The University of Bridgeport believes that a student's achievements should be recognized and rewarded. Our scholarships and grants enable students who have potential and want to benefit from a high quality academic program. Students who qualify must enroll as and maintain full time traditional status. Undergraduate awards are renewable for up to four years based on satisfactory academic progress and good standing at the University. Students who are enrolled in accelerated/professional courses are not eligible for these awards.

GRADUATE ASSISTANTSHIPS

Graduate Assistantships are available. Please contact the Office of Graduate Assistantships (203) 576-4111.

University of Bridgeport Merit Award

Financial need is not required for merit

based scholarships which are awarded at time of admission based on criteria set forth by the Office of Admissions.

University of Bridgeport Grant

Awarded to undergraduates with financial need. University of Bridgeport's Merit and Need based awards, combined with federal and state grants, are limited to tuition and fee charges. Resident Assistants and Athletes may receive designated funds to go toward housing charges.

Federal Title IV Programs

FEDERAL PELL GRANT

Pell Grants are awarded to undergraduate students who have not earned a bachelor's or professional degree. Pell Grant awards are based upon the student's Estimated Family Contribution (EFC), enrollment status, cost of attendance, and the number of credit hours in which the student is enrolled. The maximum grant a student can receive for the year is determined by the government.

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)

The FSEOG is a grant that does not have to be repaid. Priority is given to the neediest students with the lowest EFC's who are PELL eligible. Students who have submitted their financial aid applications by the University's deadline will be given first priority. All other students will be given consideration for FSEOG funds on a first come first serve basis pending the availability of funds. FSEOG awards vary based on need and U.S. Department of Education allocation to the University.

FEDERAL WORK STUDY (FWS)

The Federal Work Study Program provides jobs for undergraduate students who demonstrate financial need. The amount of the FWS award is based on both the student's need and the availability of funds at the University. While there are several FWS jobs available on campus, students are also encouraged to work in community service related jobs.

FEDERAL PERKINS LOAN

A Federal Perkins Loan is a low interest (5%)

loan for both undergraduate and graduate students who demonstrate exceptional financial need. Students who have submitted their financial aid application by the University's deadline will be given first priority. All other students will be given consideration on a first-come first-served basis pending the availability of funds. Award amounts vary based on need and U.S. Department of Education allocation to the University.

FEDERAL DIRECT LOANS (SUBSIDIZED and UNSUBSIDIZED)

All student loans will now be originated in the Direct Loan Program, in which the Federal government makes loans directly to students. Both Direct Loan programs require the borrowers to complete an Entrance Counseling and the Master Promissory Note. To obtain more information about the Federal Direct Loan programs; you can visit the website at: www.studentloans.gov.

The Direct Subsidized Loan is awarded to undergraduate students who demonstrate financial need. The federal government pays all interest costs for Direct Subsidized borrowers while the borrowers are attending school at least half-time and during deferment periods.

The Direct Unsubsidized Loan is awarded to students who do not meet financial need, need to supplement their Direct Subsidized Loans or are Graduate students. Borrowers may defer payment of interest during school, grace, and deferment periods, but remain responsible for all interest that accrues (accumulates). Any interest accrued and not paid by time repayment period begins will be capitalized. A small origination fee will be charged by Direct Lending for each loan. The amount is determined each year by the government.

Undergraduate Dependent students may borrow as freshman up to \$5,500 (including up to \$3,500 Subsidized) per year; sophomores up to \$6,500 (including \$4,500 Subsidized) per year; and \$7,500 as juniors and seniors (including up to \$5,500 Subsidized) per year.

Undergraduate Independent students may borrow as freshman up to \$9,500 (including up to \$3,500 Subsidized); sophomores up to \$10,500 (including up to \$4,500 Subsidized); and as juniors and seniors may borrow up to \$12,500 (including up to \$5,500 Subsidized).

Student Financial Services

Students start repayment of the loan(s) (plus interest) six months after completion of the degree program, withdrawal or change to less than half-time enrollment status. The government offers different repayment plans and the most frequent is the standard repayment which spreads out over the course of 10 years (principal and interest amounts). *Important to Know:* Dependent students whose parents get DENIED a Federal Direct PLUS Loan can receive an additional \$4,000 for the freshman and sophomore years and \$5,000 for juniors and seniors years.

GRADUATE/PROFESSIONAL students can borrow up to \$20,500 per award year. Chiropractic and Naturopathic students have increased eligibility in Direct Unsubsidized.

Interest rates on Federal Direct Loan programs get established every year; starts on/after July 1st of the current year and carries out to the following calendar year ending June 30th.

FEDERAL DIRECT PLUS LOANS

The Federal Direct PLUS Loan programs are available to parents of dependent students and graduate and professional degree students. The amount that could be borrowed is up to the cost of attendance, minus financial aid from other sources. Interest Rates are determined each year. An origination fee will be charged by Direct Lending. The amount is determined each year by the government.

FEDERAL DIRECT PARENT PLUS LOAN

Parents of dependent students may apply for a parent PLUS LOAN to help their child's educational expenses. The parent must be the student's biological or adoptive parent. The parent must not have an adverse credit history (must be credit worthy). The parent must complete the plus loan application and sign the Master Promissory Note (MPN).

FEDERAL DIRECT GRADUATE PLUS LOAN

The Graduate/Professional seeking degree students can borrow a Direct PLUS Loan to help them cover their educational expenses. The amount of loan they can borrow is up to their cost of attendance minus the Federal Direct Subsidized and Unsubsidized Loans for the award year. The student must complete the Direct PLUS Loan application and sign the Master Promissory Note every academic

year.

State Programs

Financial assistance programs are available to qualified students from the state of Connecticut, including the Connecticut Independent College Student Grant. Many other states also have scholarship programs for residents of their state. For more information, contact your state's agency for higher education.

Governor's Scholarship Grant

As an independent University, the University of Bridgeport participates in the Governor's Scholarship Grant Program. Connecticut undergraduate students who enroll on a full-time basis at the University and who meet the Expected Family Contribution (EFC) requirements are considered for this grant. Funding is limited. Students who file their financial aid applications by the priority deadline will be considered first.

Governor's Scholarship

Connecticut residents who are undergraduate students can apply to the Connecticut Board of Higher Education for consideration. Eligibility is based on SAT scores of at least 1,800, or rank in the top 20% of their high school class. Financial need is also a criterion. Applications are available at high schools or at www.ctdhe.org and must be submitted by February 15. Students who are recipients of CSP awards must follow the state renewal process each academic year.

Named Scholarships

UNDERGRADUATE

Alumni Scholarship Fund. Created in Spring 2004 by the Alumni Association for a junior or senior facing financial hardship with a GPA of at least 3.00 and consideration given to the student's character, academic accomplishments, participating in activities or clubs on and off campus, community service, athletic activity participation, contributions to the University community, and similar criteria. The intent of the scholarship is to prevent the recipient from being compelled to discontinue his or her studies at the University due to such financial hardship.

The Michael J. Autuori Scholarship. For academic excellence in Anatomy and Physi-

ology for a student in the Fones School of Dental Hygiene.

Bigelow Family Scholarship. Two Bigelow Scholars will be chosen from each class. The recipients must be from the region and have an academic record that shows success in the past and promise for the future.

Alfred V. Bodine Memorial Scholarship Fund. Established by contributions from friends in memory of Alfred V. Bodine and by a bequest from the estate of Mr. Bodine. Alfred Bodine was a Bridgeport industrialist and civic leader and was chairman of the University of Bridgeport Board of Trustees at the time of his death.

George C. Brown & Carol M. Wright Alumni Scholarship. Established by Alumni George C. Brown '64 and Carol M. Wright '88. Income from interest on the endowment will be awarded annually to a student who has exhibited an interest in the Middle East and desires a better understanding of the region's politics, history, arts or culture.

Armand J. Cantafio Scholarship. Established by Armand J. Cantafio, President of Northeast Electronics Corporation. To be awarded to a two or four year student in the Health Sciences who is from Fairfield County and is in need of financial aid.

Allison Yeonsil Choi Scholarship. The Allison Yeonsil Choi Scholarship was established in 2005 by family and friends in honor of Allison Yeonsil Choi, a University of Bridgeport Alumna. The award is available to those majoring in World Religions or whose primary field of study is either philosophy or history. It is meant to help the student with the purchase of books, software, or other materials related to their studies. Competition for this award will be announced in the Fall beginning in 2009.

Anthony F. Colucci, Jr. Memorial Scholarship. Established in 2013 in memory of Anthony F. Colucci, Jr. an Air Force Veteran and 1977 graduate in Accounting, provides scholarship for senior accounting majors that are also veterans. In the event there is not a candidate that meets all of the established criteria, priority will be given to a veteran going into their senior year.

John and Wanda Cox Scholarship Fund. Established by the family and friends of Mr. and Mrs. Cox in honor of their 25th wedding anniversary and additional gifts received upon the death of Mr. Cox, who was Vice

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President for University Relations. The annual income is awarded to a worthy and needy student from the Greater Bridgeport area.

Harold Dart Endowed Scholarship. The income shall be used by the Music Department at the discretion of the chair of the Music Department. Special preference to be given to an outstanding piano student for a yearly award as determined by the Music Department faculty.

Delaney Memorial Scholarship. Ms. Eileen A. Delaney, the originator of the Delaney Foundation, was interested in providing financial assistance to worthy and needy students in the Health Sciences to pursue their education in the field of health and medical education, in order to encourage the promotion of treatment and advancement in human care.

Frederick A. DeLuca Scholarship. The Frederick A. DeLuca Foundation Scholarship will be awarded to an outstanding deserving Freshman with prior academic achievement, participation in extra-curricular activities, employment while attending school and financial need. This is a renewable scholarship and the total award is in the amount of \$5,000. This award will be distributed as follows: \$1,000 the first year with a GPA of 3.0; \$1,000 the second year with GPA of 3.2; \$1,000 third year with a GPA of 3.4; \$2,000 fourth year with GPA of 3.6. A renewal application must be completed each year accompanied by the student's most recent academic transcript.

Dean Francis X. Di Leo Memorial Scholarship. The Dean Francis X. Di Leo Memorial Scholarship Fund was established by members of the Di Leo family, colleagues, friends and graduates of the University of Bridgeport School of Business and Public Management in honor of the former dean of the college. The income from the invested principal is awarded to deserving full-time, part-time graduate or undergraduate students enrolled in the School of Business.

Catherine Doyle Scholarship. Established by Frank P. Doyle. Income to be awarded to deserving students, with academic promise and financial need, who are pursuing careers in the Health Sciences.

William B. Dragan Scholarship. Established by Centrix, Inc., in support of the mission of the Fones School of Dental Hygiene, for Connecticut, preferably Greater Bridgeport

area, Dental Hygiene students demonstrating financial need, good behavior and character and maintaining at least a 3.00 GPA.

Dr. Frank J. Dunnigan Scholarship. Established by funds from the Prentice-Hall Foundation. Scholarship grants will be awarded to exceptionally qualified students majoring in Business who may be either an entering freshman or have reached any other class level.

Dr. Edwin G. Eigel, Jr. Memorial Scholarship. Established in memory of the 7th President of the University, this scholarship may be awarded initially or subsequently to students of good behavior and character, they have earned at least a 3.50 GPA for each semester enrolled at UB, while successfully and continuously earning 60 semester hours at UB during the two academic years preceding the initial award.

Engineering Scholarship. The School of Engineering announced on August 28, 2013 that Distinguished Alumnus Roy H. Friedman '46, president and CEO of Standard Oil of Connecticut, and his wife Aline Friedman, have given funding for scholarships supporting top-performing Engineering students.

The first Roy and Aline Friedman Excellence in Engineering Scholarship will be awarded in spring 2014 to one or several undergraduate or graduate Engineering students who have shown excellence through high grades, scholarly activity, and humanitarian character, and have demonstrated financial need. Finalists will be recommended by Engineering School Dean Tarek Sobh and Ausif Mahmood, chairman of UB's Computer Science and Engineering Department. Scholarship recipients will then be chosen by Standard Oil executives. Dean Sobh said that the scholarship is indicative of the Friedmans' loyalty to UB. "Roy works with our faculty, has hired our students, and has always been interested in the Engineering School. This scholarship is a reflection of that commitment, for which we are extremely grateful."

Bernard & Eva Ettliger Scholarship Fund. Annual income from the fund provides an award for worthy students of academic promise and financial need from the State of Connecticut.

Jeffrey S. Ferguson Memorial Scholarship. Established by Arthur and Ann Ferguson in memory of their son Jeffrey, an outstanding student while at the University, whose death

left much potential unfulfilled. First preference is given to a student in Computer Science who is academically gifted and in need of financial aid.

Fones Alumnae Scholarship. Supported by the alumnae of the School of Dental Hygiene, provides an award of \$100 each year for a deserving student in either the two or four-year Dental Hygiene program.

Gould Scholarship Fund. Financed from funds of the Gould Foundation, Inc., established under the will of Elizabeth B. Gould. Awards are made to qualified entering freshman women from Fairfield County with provisions for renewal. The scholarships provide \$1,500 in the freshman year, \$1,250 in the sophomore and junior years, and \$1,000 in the senior year. Preference is given to students with academic promise, demonstrated leadership qualities, and financial need.

Dr. Kenneth R. and Lancy A. Gray Scholarship. The Lancy A. Gray Scholarship is made possible by Dr. Kenneth R. Gray (currently a member of the UB Board of Trustees) and his wife Doris to honor the memory of their daughter Lancy. She died in 2000 at the age of fifteen, by which time she had already become an accomplished linguist and cellist.

University undergraduates in good academic standing, as well as incoming freshmen and transfer students are invited to apply if they have a demonstrated need for financial assistance based on existing FAFSA and University of Bridgeport standards and have an interest in fostering understanding amongst people of different cultures. Applicants must submit an essay of 600 words or more on the topic "Fostering Understanding Amongst People of Different Cultures."

The Scholarship is awarded annually.

Anna Ryan Hamburger Memorial Scholarship. Established by her husband, Lewis Hamburger, with preference given to residents of the Greater Bridgeport area demonstrating financial need and academic standing.

Michael and Ida Hoffman Family Fund. Established by Mr. and Mrs. Sidney Hoffman and Mr. and Mrs. Maurice Hoffman in memory of their parents. It honors Michael and Ida Hoffman "who understood and were grateful for the freedom and blessings of America and is to be granted to a student who gives promise of being worthy of this tradition."

Harvey and Joan James. Established by

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alumnus Harvey James '74 and his wife Joan James. The income generated from the endowment will be awarded annually to a returning student who has demonstrated leadership in academics, campus life, and service to the community.

Joseph T. and Julia A. Kasper Memorial Scholarship. Established in memory of Joseph T. Kasper and Julia A. Kasper, his wife, by the Kasper Group, Inc. Mr. Kasper, who founded the firm in 1920, served as Bridgeport's City Engineer during the 1960s. Scholarship assistance will be awarded to one African-American or Hispanic student graduating from each of the three Bridgeport high schools and expressing interest in engineering and its related fields. Should there be no eligible candidate as defined above, the criteria can be expanded in consultations with fund representatives.

Reverend Dr. Martin Luther King Memorial Scholarship Fund. A gift to the University for an endowed scholarship by the members of the Class of 1968.

Fred E. Lacey Memorial Scholarships. Established by a bequest from the late Fred E. Lacey, former president of the Lacey Manufacturing Company and a Trustee of the University. Income from the trust provides for deserving students in need of financial assistance.

Paul P. and Paulette Liscio Scholarship Fund. Established by Dr. and Mrs. Paul Liscio, the income from the fund is awarded annually to students in the Fones School of Dental Hygiene. This scholarship is available to students from the State of Connecticut who demonstrate scholastic achievement and financial need.

Dr. Henry W. Littlefield Scholarship Fund. Established in honor of UB President Emeritus, Dr. Henry W. Littlefield. Awarded to entering freshmen or transfer students with excellent academic records. Preference to residents of Southwestern Connecticut.

Sid Litwalk Alumni Scholarship for the Performing Arts. Established by long-time friend of the University and valued alumnus Syd Litwalk '52. Income from the endowment is awarded annually to a student in the performing arts who has demonstrated an exemplary level of commitment.

Earl E. Mastri Memorial Scholarship. Established by the friends and family of Earl E. Mastri to encourage and assist Bridgeport

area scholar athletes with demonstrative academic and athletic ability, an inquisitive mind, a sensitivity to people and their needs and the potential for leadership and achievement.

Charles E. Merrill 50th Anniversary Scholarship. Established by the Charles E. Merrill Trust in recognition of the University's 50th Anniversary. Income from an endowment of \$20,000 is provided annually as financial aid to students in various fields of Business Administration. The Merrill Trust was founded by Charles E. Merrill in 1973. Mr. Merrill founded the investment firm of Merrill, Lynch, Pierce, Fenner & Smith, Inc. in 1914.

Gerald L. Phillippe Memorial Scholarship. Made possible by members of the Elfun Society, Bridgeport Chapter, of the General Electric Company. The annual income from the endowment is used for a scholarship or scholarships for needy and worthy students of families residing in Fairfield County. First preference is given to students of the minority community.

President's Merit Scholarship. Paying forward the scholarship that Russell Stanley received in 1966-1967, an incoming freshman with an outstanding High School Record, High SAT's, High Rank in their Graduating Class, and demonstrative need would be eligible for this scholarship.

Harriet M. Radler Memorial Scholarship. Established by Louis Radler, President of Chessco Industries, alumnus and member of the Board of Trustees, provides an annual award with first preference given to a needy, deserving, part-time student. Also, Scholarship to be awarded to a student enrolled in the Health Sciences, residing in Fairfield County, with academic promise and financial need.

Melissa Wendy Rainville Fund. Established by her mother in memory of Melissa who was an Academic Advisor in I.D.E.A.L. program. This award is given to an I.D.E.A.L. student.

Mark L. Ritter Alumnus Scholarship. This Scholarship was established to encourage a Marketing major and permanent resident of New York State to pursue studies at the University and who is need of financial aid.

Natalia B. Romalis Scholarship. The scholarship is to be given to a Mathematics major for "Academic Excellence in Mathematics." The Director of the Division of Mathematics

& Sciences will appoint a committee of faculty from that division to select the recipient.

Clarence D. L. Ropp Scholarship. Established by the class of 1963 in honor of Dr. Clarence D.L. Ropp, retired dean of the College of Arts and Sciences, in appreciation of his dedicated service and devotion to the University for over thirty-five years. The income from this fund is awarded to a needy senior or seniors who have earned a specified cumulative quality-point ratio.

Wanda B. Russo Health Science Scholarship Fund. Established by Dr. Robert Russo and Wanda B. Russo, a Trustee of the University. Students in Health Sciences residing in Fairfield County, with academic promise and financial need are eligible.

Etta and Jack Sabarsky Scholarship. Established by Neil and Michael Mellen in honor of Etta and Jack Sabarsky, in appreciation of the support and encouragement they have given to Neil and Michael at important times in their lives. Awarded annually to a senior majoring in Business who is in financial need and could not complete his/her studies without this scholarship.

Susan Terzian Memorial Scholarship Fund. Established by her mother, Roxy Terzian; her aunt, Rose Gadakian, and friends, associates, and sorority sisters in Omega Phi Alpha, a service sorority, in honor of Susan Terzian. The scholarship is awarded annually to a member of the sorority or to a woman Biology major who has completed her freshman year.

Ian Tesar Design Excellence Scholarship. The friends and colleagues of Ian Tesar, in his honor and on the occasion of his retirement from Robbins Tesar have established a scholarship for the Outstanding Sophomore Design student who has registered for his junior year with a GPA of at least 3.00 and who has taken an active role in the design department and the student IDSA chapter.

Robert J. and Phyllis P. Tobin Scholarship. Established by Mr. Tobin and Mrs. Tobin, a University of Bridgeport alumna. Income from the endowment provides an annual scholarship to a freshman student who has achieved high academic grades in secondary school, who has demonstrated leadership qualities, has good character, and requires financial assistance.

John W. Waser '50 Scholarship. The John W. Waser Scholarship provides general scholar-

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ship assistance with preference for students of electrical or mechanical engineering. The endowment comes at the bequest of Marie C. Waser in memory of her brother, a 1950 graduate in mechanical engineering.

George R. Weppler Memorial Scholarship Award. Established by a gift of the Harvey Hubbell Foundation in memory of George R. Weppler, a Trustee of the University of Bridgeport. The annual income is used for Engineering scholarships.

John C. White and Marilyn L. White Memorial Scholarship. Established in 2005, for Basketball Scholar Athletes of outstanding character. John C. White, a Trustee and 1950 graduate in Business, and his wife were great fans of UB Basketball.

Hinda M. and Martin F Wolf Scholarship. A full-time undergraduate in the College of Public and International Affairs, majoring in Criminal Justice with an interest in pursuing a career in law or a related field, residing in the Greater Bridgeport area, demonstrating financial need and maintain satisfactory academic standing.

AWARDS AND PRIZES

Harvey Herer Memorial Fund. Awarded to a Women's Basketball Team junior with the highest GPA at the Spring Sports Banquet.

Dr. George B. Blake, Jr. Memorial Fund. George Blake was an extraordinary individual who served his students at the University of Bridgeport as an Associate Professor of English as well as the Director of the School of General Studies until his untimely death in 2001. The subsequent outpouring of grief by students, faculty, and administration led to the establishment of the Memorial Fund, used to date to establish a gathering place in his name outside of the west entrance to Charles Dana Hall. The remaining proceeds will fund the stipend associated with the Dr. George B. Blake, Jr. Humanities Award.

Dr. George B. Blake, Jr. Humanities Award. Established by his friends, family, and co-workers to honor Dr. George B. Blake, Jr., Associate Professor of English, known for his commitment and guidance to underprepared students who aspired to an Associate or Baccalaureate Degree, as well as his warmth, humor, erudition, and abiding respect for students and co-workers, the Award will honor Dr. Blake's twenty-three year career at the University by commemorating his con-

cern for the ideas and ideals that preserve and celebrate the dignity of the human condition.

This award will be presented annually to a graduating senior who has achieved distinction in the pursuit of the humanist qualities exemplified by Dr. Blake throughout his life, and engaging in civic discourse with clarity and elegance. The recipient will be chosen by a committee of three fulltime teaching faculty in the humanities who are in turn selected by the faculty of the Arts and Sciences. Nominations are encouraged from the entire undergraduate population and the award will be presented at the appropriate honors convocation.

William E. Laur Achievement Award. The will of William E. Laur specifies that the award to be known as the William E. Laur Achievement Award for a student in the graduating class of the Elementary Education Section of the Graduate School of Education, who ranks at or near the bottom of his graduating class and receives his/her M.S. in Elementary Education and who is a deserving student.

Samuel Lioon Dietetic Award. Douglas Laboratories has established "The Samuel Lioon Dietetic Award" to be given to students in the College of Naturopathic Medicine.

Phi Kappa Phi Freshmen Achievement Award. Established in 2007 by Dr. Kuen Choi, Professor Emeritus in the School of Business.

Charles E. Reed Science Award. Established by the Board of Trustees of the University of Bridgeport to honor Dr. Charles E. Reed for his distinguished leadership as Chairman of the Board from 1978 through 1983, and in recognition of his outstanding contributions to the field of science. The award will be presented annually to an undergraduate student who has achieved the highest level of excellence in scientific and/or engineering studies at the University of Bridgeport.

Graduate Scholarships

Applications are available in January of each year for the following year's graduate scholarships.

SCHOOL OF BUSINESS & SCHOOL OF ENGINEERING

Iris L. Bresky Memorial Scholarship offers

support for students in HISP program. First preference is to an Argentine student majoring in Computer Engineering or Business Administration.

Allan M. Chanales Memorial Scholarship. Established by the TRW Corporation for the benefit of a student in Computer Engineering.

Dean Francis X. DiLeo Memorial Scholarship Fund was established by alumni, faculty and friends of the late Dean Francis X. DiLeo. Income from this fund provides partial scholarship awards to deserving students on the basis of academic excellence and leadership.

KirnanKumar R. Gopu Memorial Scholarship. Established by the family & friends of Kirnkumar R. Gopu, who was lost in the terrorist attack on the New York World Trade Center on 09/11/01, while he was on a Co-operative Education assignment at Marsh & McLennan, Inc, and working for an M.S. degree in Computer Science. This scholarship is for full-time international students in the School of Engineering majoring in Computer Science with at least a 3.50 GPA.

SCHOOL OF EDUCATION

Lydia A. Duggins Memorial Fund. Created in honor of Dr. Lydia A. Duggins, a cherished and renowned Professor of Reading at the University of Bridgeport, this fund will be used to provide scholarships for students in Education.

Peter Gebrig Linabury Memorial Fund. Established in 2012 by his family, this scholarship is to be awarded to students changing careers to become teachers in elementary education.

Richard Conant Harper Scholarship. Established by Dr. Richard C. Harper upon his retirement from the School of Education after 20 years of service to assist single mothers in their quest to become certified public school teachers.

Lauren Rousseau Elementary Education Memorial Scholarship. The Lauren Rousseau Elementary Education Memorial Scholarship, established to honor the memory of Lauren Gabrielle Rousseau, a 30-year old teacher, who was one of the 26 individuals who lost their lives in the tragedy at Sandy Hook Elementary School on December 14, 2012, will be awarded to an applicant seeking certification in elementary education

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who is a highly motivated, passionate, strong individual with a desire to make a meaningful contribution to the lives of young children through their teaching.

Drs. Louise and Anthony Soares Scholarship in Teacher Education is awarded annually, with first preference given to a graduating senior at the University of Bridgeport wishing to pursue a teaching certification or a master's degree in Education at UB. If that person is not available, the scholarship may be awarded to a student at the graduate level who has achieved a 3.0 QPR on an undergraduate basis and has financial need.

Augusta Silverstone Memorial Scholarship. Given by her sister, Minnie Silverstone, in recognition of Augusta's contributions as an educator and counselor with the Bridgeport Board of Education. Income will be awarded as financial aid to a graduate student in either the School of Education or the Division of Counseling and Human Resources. First preference is to be given to students who have come through or plan to work within the Bridgeport school system.

CHIROPRACTIC COLLEGE

Chiropractic Scholarships. Scholarships will be awarded on the basis of cumulative academic achievement.

COLLEGE OF NATUROPATHIC MEDICINE

Paul C. Bragg Health Science Scholarship Award. Established in 2011 for 2nd, 3rd or 4th year Naturopathic students.

Eileen M. D'Angelo Memorial Scholarship. Awarded annually to a full-time second year student in the College of Naturopathic Medicine, who has maintained a 3.0 grade point average and shows financial need. Preference will be given to candidates returning to school after two or more years of work experience; participating in outdoor activities and/or athletic sports; and balancing perspective and concern for the environment.

Student Affairs

Dean: Edina Oestreicher
John J. Cox Student Center, Room 116
244 University Ave., Bridgeport, CT 06604
Telephone: (203) 576-4392 or 4393
E-mail: deanofstudents@bridgeport.edu

The contribution of the Division of Student Affairs to the University of Bridgeport and its students arises out of the special perspective which members of the student affairs staff have about students and their growth and development, their experiences, and their campus environments. This perspective draws on research about teaching and learning, which emphasize the importance of community, diversity, and individual differences to the educational experience.

The Student Life program is administered through the Division of Student Affairs by the Dean of Students. It includes career development, counseling and disability services, health services, interfaith center, international student services, residential life and community standards, campus activities and civic engagement as well as the Title IX Coordinator.

The Division of Student Affairs enhances and supports the mission, goals, and objectives of the University of Bridgeport as an international, culturally diverse supportive learning environment, preparing graduates for life and leadership in an increasingly interconnected world. In this role, the staff of the student affairs division has a diverse and complicated set of responsibilities: to advocate for the common good while championing the rights of the individual; to encourage intelligent risk-taking while setting limits on behavior; and to promote independent thought while teaching interdependent behavior.

The extent to which the University is successful in creating a climate in which these contradictory ends can coexist is reflected in how well students are able to recognize and deal with such contradictions both during and after their college experience. The Division of Student Affairs is committed to assisting students and the University of Bridgeport community as they seek to meet the challenges inherent in balancing these complex and often competing goals.

—Adopted from *A Perspective on Student Affairs*, National Association of Student Personnel Administrators, 1987.

Students are encouraged to take an active role in the life of the campus community,

where there are many opportunities to contribute to group decisions, practice leadership, sort out priorities and make personal choices. Students at the University of Bridgeport are responsible for making their own decisions and forming their own judgments concerning personal, social and academic activities. They share the responsibility for maintaining the educational climate needed for learning and for personal growth. The University retains high expectations of appropriate behavior, and expects that when students decide to enroll they will abide by all the rules of the University.

When the University deems it necessary it reserves the right to notify the parent or guardian to whom a student is financially dependent regarding the health, academic or disciplinary status of the student. (Dependency is defined by Section 152 of the 1954 Internal Revenue Code).

Services

CAMPUS ACTIVITIES AND PROGRAMS

The Office of Campus Activities and Civic Engagement is dedicated to community success through challenging students to become engaged in student organization membership and participation, leadership development, and community service. Through active participation, students contribute to making a difference for the community by creating and executing diverse programs. The Office provides guidance and mentorship for all student clubs and organizations as well as offers friendly services and inviting facilities for the total learning experience.

Events and activities approved by the Office are designed to motivate, challenge, introduce and create opportunities for education — both inside and outside the classroom.

THE CENTER FOR CAREER DEVELOPMENT

The Center for Career Development is a comprehensive career counseling and resource center dedicated to empowering students as active participants in their own professional and career development. The Center for Career Development is open to all students and alumni seeking assistance with career related issues. Career Development staff meets individually with students and alumni to discuss major selection, career decision making,

graduate school preparation, as well as job and internship planning. One-on-one career counseling appointments and walk-in hours (designated times where no appointment is necessary) are available to all students and alumni, as well as access to online resume/cover letter critiques. In addition, the center offers a variety of educational materials and online resources through the Career Services Virtual Career Center (through myUB portal access).

UB's Center for Career Development also hosts career fairs and other related career development workshops and events throughout the year. A variety of local, national, and international organizations list full-time, part-time, and internship positions with the center. Students and alumni are encouraged to view these listings on the Career Development website and register on-line to get updates about events and participate in our resume referral program.

For more information contact our office at 203-576-4466, email us at careercenter@bridgeport.edu, or visit our website at www.bridgeport.edu/career. The office is located in Wahlstrom Library on the Garden Level – Rm 119.

CENTER FOR RELIGIOUS AND SPIRITUAL LIFE

Overseen by our Civic Engagement Coordinator, The Center for Religious and Spiritual Life serves the religious and spiritual needs of the UB community. Clergy and ministers from several major religious denominations have dedicated office hours at the Center and provide opportunities for worship, spiritual guidance and counseling, as well as a variety of social and educational programs which enable students, faculty and staff to enhance and nurture their religious and spiritual lives. The staff is available to all students, regardless of religious or spiritual identity, and will make appropriate referrals to resources in the greater community as requested. The Center is located on the 1st floor of Carstensen Hall. An interfaith chapel is located in Carstensen Hall and a mosque is located in North Hall. For more information, please contact the Civic Engagement Coordinator at 203-576-4274.

CIVIC ENGAGEMENT

UB students are actively involved in making significant contributions to those in

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need in the greater Bridgeport community. Some of the programs UB students are involved in include tutoring local elementary and high school students, sponsoring parties and dances for area youth, visiting the elderly, assisting at soup kitchens and food banks, sponsoring clothing and food drives and organizing fundraisers for local charities. Listings of community service opportunities can be found through the Office of Campus Activities and Civic Engagement Room 231, Student Center, as well as on-line through the Student Affairs website, <http://www.bridgeport.edu/communityservice>. The Office is located in the John Cox Student Center, Rm 231.

CLUBS AND ORGANIZATIONS

The University supports a wide range of student clubs, organizations and special interest groups that expand and cultivate the academic, professional and cultural interests of students. Each group develops, within broad University guidelines, its own policies and programs with the assistance of a faculty or staff advisor. Increasing each year, in the 2015-2016 Academic Year, the University had 57 active clubs and organizations. A comprehensive list of active student clubs and organizations can be found on the UB website, under Campus Activities.

COMMUNITY STANDARDS

Students at the University of Bridgeport are expected to respect the rights of others, exercise responsible judgment and follow high standards of personal conduct. Students are expected to involve themselves in activities that promote the welfare of the University and to behave with courtesy and restraint toward fellow students and University staff. The University fosters a multicultural, international environment and does not condone or tolerate discrimination on the basis of gender, sexual orientation, race, color, religion, age, national or ethnic origin, creed, political affiliation, or handicap. The University strives to create an atmosphere of mutual trust between individuals, promoting self-discipline, and community standards.

At the same time, the University maintains concern about the behavior of its students both on and off campus. In the maintenance of its academic, social and health standards, the University reserves the right to be the sole determiner as to whether a student should be removed from residence

life, receive fines or sanctions, be suspended or expelled, granted a leave of absence or dismissed. A student suspended, expelled from the University is responsible for the full payment of his/her financial charges for the semester.

Students are expected to conform to all governing regulations of the University as outlined in the Key to UB (Student Handbook), the Catalog and all official notifications of policy. A student will be subject to University disciplinary procedures if his/her on or off-campus behavior results in violations of these regulations, civil and/or criminal law.

Disciplinary action, notification of charges, disciplinary procedures, appeals and a review of actions that may lead to disciplinary procedures are identified and described in the Key to UB (Student Handbook). It is the responsibility of the student to familiarize him/herself with all University and Residence Hall codes, regulations and policies, which are all available on-line on the University's website and portal.

COUNSELING SERVICES

Counseling Services offers psychological treatment opportunities to all undergraduate and graduate students. Services include short-term individual counseling, group counseling, psychiatric service, outreach programs, crisis intervention, mental health screenings, and referral services. Counseling Services also offers consultations to faculty and staff that need assistance with students in distress. All services are designed to promote personal growth and emotional well-being, while enhancing students' ability to benefit from the University environment and academic experience. Outreach workshops are available to students living in the Residence Halls with topics including (but not limited to) healthy relationships, stress management, and drug/alcohol issues.

The Counseling Services staff is committed to being responsive and sensitive to the needs of a highly diverse student population. We are particularly aware of the cultural issues facing international students and offer supportive counseling to address their needs.

For more information call (203) 576-4454, email: counselingservices@bridgeport.edu or visit us on the web at: www.bridgeport.edu/cs. The office is located in Carstensen Hall on the second floor.

DISABILITY SERVICES

The University of Bridgeport is committed to providing services to qualified students with disabilities so that they receive an equal educational opportunity. In compliance with Section 504 of the Rehabilitation Act, the American with Disabilities Act and Connecticut State Laws, we provide reasonable accommodations to reduce the impact of disabilities on academic functioning or upon other life activities in a University setting.

All accommodations are determined on an individual basis. If a student with a disability would like to register for accommodations, he/she is encouraged to initiate the request upon enrollment and at the beginning of each semester for which they are requesting services. It is strongly recommended that students complete the registration process before the second week of classes to facilitate the timely implementation of reasonable accommodations.

For further information call (203) 576-4454, email: disabilityservices@bridgeport.edu or visit us on the web at: www.bridgeport.edu/disability.

FACILITIES

Although opportunities for social activities occur everywhere on campus, the following facilities are used for student-related social, recreational, and organizational activities.

John J. Cox Student Center provides many facilities for student life activity. The Social Room, Campus Information Center, meeting rooms, commuter-student lounge, Knight's End café, student-run coffeehouse, game room and billiards room are all part of the Student Center. Offices for campus organizations such as the Student Government Association, "*The Scribe*" student newspaper, as well as several other student organizations, are also housed in this facility. The Student Center is also home to several offices of the Division of Student Affairs. Programming in the Student Center ranges from dance parties, concerts, semi-formals and special dinners to movies, lectures and fashion shows.

Carstensen Hall houses the offices of Counseling Services, Disability Services and our Title IX Coordinator. It also houses the Center for Religious Spiritual Life which provides special opportunities for students who are seeking to maintain and enrich their spiritual life on campus. Adjacent to the Student Center, it provides a quiet, warm atmosphere in

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which individuals can reflect every day.

FAMILY OUTREACH

As a parent, guardian or family member of a University of Bridgeport student, you are an important part of the UB community. The University of Bridgeport connects you to the departments and people that play an active role in the lives of our students. We support our UB families through a Family Orientation program, Homecoming Weekend as well as publishing a family calendar and quarterly newsletters (the Knights' Court). We believe the more informed you are about the University of Bridgeport, the better resource you can be for your student. Thank you for all that you do to support your student and assist us as we focus on our mission of student success at UB.

FRATERNAL ORGANIZATIONS

Greek Letter Organizations contribute to University social life and offer opportunities for the development of leadership skills and provide volunteer service to the campus and to the greater Bridgeport community. Current active organizations are Alpha Kappa Alpha Sorority, Inc., Alpha Kappa Alpha Fraternity, Inc., Chi Upsilon Sigma National Latin Sorority, Inc., Delta Sigma Theta Sorority, Lambda Sigma Upsilon Latin Fraternity, Inc., Lambda Pi Upsilon Sorority, Latinas Poderosas Unidas, Inc., Kappa Alpha Psi Fraternity, Inc. and Sigma Gamma Rho Sorority, Inc.

INTERNATIONAL STUDENT SERVICES

International Student Services goal is to ensure institutional compliance with federal regulations and to assist international students and scholars, their dependents, and prospective students with immigration matters and adjustment to life in the United States. We strive to facilitate an environment where students can develop a clear understanding of their immigration status requirements that will support the pursuance of their degree programs.

We provide information on a wide range of topics including maintaining status, travel, employment eligibility, financial questions, social and cultural differences, and personal concerns. We endeavor to minimize the difficulties our international students and exchange visitors may experience upon arrival by offering a monthly Coffee Hour and publishing a monthly newsletter "Diversity

Crossroads" as well as by giving necessary information throughout the year. We also provide professional expertise on immigration, employment and taxation issues by holding seminars and workshops.

Upon arrival on Campus, all new international students and scholars report to this office for passport check-in. A mandatory immigration and personal safety information session is also required for all international students.

Please visit the International Student Services website at www.bridgeport.edu/iss for more detailed information, applications and general assistance. Individual appointments with an International Student Advisor are available by calling the office at (203) 576-4395. We may also be reached by fax at (203) 576-4461 and e-mail at internationaloffice@bridgeport.edu. The office is located in the Wahlstrom Library, Garden Level, Room 133.

MEDIA

The University supports a student news publication, *The Scribe*, which is published 4-6 times per semester. The residence halls, as well as the staff of the Division of Student Affairs, publish informational newsletters and the Purple Knight Weekly student activity e-newsletter as well as maintain a presence on various social media platforms.

ORIENTATION

New student orientation programs are designed to introduce students to the University of Bridgeport community. The orientation program begins in the summer with our summer orientation and continues a few days prior to the start of classes. This gives incoming students the opportunity to get settled in their new environment and to become familiar with their academic program. Formal and informal social and informational sessions provide students with the opportunity not only to learn about the University's policies, but to meet and socialize with other students. All new students are expected to attend.

The Office of Campus Activities and Civic Engagement employs workers that support the transformation of campus culture through hands-on experiences in project management, workshop development, club training, project implementation, student advisement, event planning, budgeting, student supervision, and the development of

leadership skills. The Office is located in the John J. Cox Student Center, Rm 231.

RESIDENTIAL LIFE

The University recognizes the important contribution that life in the residence halls can make in a student's total educational experience. Each hall is staffed by a live-in professional staff member and trained student staff Resident Assistants or Community Assistants on each floor. Their efforts are coordinated through the Office of Housing, Residential Life and/or Community Standards. Residence Hall staff have the responsibility of enforcing University policies, procedures and regulations as they relate to residential living as well as promoting, with the active cooperation of residents, an environment that supports academic achievement. The office is located in the back of Seeley Hall.

LIVING ON CAMPUS

The University offers a variety of housing options. Students have the choice of a single, double, double-as-single, triple or triple-as-a-double room, each with a different price structure. Room preference assignment are subject to availability with some restrictions. Efforts are made to match new roommates by preferences stated in their housing contract. Students may seek a change in roommates after the first week of classes but before October 1 (fall semester) or March 1 (spring semester). Because the University is not responsible for theft or damage to personal property, students are advised to obtain renter's insurance, or ensure coverage under their parents' homeowner's policy.

RESIDENCE AND MEAL PLAN REQUIREMENTS

All students who are full-time undergraduates are required to live in University residence halls unless they meet one or more of the following criteria:

1. Those who have attained the age of 21 by the first day of classes.
2. Those who have accumulated 90 academic credits (including transfer credits) by the first day of classes.
3. Those who are living at home with parents, a spouse or other immediate relatives within a 50 mile driving distance of the University.

Exceptions to this policy must be requested

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from the Office of Housing, Residential Life and Community Standards in writing and approved by the Executive Director of Residential Housing, Residential Life and Community Standards, or his/her designee by the first day of classes. The Residential Life "Easy Living" package includes both room and a choice of meal plan options.

Meals are served three times daily, with the exception of Saturday and Sunday when two meals are served. The Dining Hall is closed during vacation periods as scheduled in the University calendar. Meals to suit a variety of dietary needs are available at the Dining Hall upon request.

Winter and summer housing is available on a limited basis and under separate contract. Additional requirements may apply.

The Residence Hall and Meal contracts, once signed by the student, are binding for the academic year (not the semester).

STUDENT HEALTH SERVICES

The mission of University of Bridgeport Student Health Services is to promote the well-being of students. We provide high quality, culturally competent, outpatient ambulatory care for the treatment of acute illness and injuries. In addition, health education programs are offered to the campus community.

Student Health Services does not seek to replace family physician care but rather to supplement that care during years when the student is attending the University, often at some distance from home. Student Health Services' emphasis is geared towards wellness. We offer health education, preventive health screenings, health promotion programs and immunizations. Students' individual needs are attended to in a confidential and caring manner. All information and records pertaining to any aspect of a student's health are strictly confidential. Student Health Services is staffed by a Medical Director, two part-time APRNs, two full-time registered nurses, and an Office Manager and is located at 60 Lafayette Street, Room 119.

STUDENT HEALTH SERVICES REQUIREMENTS

Students registering at the University of Bridgeport are required to provide proof of immunization listed below prior to registration. Health Requirements and Health Forms can be found on www.bridgeport.edu/healthform.

MMR (MEASLES, MUMPS, RUBELLA) IMMUNIZATIONS

Connecticut Public Act No. 89-90 requires all students born after December 31, 1956 to provide proof of immunization against measles, mumps, and rubella. You are required to provide proof of two doses of measles, mumps, and rubella immunizations.

1. First dose on or after 12 months of age and given in or after 1969.
2. Second dose given on or after January 1, 1980.
3. Laboratory evidence (blood test) of immunity is acceptable in lieu of administration of vaccines but you must provide proof of immunity with a Laboratory report.

VARICELLA (CHICKENPOX) IMMUNIZATIONS

1. Two vaccines (12 weeks apart if vaccinated between 1 and 12 years and at least 4 weeks apart if vaccinated at age 13 years).
2. Laboratory evidence (Blood Test) of immunity is acceptable in lieu of administered vaccine, but you must provide proof of immunity with the laboratory report.
3. A documented history of having had the disease by a medical doctor or public health department is accepted documentation.
4. Students born in the United States before 1980 are exempt.

MENINGITIS VACCINE (A, C, Y, W-135)

Students who will be residing in on-campus housing will also be required to provide proof of meningitis vaccine administered (A, C, Y, and W-135) within the past 5 years.

TUBERCULOSIS TESTING

A tuberculosis risk assessment and if necessary a Tuberculosis test (PP'D) / IGRA or Chest X-ray is required within six months prior to admission to the University. History of prophylactic treatment if indicated is also required. Tuberculosis testing is not required for IDEAL students, through it is highly recommended by Student Health Services. The Tuberculosis Risk Assessment and associated information can be found on www.bridgeport.edu/healthforms.

HEPATITIS B VACCINE

College students are at an increased risk of

developing a Hepatitis B infection. All students are strongly encouraged to be vaccinated for Hepatitis B. Hepatitis B vaccine information from the Center for Disease Control can be found on <http://www.cdc.gov/VACCINES/vpd-vac/hepb/default.htm>.

STUDENT HEALTH INSURANCE

All on campus students are automatically enrolled in the Injury plan at registration. All full-time undergraduate students, all students in campus housing, and Physician Assistant Students are required to participate and are automatically enrolled in the Sickness plan at registration and charges are added to their account, unless proof of comparable coverage is furnished by the deadline date indicated on the Waiver website. All international students are required to participate and are automatically enrolled in both the Injury and Sickness Plans at registration and charges are added their account. Coverage for international students cannot be waived.

Part-time Domestic Graduate Students taking at least 6 credit hours and Part-Time Undergraduate students taking at least 7 credits who are not living on campus may participate in the Sickness plans on a voluntary basis. Dependents of those enrolled for both Injury and Sickness may also participate in the plan on a voluntary basis.

TITLE IX COORDINATOR

The University of Bridgeport is committed to preventing or eliminating all forms of gender-based discrimination in its education programs or activities in accordance with its commitment to Title IX of the Education Amendments of 1972. Gender-based discrimination includes sexual assault, sexual harassment, intimate partner violence, and any act in violation of the University's sexual misconduct policies. The Title IX Coordinator provides education and awareness programming and serves as a resource for individuals seeking on-and-off campus advocacy and support services. The Title IX Coordinator may be contacted with questions regarding Title IX.

Academic Regulations and Procedures

GENERAL INFORMATION

The Advising System

The University provides academic and personal services to support each student's effort to gain the best possible undergraduate education. Selecting a course of study, choosing a major, and deciding upon a career are crucial decisions for every student. The Advising System functions to assist students in designing their programs according to their individual interests and needs.

Students are assigned a faculty advisor upon acceptance to the University. Faculty advisors are available for consultation throughout the student's tenure for purposes of academic advisement and assistance with course selection. Advisors approve registrations for traditional undergraduates and program or major changes for all students. For assistance with non-academic concerns, professional counselors are available through the University's Student Affairs Division.

CONSENT TO PLAGIARISM SCREENING

Students are expected to be familiar with and to comply with the University's policies prohibiting plagiarism as set forth in the Key to UB-Student Handbook. Some courses utilize electronic screening to detect plagiarism, e.g., Turnitin. These plagiarism screening programs analyze the extent to which students' submitted assignments constitute original content and compare students' submissions to an extensive network of web pages, articles, and other student work in their databases. Using these resources, these programs produce originality reports which categorize submission content, determining what percentage of each assignment matches text found in their databases.

By enrolling in course(s), students consent to the above-described plagiarism screening programs and may also be required to approve specific terms and conditions of use when submitting an assignment. Students also consent to retention of their submission in Turnitin or other plagiarism screening platforms, but retain full copyright of their submission.

Interruption of Studies

WITHDRAWAL FROM A COURSE

Undergraduate students may withdraw from any course with advisor approval. Graduate students may withdraw from any course other than a Thesis, Independent Study, Research or equivalent. Course withdrawals may be requested up to the last date to withdraw from courses as published in the course schedule book or academic calendar. To withdraw from a course, obtain a Schedule Adjustment Form from the Office of the Registrar and take it to your advisor. Advisor's signature is required to withdraw from any course. Return the signed withdrawal form to the Office of the Registrar for processing.

If a student officially withdraws from a course during the first three weeks of a class, no grade will be reported and the course will not appear on the student's transcript. On occasions a withdrawal is granted after the first 20 days for reasons beyond the student's control as determined by the student's advisor. In these cases, a "W" will be posted on the student's transcript for the course. When a student registers for a course, but ceases to attend class without filing an application for withdrawal a grade of "F" shall be posted to the student's transcript. Tuition refunds for course withdrawals will be calculated according to the University's official refund policy. Federal Financial Aid awards are subject to adjustment when a student withdraws from the University. Cessation of attendance, notice to instructors, or telephone calls to the University, do not constitute official withdrawal from the University.

WITHDRAWING FROM THE UNIVERSITY

Students who withdraw from all courses and thus from the University, must file an Application to Withdraw at the Office of the Registrar. Students must meet with the Dean of Students prior to submitting the withdrawal form to the Registrar.

No student is considered officially withdrawn and no refund of tuition will be made unless the student has contacted the Office of the Registrar.

If a student fails to register for a semester without being granted a leave of absence, or the leave of absence has expired, the student will be administratively withdrawn from the University.

CANCELLATION

Students presently enrolled may cancel their

registration or officially withdraw for the subsequent semester while completing the current one. Students must contact the Office of the Registrar to cancel classes.

INTERNATIONAL STUDENT ATTENDANCE POLICY

International students must pursue a full-time course of study to maintain status and are required by the conditions of their visa to attend scheduled classes. Failure to attend classes may lead to termination of SEVIS records. Before making changes to their schedules, international students must speak with an academic advisor and consult with International Student Services. ISS is located on the Garden Level of Wahlstrom Library.

Readmission

REGULAR READMISSION

A student who officially or unofficially withdraws from the University must apply for readmission. Readmission is necessary with any break in attendance for full-time students and after a break of more than one semester for part-time students. A student who withdraws officially, or unofficially, and subsequently applies for readmission is required to meet the degree requirements and conditions current at the time of readmission. Students who have attended another accredited institution in the interim must present complete official transcripts with their application for readmission.

Applications for readmission are available from the Registrar's Office.

READMISSION IN CASES OF DISCIPLINARY EXPULSION AND SUSPENSION

Disciplinary expulsion and suspension may be incurred as a result of unacceptable conduct. See the *Key to UB* for rules, regulations and procedures for readmission.

LEAVE OF ABSENCE

Students who must discontinue enrollment for less than one academic year and who have a commitment to return to the University must submit a written request for a Leave of Absence to the Office of the Registrar. A copy of this request must also be sent to the Dean or Director of the student's program. Students who are in good academic standing and who have met all University require-

Academic Regulations and Procedures

ments may return to the University at the beginning of any semester within the one-year Leave of Absence period.

A leave of absence may be extended for an additional year upon approval of the program Dean or Director. A written request is required for consideration of an extended leave of absence and the leave will be noted on the student's permanent record.

FIVE YEAR RULE FOR UNDERGRADUATE STUDENTS

Students who interrupt their studies for a period exceeding five years must obtain written permission from the Dean of their College or Director of the School to apply previously earned credits toward their degree.

Application for Graduation

You must apply for Graduation one term prior to the completion of your last class. Students must Log into their <https://webadvisor.bridgeport.edu/WA2/WA2?&TYPE=M&PID=CORE-WBMAIN&TOKENIDX=5889426310> *WebAdvisor* account and look for the <https://myub.bridgeport.edu/students/Pages/WebAdvisor.aspx?title=Application+for+graduation&pid=ST-XWBSTS015> *Application for Graduation*. Students must complete the on-line form and remit the \$150 graduation fee via credit card.

NOTE: Please be aware that certification of your degree is done by your Department and not by the Office of the Registrar.

Such consultation enables the advisor to check the student's records for discrepancies and allows some time during the last semester to resolve problems if any appear. The fulfillment of the graduate requirements is the student's responsibility.

For deadlines for graduation applications, please see the Academic Calendar

Students who are required to take a course/s after the expected graduation date must re-apply for graduation and pay an additional application fee.

All blanks on the application form must be completed. Diplomas will be printed exactly as the name appears on the application form. The University of Bridgeport holds one ceremony in May of each year. A fee must be paid whether or not you participate in the ceremony. Diplomas are normally mailed within 45 days of the end of the term for

which a student is graduating. Release of diplomas is dependent on all graduation requirements and financial obligations to the University of Bridgeport (including Perkins Loans) being satisfied. Diplomas are mailed to the address listed on the graduation application form. If you have a change of address during the course of the graduation process, please email the Registrar at registrar@bridgeport.edu so that your records can be updated.

Transcripts

Students may request official transcripts to be mailed to other institutions, prospective employers, or other authorized agencies, by completing a transcript request from available in the Office of the Registrar. Please allow ten (10) days for requests sent by mail to be processed. Each graduating student will receive one free, unofficial copy of his/her transcript together with his/her diploma upon graduation. Subsequent transcript requests must be made to the Office of the Registrar in writing. Transcripts will be mailed to the address listed on the transcript request form.

ORDER TRANSCRIPTS ONLINE

The University of Bridgeport has authorized the National Student Clearinghouse to provide transcript ordering online. You can order transcripts using any major credit card. Your card will only be charged after your order has been completed.

To order an official transcript(s), login to the "https://www.studentclearinghouse.org/secure_area/Transcript/login.asp?FICEcode=00141600" Clearinghouse secure site.

The site will walk you through placing your order, including delivery options and fees. You can order as many transcripts as you like in a single session. A processing fee will be charged per recipient.

Order updates will be emailed to you. You can also track your order online.

WEBADVISOR

Current students and recent graduates (students who have graduated in the last seven years) can log into "<https://webadvisor.bridgeport.edu/WA2/WA2>" WebAdvisor to request a transcript.

UNDERGRADUATE REGULATIONS & PROCEDURES

Classification of Undergraduate Students

SPECIAL STUDENTS

An applicant admitted with permission to take courses for which he or she is qualified (met the prerequisites), but not as a degree candidate, is a special student. Special Students may later apply for matriculation and are subject to any changes in graduation requirements instituted prior to actual matriculation.

A student who has formally applied for admission to the University and has been admitted to one of its Colleges as a degree candidate is a *matriculated* student. An applicant admitted with permission to take courses for which he or she is qualified, but not as a degree candidate, is a special student. *Special* students may later apply for matriculation and are subject to the same academic regulations as *matriculated* students.

Only *matriculated* students carrying at least twelve semester hours are eligible for election to class and other offices (with the exception of the Part-time Student Council, and University Senate)

FULL-TIME STUDENTS

Normal academic progress is maintained by a student who:

1. Has been accepted into a degree program;
2. Is fulfilling the requirements of that degree program as described in this Catalog;
3. Has a cumulative quality point ratio of at least 2.0 ("C" average), or that required by the specific degree program if it is higher than 2.0; and
4. Registers for and completes at least 12 semester hours of credit each term (excluding co-op terms).

PART-TIME STUDENTS

Normal academic progress is maintained by a student who:

1. Has been accepted into a degree program;

Academic Regulations and Procedures

2. Is fulfilling the requirements of that degree program as described in this catalog;
3. Has a cumulative quality point ratio of at least 2.0 ("C" average), or that required by the specific degree program if it is higher than 2.0; and
4. Registers for and completes between 1 and 11 semester hours of credit each term.

CLASS STANDING

Students are classified according to the number of college hours satisfactorily completed:

Freshman	0-30 semester hours
Sophomore	31-60 semester hours
Junior	61-90 semester hours
Senior	91 and above

THE MAJOR

Most students matriculating in programs leading to an Associate's or Bachelor's degree declare a major when they are admitted to the university.

The student must earn a grade of "C-" or better in every major course. However, the student's overall quality point ratio in major courses must be at least 2.0. In some cases, departmental requirements may exceed these minimums. If a student earns a grade of "D" or "F" in a course in the major field, he or she must obtain a written statement from the department chair specifying the procedure necessary to remedy the deficiency and remain in the major.

SECOND BACHELOR'S DEGREE

Students who wish to earn a second Bachelor's degree must fulfill all College/School and major requirements for the second degree and must earn a minimum of 30 additional credits beyond the number required for the first Bachelor's.

THE MINOR

The University offers the option of selecting a second area of specialization. Like the major, the minor was conceived to provide a unified, coherent program in a discipline or area of knowledge. While requiring a second focus for the student's intellectual interests, it enables him or her to investigate the important concepts of a specific area and to acquire a firm basis for further study.

In terms of career preparation, the minor option can complement a regular major pro-

gram or it may add an entirely new dimension to the traditional curriculum. A minor is a minimum of 18 credits to be defined by the School and Department.

Students who wish to pursue a minor should obtain the application in the Dean's or Director's office of the College or School in which the minor is offered.

Minors may be assigned in the following areas:

Accounting
Business Administration
Chemistry
Computer Engineering
Computer Science
Criminal Justice
Electrical Engineering
Fashion Merchandising
Finance
Graphic Design
Philosophy
Gerontology
History
Human Services
Industrial Design
Interior Design
International Business
International Political
Economy & Diplomacy
Literature & Civilization
Management & Industrial Relations
Marketing
Martial Arts
Mass Communications
Mathematics
Music
New Media Studies
Political Science
Psychology
Religion and Politics
Sociology
Social Science

UNSPECIFIED STATUS

Unspecified status is designed primarily for those students who have not yet chosen a specific field of concentration within their College. The courses which they take under these circumstances will fulfill the majority of general college requirements during the first and second year of study.

Students who have been admitted to unspecified status must follow the procedure for change of major in order to become admitted to a specific major and must declare a major by the end of the sophomore year.

CHANGE OF MAJOR

If after matriculation a student wishes to change a major, it must be initiated by the

student through the office of the senior administrator of the College or School. In some cases, change of program may require a reevaluation of semester hours earned at UB or transferred from another institution. It is the student's responsibility to consult with the chair of the anticipated major department to formulate a curriculum plan for the completion of that degree.

Registration for Courses

The student must formally register for courses during the regular or early registration period. All charges for the semester are payable in full before or during registration unless the student has applied for the deferred payment plan. A program of fifteen or sixteen semester hours constitutes a normal load. No student will be permitted to register for more than eighteen semester hours in any one semester without the prior written approval of the appropriate College Dean or School Director.

CHANGE OF REGISTRATION

All changes of registration require the prior written approval of the student's faculty advisor. Students shall refer to the published course schedule and *Key to UB* to determine additional approval procedures and requirements for all program changes. The student must submit all approved changes of registration, including course withdrawals, to the Office of the Registrar by the published deadlines.

CLASS ATTENDANCE

Undergraduate students are expected to attend their classes regularly. The instructor shall specify in the course syllabus at the beginning of the semester the extent to which the attendance factor will be taken into account when grades are calculated. Due allowance, however, will be made for such factors as illness, inclement weather, and severe personal or family problems.

UNIVERSAL ENGLISH

All student papers submitted to any instructor at the University must be of University standard in form, spelling, punctuation and literary organization. Instructors may refuse to read or to correct papers that are not in keeping with the standards of good English usage.

Academic Regulations and Procedures

Grades and Quality Points

A semester hour is the unit by which credits are measured. A quality point is the numerical value assigned to letter grades A-F. Each grade is assigned quality points as shown below. The faculty uses the following criteria as bases for determining letter grades: "A" excellent; "B" above average; "C" average; "D" minimal pass; "F" failure; "I" or "R" incomplete; and "W" withdrawal. Letter grades may be assigned with "+" and "-" signs.

Other grades include pass-fail (earned under the University Pass/Fail Program): "S" - satisfactory completion of course requirements; and "U" - has not completed course requirements.

QUALITY POINTS		QUALITY POINTS	
GRADE	PER SEMESTER HOUR	GRADE	PER SEMESTER HOUR
A	4.00	C	2.00
A-	3.67	C-	1.67
B+	3.33	D+	1.33
B	3.00	D	1.00
B-	2.67	D-	0.67
C+	2.33		

The cumulative quality point ratio (QPR) is determined by dividing the number of semester hours attempted into the number of quality points earned. Non-credit courses and grades of pass in pass/fail courses are exempted from the computation of the quality point ratio. Incomplete ("I" or "R") grades are not included in this computation until converted to a letter grade.

REPEATED COURSES

Students may repeat any course at any grade level below "A". The grade from the first repeat of a given course will replace the first-time grade for the computation of the QPR, the original grade however, will remain on the transcript. The grade for a course repeated more than twice will be the average of all of the grades earned each time the course was taken. All repeated courses will be so indicated on the transcript.

PASS/FAIL OPTION (FREE ELECTIVES ONLY)

Undergraduate students may elect to take up to 6 courses in an academic degree program on the pass/fail basis. Only free electives may be chosen for the pass/fail option, and no more than two courses may be on that basis in a given semester. Request to take a

course on the pass/fail basis must be made in writing on the appropriate form after registration in the course, but absolutely no later than the tenth day of scheduled classes in a regular semester, the fifth day for a ten-week course, or the third day for a five-week course. Students should review the complete regulations with their advisors before requesting the pass/fail option through the Registrar's Office.

INCOMPLETE WORK

Incomplete grades ("I" or "R") must be recorded by the date stipulated by the Registrar at the end of the semester. No incomplete will be so recorded by the Registrar unless it is accompanied by a clear indication from the course instructor of the nature of the work to be made up. The Registrar will provide appropriate forms with grade sheets. This information will be placed in the student files.

- a. An "I" (incomplete) grade designates incomplete work in a course at the time of grading for reasons beyond the student's control and determined to be bona fide by the instructor. These would include absence from a final examination or inability to complete terminal assignments due to illness, employment conflicts, etc. In such cases where the "I" grade is awarded the incomplete will revert to a failing grade if the unfinished work is not satisfactorily completed by the end of the semester immediately following the one in which the incomplete was granted, exclusive of the summer sessions. This time can be extended by the instructor for legitimate reasons.
- b. A grade of "R" indicates incomplete work in thesis, research, or undergraduate or graduate student project courses. The "R" grade must be removed within a period of time specified by the instructor/mentor/project advisor or director. It must be within the maximum time allowable for degree completion in the academic program where the degree is being sought.

"W" GRADE

No student may withdraw from a course without the knowledge of his/her academic advisor, as indicated by that advisor's signature on the change of schedule form. Withdrawal "W" grades are assigned based on the following policy statements:

1. If the student officially withdraws from

a course during the official change of registration period, that course does not appear on the student's transcript. This includes withdrawals initiated by the student and those initiated by the University (e.g., cancellation of course sections).

2. If a student officially withdraws from a course after the official change of registration period, but before the end of the official withdrawal period in a given semester or summer session, a grade of "W" is assigned and that course remains on the student's transcript. Courses with the grade of "W" do not count toward the QPR but do count toward "hours attempted."
3. The names of students who have officially withdrawn from a course and received the grade of "W" are so listed on the class roster for the balance of the semester.
4. Any exceptions to the above, including "late" withdrawals, must be individually approved by the appropriate Dean or Director and the Provost before they become official and are recorded.

CARNEGIE UNIT OF CREDIT

Note: The application of the Carnegie unit of credit has implications for graduation requirements, transfer credit policy, faculty load and for measuring program hours/income. The Carnegie Unit of Credit provides a guideline on the amount of time that a student is expected to dedicate to a one semester hour course in order to receive one semester hour of academic credit. The University of Bridgeport calibration of the Carnegie Unit of Credit is as follows:

Onsite Lecture Classes: To receive one semester hour of academic credit, the student is expected to attend a 50 minute lecture class per week and spend approximately two hours on assignments and study outside of the classroom throughout a fifteen week semester.

Online or Blended Learning Classes: Through Blackboard, Canvas, Wimba or other online tools and blended learning, students would be expected to complete 2.5 hours of activities per week over fifteen weeks to receive one semester hour of academic credit. This would include activities such as reading and responding to posted course materials, discussion board postings, and Skype or Wimba discussions.

Academic Regulations and Procedures

Onsite Activity-based Classes: One hour and forty minutes of engagement in discipline-based activity and fifty minutes of study per week throughout fifteen weeks.

Clinics, Studios and Laboratory-Based Class: 2.5 hours of laboratory, clinical or studio activity per week for 15 weeks.

Independent Study: 2.5 Semester hours of Study per week over a 15 week Semester.

Other Forms of Learning: Academic credit based on a demonstration of competency in defined academic outcomes will be the exception and will be based on accepted instruments approved by the Deans and Program Chairs. These can include CLWEP, CLEP tests, or examination of a portfolio by trained academics in the discipline in which the student seeks credit.

In all of these learning formats, contact hours and/or study/assignment hours would be increased each week in a summer or concentrated session to assure compliance with unit of credit guidelines.

Approved by University of Bridgeport Senate, November 30, 2010

Off-Campus Study

Matriculated students are expected to take the courses for their degrees at the University of Bridgeport. Permission to take courses at other institutions for transfer credit will be given only for good and valid reasons and must be approved in advance and in writing by the student's advisor. Permission will not be granted for courses currently offered by the University or courses within the last thirty semester hours before graduation, or for courses previously failed at the University.

Matriculated students may not take courses at junior or community colleges for transfer credit at the junior or senior level toward their degrees.

CREDIT FOR LIFE WORK EXPERIENCE (CLWEP)

Some students acquire mastery over course subject matter through prior work or training experience. Many departments have developed examination and other assessment procedures to provide the possibility of credit for those experiences which correlate to specific course offerings in the University Catalog.

CLWEP credit may not be used to satisfy the minimum University 30-hour residency requirement. CLWEP credit is included in the student's semester hours earned at the University and also in the total number of UB hours used to determine eligibility for graduation honors. However, such credit is not computed in the student's quality point ratio at the University. Information on subject matter and evaluation procedures is available in the office of the Dean of the School of Continuing and Professional Studies.

COLLEGE LEVEL EQUIVALENT PROFICIENCY EXAM (CLEP)

The University of Bridgeport participates in the Educational Testing Service's College Level Equivalent Proficiency Exam program. The basic purpose of this program is to give the student and non-traditional learner a means for assessing their levels of achievement and for requesting college credit for such achievement.

Undergraduate students may earn up to 30 semester hours of credit (one year's studies) by demonstrating subject area competence through testing. CLEP credit may not be used to satisfy the minimum University 30-hour residency requirement. CLEP credit is not included in the student's credit hours earned at the University of Bridgeport and is not computed in the student's quality point ratio at the University. CLEP credit is not considered in the total number of UB hours used to determine eligibility for graduation honors.

Information on subject matter and testing procedure is available in the office of the Dean of the School of Continuing and Professional Studies.

ADVANCED PLACEMENT

A student may enter the University of Bridgeport as a freshman, but with advanced standing toward a degree. Advanced standing may be achieved by taking the Advanced Placement examinations administered by the College Entrance Examination Board. A score of three or above allows the student to earn up to eight credits in one subject area. Well qualified students may also earn advanced placement by taking courses for college credit while in secondary school. Information regarding Advanced Placement is available in the Office of Admissions.

Academic Status of Students

The following policies and standards define the minimum requirements for maintaining academic status in the undergraduate degree programs of the University. Higher requirements may be established by the faculty for specific programs, subject to approval by appropriate College committees, the appropriate senior administrator of the College or School and the Provost. Such requirements are described in the appropriate section of this catalog.

NORMAL ACADEMIC PROGRESS

Normal academic progress refers to a student's scholastic status in a degree program.

The student who is not maintaining normal academic progress will be permitted to remain in a degree program while attempting to reestablish normal academic progress, unless and until the student is subject to academic separation as described below.

A student may be awarded a degree only when all degree requirements have been satisfied. In particular, a student who has failed to maintain normal academic progress at some point, must have reestablished normal academic progress before a degree is awarded.

Academic Separation

The following policies and procedures apply to all students, both matriculated and special.

FULL-TIME STUDENTS

In order to maintain satisfactory progress as a full-time student, it is necessary to attempt a minimum of 12 credits per semester. A full-time student whose quality point ratio is below 2.0 for a given semester is sent a letter of warning at the end of that semester.

A full-time student, who has attempted fewer than 19 semester hours and whose quality point ratio is below .75 is automatically separated at the conclusion of a semester.

A student is automatically separated from the University at the conclusion of a semester when the cumulative quality point ratio and UB semester hours attempted are as follows:

UB SEMESTER HOURS ATTEMPTED*	QPR
24	Below 1.5
48	Below 1.7
72	Below 1.9
96 or more	Below 2.0

* Retaking a course does not count toward this total.

Academic Regulations and Procedures

Maintaining satisfactory academic progress is essential in order to remain eligible for financial aid. Please refer to the financial aid section for further information on maintaining eligibility for financial aid.

PART-TIME STUDENTS

A student is automatically separated from the University when the cumulative quality point ratio and UB semester hours attempted are as follows:

UB SEMESTER HOURS ATTEMPTED*	QPR
24	Below 1.5
48	Below 1.7
72	Below 1.9
96 or more	Below 2.0

READMISSION

A student who has been separated from the University under the above provisions may apply for readmission to the University no sooner than one full semester after separation. A readmission form is available from the Office of the Registrar. No course work at the University of Bridgeport is permitted during the period of separation.

NOTIFICATION

A student will be notified of his/her separation before the beginning of the following semester. It is, however, the student's responsibility to be aware of his or her academic status at all times.

APPEALS

Actions taken under the regulations pertaining to Academic Separation may have an immediate impact on a student's eligibility for financial aid. Students may appeal actions taken pursuant to these regulations. Appeals must be made in writing directly to the Academic Separation Appeals Committee within ten calendar days of receipt of notice of the action taken. The decision of the Dean will be made within twenty-one calendar days of the date of the receipt of the appeal.

An appeal of separation from the University that is granted places the student in a probationary status. The conditions of this status, including its maximum duration, will be specified in the Committee decision granting the appeal.

Change of Status

FROM FULL-TIME TO PART-TIME

Students wishing to transfer from full-time to part-time status must secure the necessary forms from the Registrar's Office.

FROM PART-TIME TO FULL-TIME

Students wishing to transfer from part-time to full-time status must secure the necessary forms from the Registrar's Office.

Academic Honors

PRESIDENT'S LIST

A full-time student who, in a given semester, completes 12 or more semester hours with a quality point ratio of 3.7 or higher and with no incomplete grades is named to the President's List at the end of that semester. A part-time student who is matriculated and who, during a regular academic year, completes 12 or more semester hours with a quality point ratio of 3.7 or higher and with no incomplete grades is named to the President's List at the end of the academic year.

DEAN'S LIST

A full-time student who, in a given semester, completes 12 or more semester hours with a quality point ratio of 3.2 or higher and with no incomplete grades is named to the Dean's List at the end of that semester. A part-time student who is matriculated and who, during a regular academic year, completes 12 or more semester hours with a quality point ratio of 3.2 or higher and with no incomplete grades is named to the Dean's List at the end of that academic year.

NATIONAL HONOR SOCIETIES

Honor societies include Phi Kappa Phi, all University; Beta Alpha, accounting; Delta Mu Delta, business administration; Sigma Phi Alpha, dental hygiene; Alpha Sigma Lambda, part-time students; Pi Gamma Mu, international and national social science; Eta Kappa Nu, electrical engineering; Upsilon Pi Epsilon, computer science; and Sigma Xi, research and scholarship; Lambda Pi Eta (The National Communication Studies Honor Society); Theta Alpha Kappa (The National Religious Studies Honor Society); Pi Sigma Alpha (The National Political Science Honor Society); Sigma Iota Rho, The Honor Society for International Studies; Phi Sigma Lota (Honor Society of

Languages), Alpha Phi Sigma (Criminal Justice Honor Society).

Requirements for Undergraduate Degrees

The stipulations in the list immediately below are only those which are common to the awarding of the Bachelor's degree. However, requirements specific to each College or School and to individual curricula and disciplines within each College or School also exist. The student must be especially careful to note all of these, since fulfillment of graduation requirements is the individual student's responsibility. No permission for deviation from published requirements is official unless it is made in writing and signed by the senior administrator of the College or School from which the degree is sought. It is recognized that the requirements for graduation in individual Schools may change. A student must meet the requirements for graduation which are current at the time of graduation, and consistent to the greatest extent possible with the degree requirements in existence at the time of the student's entry into the major. However, whenever a program is altered it is the University's responsibility to translate the student's previously completed work into the new program requirements so that the continuously enrolled student is not penalized for the adaptation. The only exception would be when the state or other licensing agency imposes a new requirement. The common requirements for awarding the Bachelor's degree follow.

A student must:

1. Have been admitted as, or have achieved the status of, a matriculated student in the College, and must have attained upper-class or major status.
2. Have completed the last thirty semester hours of work toward his or her degree under the direct auspices of the University. Under exceptional circumstances, the senior academic administrator may slightly modify this requirement.
3. Present an overall cumulative quality point ratio of at least 2.0 and, in addition, must have a quality point ratio of 2.0 or better in those courses taken for credit in the major. Each individual course in the major must be passed with a grade of "C" or better. The student must have earned the number of semester hours of credit

Academic Regulations and Procedures

required by the College or School and must not deviate from the curriculum as displayed in this catalog without the written approval of the appropriate senior academic administrator or his/her designate.

GRADUATION HONORS

Candidates for graduation who have completed at least sixty semester hours of academic course work at the University of Bridgeport in their junior and senior years are eligible for honors upon recommendation of the appropriate College faculty. The following standards are used:

1. The Bachelor's degree cum laude may be awarded to a student whose cumulative quality point ratio is at least 3.40.
2. The Bachelor's degree magna cum laude may be awarded to a student whose cumulative quality point ratio is at least 3.60.
3. The Bachelor's degree summa cum laude may be awarded to a student whose cumulative quality point ratio is at least 3.80.

The Associate's degree may be awarded cum laude to a candidate with a minimum quality point ratio of 3.2 and magna cum laude to those with 3.5. A minimum of 45 semester hours must have been earned at the University of Bridgeport.

GRADUATE REGULATIONS AND PROCEDURES

*For the Regulations and Procedures pertaining to the Graduate Professional Programs in Acupuncture, Chiropractic, Naturopathic Medicine and Human Nutrition, please see the appropriate program sections of this catalog.

General Regulations

1. The mere completion of courses and requirements does not guarantee continuation in the graduate program or advancement to degree candidacy.
2. Every student must consult with his/her assigned advisor to ensure a carefully planned program of studies.
3. A graduate student is expected to complete his/her degree program within seven years of admission. A student may, for sound and valid reasons, request his/her Dean for an extension of this time limit. Such a request must have the approval of the student's advisor, and Department.

4. The amount of graduate work transferable to a graduate degree is limited to two graduate courses. Courses applied to one degree or diploma normally are not transferable to a second degree or diploma. Courses presented for transfer credit must be graduate level study completed with a grade of "B" or above at an accredited institution. The transferred courses should have been completed within the past seven years.

The approval of additional transfer credit and waivers of the course time limit may be granted based on the approval of the Department Chair, School Director, and College Dean.

5. The requirements for a master's degree shall include at least one of the following: a comprehensive examination, a written thesis based on independent research, or completion of an appropriate special project.
6. Graduate programs require that all grades applied toward the degree be "C" or better. The grade of "C-" cannot be used to satisfy degree requirements.

Probation and Separation Policy

1. The minimum cumulative grade point average necessary to continue graduate studies is 3.0 and the minimum semester grade point average to continue graduate studies is 2.0.
2. A student who does not meet either the semester or cumulative grade point average will automatically be placed on probation for the next semester of study.
3. A student placed on probation must meet the standard for continuation at the end of the probationary semester. Failure to meet the standard will result in automatic separation.
4. Separation from the Program of Study may be appealed to the Academic Appeals Committee of the Graduate Council. The appeal must be in writing and must be submitted within 15 days of notification of separation.
5. A student separated from a Program of Study may apply for re-admission to the Program 1 year from the date of separation from the Program.
6. A student may not be placed on probation more than twice. Failure to maintain a cumulative 3.0 grade point average or

a semester grade point average of 2.0 a third time will result in automatic, non-appealable separation. Application for re-admission cannot be made sooner than 1 year after the date of separation.

Classification of Students

DEGREE STUDENTS

All students who have formally declared their intent to pursue a program leading to a specified graduate degree are classified as Graduate Degree students and may fall into one of the following categories:

REGULAR

A student who has completed all the admission requirements and who has presented a background of scholarship and performance that indicates his/her capacity to profit from and complete a degree program is admitted as a regular degree student.

PROVISIONAL

A student who has met the general requirements for admission, but not those for full standing because the promise of achievement in the area of intended study cannot be accurately appraised at the time of admission, is admitted provisionally subject to conditions stated on the Certificate of Admission.

DEGREE CANDIDATE

A regular degree student who has successfully completed the first 12 hours of graduate study under the direction of assigned advisors and is, in the opinion of the faculty, worthy of continuing the pursuit of an advanced degree at the University, is a degree candidate. **Application for degree candidacy must be filed with the major department after completion of 12 semester hours.**

MATRICULATION MAINTENANCE

All regular and provisional graduate students must maintain matriculation continuously until all degree requirements have been met. Students may maintain matriculation in the following ways:

1. By registering for degree required course work.
2. By registering for continuous matriculation.
3. Ed.D. candidates must register for "Continuing Dissertation research."*

Academic Regulations and Procedures

Students who fail to register for each semester through one of the options above will automatically be separated from their program.

* See Insert for current year's Tuition, Fees, and Other Expenses.

NON-DEGREE GRADUATE STUDENTS

SPECIAL STUDENT

A college graduate from an accredited institution, who elects to take courses for which he/she is qualified but who has not been admitted to a degree program, is classified as a special student on the graduate level. If subsequently admitted to a degree program, there is no guarantee that courses taken as a special student will be counted towards the degree requirements; in any case, only twelve semester hours may be applied to a degree. Those graduate students classified as special graduate students are, therefore, urged to indicate to the Office of Admissions and the Registrar whether they wish to change their status to regular degree student prior to or immediately upon completion of twelve semester hours.

In order to register for graduate courses as a special student, a completed Application for Graduate Studies must be on file in the Office of Admissions.

Evaluation and Grading of Course Work

"A" indicates distinction; for work of exceptional quality.

"B" indicates above-average achievement; quality expected of a graduate student.

"C" indicates minimal achievement; not up to standards of graduate work.

"D" indicates below average achievement; no graduate credit possible.

"I" and "R" indicate incomplete graduate course work.

(a) An "I" (incomplete) grade designates incomplete work in a course at the time of grading for reasons beyond the control of the student and determined to be legitimate by the instructor. These would include absence from a final examination or inability to complete terminal assignments due to illness, employment conflicts, etc. In such cases where the "I" grade is awarded the incomplete will revert to a failing grade if the unfinished

work is not satisfactorily completed by the end of the semester immediately following the one in which the incomplete was granted, exclusive of the summer sessions. This time can be extended by the instructor for legitimate reasons.

(b) A grade of "R" indicates incomplete work in thesis, research, or undergraduate or graduate student project courses. The "R" grade must be removed within a period of time specified by the instructor/mentor/project advisor or director. It must be within the maximum time allowable for degree completion in the academic program where the degree is being sought.

"W" indicates approved student withdrawal.

In addition to the above, the grades of "A-", "B+", "B-", "C+", "C-" and "D+" may be assigned for graduate courses.

Semester Hours Carried per Semester

Nine semester hours of credit per term normally is considered a maximum full-time program for graduate students. A student desiring to take more than 12 semester hours must receive written permission from his/her advisor and the Dean or Director of the appropriate college or school.

The Core Curriculum

The University holds that professional and applied studies, and later success in careers, require a sophisticated and learned grasp of the artistic, communicative, cultural, social, historical and scientific achievements of the world; and that all learners and professionals should be able to interpret these domains and to communicate about them clearly and persuasively. All colleges and universities in the State of Connecticut are required by the Office of Higher Education to mandate that General Education courses compose “33 percent of the minimum requirements for the baccalaureate degree.” The University of Bridgeport fully supports the educational philosophy behind this mandate.

The University of Bridgeport also believes that General Education should reflect the University’s educational mission. The General Education’s Core Curriculum draws upon the best traditions of American education and seeks to stimulate creativity, intellectual growth, and development of analytical thinking; but it also advances UB’s distinctive educational outlook, which is international in character and commitment. Thus the University requires that a large majority of the forty required credit hours of General Education be distributed within its Core Curriculum and allows the remaining to be taken as Liberal Arts electives. “Liberal Arts” encompass any course that is not designed primarily for skill or knowledge acquisition in a specific profession or field of work. **The total number of General Education credit hours must be forty or higher and must satisfy the Core requirements.**

The required distribution of Core courses through a range of disciplines reflects the mission of the University of Bridgeport. In particular, courses from disciplines are chosen because they encourage reflection upon the interdependent nature of the world, contribute to global awareness, and encourage interdisciplinary modes of integrative learning. All classes in this curriculum contribute to academic development and lay the groundwork for success in graduate schools or students’ chosen professions. The Core Curriculum represents what is best and distinctive about the University of Bridgeport.

THE UNIVERSITY’S CORE CURRICULUM HAS THREE DIMENSIONS:

1. Skills
2. Heritage
3. Seminars

I. THE SKILLS SECTION

Skills classes help students learn how to think clearly, write effectively, and communicate accurately and persuasively. These courses, normally taken in the first semester, lay the foundation for all further study. The University of

Bridgeport requires competency for such skills through successful completion *or placement out of* two such courses: one in composition, the other in mathematics. (Note: Placement out of any course requires an equal number of credits to be completed in other approved liberal arts coursework toward the minimum forty required credit hours of General Education.)

English: English 101
Math: Math 102 or 103

II. THE HERITAGE SECTION

Heritage classes introduce students to the artistic, communicative, cultural, social, historical and scientific achievements of the world. The courses below have been selected for inclusion in the Core Curriculum because they contribute to forming an interdisciplinary perspective about these achievements. These courses aim to help students see the world in a distinctive way: as a plural but increasingly interdependent reality. Upper-level courses are suggested to students who are completing Core General Education requirements as upperclassmen, or who have focused academic interests in a particular area of enquiry. Enrolling in these upper-level courses requires the instructor’s permission. Full course descriptions and any course prerequisites can be found in Undergraduate Courses of Instruction section of the Catalog.

Three Hours of Fine Arts: one of the following approved courses

- ADSN 117, 118, 377, 379, 380, 408
- Select Honors courses, as approved. See Registrar or Honors Program Director for details
- MCOM 260
- MUSC 121, 122, 123, 203, 204, 205, 207, 280
- THA 103

Six Hours of Humanities: two of the following courses, from different disciplines

- ENGL 102, 105A, 105B, 110, 180, 197, 207, 208, 209, 210, 212, 213, 215, 216, 220, 223, 228, 233, 252, 305, 322, 325, 330, 332, 357, 395
- HIST 100 (three 1-credit sections must be taken during the same semester), 222, 223, 228, 232, 233, 305, 335, 336
- Select Honors courses, as approved. See Registrar or Honors Program Director for details
- HUM C201, 300
- PHIL 101, 103, 104, 110, 203, 205, 210, 211, 213, 235, 323, 340
- PSCI 323, 324
- WREL 102, 103, 204, 205, 207, 208, 209, 216, 221, 229, 230, 299, 301, 305

Six Hours of Natural Science: six hours met by any combination of the following courses and/or upper-level lab science courses for which students meet the prerequisites

- BIOL 106, 113, 114
- CHEM 103, 104, 113, 114
- GEOL 105, 205

- Select Honors courses, as approved. See Registrar or Honors Program Director for details
- PHYS 103, 111, 112, 201, 202
- SCI C101, C102, C106, 107, C201, C202, C206

Six Hours of Social Science: two of the following courses, from different disciplines

- CJHS 118
- ECON 201, 202
- HIST 101, 102, 207, 208, 230, 240, 241, 242, 303, 304, 316, 317, 341, 361
- Select Honors courses, as approved. See Registrar or Honors Program Director for details
- IPED 201, 202, 206, 299, 321, 329, 345
- MCOM 111, 290
- PSYC 103, 201, 202, 240, 303, 375
- PSCI 101, 103, 203, 204, 206, 207, 208, 209, 215, 233, 299, 373
- SOC 101, 102, 118, 204, 231, 270, 310, 311, 315, 348
- SOSC 207
- WREL 348, 373

III. SEMINARS: FIRST YEAR SEMINAR AND CAPSTONE 390

The thematically focused First Year Seminar, taught with common student learning outcomes to all freshmen, is taken during the first semester of study. This seminar introduces students to the academic values of a university education while inculcating habits of learning that will serve them throughout their undergraduate education and beyond. Through this seminar experience, students establish a foundation upon which the rest of their university education stands. This may be satisfied through FYS 101, BIOL 100, BUAD 101, ENGR 111, or INTST C101.

The Capstone Seminars, CAPS 390, provide an academic context in which the skills and content of the other courses in the General Education Curriculum can be synthesized and integrated. The Capstone is the “crowning achievement” of the General Education Curriculum. As such, the seminars are limited to juniors and seniors who have completed at least 75 semester credit hours and all required hours within in the Skills and Heritage sections of the Core Curriculum. No exceptions will be granted to this policy.

NOTE ON COURSE TRANSFER POLICY

The University allows twenty-seven hours of the General Education Curriculum distribution hours to be transferred from other universities. The Capstone Seminar and at least one additional General Education elective course must be taken at the University of Bridgeport. The University of Bridgeport First Year Seminar is not required of transfer students who enter with 30 or more credits.

Cooperative Education and Internships

Cooperative Education

The University of Bridgeport offers an extensive voluntary cooperative education program, allowing students to combine classroom study with work experience in their chosen profession. Cooperative Education provides a practical application of academic studies plus opportunities to learn material that cannot be taught in the classroom.

Cooperative Education offers the additional bonus of providing paid work experience that can contribute to paying educational expenses and give the student the sense of being self-supporting.

- Theory and practice are more closely related.
- Motivation is increased as studies become meaningful.
- Work experience helps develop maturity and a sense of responsibility.
- Work experience helps to develop skills in human relations.
- Professional contacts may be made that can lead to permanent employment.
- Job opportunities help to test career objectives.
- Work experience gives students a distinct advantage in a very competitive job market.
- Co-Op graduates often start at a higher level job and with higher pay than students without experience.

CO-OP WORK ASSIGNMENTS

Assignments are related as closely as possible to the student course of study and career goals. The large majority of Co-Op jobs are located within 40 miles of the University. Some students locate their jobs near their homes outside of the normal Co-Op placement area, thus enabling them to increase their net earnings from Co-Op salaries.

Most undergraduate Co-Op students work part-time during the academic year and full-time during vacations. Graduate students have the option to work full-time or part-time during the academic year.

STUDENT SALARIES

Students are placed in regular jobs and normally are paid for their services by the cooperating employer. They perform under actual working conditions and are advanced on the basis of merit. Guarantees concerning

job placement and pay cannot be offered. However, between the end of the Freshmen year and graduation, the typical Co-Op salary can represent a substantial portion of the total cost of a student's education.

ACADEMIC CREDITS

Academic credit for Co-Op work experience is authorized by the dean and the faculty of the individual schools having Co-Op programs. Students must register and pay the 1-3 credit Co-Op fee for each work term.

ELIGIBILITY

The Co-Op program is open to all full-time students demonstrating their academic ability.

DOMESTIC UNDERGRADUATE STUDENTS

must complete two full terms at the University with a minimum 2.5 grade point average.

INTERNATIONAL UNDERGRADUATE STUDENTS

must complete one academic year at the University with a minimum 2.5 grade point average, have been in F-1 or J-1 visa status for a minimum of one academic year and have a thorough command of oral and written English.

DOMESTIC GRADUATE STUDENTS

must complete a minimum of four courses in their graduate program with a minimum 3.0 grade point average.

INTERNATIONAL GRADUATE STUDENTS

must complete one academic year in their graduate program with a minimum 3.0 grade point average, have been in F-1 visa status for a minimum of one academic year and have a thorough command of oral and written English.

In addition to the general requirements stated before, Ph.D. students in Computer Science and Engineering or Technology Management are allowed to start their CPT only after they write their dissertation proposal and pass its oral defense (excluding CPT summer session). Ph.D. students in Computer Science and Engineering or Technology Management are allowed to start their OPT only after the successful completion of the dissertation defense.

INTERNSHIPS

Internships provide work experience in the student's major field of study.

Internships may or may not be paid according to the practice of the employment field.

- Internships increase motivation as studies become meaningful.
- Internship work experience develops maturity and a greater understanding of the demands of the student's career field.
- Internships provide the professional experience that can lead to permanent employment.
- Internships provide the student with the opportunity to network in their field before graduation.
- Students with Internship experience before graduation often start at higher level jobs and with higher pay than graduates without experience.

STUDENT SALARIES

Many students are able to combine a non-paid Internship position with a paid Co-Op work experience in a related field to earn not only a salary but exposure to more than one employment opportunity.

ACADEMIC CREDITS

Academic credit for Internship is awarded by the dean and faculty of the school offering the Internships.

Most Internships earn 3 academic credits per term.

ELIGIBILITY

Students are eligible to participate in Internships according to the course sequence described by their academic program of study.

International students taking paid Internship positions must also have been in F-1 or J-1 visa status for a minimum of one academic year and have a thorough command of oral and written English.

INTERNSHIP ASSIGNMENTS

Arrangements for Internships may be made with the University Internship Director, the student's faculty advisor, or the Dean of the school.

University Library

University Librarian: Deborah Dulepski
Magnus Wahlstrom Library, Second Floor,
Library Administration
126 Park Avenue, Bridgeport, CT 06604
Telephone: 203-576-4740
Fax: 203-576-4791
Email: ddulepski@bridgeport.edu
Website: <http://www.bridgeport.edu/library>

PHYSICAL RESOURCES

The Magnus Wahlstrom Library, part of the University's Information Services, is centrally located on campus, occupying floor 1-4 of the Magnus Wahlstrom building. The Library is fully staffed and open seven days a week with both morning and evening hours. Students and faculty are offered a full range of reference and access services in a comfortable space that facilitates individual and collaborative study within a Library Commons model. Study Rooms may be reserved at the Information Desk. Computer workstations with Internet access are available, as well as a wireless support for those individuals with laptops. Copy machines and printers are also available in the Library. Fully equipped "Smart" Classrooms with media and an electronic whiteboard are also available. Inter-library loan services can be arranged for books, with articles delivered electronically via email.

A full description of facilities, resources and services may be found at www.bridgeport.edu/library.

PRINT COLLECTIONS

The University maintains a comprehensive print, media, & anatomical collection that reflects the University curriculum. General and Reference material is housed in open stacks on the top 3 floors of the Library. Several special collections of archival and historical material are available for use by the University community as well as visiting scholars.

In addition, The Wahlstrom Health Sciences Collection is located on the 4th floor of the Library. It houses specialized collected works that support the Chiropractic, Dental Hygiene, Naturopathic, Acupuncture and Physician Assistant programs. The collection includes books, journals and anatomical models. Study space with wireless access, along with two large group study rooms, is available. Reference, and Evidence Based Medicine instruction, Reserve and Circulation services are provided to students at the

1st floor service desk.

DIGITAL LIBRARY SERVICES

The Wahlstrom Library extends its traditional services through its state-of-the-art digital library. It is fully committed to building a rich collection of scholarly materials that are fully accessible anytime, anywhere through the Internet using a single University sign on. Employing the Eureka! Integrated search platform, students and faculty can access tens of thousands of electronic journals, books and reports. The library also subscribes to more than 50 major databases. Electronic tutorials are provided on how to use each of library databases.

INFORMATION LITERACY INSTRUCTION

The Wahlstrom Library supports the University commitment to producing an information literate student body. Librarians are available at the Reference Desk, as well as staffing "drop in" sessions for individuals and study groups. An experienced staff of Librarians works closely with faculty to develop curriculum components and assessment tools. Our approach reflects a strong commitment to standards, as well as Evidence Based Practice. All Information Literacy and Instruction Librarians participate in delivering instruction in the classroom, online via Blackboard, Canvas and in laboratory settings. In addition, librarians provide instructional workshops for faculty and students in research and technology topics.

Office of Internationalization

Thomas J. Ward
Office of Internationalization
Carlson Hall, Room 235
Bridgeport, CT 06604
203-576-4966

Brandon LaFavor
Overseas Study
Carlson Hall, Room 208
Bridgeport, CT 06604
203-576-2450

Mission

The Office of Internationalization is committed to supporting the International focus of the University through sponsoring activities that promote international awareness. The Office informs the University community of ongoing developments related to the institution's international mission. The Office also oversees the English Language Institute and the Office for Study Abroad. It supports initiatives such as the annual International Education Week, the International Festival and the work of the University's Internationalization Committee.

Overseas Study

The Office of Overseas Study assists student placements and maintains ties with international partners. Participants must be students in good standing at the University and they need the approval of their advisor who is expected to review course selection with students to assure that students will still be able to graduate in a timely manner. Students are reminded that they must receive their final 30 credits at the University of Bridgeport in order to graduate with a University of Bridgeport degree. Therefore, they normally plan to study abroad in the Sophomore or Junior year.

Students interested in studying overseas are encouraged to contact Brandon LaFavor at 203-576-2450. The Office, which operates from the College of Public and International Affairs in Carlson Hall, has facilitated overseas study for UB students in a variety of venues including Brazil, Jordan, the United Kingdom, Australia, Korea, Taiwan, China, Japan and the United Arab Emirates. The Office also oversees summer study opportunities in Asia and in Latin America. The Office of Internationalization has also placed students in contact with other approved American and overseas programs for international

study.

The Office provides students with written and web-based information on overseas studies. It can also assist UB domestic students in developing applications for overseas scholarship grants and teaching opportunities such as Gilman scholarship, the Boren scholarship, the Fulbright, Rotary International, the Korea Talk and the JET program.

During the November International Education Week, which is sponsored by the US Department of State and the US Department of Education, the Office operates a table in the Marina dining hall where all UB students are provided with an opportunity to learn more about overseas studies opportunities. The Office also works with the Offices of the President and the Provost in welcoming University officials from overseas and in developing collaborative efforts with such institutions.

The Martial Arts Institute

Director: Yongbom Kim

Associate Professor of Martial Arts Studies

Instruction in the Martial Arts began at the University of Bridgeport in 1997. As interest in the Martial Arts grew, a decision was made in 2002 to create a Martial Arts Institute that would promote academic research into the Martial Arts. Since its inception in 2002, the Institute, through its Director, has established ties with the World Tae Kwon Do Federation. In April 2004 the National Collegiate Tae Kwon Do Tournament was conducted at the University of Bridgeport.

Since its creation, the Martial Arts Institute has conducted annual academic trainings for Martial Artists every January and summer tournaments for Fairfield and New Haven county martial artists each summer. The Institute has also hosted a number of Professors of Martial Arts from Asian universities such as Yonsei University and Korea University in Korea.

Support Services

Director: Roxie Ray
Wahlstrom Library 5th floor
(203) 576-4290
E-mail: roxieray@bridgeport.edu

Retention Specialist: Jill Jemmott
Wahlstrom Library, 5th floor
(203) 576-2386
E-mail: jjemmott@bridgeport.edu

Director: Aamna Qureshi
Wahlstrom Library, 5th floor
(203) 576-4186
E-mail: aqureshi@bridgeport.edu

Tutoring and Learning Center

The Tutoring and Learning Center (TLC) is a cluster of services designed to provide academic support to University of Bridgeport students. Located on the fifth floor of Wahlstrom Library, the TLC provides tutoring and workshops for UB graduate and undergraduate courses.

Academic Resource Center (ARC)

The Academic Resource Center (ARC) is designed to provide support to undergraduate students to help them succeed in college. Located on the fifth floor of Wahlstrom Library, the ARC provides tutoring and supplemental instruction for UB undergraduate courses.

Online Tutoring

The Academic Resource Center participates in the online tutoring project managed by the Connecticut Distance Learning Consortium. Through this service, University of Bridgeport students have access to trained tutors from over thirty member institutions in the northeast corridor of the United States who provide over 400 additional tutoring hours per week.

Graduate and Research Resource Center

The Graduate and Research Resource Center (GRRC) is designed to provide support to graduate students from all divisions in writing and other graduate level classes.

Additionally, workshops are provided to assist students in research and presentation skills.

The Center is designed with the growth potential to provide a variety of services including a university-wide clearinghouse for research opportunities, internship and exchange programs information, and scholarship and fellowship information.

Office of Retention

The Office of Retention manages focused and integrated student support systems and services that encompass assessment, advisement, placement, instruction and student services.

This office oversees a network of services to deliver effective systems for student retention, intervention and support, including early intervention through Retention Alert and workshops for probation students

Student Support Services

The Student Support Services Program (SSS) is funded by the Federal TRIO Programs and is designed to identify and provide services to a selective group of college students who meet eligibility criteria. All of our services are available at no cost with the intent of assisting students in accomplishing their goal of graduating from UB.

Services Offered

Academic Assistance to help students develop a plan to achieve their academic goals and to meet their individual needs. Career Planning to work with students to recognize career options and to design a strategy for realizing their career goals.

One-on-One and Small Group Tutoring for reading, writing, study skills, mathematics, science, and other subjects.

Group Study Sessions (Supplemental Instruction) for courses that are challenging for many students.

Workshops and Seminars on topics such as note taking, time management, developing good study habits, overcoming test anxiety, and stress management, are just a few.

Financial Aid Guidance to educate students about their financial aid options, the process of applying for financial aid, and their responsibilities.

Program Requirements

The student must be committed to do the following:

Meet with the academic counselor and learning specialist at least three times each semester. The first meeting must take place within the first four weeks of the semester.

Attend the orientation/welcome back event at the beginning of each semester.

Attend a minimum of two SSS sponsored events/workshops each semester.

Global Learning Initiatives

Associate Vice President: Hap Aziz

Wahlstrom Library, 5th Floor

Telephone: (203) 576-2433

E-mail: ubonline@bridgeport.edu

Website: www.bridgeport.edu/online

The University of Bridgeport's Global Learning Initiatives department supports online educational opportunities for students from around the world. With bachelor and graduate programs available entirely online, students have an opportunity to continue their education 24 hours a day, 7 days a week, from the convenience of their home or office. Students can choose from more than 100 online courses ranging from health sciences to business to global development and peace. At the core of the online courses is the individual guidance provided by the instructors and the interactive environment that allows a greater degree of class discussion and participation. Offering classes online since 1997, UB Online continues to provide students with the flexibility and convenience of learning anytime, anywhere, along with the same high quality of instruction that UB offers on the traditional campus.

Global Learning Initiatives provides:

- Faculty training and support to enhance online learning
- New technology to provide online interaction between students and faculty
- Support for the Canvas Learning Management System
- Course development by instructional designers
- Multimedia support and production
- One-on-one student advising to improve learning outcomes and student success