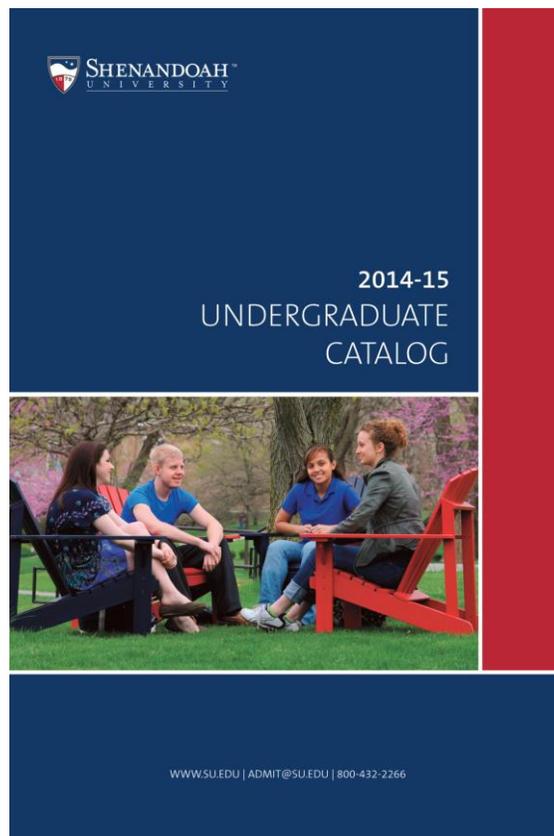




SHENANDOAH[™]
U N I V E R S I T Y

UNDERGRADUATE CATALOG 2014-15

01.23.2015 ADDENDUM



Corrections & Updates:

Admissions: Admission of International Students

Academic Policies: Credit Hour

Academic Policies: Alternative Means of Earning Credit

Academic Policies: Privacy Policy for Distance Education Students

Admission of International Students

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5. Non-Native English Speaking (NNES) applicants must demonstrate proficiency in the English language in one of three ways:

A. At least 48 credit hours with a cumulative GPA of 2.5 in a post-secondary institution in which English is the language of instruction.

B. Test of English as a Foreign Language (TOEFL):

School	iBT (Internet TOEFL)	Paper	IELTS*
Arts & Sciences	79	550	6.5
Business	79	550	6.5
Conservatory	79	550	6.5
Health Professions	83	558	n/a
Nursing	83	558	n/a
Pharmacy	79	550	6.5

*International English Language Testing System

The Shenandoah University TOEFL test code is 5613.

C. SAT critical reading score of 450 or higher or ACT examination composite score of 19 or higher.

The Admissions Office must receive all transcripts and/or test scores no later than 14 business days before the start date of each term. No test score will be considered that is over 12 months old.

Conditional Admission of Non-Native English Speakers

Those students with minimum scores of 45 on iBT (Internet TOEFL), 450 on Paper TOEFL, or 5.0 on IELTS (International English Language Testing System) may be granted conditional admission and must complete Shenandoah University's Intensive English as a Second Language Program (IESL).

Intensive English as a Second Language (IESL)

Shenandoah University's Intensive English as a Second Language (IESL) program welcomes international undergraduate and graduate-level students to prepare for success in their academic careers by providing a comprehensive course of instruction including 20 hours per week of coursework in oral communication (speaking and listening), reading, writing, and grammar in use offered on campus so that students are fully immersed into the American collegiate experience. Courses are taught at the intermediate and advanced levels only. IESL classes are non-credit bearing. Successful completion of the IESL program is proficiency based as determined by attainment of TOEFL/IELTS scores that meet university admissions requirements.

Admission to IESL is open to international students with minimum scores of 45 on iBT (Internet TOEFL), 450 on Paper TOEFL, or 5.0 on IELTS (International English Language Testing System).

Upon arrival to campus, students complete placement exams to determine their levels of listening/reading/grammar, speaking, and writing and are placed in four skills classes: oral communication (speaking and listening), reading, writing, and grammar in use. Classes meet five days per week for the entire semester. Skill classes run concurrently to allow students to be placed at appropriate levels by individual skill.

The university also offers the program during an 8-week summer session.

In addition to IESL, the English as a Second Language Program also offers ES 195-English as a Second Language Bridge, a three-credit class for international students who have met university admissions requirements but desire more focused instruction in English. ESL 195 can be taken on its own or coupled with any 100- or 200-level course. Graduate students may choose to take this class along with any graduate-level course.

When an application file is complete, the applicant will usually be notified of the admission decision within three weeks by the executive director of recruitment and admissions. For additional information, see the heading “Notification of Admission Decision” in this section.

Inquiries regarding financial aid should be directed to the university’s Office of Financial Aid. Financial aid for international students is extremely limited since federal and state sources are unavailable. International students should seek to obtain educational funds from their native country and should not rely on aid being available from Shenandoah University.

Issuance of I-20 for International Applicants

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[Replaces point #5 on page 20 through and including ESL Certificate Admission of NNES Undergraduate Applicants ending on page 22 in the Undergraduate Admissions chapter.]

Credit Hour

A credit hour is an amount of work represented by intended learning outcomes and verified by evidence of student achievement that reasonably approximates:

1. For a traditional, face-to-face lecture class, not less than one contact hour (50 minutes) of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work, including but not limited to reading, studying, conducting research, writing, performance practicing, rehearsals and other learning activities each week for approximately 15 weeks for one semester or the equivalent amount of work over a different amount of time, or
2. At least an equivalent amount of work as required outlined in item 1 above for other academic activities as established by the institution including distance education, lab and lecture/lab, tutorial, seminar, independent study, thesis, studio, internships/practica, student teaching, clinical, physical education, discussion/quiz/recitation and other academic work leading to the award of credit hours. For face-to-face lecture classes, this shall equate to a minimum of 750 minutes of classroom contact, including final exams, per credit per semester.

[Replaces Semester Credit Hours section in the Undergraduate Academic Policies chapter on page 31.]

Alternative Means of Earning Credit

Transfer Credit

Shenandoah University may award transfer credit for successfully completing coursework with a grade of “C-“ or better. This includes:

1. Credits from an institution of higher education that has been fully accredited by one of the six regional accrediting agencies, such as the Southern Association of Colleges and Schools, or at an institution that is a “Regional Candidate for Accreditation.”

Students who transfer from an institution that is on the quarter system should note that one quarter hour is equal to two-thirds of a semester hour. For example, a student transferring 36 quarter hours of work to Shenandoah would receive $\frac{2}{3} \times 36$ or 24 semester hours of credit.

[Relocation of text from Semester Credit Hours in the Undergraduate Academic Policies chapter on page 31.]

Privacy Policy for Distance Education Students

Shenandoah University will make every attempt to protect student privacy with respect to online activities. Distance Education students must recognize, however, that the university administration uses analytic data (such as “cookies” or usage statistics) to ensure that systems function well and that some student activities in distance courses may be recorded for later use.

In order to keep communications between faculty and students private, the university provides access to a FERPA-compliant encrypted email service. The content of such messages will not be disclosed to parties outside the university except as required by law. Student email accounts are only managed to the extent necessary to ensure adherence to university use policy or as required by law. Analytics are used to track user behavior on university websites, but this information is for internal university use only. Similarly, network traffic is only analyzed for the purposes of keeping systems operational and to ensure compliance with university policy or law. External software vendors that provide services to the university will be required to keep student information secure.

[New section to be inserted on page 62 following Protecting Students' Privacy Rights section in the Undergraduate Academic Policies chapter.]