# General Information - Undergraduate

## Academic Policies and Requirements - Undergraduate

GRADUATION REQUIREMENTS FOR ALL UNDERGRADUATE STUDENTS

The following requirements must be completed by undergraduate degree candidates at Rhode Island College in order to graduate:

1. The General Education requirements.

2. The College Writing Requirement.

3. The College Mathematics Competency.

4. The major requirements listed under each program, and, if applicable, requirements in the minor.

5. Experiential Learning Requirement.

6. A minimum of 120 credit hours, with a minimum of 45 credit hours taken at RIC. Of the 45 credit hours, a minimum of 15 credit hours must be in the major (12 of which must be at the 300- or 400-level).

7. A minimum of a 2.0 G.P.A. in the major.

8. A minimum overall G.P.A. of 2.0 on a 4.0 scale.

**MAJORS**

All students must complete an approved major/program. Requirements are listed under each major and can be found in the catalog by school or online at <http://www.ric.edu/academics/Pages/majors_programs.aspx>. For some majors or programs, including pre-professional programs in education, nursing and social work, there is a secondary admission process. Students must first begin as intended majors and meet certain requirements in order to apply for formal acceptance into the major/program. Majors and programs may also include cognates, a group of related courses that support the requirements of the major. Students must earn a minimum cumulative grade point average of a 2.00 in their major in order to graduate.

**Declaring a Major**

Entering freshmen who are unsure of a choice of major may select one of five Exploring Majors: Arts, Business, Humanities, Science/Math and Social & Behavioral Sciences. Each provides a three-semester plan or Rhode Map to help keep students on track to on time graduation. All undergraduate degree students must declare a major by the time they have earned 45 credits (includes all earned course and test credits). Students who fail to declare a major will have a registration hold placed.

**Changing Majors**

Students who wish to change their major or add a second major, should contact the department chair of the new or additional major.

**Student-Designed Majors**

Students may develop individualized majors to accommodate special needs and interests. These majors may focus on an area of study not covered in regular departmental offerings or may be interdisciplinary in nature. Student-designed majors are open to undergraduate degree candidates who have earned at least 40 credit hours and who have a minimum cumulative grade point average of 2.50. Proposals from students with more than 75 credit hours are normally not accepted. A completed proposal must be submitted to the Committee on Student-Designed Majors no later than October 1 or March 1 for action that same semester. Further information about this program and application materials may be obtained from the offices of the academic deans.

**MINORS**

Minors, while not required at the college, can enhance and broaden a student’s educational experience and add value for employment or graduate school. Minors require a minimum of 18 credits and most range from 18-24 credits. Minors are open to students in any major, not just a minor in the school of the student’s major. At least two courses in the minor must be completed at the college.

**Transfer Minors**

The college has created transfer minors designed primarily for, but not limited to, community college transfer students who have completed designated associate degree programs. All coursework for the minor will have been completed at the student’s prior institution before matriculating as a new student or a readmit at the college. Transfer minors consist of 18-24 credits in a focused field of study for which a minor does not exist at RIC. The transfer minor will be posted on the student’s official RIC transcript as an additional academic credential.

For a description of the courses required for each transfer minor, visit LINK needed

Available Transfer Minors:

Bristol Community College

Deaf Studies

Fire Science

Law Enforcement

Occupational Therapy

Paralegal Studies

Community College of Rhode Island Transfer Minors:

Business Advisory Services

Cyber Security

Emergency Management/Homeland Security

Fire Science

Law Enforcement

Networking

Occupational Therapy

Paralegal Studies

Web Technologies

## Honors and Awards - Undergraduate

Rhode Island College recognizes intellectual and creative excellence in four primary ways: (1) through the publication each semester of the Dean’s List, (2) through honors programs, (3) through graduation honors and (4) through awards.

### The 3.5 Society

Full-time freshmen who earn a minimum GPA of 3.5 in their first semester or by the end of their first year will automatically become members of The 3.5 Society in recognition of their scholastic achievement.

### Cap and Gown Awards

Rhode Island College recognizes academic excellence and outstanding achievement through the annual presentation of special awards. These are sponsored by alumni, faculty and friends of Rhode Island College, as well as by the families and friends of those for whom they are named. Most funds for endowed awards are deposited with the Rhode Island College Foundation. The awards are given to graduating seniors at the annual Cap and Gown Convocation.

Listed below are awards offered at Rhode Island College. Contact the sponsoring department or organization for full descriptions of awards.

Accounting and Computer Information Systems, Department of

Outstanding Student Award (Accounting)

Outstanding Student Award (Computer Information Systems)

Anthropology, Department of

James Houston Award in Anthropology

Art, Department of

Mary Ball Howkins Art History Award

Studio Art Award

Biology, Department of

W. Christina Carlson Award

Theodore Lemeshka Award

College Honors Program

Eleanor M. McMahon Award

Communication, Department of

Communication Achievement Award (Mass Media)

Communication Achievement Award (Public and Professional)

Communication Achievement Award (Public Relations)

Communication Achievement Award (Speech, Language and Hearing Science)

Economics and Finance, Department of

Outstanding Student Award

Educational Studies, Department of

Mary Alice Grellner Educational Studies Senior Award

Katherine Murray Prize

Elementary Education, Department of

Elementary Education Award

English, Department of

Jennifer S. Cook Award in English and Educational Studies

Jean Garrigue Award

Spencer and Marguerite Hall Award

Film Studies Program

Mark W. Estrin Film Studies Award

Gender and Women’s Studies Program

Gender and Women’s Studies Award (Scholarship)

Gender and Women’s Studies Award (Service)

Health and Physical Education, Department of

Health and Physical Education Award (Health Education, Physical Education and/or Community Health and Wellness)

History, Department of

Claiborne deB. Pell Award

Evelyn Walsh Prize

Honors at Rhode Island College

Eleanor M. McMahon Award

Intercollegiate Athletics, Office of

Bourget Student Athlete Awards

John E. Hetherman Award

Helen M. Murphy Award

Management and Marketing, Department of

John Silva Memorial Scholastic Award (Management)

Outstanding Student Award (Marketing)

Mathematics and Computer Science, Department of

Richard A. Howland Computer Science Award

Christopher R. Mitchell Award

Modern Languages, Department of

Nelson A. Guertin Memorial Award (French)

Nelson A. Guertin Memorial Award (Spanish)

*Prémio Em Estudos Portugueses* Award

Tegu Polyglot Award

Music, Theatre and Dance, Department of

Peter Jeffrey Archambault Memorial Award

Cantor Jacob Hohenemser Award

Alice K. Pellegrino Music Education Award

Rhode Island College Theatre Award

Yetta Rauch Melcer Dance Award

Nursing, School of

Nursing Award (Academic Excellence)

Nursing Award (Service Excellence)

Nursing Award (Undergraduate Registered Nurse)

Philosophy, Department of

Thomas J. Howell Award

Physical Sciences, Department of

American Institute of Chemists Award

Ronald J. Boruch Award

Departmental Physics Award

Political Science, Department of

North Providence League of Women Voters Award

Herbert R. Winter Award for Academic Excellence in Political Science

Psychology, Department of

Victoria Lederberg Psychology Award

Rhode Island College Foundation

Rose Butler Browne Award

Bertha Christina Andrews Emin Award (Outstanding Achievement)

Bertha Christina Andrews Emin Award (Scholastic Excellence)

Social Work, School of

Bachelor of Social Work Community Service Award

Anthony E. Ricci Social Work Practice Award

Sociology, Department of

Mary Ann Hawkes Award in Justice Studies

Lauris B. Whitman Award in Sociology

Special Education, Department of

Elisa F. Bonaventura Memorial Scholarship

Josephine A. Stillings Award

### College Honors Program

The College Honors Program offers academically superior students, regardless of major, the opportunity to participate in a four-year honors experience. The program has two parts: General Education Honors and Departmental Honors. Each part may be taken independently of the other and will be noted on the student’s official transcript. However, both parts must be completed in order to receive the additional designation of “College Honors” on the transcript.

#### General Education Honors

General Education Honors admits students directly from high school, during their freshman year or as transfers. General Education Honors is normally, although not necessarily, completed by the end of the sophomore year.

Students take a minimum of five General Education courses, normally including the three core requirements, in specially designed honors sections. These sections are designed to be more intellectually challenging than regular courses and are kept small in size, thus allowing ample opportunity for class discussion and for individualized study.

Successful completion of General Education Honors requires a minimum overall grade point average (GPA) of 3.00. All honors courses taken are noted on the student’s transcript, as is the completion of General Education Honors as a whole. Students may withdraw from the program at any time.

Admission to General Education Honors is by invitation of the director of honors and the College Honors Committee. Students invited into General Education Honors normally rank in the top 20 percent of their high school class, have taken demanding academic schedules and have scored at least 1200 on the SAT. Each student’s application is reviewed individually and other factors are considered, such as activities, recommendations, the student’s high school curriculum and his or her personal statement. Students may also join on the basis of their performance at Rhode Island College during their first year or as transfer students, if they have not already completed too many General Education courses.

Each year Rhode Island College awards a number of merit-based financial scholarships to students in General Education Honors. Those scholarships are renewable for a maximum of four years as long as the student maintains full-time status with a minimum GPA of 3.00 and makes satisfactory progress toward completing General Education Honors.

Other financial scholarships specifically for General Education Honors students are the Eleanor M. McMahon Award, which is presented to an outstanding graduating senior who has completed both General Education Honors and Departmental Honors; the Eleanor M. McMahon Rising Junior Award, which is presented to a rising junior in General Education Honors who plans to complete a departmental honors project; the John Nazarian Honors Scholarship, which is awarded to an outstanding incoming freshman in General Education Honors; the Director of Honors Scholarship, which is given to a deserving student in General Education Honors; and the Ruth Williams ’33 Honors Scholarship, which is given to students from the Westerly, Rhode Island area.

#### Honors Colloquium

Honors 351: Honors Colloquium admits continuing and transfer students who have achieved a cumulative grade point average of 3.00, whether or not they have participated in General Education Honors. Although most students will have attained junior status, this colloquium is open to second-semester sophomores as well. This course may be taken twice for credit.

Honors 351 promotes intellectual and social community among students from different disciplines at the college. It teaches students to think self-analytically about their majors and about working in particular academic genres. It helps students decide whether or not to undertake departmental honors work and guides them in the initial stages of identifying, researching and proposing honors projects in their respective majors.

#### Departmental Honors

Departmental Honors offers students the opportunity to undertake an independent research, critical or creative project on a topic of the student’s choice and directed by a professor of the student’s choice. Normally, the project begins in the senior year, although it may commence earlier, and carries six to eight hours of independent study credit over two semesters. Students may participate in Departmental Honors whether or not they have completed General Education Honors or taken Honors 351.

A Departmental Honors project is completed in the department of the student’s major. The student must apply formally to the appropriate departmental honors committee, which is responsible for accepting the student’s proposal for an honors project, for evaluating the completed project and for awarding the Departmental Honors designation, which will appear on the student’s transcript. If the student’s project involves work with persons or animals, the project must also be approved by the Committee on Human Participants in Research or the Committee on Animal Care and Use. Individual departments may also require that the student take specific upper-level courses in addition to or as part of the honors project. Undergraduate research/creativity grants are available to support honors projects.

If there is no honors program in the student’s major or if the student wishes to undertake an interdisciplinary project that cannot be accommodated in the major, the student may apply to the director of honors to appoint an appropriate faculty committee to review the student’s proposal and to oversee the project. In such cases, the student’s transcript will reflect completion of an Honors Independent Project rather than Departmental Honors. Such students will still be eligible to receive the College Honors designation on their transcripts.

Students seeking Departmental Honors must have a minimum overall GPA of at least 3.0 and a minimum GPA in the major of at least 3.25. Some departments require higher minimum GPAs. Students should consult the respective departmental honors committees for details. A student whose project is denied honors may appeal that decision through the normal college appeal process.

Honors programs are offered in most departments in the Faculty of Arts and Sciences and in the School of Business, as well as in the Feinstein School of Education and Human Development.

### Dean’s List

Full-time students who attain a minimum GPA of 3.25 in any semester have their names placed on the Dean’s List in recognition of their scholastic achievement. (During a student teaching semester, students must attain a minimum cumulative GPA of 3.0, as well as a minimum semester GPA of 3.0, and earn at least a grade of Satisfactory in student teaching.)

### Graduation Honors

Graduating seniors are cited for honors at the annual Commencement exercises, according to the following standards: a cumulative grade point average of 3.85 or higher, summa cum laude; 3.60 to 3.84, magna cum laude; 3.25 to 3.59, cum laude.

Students who have transferred to Rhode Island College or who are seeking their second baccalaureate degree are eligible for Graduation Honors if they have completed a minimum of 54 credit hours of work at Rhode Island College.

### International Honor Societies

#### Alpha Kappa Delta

The Beta Chapter of the International Honor Society in Sociology was chartered at Rhode Island College in 1976. The society was founded in 1920 at the University of Southern California. There are now 290 chapters in the United States and Canada that honor excellence in scholarship, research and service.

#### Kappa Delta Pi

The Epsilon Rho Chapter of Kappa Delta Pi, an International Honor Society in Education, was organized at Rhode Island College in 1944. It encourages high personal, professional and intellectual standards and recognizes outstanding contributions to education. More than 500 colleges in the United States have chapters in this society.

#### Phi Alpha Theta

Kappa Psi Chapter of Phi Alpha Theta, the International Honor Society in History, was organized at Rhode Island College in 1966. It recognizes history students who maintain high standards in their college studies. It promotes the study of history by encouraging research, good teaching, exchange of ideas and publication. Over 700 chapters exist across the United States, Canada and the Philippines.

#### Phi Sigma Iota

The Beta Gamma chapter of the International Foreign Language Honor Society was chartered at Rhode Island College in 1982. It recognizes outstanding accomplishment in the study or teaching of any of the academic fields related to foreign language, literature or culture. These fields include not only modern foreign language, but also classics, linguistics, philology, comparative literature, bilingual education, second language acquisition and other interdisciplinary programs with a significant foreign language component. Phi Sigma Iota is the highest academic honor in the field of foreign languages. There are approximately 250 chapters of Phi Sigma Iota at institutions of higher learning in the United States, Mexico and France.

#### Phi Sigma Tau

The Gamma Chapter of Phi Sigma Tau, the International Honor Society in Philosophy, was established at Rhode Island College in 2011. The objectives of the society are to award distinction to students having high scholarship and interest in philosophy; promote student research and advanced study; publish student research papers of merit; encourage a professional spirit and friendship; and popularize interest in philosophy among the general collegiate public. Founded in 1930, the society has over 200 chapters in the United States and Canada.

#### Sigma Tau Delta

The Alpha Omicron Pi Chapter of Sigma Tau Delta, an International Honor Society in English, was established at Rhode Island College in 2007 to recognize excellence in scholarship and includes students, alumni and faculty members. Sigma Tau Delta was founded in 1924 as a national society and became international in 1988. There are now over 750 active chapters, with conventions scheduled in even-numbered years.

#### Sigma Theta Tau

Sigma Theta Tau Inc., the International Honor Society in Nursing, has established the Delta Upsilon Chapter-at-Large at Rhode Island College and at the University of Rhode Island with this purpose in mind: to recognize superior achievement and scholarship, to recognize the development of leadership qualities, to foster high professional standards, to encourage creative work and to strengthen commitment to the ideals and purposes of the nursing profession.

#### Sigma Xi

Sigma Xi, the Scientific Research Society, was founded in 1886 as an honor society for science and engineering. Today it is an international research society with programs and activities that promote the health of the scientific enterprise and honor scientific achievement. There are more than 80,000 Sigma Xi members in over 500 chapters at colleges and universities, industrial research centers and government laboratories. Students who have shown potential as researchers are invited to join as associate members. The Rhode Island College chapter began as a club in 1984.

#### Tau Sigma

A chapter of Tau Sigma National Honor Society was chartered at Rhode Island College in 2010. Founded in 1999, Tau Sigma currently has chapters at nearly 90 colleges and universities throughout the United States. This is the first chapter in Rhode Island. The purpose of the society is to recognize and promote the academic excellence and involvement of transfer students.

#### Upsilon Pi Epsilon

The Alpha Chapter of the International Honor Society for the computing disciplines was chartered at Rhode Island College in 2011. The society was organized in 1967 at Texas A & M University. There are now over 200 chapters in the United States, Bulgaria, Japan and Mexico that honor academic excellence in computer and information systems, computer science and other computing disciplines.

### National Honor Societies

#### Alpha Delta Mu

The Beta Chi Chapter of Alpha Delta Mu, the National Honor Society in Social Work, was chartered at Rhode Island College in 1982. Alpha Delta Mu is dedicated to the advancement of excellence in social work practice and to the encouragement, stimulation and maintenance of scholarship in social work.

#### Alpha Lamda Delta

The 3.5 Society chapter of Alpha Lambda Delta will be chartered at Rhode Island College in 2013. Founded in 1924, Alpha Lambda Delta (ALD) is one of the oldest honor societies in the United States dedicated to recognizing academic excellence among first-year college students.

#### Pi Mu Epsilon

The Rhode Island Beta chapter of Pi Mu Epsilon, the National Honor Society in Mathematics, was chartered at Rhode Island College in 1967. Founded in 1914, Pi Mu Epsilon currently has chapters at over 300 colleges and universities throughout the United States. The purpose of the society is to promote scholarly activity in mathematics among students in academic institutions.

#### Pi Sigma Alpha

The Alpha Beta Epsilon Chapter of Pi Sigma Alpha, the National Honor Society in Political Science, was chartered at Rhode Island College in 2003. Pi Sigma Alpha recognizes academic excellence in political science, provides a forum for the scholarly discussion of politics and encourages graduate study in political science through scholarship awards.

#### Psi Chi

The Psi Chi Chapter of the National Honor Society in Psychology was chartered at Rhode Island College in 1992. Psi Chi functions as a federation of chapters located at more than 800 senior colleges and universities in the United States. Psi Chi serves two major functions: (1) to provide academic recognition to its inductees; and (2) to nurture the creative and professional development of its members and its psychology department.

## Academic Facilities and Services - Undergraduate

### Academic Support, Office of

Rhode Island College provides a number of academic support and advising services in the office known on campus as OASIS. OASIS is responsible for the orientation of all new undergraduate students. At orientation students receive academic advising, register for classes, and are introduced to campus life. First-year students entering in the fall participate in a two-day summer program on campus. New transfer students attend a shorter, more intensive orientation during the summer months.

OASIS was established to assist students with questions concerning academic policies and procedures at Rhode Island College and to serve as the official advisor to students in the exploring major categories (undeclared).

Students interested in becoming more effective learners will find assistance in OASIS. Services include instruction and tutorial help for reading comprehension, note taking, and test preparation for admission and certification testing for the Feinstein School of Education and Human Development. Assistance with tests required by the School of Nursing is also available. OASIS works closely with Disability Services to offer academic counseling and learning strategies to students who have or think they may have a learning disability. OASIS welcomes all Rhode Island College students. For more information on tutorial help, refer to the Mathematics Learning Center (p. 32), Tutorial Services (p. 32) and Writing Center (p. 33).

### Adams Library

The James P. Adams Library provides:

• Access to information in print and online.

• Reference services in person and through use of several icons, such as  “Text Us” and “Email” on the library homepage.

• One-on-one research consultation.

• Public computers for use throughout the building.

• Laptops, iPads, Nexus 7 tablets, external hard drives and graphing calculators for loan.

The library collection today includes 302,387 eBooks, 52,652 journals in electronic format and 120 databases, all of which are accessible both on and off campus. Print holdings include 302,405 items and 662 periodicals. The library also has a collection of technical reports, newspapers and government publications, a DVD collection of films and documentaries, a variety of music CDs and a rotating collection of popular fiction and non-fiction books for recreational reading.

Your RIC ID is your library card. During the 2016-17 academic year, 26,571 items from the library’s collection were circulated.

Library faculty collaborate with college faculty to create library instruction for specific courses focused on the discovery, use and evaluation of library resources and information on the web. The library provided 148 library instruction sessions which were attended by 2,730 students during the 2016-17 academic year. These sessions are conducted by the reference librarians, who also answer about 7,133 reference questions a year.

The library’s participation in the Higher Education Library Information Network (HELIN) allows the RIC community to borrow from academic libraries throughout the state with a click of a button in the online catalog. Users can request items not available in the HELIN consortium through the library’s Document Delivery Service. During the 2016-17 academic year the RIC library borrowed 2,832 items from other libraries and lent 2,664 items, for a total of 5,496 items.

The College Archives, a rich depository of the history and records of Rhode Island College, as well as faculty and alumni publications and student theses, are located in the Special Collections Department. Special Collections includes a number of subject collections consisting of papers, books, manuscripts and other resources that document the state’s education, ethnic and socio-political history. A growing number of student theses and honor projects, faculty publications and Special Collections materials are also accessible electronically in the Digital Commons.

The Curriculum Resources Center, housed within the library, provides instructional material and curriculum development resources for teachers and teacher education programs.

Information about library hours, services and resources can be found on the Adams Library website at library.ric.edu.

### Career Development Center

The Career Development Center serves students and alumni in the career planning and job and internship search process. The Center also offers assistance with applying to graduate school, including help with writing the personal statement.

Individual counseling sessions are offered at the Center, along with TypeFocus, an online system that helps students examine their values, skills and interests to reach informed decisions about a major and career. Workshops and programs are offered to help students develop competitive job search skills and strategies (e.g., résumé and cover letter writing, effective interviewing, LinkedIn accounts and networking).
Many resources are available 24/7 online, such as job and internship postings and information about career fields. Employers seeking full-time, permanent and part-time employees and interns connect with students through the Center’s career management tool, Handshake. Student employment (work-study and non-work-study) jobs available both on- and off-campus are also managed through the Center.
Current students and alumni may post résumés, view jobs/internships and access the center’s online library via Handshake (www.ric.edu/careerdevelopment). Additional tools available to students include Portfolium, an e-folio platform that translates classroom and experiential learning into workplace skills and highlights them for employers to view and Big Interview, an online system for job interview preparation. Please visit our website at www.ric.edu/careerdevelopment for additional details and resources. The Career Development Center is located in Roberts Hall.

### Disability Services Center

The Disability Services Center (DSC) is the central location on campus for disability-related services for undergraduate and graduate students and is committed to providing accommodations for students with disabilities and supporting them in achieving their academic goals. Students who self-identify and provide appropriate documentation of their condition to the DSC may be eligible to receive reasonable accommodations in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and analogous state laws. Support services may include classroom and testing accommodations, advisement, referrals and use of assistive technology.

The DSC serves students with all types of disabilities: mobility, hearing, vision, motor, psychological, learning, attention, speech, medical, developmental and other conditions. In addition, the DSC shall seek to assist students with temporary impairments who are in need of short-term accommodations. The DSC is also available to advise any student who needs information about how to obtain proper documentation of a disability.

The DSC promotes the inclusion of individuals with disabilities in all aspects of college life, and endeavors to make students aware of the many opportunities and resources available to them at Rhode Island College. The DSC recognizes disability as a form of diversity and is the primary resource to educate, train and guide the college community in understanding disability access, rights and responsibilities. The DSC not only serves as an advocate for students with disabilities, but also encourages students toward self-advocacy and self-determination.

Clarification of policies and procedures for disability-related services is available in thePolicies and Procedures Manual for Students with Disabilities*.* Copies of the manual are available at the Disability Services Center or on its Web site at www.ric.edu/disabilityservices. Persons using TTY/TDD devices may contact the Disabilities Services Center via Rhode Island Relay Services by dialing 711.

### Faculty Center for Teaching and Learning

The Faculty Center for Teaching and Learning (FCTL) promotes the professional growth and development of faculty as teachers and as scholars of teaching and learning. It cultivates a public dialogue about teaching and learning across disciplinary lines and strives to build a professional community among teachers at Rhode Island College. The FCTL serves faculty at every stage of their professional lives in order to support a campus-wide culture committed to excellence in teaching and learning. The FCTL is by faculty, for faculty. We offer opportunities for faculty members to get together and talk about what they are doing, share strategies and stories and learn about online teaching and new technologies. In addition, we offer one-on-one support for course design, syllabus design and online course design and redesign in addition to help with class discussions and crafting assignments. Our support services are typically by appointment but walk-ins are welcome. For more information about the FCTL and our offerings visit our website at www.ric.edu/fctl.

### Help Center

The Help Center provides comprehensive support for computer and printer problems along with a full complement of IT equipment and support for classroom instruction. The Help Center also assists conference planners with presentation media.

### Henry Barnard Laboratory School

The Henry Barnard Laboratory School (HBS), which enrolls learners from preschool (age 3) through grade five, has served the Feinstein School of Education and Human Development and the College for 115 years. It provides opportunities for Rhode Island College education students preparing to become teachers to observe classes, to participate in clinical and practicum experiences and to student-/co-teach. HBS faculty participate in educational research activities, publish in literature of the field and present at local and national conferences.

As a laboratory school, HBS seeks to be a model for other schools in the state and region. Faculty seek to develop, document and disseminate new, effective practices for the field. The HBS preschool is a Reggio-Emelia-inspired program. Afterschool care for all learners is available. For more information, visit the website at www.ric.edu/hbs.

### Information Services

The Office of Information Services provides Information Technology resources to assist and educate the Rhode Island College Community. Information Services supports the use of technology to promote communication, learning and access by providing services in the following areas:

• Classroom Technology

• MyRIC Portal (Student Information System)

• Office 365

• Blackboard Learning Management System

• Data Centers

• Campus Telephones and Networking Systems

Information Services maintains the college’s two large walk-in computing facilities for student use, located in the Horace Mann Technology Center and in Whipple Hall, where over 150 Microsoft Windows and Apple Macintosh desktop computers are available, as well as electronic classrooms in over 15 buildings. In addition, hands-on instructional computing facilities are located in:

• Alger Hall

• Alex and Ani Hall

• Clarke Science Hall

• Gaige Hall

• Guardo Hall (School of Social Work)

• Fogarty Life Sciences

• Henry Barnard School

• Horace Mann Hall

• Nazarian Center

• Whipple Hall

Our goal is to enhance the student experience. We can assist with all technology services through a single phone call to the Information Services Help Center at (401) 456-8803. This one-stop shopping for technology will provide support for desktop computers, laptops, phones, networking, wireless, printing, access to MyRIC, Blackboard and all other college applications, multimedia support, technology training and classroom support.

### Learning for Life (L4L)

Learning for Life is a multi-faceted community and college partnership, linking students to a wide range of services, supports, and opportunities that fortify them for college success and remove practical, life challenges and obstacles that may prevent education from remaining a priority in their lives.

By connecting students with academic, social, life-skill, financial, and career-related supports, L4L helps students to navigate a direct course to college completion. Contact Learning for Life at www.ric.edu/learningforlife/ or l4linfo@ric.edu.

### Mathematics Assessment and Tutoring

The Mathematics Learning Center, located in OASIS (p. 30), has peer tutors available each day to assist students individually or in small groups with the Mathematics Accuplacer Examination, with mathematics courses or with mathematics topics in another discipline. Students may make appointments in person or by phone.

### Outreach Programs

Outreach Programs offer a variety of workforce development programs that include internship coordination and support as well as requisite course in job skills and job search. The comprehensive curriculum includes internship coordination and support as well as a requisite course in job skills and job search. Focus is on job readiness and employability skills, culminating in a full portfolio of targeted résumés and job-search tools. All courses include the full support of staff trained in job procurement and retention as well as financial and computer literacy instruction. Additional course offerings include English as a Second Language, green business practices, remedial math, reading and language.

### Partnerships and Placements, Office of

In cooperation with academic departments within the Feinstein School of Education and Human Development, the Office of Partnerships and Placements is responsible for securing field placements and maintaining partnerships with school districts.

### Tutorial Services

Any student requiring assistance with mastering course content is encouraged to arrange for tutoring as soon as possible. All tutorial services are offered free of charge and are administered through OASIS (p. 30). In-person and online tutoring in Accounting, Bilingual Math, Biology, Chemistry, Computers and Technology, Economics, ESL/Writing, Essay Center, Finance, Math, Nursing, Physics, Spanish and Writing is available in OASIS, or  through the “Smarthinking” web service. Tutoring for many of the subjects is available online 24 hours, 7 days a week.

### Upward Bound Program

The Upward Bound Program was first established at RIC in 1966. It is designed to instill in low-income, potential first-generation college students the skills and motivation to complete high school and to enter and graduate from college. Upward Bound is committed to providing equal access and opportunity to students from specific target high schools who meet federal eligibility requirements. The program enhances the intellectual, emotional, character and motivational development of each participant by offering rigorous academic instruction, counseling, support services and an environment that recognizes individual differences and academic potential.

For more information visit the Upward Bound office, or e-mail upwardbound@ric.edu, or visit the Web site at www.ric.edu/upward\_bound.

### Writing Center

The Writing Center is staffed by highly qualified student tutors. Tutors work with all writers, from freshmen to graduate students, in all disciplines. Tutors assist with any phase of writing, such as refining topics, writing for a specific audience, developing ideas, organizing material, revising drafts and editing.

The Writing Center maintains a reference library of books, journals and articles on writing theory, writing for specific disciplines and other topics, including MLA, APA and Chicago style manuals. Services are free to all Rhode Island College students, faculty and staff.

## Campus Life - Undergraduate

### Child Care—Cooperative Preschool

The Cooperative Preschool is a campus organization sponsored by Student Community Government. Through the cooperative involvement of parents, the co-op provides an affordable, reliable, high-quality preschool program for children ages three to five. To participate in the co-op, children must be toilet trained and be three years of age by August 31. Students, staff and faculty of Rhode Island College are eligible to enroll their children. Children of students are given first priority.

Children are enrolled full-time, regardless of the number of hours they attend. The school is DCYF licensed and employs a certified teacher and work-study students. The co-op also participates in Brightstars, a preschool quality-rating and improvement system. The curriculum is aligned with the Rhode Island Early Learning domains.

In addition to paying monthly tuition, parents work designated hours, attend monthly meetings and participate in the running of the co-op.

The co-op is open Monday through Friday from 7:45 a.m. to 5 p.m. during the academic year. Use of the co-op is limited to those hours in which the parent is performing college related activities, such as attendingclass, doing research, student teaching, etc.

For more information, stop by the co-op during hours of operation or access information and registration forms at www.ric.edu/cooperativepreschool/.

### Counseling Center

The principal aim of the Counseling Center is to help students grow, develop and succeed during their college years. A professional staff of psychologists, counselors and doctoral students in counseling or clinical psychology provide individual and group counseling to students who seek help with emotional or social challenges, academic difficulties or educational and career planning. Assessment of vocational interest and personal characteristics is available as needed. The center also offers groups and workshops on personal development matters, such as stress management and procrastination. Although friends or faculty may encourage individual students to utilize counseling, it is entirely voluntary, and most students make the decision on their own initiative. Counseling Center services are strictly confidential and are provided to any current Rhode Island College students without charge.

### Dining Services

Rhode Island College's Dining Services is dedicated to exceeding the food, beverage and service expectations of our diverse community. Dining Services provides a variety of quality products expertly prepared, professionally served and enjoyed in comfortable, relaxing settings.

Commuters, residents, faculty and staff are welcome at all dining locations. These include the Donovan Dining Center, The Café and The Galley Café, which is located on the east campus. All guests can purchase their favorite food or drinks using cash or debit/credit cards. Resident students will select one of four meal plan options and use it to make purchases from the three locations. Meal plans are also available for commuter students as well as faculty and staff.

Additionally, we are able to offer Nutrition Services to the campus community. Our registered, licensed dietician is available to meet with students to address dietary needs, discuss healthy eating habits and answer any related questions.

The full Dining Services website is available at www.ric.edu/collegedining.

### Health Services

Health Services, located on the ground floor of Browne Hall, provides confidential, primary health care to all students. Care includes physical examinations, immunizations, treatment of acute and chronic illnesses and injuries, gynecological exams, health education and, if necessary, specialty referral. On-site laboratory services include blood and urine tests, throat cultures and pregnancy testing. Health Services is open year-round and is staffed by nurse practitioners, registered nurses and a part-time physician. Visits are available by appointment.

Rhode Island College offers Student Health and Accident Insurance to any student taking a minimum of 6 credit hours. Information about this policy is available at www.universityhealthplans.com.

### Intercollegiate Athletics

Rhode Island College sponsors 21 varsity sports through the Department of Intercollegiate Athletics. Seven team sports are offered in the fall, seven team sports during the winter and seven during the spring.

Men’s teams compete in baseball, basketball, cross country, golf, indoor track, outdoor track, soccer, tennis and wrestling. Women’s teams compete in basketball, cross country, golf, gymnastics, indoor track, lacrosse, outdoor track, soccer, softball, swimming, tennis and volleyball. Participation is open to qualified undergraduate degree candidates who are enrolled in a minimum of 12 credit hours of courses as well as other NCAA and institutional requirements.

The college’s intercollegiate athletic facility, The Murray Center, features practice and competition sites for basketball, gymnastics and volleyball. In addition, there are team and general locker rooms, a fully equipped training/rehabilitation room, an equipment area, a weighttraining facility, offices and classrooms, team meeting rooms and the Athletic Hall of Fame. Additional facilities include Pontarelli Field (baseball); the Bazar softball complex; competitive tennis courts; the Black Track complex, including a 4,000-seat outdoor competitive venue; a five-acre practice complex; and the Student-Athlete Success Center. For additional and the most up-to-date information on the intercollegiate athletic program, visit www.goanchormen.com.

Rhode Island College is a proud member of the National Collegiate Athletic Association, and the National Collegiate Gymnastics Association, and is a charter member of the Little East Conference, which sponsors conference championships in men’s baseball, basketball, cross country, soccer, tennis and track; and in women’s basketball, cross country, lacrosse, soccer, softball, tennis, track and volleyball. The Little East Conference includes Plymouth State University, University of Massachusetts (Dartmouth), University of Massachusetts (Boston), Eastern Connecticut State University, University of Southern Maine, Western Connecticut State University, Keene State College and Castleton University.

### Interfaith Services Center

Rhode Island College Interfaith Services is a component of the Unity Center that endeavors to support the spiritual growth of the Rhode Island College community regardless of religious history/affiliation, cultural background or personal circumstance. Interfaith Services strives to foster appreciation, understanding and respect for religious choice; provide opportunities for prayer, worship and meditation; support faith-based student groups; encourage spiritual exploration and promote volunteerism both on- and off-campus. Interfaith services maintains a meditation room located in the Unity Center that can be reserved for members of the RIC community. Contact us at the Unity Center at (401) 456-8168.

### International Students Office

The International Student Office (ISO) is a component of the Unity Center in the division for Community, Equity and Diversity at Rhode Island College. The ISO mission is to support the institution’s internationalization effort and to facilitate and enhance the academic experiences of undergraduate and graduate international students. ISO serves as the main resource hub of support to international students (both newly admitted and current) by providing one-on-one advising services with respect to admission requirements, immigration and visa procedures, work permits, orientation, and cultural adjustment and transition into the greater New England community. The office also supports student success by hosting social and educational activities. The ISO is located in the Unity Center (lower level of the Donovan Dining Center). For more information, please visit: www.ric.edu/iss.

### LGBTQ+ Office

The LGBTQ+ (Lesbian, Gay, Bisexual, Transgender and Queer/Questioning) Office is a component of the Unity Center in the division for Community, Equity and Diversity at Rhode Island College. The office advocates for the various concerns, both academic and personal, of the LGBTQ+ campus community and its allies. Its mission is to integrate the best practices for inclusion of gender, gender identity, and sexual orientation into all appropriate aspects of campus life. The LGBTQ+ staff assists students with processes relevant to preferred names and documentation, and engages campus constituents in understanding and implementing practices that promote safety and affirmation. In collaboration with other LGBTQ organizations within Providence and greater Rhode Island, this office works to ensure that state and federal protections provided to students, faculty, and staff including but not limited to: Title IX, hate crime and non-discrimination ordinances, are upheld to the highest level. The LGBTQ+ Office is located in the Unity Center (lower level of the Donovan Dining Center. Visit the website at www.ric.edu/lgbtq.

### Military Resource Center

The Military Resource Center serves as a bridge between off-campus services and on-campus services for military service members, veterans and their families. The VetSuccess on Campus program is located in the center. Students receive information and assistance in accessing educational benefits, exploring career options and locating other important services at Rhode Island College.

### Recreational and Club Sports

A completely renovated recreation center opened in the fall semester of 2012. The complex is home to all recreational programming, including intramurals and club sports. The center and its programs are available to all currently enrolled undergraduate and graduate students. The facility is also available to faculty, staff, alumni and the community on a membership-fee basis. For a complete list of activities and hours, which change each semester, visit www.goanchormen.com.

The 80,000-square-foot facility includes a five-lane, 25-yard, L-shaped swimming pool; a five-lane, 1/10-mile indoor track; three multi-use courts for basketball, volleyball and tennis; a fitness center, including cardio and strength areas; a student lounge complete with WiFi and cable television; new locker room facilities; a multimedia room; a wrestling facility adaptable for other events; a multi-use studio for aerobics and yoga with "fitness on demand" available during all operating hours; offices for coaches; and a suite to host fundraising-related initiatives. The Club Sport Program currently includes the following established club sport opportunities: men's ice hockey, equestrian, ultimate frisbee and men's volleyball. For more updated information, or if you are interested in starting a club sport, go to www.goanchormen.com.

### Office of Residential Life and Housing

On-campus housing is available for undergraduate students and graduate students. Six residence halls—Browne, Thorp, Weber, Willard, Sweet and Penfield Hall—provide accommodations for 1,196 men and women. Browne, Thorp and Weber Halls are designed with suites of eight to twelve single rooms adjacent to a study-lounge area. Sweet and Willard Halls feature double-occupancy rooms, with a select number of single rooms. Sweet Hall is built along more traditional lines, with rooms on either side of the corridors. Each hall has a common lounge area and laundry, and each room is furnished with a bed, desk and closet. Penfield Hall provides suite-style living for four, with either single or double bedrooms. A portion of Penfield Hall suites have apartment-style features, with breakfast counters and full-size refrigerators.

The Office of Residential Life and Housing also maintains a listing of off-campus housing; however, it does not guarantee the suitability or availability of such housing.

The fees given below are for the 2018–2019 academic year. Because of rising costs, the Rhode Island Board of Education reserves the right to change fees without notice as conditions necessitate.

#### Room Fees

|  |  |  |
| --- | --- | --- |
| **Hall**  | **Room Type**  | **Cost Per Year**  |
| Browne | Single | $6,582 |
| Thorp | Single | $6,582 |
| Weber | Single | $6,582 |
| Willard | Single | $6,767 |
| Willard | Double | $6,582 |
| Sweet | Double and Triple  | $6,916 |
| Penfield Hall | Single, Suite Style | $7,238 |
| Penfield Hall | Single, Apartment Style | $7,697 |
| Penfield Hall | Double, Suite Style | $7,014 |
| Penfield Hall | Double, Apartment Style | $7,466 |

Rooms are contracted on a yearly basis. All students are required to pay a housing deposit of $220, which covers the room reservation deposit of $100, the damage deposit of $100 and $20 in hall dues. Since on-campus housing is limited, approximately 50 percent of the spaces are reserved for new students.

Residence halls open at the beginning of each semester and close at the end of each semester in December and May and during Spring Break. Residents are expected to secure alternate housing accommodations during scheduled breaks.

#### Board Fees

Students choosing to live on campus are required to purchase one of four available Meal Plans. Each Meal Plan includes a set number of meals per week, as well as, Guest Passes and Bonus Dollars that can be used throughout the semester. All meals and Guest Passes are redeemable at Donovan Dining Center. Bonus Dollars may be used at Donovan Dining Center, the Café, or the Galley at any time.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Meal Plan** | **Meals Per Week** | **Guest Passes Per Semester** | **Bonus Per Semester Dollars** | **Cost Per Semester** |
| A | 19 | 8 | $100 | $2,525 |
| B | 14 | 12 | $175 | $2,447 |
| C | 13 | 12 | $250 | $2,375 |
| D | 10 | 9 | $150 | $2,795 |

#### Room Refunds

Withdrawal prior to the “contractually publicized” July 15 date will cancel all room charges minus the room reservation of $100. Otherwise, the room contract will remain binding on the student until the end of the academic year. However, proration of the charges may be made by the Office of Residential Life and Housing if the space created by the withdrawal is filled by a new resident.

A first semester freshman who withdraws from the college in their first semester will be released from the contract for the spring semester upon completion of proper withdrawal forms. All other students will need to submit an appeal letter for contract release consideration. In all cancellations, the room reservation deposit ($100) shall be forfeited.

#### Board Refunds

The board contract is binding upon the student until the end of the academic year during which the cancellation is effected. However, proration of the food-cost portion of the Meal Plan contract will result in a refund based on the week when dining services is officially notified of withdrawal.

### Security and Safety, Office of

The Office of Security and Safety provides 24-hour service to the campus community in the areas of law enforcement, security and personal safety, fire safety and right-to-know laws. The office is also responsible for the enforcement of all laws and regulations that apply to campus life, including those of the Rhode Island Board of Education and federal and state statutes. Information regarding security and safety, campus police, parking, traffic regulations and vehicle registration is available in the security department or on the college website at www.ric.edu.

The Office of Security and Safety also provides a variety of crime prevention materials and a 24-hour escort service for students, faculty and staff. This service is available by calling extension 8201 or by pushing the escort button on the Blue Light Emergency Phones (for the location of these phones see Campus Map (p. 6)).

### Student Community Government

As the official voice of the student body, Student Community Government is concerned with student rights and responsibilities and the enhancement of educational, cultural and social opportunities for students.

Although primarily undergraduate in membership, Student Parliament, the main body of Student Community government, includes representatives from almost all areas of the college. A Finance Commission, composed of parliament and nonparliament members, allocates funds from the student activity fee to support various student organizations and activities on campus.

### Student Involvement Programs

Students can participate in a wide variety of cultural activities, leadership programs, and events at Rhode Island College. These opportunities include open mic performances at the Café, Diversity Week presentations, student plays and concerts in the Nazarian Center, art exhibits at the Bannister and Chazan Family Galleries, lectures from world renown public figures, performances by comedians and musicians, and an array of cultural celebrations. There are academic-based exhibition and performance opportunities and a host of student groups in which students participate in ways best suited to their interests, from audience members to directors. Many of these activities and events are free or discounted for students. Whatever your interest or passion, there is a way for you to participate.

### Student Life, Office of

The Office of Student Life provides assistance to students regarding personal issues, such as absences due to illness or family matters, withdrawing from the college for a semester or permanently, disagreements with other students or college personnel and health and safety concerns. The Office of Student Life also publishes the Student Handbook (see www.ric.edu/studentlife/Pages/handbook.aspx), which provides specific policies and procedures related to student conduct.

### Student Union

The Student Union facility consists of the Student Union and Ducey Media Center. As its mission states, it is “more than a building, but also an organization and a program which complements the academic experience and contributes to student success.” In addition to Student Activities and events, departments and services include Campus Card (student ID), Bookstore, HUB game lounge, the Café, Student Community Government and a variety of other student organization offices. The Ducey Media Center includes The Anchor (student newspaper), Anchor TV and WXIN Radio.

### Unity Center

The Unity Center is a Rhode Island College intercultural services center and a department of the division for Community, Equity and Diversity (CED). The Unity Center is comprised of the leadership and activities of the Women’s Center, the LGBTQ+ Office, the International Student Office and Interfaith Services. Its mission is to promote educational equity, academic excellence and involvement in campus life to all students through collaborative programming and fostering connections among its student affiliates, faculty, staff and the wider community. The center seeks to increase inter-group connections and dialogue by providing a safe forum for exploring issues pertaining to diversity, inclusion and social justice. The Unity Center offers information and referrals, a computer work stations, a student lounge, conference room, lending library and student employment opportunities. The International Student Office and the LGBTQ+ Offices are both located in the Unity Center and adjacent to the Women’s Center on the lower level of the Donovan Dining Center easily accessible from the campus quad. Visit our web page at www.ric.edu/unitycenter and like Rhode Island College Unity Center on Facebook.

### Women’s Center

The mission of the Women’s Center is to cultivate a campus culture that fosters the advancement of women and inspires RIC students to discover and embrace their full potential. The Center collaborates with related campus and community organizations on various projects to promote campus awareness and understanding through advocacy and education. It also provides a clearinghouse of information related to women's history, health and progress. The Women’s Center connects and supports RIC students through confidential referrals to existing campus and local resources. We are located in the lower level of the dining center.

## Degree Programs - Undergraduate

### Bachelor of Arts (B.A.)

The B.A. is offered in the following areas:

* + - Africana Studies (p. 70)
		- Anthropology (p. 71)
		- Art (Studio) (p. 72) *with* *concentrations in*
		- Ceramics
		- Digital Media
		- Graphic Design
		- Metalsmithing and Jewelry
		- Painting
		- Photography
		- Printmaking
		- Sculpture
		- Art History (p. 73)
		- Chemistry (p. 82)
		- Communication (p. 85) *with concentrations in*
		- Journalism
		- Mass Media Communication
		- Public and Professional Communication
		- Public Relations/Advertising
		- Speech, Language, and Hearing Science
		- Computer Science (p. 87)
		- Dance Performance (p. 89)
		- Economics (p. 182)
		- Elementary Education (p. 149) *with content majors in*
		- English
		- General Science
		- Mathematics
		- Multidisciplinary Studies
		- Social Studies
		- English (p. 90)
		- English (p. 90) *with concentration in*
		- Creative Writing
		- Environmental Studies (p. 92)
		- Film Studies (p. 95)
		- Gender and Women’s Studies (p. 96)
		- Geography (p. 97)
		- Global Studies (p. 99)
		- History (p. 103)
		- History (p. 103) *with concentration in*
		- Public History
		- Justice Studies (p. 106)
		- Liberal Studies (p. 110)
		- Mathematics (p. 111)
		- Modern Languages (p. 114) *with concentrations in*
		- Francophone Studies
		- French
		- Latin American Studies
		- Portuguese
		- Spanish
		- Music (p. 118)
		- Philosophy (p. 123)
		- Political Science (p. 126)
		- Psychology (p. 129)
		- Public Administration (p. 131)
		- Secondary Education (p. 160) *with majors in*
		- Biology
		- Chemistry
		- English
		- General Science
		- History
		- Mathematics
		- Physics
		- Social Studies *with concentrations in*
* Anthropology
* Geography
* Global Studies
* Political Science
* Sociology
	+ - Sociology (p. 132)
		- Theatre (p. 133) *with concentrations in*
		- Design/Technical
		- General Theatre
		- Musical Theatre
		- Performance
		- World Languages Education (p. 172) *with concentrations in*
		- French
		- Portuguese
		- Spanish
		- Youth Development (p. 176)

Minors are available in *all* of the full-degree programs above, except elementary education, secondary education, youth development and public administration. Minors are also offered in behavioral neuroscience, creative writing, Francophone studies, French, gerontology, international nongovernmental organizations studies, Italian, jazz studies, labor studies, Latin American studies, Portuguese, public history, rhetoric and writing and Spanish.

Programs leading to eligibility for certification in bilingual-bicultural education, middle level education and secondary special education are also available.

Professional preparation programs are offered in pre-dental, pre-law, premedical and pre-optometry.

### Bachelor of Fine Arts (B.F.A.)

The B.F.A. degree is offered in the following areas:

* + - Art (Studio) (p. 72) *with concentrations in*
		- Ceramics
		- Digital Media
		- Graphic Design
		- Metalsmithing and Jewelry
		- Painting
		- Photography
		- Printmaking
		- Sculpture
		- Art Education (p. 76) *with concentrations in*
		- Ceramics
		- Digital Media
		- Graphic Design
		- Metalsmithing and Jewelry
		- Painting
		- Photography
		- Printmaking
		- Sculpture

### Bachelor of Music (B.M.)

The B.M. degree is offered in

* + - Music *with concentrations in*
		- Music Education (p. 119)
		- Performance (p. 119)

### Bachelor of Science (B.S.)

The B.S. degree is offered in the following areas:

* + - Accounting (p. 179)
		- Art Education (p. 75)
		- Biology (p. 79)
		- Chemical Dependency/Addiction Studies (p. 81)
		- Chemistry (p. 82) *with concentrations in*
		- Biological Chemistry
		- Environmental Chemistry
		- Professional Chemistry
		- Community Health and Wellness (p. 141) *with concentrations in*
		- Community and Public Health Education
		- Health and Aging
		- Recreation and Leisure Studies
		- Wellness and Movement Studies
		- Women’s Health
		- Computer Information Systems (p. 181)
		- Computer Science (p. 87)
		- Early Childhood Education (p. 144) *with concentrations in*
		- Teaching
		- Community Programs
		- Birth to Three
		- Finance (p. 183)
		- Health Care Administration (p. 184)
		- Health Education (p. 155)
		- Health Sciences (p. 101) *with concentrations in*
		- Dental Hygiene Completion
		- Food Safety
		- Human Services
		- Medical Laboratory Sciences
		- Respiratory Therapy Completion
		- Management (p. 186) *with concentrations in*
		- General Management
		- Human Resource Management
		- International Management
		- Operations Management
		- Marketing (p. 189)
		- Medical Imaging (p. 113) *with concentrations in*
		- Nuclear Medicine Technology
		- Radiologic Technology
		- Certified RT Computed Tomography
		- Certified Medical Imager Management
		- Diagnostic Medical Sonography
		- Physical Education (p. 157)
		- Physics (p. 125)
		- Special Education (p. 166) *with teaching concentrations in*
		- Mild/Moderate Disabilities, Elementary School Level
		- Mild/Moderate Disabilities, Secondary School Level
		- Severe Intellectual Disabilities, Ages Three to Twenty-One
		- Deaf/Hard of Hearing, Ages Three to Twenty-One\*

*\*Projected 2018; pending RIDE approval.*

* + - Technology Education (p. 171) *with concentrations in*
		- Teaching
		- Applied Technology

A program leading to eligibility for specialization in adapted physical education is also available.

Minors are available in accounting, biology, chemistry, coaching, computer information systems, finance, health care administration, management and marketing.

### Bachelor of Science in Nursing (B.S.N.)

Refer to the Bachelor of Science in Nursing (p. 190).

### Bachelor of Social Work (B.S.W.)

The bachelor’s degree in social work (p. 197) prepares students to enter generalist social work practice. Students participate in classroom learning and in professionally supervised fieldwork in approved social service agencies. Application for formal admission into the bachelor’s degree program is made during the first semester of the student’s junior year.

## Special Programs - Undergraduate

### Assessment of Prior Learning

Rhode Island College makes every effort to acknowledge college-level learning that has taken place outside of formal college classrooms.

The college has instituted a procedure for granting undergraduate credit for prior college-level learning achieved through experience, such as employer-sponsored or armed service-sponsored training, community service, self-education, relevant work assignments or artistic development. Limited credit will be granted only for documented learning that is clearly germane to the student’s degree program, not for experience per se. The basis for granting credit will be a portfolio of documentation prepared by the student with the guidance of the college.

The college accepts the results of the College-Level Examination Program (CLEP) and armed services testing programs (DANTES) and makes use of the guide prepared by the American Council on Education (ACE) and other sources that contain evaluations of a wide variety of training opportunities sponsored by the armed services, business, industry and labor communities.

Returning adult students, especially those who have been in the armed services, who have participated in apprenticeship or other extensive training programs, or who have held positions of responsibility, are encouraged to apply for assessment of their prior learning. Applications are available in the offices of the academic deans.

### Certificate of Undergraduate Study (C.U.S.)

Certificate programs of undergraduate study are offered in the following areas:

• College and Career Attainment (p. 52)

• Gerontology (p. 52)

• International Nongovernmental Organizations Studies (p. 52)

• Long-Term Care Administration (p. 53)

• Nonprofit Studies (p. 53)

• Public History (p. 53)

• Social and Human Service Assistance (p. 53)

### Continuing Education

Rhode Island College offers a wide range of continuing education options in cooperation with campus and community partners. Programs serve adult students; children, families and community members; working professionals in the private and public sectors and candidates for undergraduate and graduate CE degrees and certificates.

Workforce development programs are available through Outreach Programs and the Office of Professional Studies and Continuing Education offers credit and non-credit academic and enrichment courses and programs.

The continuing education offices provide partners with assistance to develop and deliver programs and with identifying college resources that support personal enrichment and professional development activities. Rhode Island College has a long history of providing such assistance to business and industry and of assisting public and private schools and agencies. For more information, contact the director of professional studies and continuing education.

For returning adult students, a schedule of college course offerings, which includes information on registration and fees, is available online at www.ric.edu. For formal admission to an undergraduate program and for information on possible transfer credit, applicants should contact the Office of Undergraduate Admissions. Applicants interested in pursuing graduate work should contact the appropriate dean. Individuals with teacher certification questions or those seeking to complete professional teaching requirements should contact the dean of the Feinstein School of Education and Human Development.

### Endorsement in English as a Second Language

Refer to Teaching English as a Second Language (p. 171).

### Endorsement in Middle School Education (Elementary and Secondary)

Refer to Elementary Education Middle School Endorsement (p. 153) and Secondary Education Middle School Endorsement (p. 164).

### National Student Exchange Program

The National Student Exchange Program enables undergraduate students to study for up to one academic year at one of up to 200 colleges or universities in another part of the United States. In addition to the academic opportunities made possible by studying on another campus, the program offers social and cultural experiences to further self-exploration and the enrichment of educational objectives.

In order to qualify for participation, a student should (1) be a full-time student at Rhode Island College, (2) be in their sophomore or junior year during the exchange, and (3) have a minimum cumulative GPA of 2.5 at the time their application is submitted.

### ROTC

Participation in the Army Reserve Officer’s Training Corps (ROTC) program is available to Rhode Island College students through the ROTC program at Providence College. For more information and a complete program description, contact the program director at Providence College, (401) 865-2471.

### Specialization in Adapted Physical Education

See Physical Education (p. 157).

### Study Abroad

Rhode Island College students, no matter what their majors, may study abroad for course credit at institutions in other countries. They may study for a semester, an academic year, the summer or during the early spring term.

While studying abroad, students do not pay RIC tuition and may apply their financial aid to program costs, including tuition, at the host institution and toward travel expenses.

The choice of program and specific location depend upon the student’s interests. The Study Abroad Office provides information about the study abroad process, assists students with their applications and facilitates transfer of credits.

Rhode Island College is affiliated with six study abroad program providers that offer discounted tuition for RIC students: Academic Programs International, the American Institute for Foreign Study, the Center for International Studies, the Education Abroad Network, CAPA International Education and SIT Study Abroad. All of these providers can be found on the Web. However, students are not limited to these affiliates and may study with many other programs and universities around the world. Also, individual faculty members may lead RIC courses abroad from time to time.

Students interested in studying abroad are encouraged to review the information available on the RIC Study Abroad website at ric.edu/studyabroad and to meet with the director of Study Abroad.

### Summer Sessions

Summer Sessions provides degree and nondegree undergraduate and graduate students access to a comprehensive cross section of courses in two six-week sessions each summer. Traditional and intensive courses are offered to accelerate and maximize college study and many courses are designed specifically for personal enrichment or professional advancement. For information, contact the director of professional studies and continuing education.

# General Information - Graduate

## Admissions - Graduate

### Admissions Policy

The primary factor in decisions for admission to graduate studies at Rhode Island College is a candidate’s academic record, although other factors, such as recommendations, personal statements and standardized test scores, are also part of the consideration. A bachelor’s degree from a regionally accredited college or university is required for admission to all graduate programs. Final acceptance is based on the combined decision of the appropriate academic department and the dean responsible for that department. Decisions are made without regard to race, color, creed, national or ethnic origin, gender, religion, disability, age, sexual orientation, genetic information, gender identity or expression, marital status, citizenship, status as a special disabled veteran, recently separated veteran, Vietnam Era veteran or any other veteran who served in active duty. Applications should apply online at www.applyweb.com/ricg.

### Admissions Requirements

Graduate study is offered through the Faculty of Arts and Sciences, the Feinstein School of Education and Human Development, the School of Business, the School of Nursing and the School of Social Work. Most programs have deadlines for the submission of all application materials for full acceptance to the fall or spring term, though some programs review applications on a continuing basis.

For all degree programs, the materials listed below are required.

1. **A completed application form accompanied by a $50 nonrefundable application fee.**

2. **Official transcripts of all undergraduate and graduate records.** The dean’s office will obtain any Rhode Island College transcripts.

3. **A minimum cumulative grade point average (GPA) of B (3.00 on a 4.00 scale) in all undergraduate course work.** Applicants with undergraduate GPAs less than 3.00, but not less than 2.00, may be admitted to degree candidacy upon the submission of other evidence of academic potential, for example, satisfactory performance in postbaccalaureate work, professional experience as evidenced by publications or letters of recommendation and/or high scores on the standardized tests.

4. **A copy of candidate’s teaching certificate (when applicable).**

5. **An official report of scores on the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT)** *for most programs.* See specific programs for requirements.

6. **Three letters of recommendation** attesting to the candidate’s potential to do graduate work. Placement references are generally not applicable.

7. **Some programs have additional admission requirements and may include an interview.** Please review requirements for individual programs.

The dean responsible for the program to which the candidate is applying will inform the candidate of the decision regarding his or her admission. Complete information on deadlines and admission requirements can be found at www.ric.edu/graduatestudies/Pages/default.aspx.

### International Student Admission

Rhode Island College encourages applications from prospective international students whose command of English is sufficient for graduate study. Applicants follow the normal graduate admissions procedures and requirements. In addition, applicants must submit

1. Certified literal English translations and evaluations of applicant’s transcripts and academic records.

2. Scores on the Test of English as a Foreign Language and other tests as required by the program.

3. An affidavit of support detailing the funds available for the educational program.

4. A complete Immunization Record.

International students should contact the international student advisor in the International Student Office for information concerning U.S. laws and regulations.

### Health Requirements

All full-time students and international students are required to meet immunization requirements mandated by the Rhode Island Department of Health. Students living on campus, participating in the athletic program or enrolled in the nursing program are also required to have a physical examination on file at Health Services.

All health related information should be entered into the secure **Medicat Patient Portal** located on the right sidebar of **MyRIC**.

Note: Certain departments have additional health requirements for admission to their programs.

### Military Personnel and Veterans

Rhode Island College is a Servicemember’s Opportunity College. U.S. military personnel and veterans are invited to contact the appropriate dean or the RIC Veterans Resource Center for information on graduate degrees and courses or e-mail vrc@ric.edu.

## Fees and Expenses - Graduate

### Tuition and Fees for Graduate Students (2018–2019)

**The fees described in the following sections are projected for the 2017–2018 academic year. Because of rising costs, the Rhode Island Board of Education reserves the right to change fees without notice as conditions necessitate.**

All full-time graduate students (those taking 9 credit hours or more per semester) and part-time graduate students (those taking fewer than 9 credit hours per semester) pay per credit hour:

|  |  |  |  |
| --- | --- | --- | --- |
|  | **In State** | **MTP** | **Out of State** |
| **Tuition** (General Fee) | $407 | $611 | $792 |
| **Library Fee** | $5 | $5 | $5 |
| **Recreation Fee** | $8 | $8 | $8 |
| **Technology Fee** | $10  | $10 | $10 |
| **Fine Arts Fee** | $2 | $2 | $2 |
| **Transportation Fee** | $4 | $4 | $4 |
| **Total:** | **$436** | **$640** | **$821** |

All graduate students (in state and out of state) also pay once per semester:

**Registration Fee: $100**

Note: Graduate students enrolled in undergraduate courses pay the undergraduate tuition rate for those courses.

Students accepted into a second degree undergraduate program pay undergraduate fees. Students accepted into the RITE program also pay undergraduate fees, but only after they have been fully accepted into the RITE program. Students are responsible for informing Rhode Island College of their status in order for the proper tuition and fee charges to be assessed.

### Special Fees

Students are charged the following additional fees, if applicable:

Application Fee

$50

Applied Music Fee

$650 per semester, for students taking Music 370–388 or 570–588

Laboratory/Studio Art Fee

$35 per course

Late Payment Fee

$50

School of Business Program Fee

$23 per credit hour, up to a maximum of $275 per semester

School of Nursing Program Fee

$23 per credit hour, up to a maximum of $275 per semester

Medical Imaging Program Fee

$23 per credit hour, up to a maximum of $275 per semester

Transcript Fee

$30

### Explanation of Fees

The **Application Fee** is used to defray the costs of processing an application.

The **Applied Music Fee** is used to cover 14 private 50-minute lessons, which make up Music 370–388 and 570–588.

The **Fine Arts Fee** is used to provide opportunities and activities in the fine and performing arts at Rhode Island College.

The **Laboratory/Studio Art Fee** is used to cover the costs of art and laboratory supplies provided by the college to students enrolled in specific courses.

The **Late Payment Fee** is a penalty for failing to make payment during the designated periods.

The **Library Fee** is used to cover the costs of purchasing books, periodicals, and non-print materials for the library.

The **Recreation Fee** is used to cover the operation and programs of the Recreation Center.

The **Registration Fee** is used to cover the costs associated with the registration process.

The **Technology Fee** is used to cover the costs of purchasing equipment and software for student use on campus.

The **Transcript Fee** is a one-time fee charged to all students to cover all requests for official transcripts.

The **Transportation Fee** is used to fund the re-establishment of a discounted RIPTA fare program for students and parking improvements on campus.

The **Tuition (General Fee)** is used to cover the basic costs of educating a student and of running the college.

### Determination of Residency for Tuition Purposes

The determination of residency for tuition purposes is made by the director of records for enrolled students. Time spent in Rhode Island while attending college usually may not be used to establish residence. Contact the Records Office for further information.

### Metropolitan Tuition Policy (MTP)

Rhode Island College students whose permanent place of residence is a community within a 50-mile radius of Providence are eligible for in-state tuition rates plus 50 percent. The Metropolitan Tuition Policy includes both full-time and part-time students, undergraduate and graduate students, and degree and non-degree students. Connecticut and Massachusetts communities within the 50-mile radius are listed online at www.ric.edu/bursar/pages/Metropolitan-Tuition-Policy.aspx.

Forms for verification of residence for this purpose are available in the Records Office and must be submitted for approval prior to the close of registration.

### New England Regional Student Program

Rhode Island College participates in the Regional Student Program (RSP) administered by the New England Board of Higher Education (NEBHE). Through this program, New England residents who live outside of Rhode Island may enroll in specified curricula at Rhode Island College for in-state tuition rates plus 50 percent. The student’s program of study must be one not offered at an institution in the student’s home state, or Rhode Island College must be closer in traveling time to the student’s legal residence than an institution offering an approved RSP program in the home state.

Students must remain in the program for which they applied or may transfer only into another NEBHE program or else they will be charged out-of-state tuition fees as of the date of transfer. Each semester, NEBHE program students must also request a tuition waiver from the Records Office.

Those entering Rhode Island College through the NEBHE program must meet all the standards required for admission to the college and must be accepted into a degree-granting program.

Additional information may be obtained from the vice president for academic affairs or the New England Board of Higher Education, 45 Temple Place, Boston, MA 02111.

### Senior Citizen Waiver

All Rhode Island residents who are at least 60 years old are eligible to take courses at Rhode Island College without having to pay the regular tuition charges. However, the registration, recreation and other applicable laboratory/studio fees will be charged. In addition, the student must have fulfilled all academic prerequisites for the course, is limited to registering on the last day of registration on a space-available basis and is subject to a means test.

### Unemployment Waiver

Rhode Island General Law 28-42-81 provides that any Rhode Island resident receiving unemployment benefits, including benefits earned in another state, is eligible for waiver of tuition for any course(s) taken at Rhode Island College. The law stipulates, however, that the waiver be granted on a space-available basis only and that each applicant be subject to a means test. Therefore, students who wish to register under the terms of waiver are limited to registering on the last day of registration. Students must obtain Form DET-467 from the Department of Labor and Training and submit this completed form, certifying eligibility, at the time of registration. Any registration prior to the specified date each term will be ineligible for consideration for an unemployment waiver, and no retroactive use of the waiver is permitted. Mandatory fees that are not waived include lab fees, recreation fees and activity fees.

### Refund of Tuition and Fees

A full- or part-time student withdrawing from Rhode Island College, either voluntarily or because of dismissal for disciplinary reasons, will receive a refund of tuition and/or fees in accordance with the college policy in force for first-time students, including Title IV students and all other withdrawn students. Enrolled students are also subject to the college refund policy.

### Refunds for Students Involuntarily Called to Military Service

The Rhode Island Board of Education has adopted as policy the following options for students who are involuntarily called to military service:

1. Total refund of tuition and course-related fees, including registration fee. Prorated refund for housing and dining fees.

*Or*

2. No tuition refund but a grade of Incomplete awarded for courses in which the student is enrolled at the time of recall. Prorated refund for housing and dining fees.

### Indebtedness to the College

Failure to make full payment of tuition and fees or to resolve other debts to Rhode Island College – for example, unreturned athletic equipment, overdue short-term or emergency loans, delinquent or defaulted student loans (Federal Nursing and/or Federal Perkins Loans), unreturned library books, damage to college property, etc.–may result in the cancellation of registration for the following semester, withholding of academic grades, denial of registration until the payment is made and/or disenrollment. If requested, appropriate departments will provide the student with notice of the debt, the reason for the debt and a review. Students must fulfill all financial obligations to the college, including participation in loan exit counseling for borrowers under one or more of the several long-term loan programs in which the college participates (e.g., Federal Perkins Loans, Federal Direct Loans, PLUS and/or SLS loans), before receiving grades, a degree, transcripts or a diploma.

## Financial Aid - Graduate

### Federal Financial Aid Programs

Need-based financial aid for graduate students consists of student loans and employment programs. To apply for need-based financial assistance, students must complete the Free Application for Federal Student Aid (FAFSA). Students are encouraged to apply online at www.fafsa.gov. The FAFSA on the Web Worksheet should be used prior to applying online. Priority for funds administered by Rhode Island College is given to applications received by May 15 prior to the following academic year. In addition to demonstrating financial need, general eligibility requirements for financial aid include acceptance for admission as a degree candidate and status as a U.S. citizen or permanent resident.

#### Federal Direct PLUS Loans

Graduate students are eligible to borrow under the Federal Direct PLUS Loan Program. Students may borrow up to their full cost of attendance minus other student financial aid. The PLUS interest rate is fixed at 7.00 percent, and applicants must pass a credit review in order to qualify for the loan. Repayment of the loan begins six months after the borrower ceases to be enrolled at least half time, and interest accrues during the period of enrollment and grace period. In addition to interest, these loans have a 4.276 percent origination fee. Graduate applicants must complete the FAFSA, and they must have used their maximum eligibility under the unsubsidized Federal Direct Loan Program.

#### Federal Direct Loans

Recent federal legislation eliminated subsidized Direct Loans for graduate students effective July 1, 2012. Unsubsidized Direct Loans have an interest charge during the in-school and grace periods. The loans have a fixed interest rate of 6.00 percent and a 1.069 percent origination fee. The repayment period extends up to 10 years, but there is a minimum monthly payment of $50.

Graduate students may borrow up to $20,500 per year from the unsubsidized Direct Loan. Although financial need is not required for an unsubsidized loan, the FAFSA must still be filed. In all cases, the total amount of student aid from all programs is limited to a student’s total educational costs as determined by the Office of Student Financial Aid.

#### Federal Work-Study Program

This is a part-time employment program based on financial need. A work-study award is paid biweekly at an hourly rate based on hours worked. Wage rates reflect both the level of responsibilities and the experience of the student worker. Eligibility is determined by the Office of Student Financial Aid, using information from the FAFSA. The Career Development Center helps students with work-study awards identify opportunities both on and off campus; however, Rhode Island College cannot guarantee that a student will secure a work-study position.

### Financial Aid for Summer Sessions

In addition to filing the FAFSA as outlined above, students who desire financial assistance for summer sessions must submit a Rhode Island College Application for Financial Aid – Summer Sessions. This form is available from the Office of Student Financial Aid on or about February 1 each year. Summer aid is contingent upon the availability of funds and normally consists of long-term loans and Federal Work-Study.

To be considered for Federal Work-Study for summer sessions, the FAFSA must be received at the federal processing center by March 1 and the Application for Financial Aid – Summer Sessions must be received in the Office of Student Financial Aid by April 1.

### The Rights and Responsibilities of Students Receiving Financial Assistance

Students should be fully aware of their rights and responsibilities in applying for and accepting any form of financial aid.

Note: Rhode Island College reserves the right to require verification of income data submitted by any or all applicants for financial assistance. Awards to those asked for such verification will be made conditional upon receipt of the requested information/documentation. Any discrepancy in reported figures may result in adjustment or cancellation of the financial aid award and may be reported to the federal government for further review and possible legal action.

### Graduate Scholarships

Scholarship assistance is available through the Elizabeth S. Carr Trust Fund for students in the elementary/early childhood education programs and through the Rhode Island College Alumni Association. The Harrower Family Award is available through the Department of English and the dean of the Faculty of Arts and Sciences. The Naylor Family Scholarship is available through the Department of Psychology and the dean of the Faculty of Arts and Sciences. Specific information on these and other scholarships is available from the Office of Student Financial Aid, and for alumni scholarships, the Office of College Advancement.

### Master of Social Work Scholarships

The School of Social Work offers Master of Social Work Graduate work-study scholarships to full-time M.S.W. students in field placement. These scholarships match federal work-study funds to enable recipients to obtain paid field placements in nonprofit agencies and organizations, up to a total of $2,000 per year. To be eligible for these scholarships, students should file the FAFSA, which can be obtained online at www.fafsa.gov. The School of Social Work also offers scholarships to students enrolled full-time in the M.S.W. program. These include the Gladys Corvera-Baker Scholarship, available to Hispanic students who demonstrate academic excellence and financial need; the Juanita Handy Scholarship, awarded to a second-year minority and/or female student; and the Mary G. Davey Scholarship, awarded to a second-year student who is dedicated to child welfare. Specific information may be obtained by contacting the dean’s assistant at the School of Social Work.

### Graduate Assistantships

Graduate assistantships are limited to accepted degree candidates who are enrolled full time. The normal course load for a graduate assistant is six hours per semester. The duties of a graduate assistant usually involve such activities as: preparation for and supervision of laboratory sections, assistance with classroom discussion, assistance in student support services, research and data collection.
The student may be required to devote a maximum of 20 hours a week to such work, not more than 10 hours of which may be in classroom contact hours.
Full-time 20 hour Graduate assistants receive a stipend of $3,500 for the academic year and remission of tuition for the academic year and summer session. Half-time 10 hour graduate assistants receive a stipend of $1,750 for the academic year and remission of half the cost of tuition for the academic year and summer session. Appointments to assistantships are for one year. Graduate assistantship applications are available on the graduate studies Web site. The application deadline for graduate student assistantships is March 1.

### Graduate Traineeships

The School of Social Work and the Paul V. Sherlock Center on Disabilities offer graduate traineeships. The School of Social Work graduate traineeships are available to accepted M.S.W. degree candidates who are enrolled full-time in the program. Graduate trainees in the School of Social Work are refunded tuition for the academic year and summer sessions and are required to fulfill 10 hours per week on assignments within the School of Social Work. Interested candidates who are accepted into the M.S.W. program should contact the dean’s assistant at the School of Social Work.

The Sherlock Center interdisciplinary graduate traineeships are open to accepted graduate students who have a lifelong commitment to people with disabilities. Graduate traineeships receive refunded tuition for the academic year and/or a stipend. Graduate trainees are required to fulfill 10 hours per week of field work and research activity connected to disability and Sherlock Center initiatives.

### Employment Programs

The Office of Student Employment, located in the Career Development Center, provides information on part-time employment both on and off campus during the academic year and the summer. One source of employment is the Federal Work-Study Program, which is based on financial need. However, student employment opportunities are also available for students who do not qualify for financial aid.

## Academic Policies and Requirements - Graduate

### Plan of Study

Each student recommended for admission to a degree or certificate program shall develop a plan of study with their advisor. The plan of study includes all degree requirements, including required and elective course work and independent research, along with other requirements such as exams and assessments necessary to complete degree requirements. The plan of study may also include courses that are to be taken without program credit to remedy deficiencies or to satisfy prerequisites. The plan of study must be approved by the program director and the appropriate academic dean. Students are not formally accepted into a graduate program until the plan of study is approved and filed. Students are responsible for meeting all program requirements for the thesis, portfolio, comprehensive evaluation or field project.

### Grading System

Credit/No Credit

Graduate students are not permitted to take graduate courses for Credit/No Credit; however, they may take certain undergraduate prerequisite courses for Credit/No Credit with permission from their graduate advisor.

Satisfactory/Unsatisfactory Grades

Graduate courses approved for a Satisfactory or Unsatisfactory (S/U) grade by the Graduate Committee require students to perform at the B level (3.00) or better to receive a grade of S. These courses shall be so labeled in the college catalog and bulletin. S/U grades are not included in calculating grade point average.

Incomplete Grades

An Incomplete will be given in place of a grade when the work of the semester has been passing but has not been completed because of illness or some other reason that, in the opinion of the instructor, justifies such a report. Graduate students who do not make up an Incomplete within three academic semesters must make a request in writing to their graduate program for permission to complete the course.

Failure in a Course

A course with a failing grade that has been retaken or replaced will be considered taken for No Credit and must remain on the student’s transcript. The most recent grade will be included in calculating the grade point average.

Withdrawal from a Course

Students may drop a course during the first two weeks of a semester (or during a corresponding time for summer sessions) without having any entry made on the permanent record. After that time, students will receive a grade of W and are financially responsible for the course.

Withdrawal from a course after the last withdrawal date until the end of the course requires the approval of the instructor of the course. Approval is based on evidence of extenuating circumstances other than academic difficulty in the course.

Students who do not follow the official procedures, but stop attending classes, receive a grade based on the work completed as compared to the total course requirements.

Additional information on options and procedures for withdrawing from a course is available from the Records Office or the Office of Student Life.

### Auditing a Course

To audit a course is to participate in a course without receiving credit for the course or having the grade point average affected. Auditing requires consent of the instructor and the appropriate department chair.

During the first two weeks of a semester, if registration for the course has not been closed, a course may be added for audit through regular Add/Drop procedures without a late registration fee charged. Conversely, during the first two weeks of the semester, a course that was audited may be dropped and added for credit with no late registration fee charged.

Under no circumstances will audited courses be counted for credit toward a degree.

### Retention Requirements

Graduate students who earn a grade below B (3.0) in any course will have their status reviewed by the appropriate academic dean in consultation with the department. Such review may result in the student being placed on probation or dismissed. Students on probation must achieve grades of B (3.0) or better in graduate-level course work for the next 9 earned credits. Probation may also require the retaking of courses and the suspension of progress in the program until satisfactory performance is achieved. Students on probation will continue to be monitored until satisfactory performance in their graduate program is achieved. Failure to meet the conditions of probation will result in dismissal.

### Residency Requirements

The master’s degree or graduate certificate may be earned either through full- or part-time study or by a combination of both. However, candidates must take at least four-fifths of the credits required for the degree at Rhode Island College. In the School of Social Work, graduate students must complete the advanced year on a full-time basis (enrolled in at least nine credits).

### Transfer Credit

A candidate may request credit for work taken at other regionally accredited institutions of higher learning not exceeding one-fifth of the total credits in the program for the degree. In considering a request for transfer credit, the student’s advisor will review the program of study, carefully evaluate the relevance of the proposed courses to the plan of study and consider the availability of courses to fulfill credit requirements. Transfer credit is granted only when approved by the student’s advisor, the program director and the academic dean.

Normally, transfer credit from another institution must not exceed 6 credit hours of a candidate’s graduate program. However, upon the recommendation of the student’s program committee and upon the approval of the chair, the amount of credits transferred may be increased but may not exceed 20 percent of the total program. Credit is transferred only for graduate courses having minimum grades of B.

For additional information on transfer credits from another institution or from within RIC, see *the Graduate Studies Policies and Procedures Manual*  at http://www.ric.edu/academics/pdf/GraduateStudiesManual.pdf.

### Independent Study

Independent study, directed study and certain research courses afford students the opportunity to pursue concentrated study in a selected topic under the supervision of a faculty member. Students enrolled in independent study are expected to observe time limits corresponding to semester limits unless specifically arranged by the instructor. A Request for Independent Study form signed by the instructor, department chair, program director and the appropriate academic dean must be filed with the departmental office of the respective graduate program. Requests for an independent study must be made in the semester prior to the semester of the planned independent study. Independent study requests must be approved and fees paid before study is begun. Grades are reported for independent study in the same manner as for other courses.

Students who wish to register for credits that will be counted toward their degree but that will be earned through off-campus activities, such as research or independent study at a national laboratory, must list these activities as part of their plan of study and receive prior approval from their advisor and dean. Credits are calculated on the basis of 1 credit for three hours per week per semester and may not exceed the limits of full-time registration, namely 12 credit hours per semester and 6 per summer session.

### Leave of Absence

Graduate students are expected to remain continuously enrolled until they have completed all requirements and have received their degrees. Graduate students who must leave the college for a period of one semester or more due to military service, prolonged illness or other unusual circumstances, whether before or after they have completed the work prescribed in their plan of study, should apply for a leave of absence. The request should be made in writing to the appropriate academic dean. It should include an endorsement from the advisor and program director and be sufficiently specific to enable the academic dean to determine whether the leave is warranted. A leave of absence, granted under such unusual circumstances, has the effect of suspending time limitations such as those for completion of the degree or for the removal of incomplete grades. Accordingly, a leave will be granted only for sufficient reason and only if it is to be for one year or less. Students may apply in writing for a maximum of one additional year if circumstances warrant.

Permanent withdrawal from a graduate program is a serious matter that deserves careful consideration. Students should consult with their advisor to determine whether a leave of absence or a permanent withdrawal is the best course of action. Students must inform both the program director and academic dean in writing of their intention to terminate matriculation in a program.

### Time Limits

Students must complete their program of study within six years from the time of registration following acceptance to degree or certificate candidacy; otherwise, the candidacy will be terminated and the Records Office notified by the program director. Students in the joint Ph.D. in Education offered by URI and RIC, and the D.N.P. program must complete their plans of study within seven years. An appeal for extension requires review by the appropriate program director, advisor and academic dean. (Note: Credits seven years or older may no longer be counted in a student’s program, unless the department and the appropriate dean grant an exception.)

## Academic Facilities and Services - Graduate

### Adams Library

The James P. Adams Library provides:

* + - Access to information in print and online.
		- Reference services in person and through use of several icons, such as  “Text Us” and “Email” on the library homepage.
		- One-on-one research consultation.
		- Public computers for use throughout the building.
		- Laptops, iPads, Nexus 7 tablets, external hard drives and graphing calculators for loan.

Your RIC ID is your library card. During the 2016-17 academic year, 26,571 items from the library’s collection were circulated.

Library faculty collaborate with college faculty to create library instruction for specific courses focused on the discovery, use and evaluation of library resources and information on the web. The library provided 148 library instruction sessions which were attended by 2,730 students during the 2016-17 academic year. These sessions are conducted by the reference librarians, who also answer about 7,133 reference questions a year.

The library’s participation in the Higher Education Library Information Network (HELIN) allows the RIC community to borrow from academic libraries throughout the state with a click of a button in the online catalog. Users can request items not available in the HELIN consortium through the library’s Document Delivery Service. During the 2016-17 academic year the RIC library borrowed 2,832 items from other libraries and lent 2,664 items, for a total of 5,496 items.

The College Archives, a rich depository of the history and records of Rhode Island College, as well as faculty and alumni publications and student theses, are located in the Special Collections Department. Special Collections includes a number of subject collections consisting of papers, books, manuscripts and other resources that document the state’s education, ethnic and socio-political history. A growing number of student theses and honor projects, faculty publications and Special Collections materials are also accessible electronically in the Digital Commons.

The Curriculum Resources Center, housed within the library, provides instructional material and curriculum development resources for teachers and teacher education programs.

Information about library hours, services and resources can be found on the Adams Library website at library.ric.edu.

### Career Development Center

The Career Development Center serves students and alumni in the career planning and job and internship search process. The center also offers assistance with applying to graduate school, including program selection and the personal statement.

Individual counseling sessions are offered at the center, along with TypeFocus, an online system that helps students examine their values, skills and interests to reach informed decisions about a career.

Workshops and programs are offered that help students develop competitive job search skills and strategies (e.g., résumé and cover letter writing, effective interviewing, LinkedIn accounts and networking).

Many resources are available 24/7 online such as job and internship postings and information about career fields. Employers seeking full-time, permanent and part-time employees and interns are connected with students. Work-study and non-work-study jobs are also available both on and off campus.

Current students and alumni may post résumés, view jobs/internships, and access the center’s online library with RIC's career management tool, Destinations (www.ric.edu/careerdevelopment/pages/destinations.aspx)

### Disability Services Center

The Disability Services Center (DSC) is the central location on campus for disability-related services for students and is committed to providing accommodations for students with disabilities and supporting them in achieving their academic goals. Students who self-identify and provide appropriate documentation of their condition to the DSC may be eligible to receive reasonable accommodations in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and analogous state laws. Support services may include classroom and testing accommodations, advisement, referrals and use of assistive technology.

The DSC serves students with all types of disabilities: mobility, hearing, vision, motor, psychological, learning (including attention disorders), speech, medical, developmental and other conditions. In addition, the DSC shall seek to assist students with temporary impairments who are in need of short-term accommodations. The DSC is also available to advise any student who needs information about how you obtain proper documentation of a disability.

The DSC promotes the inclusion of individuals with disabilities in all aspects of college life, and endeavors to make students aware of the many opportunities and resources available to them at Rhode Island College. The DSC recognizes disability as a form of diversity and is the primary resource to educate, train and guide the college community in understanding disability access, rights and responsibilities. The DSC not only serves as an advocate for students with disabilities, but also encourages students toward self-advocacy and self-determination.

Clarification of policies and procedures for disability-related services is available in thePolicies and Procedures Manual for Students with Disabilities*.* Copies of the manual are available at the Disability Services Center or on its Web site at www.ric.edu/disabilityservices. Persons using TTY/TDD devices may contact the Disabilities Services Center via the Rhode Island Relay Services by dialing 711.

### Information Services

The Office of Information Services provides Information Technology resources to assist and educate the Rhode Island College Community. Information Services supports the use of technology to promote communication, learning and access by providing services in the following areas:

* Classroom Technology
* MyRIC Portal (Student Information System)
* Office 365
* Blackboard Learning Management System
* Data Centers
* Campus Telephones and Networking Systems

Information Services maintains the College’s two large walk-in computing facilities for student use, located in the Horace Mann Technology Center and in Whipple Hall, where over 150 Microsoft Windows and Apple Macintosh desktop computers are available, as well as electronic classrooms in over 15 buildings. In addition, hands-on instructional computing facilities are located in:

* Alger Hall
* Alex and Ani Hall
* Clarke Science Hall
* Gaige Hall
* Guardo Hall (School of Social Work)
* Fogarty Life Sciences
* Henry Barnard School
* Horace Mann Hall
* Nazarian Center
* Whipple Hall

Our goal is to enhance the student experience. We can assist with all technology services through a single phone call to the Information Services Help Center at (401) 456-8803. This one-stop shopping for technology will provide support for desktop computers, laptops, phones, networking, wireless, printing, access to MyRIC, Blackboard and all other college applications, multimedia support, technology training and classroom support.

### Writing Center

The Writing Center is staffed by highly qualified student tutors. Tutors work with all writers, from freshmen to graduate students, in all disciplines. Tutors assist with any phase of writing, such as refining topics, writing for a specific audience, developing ideas, organizing material, revising drafts and editing.

The Writing Center maintains a reference library of books, journals and articles on writing theory, writing for specific disciplines and other topics, including MLA, APA and Chicago style manuals. Services are free to all Rhode Island College students, faculty and staff.

## Campus Life - Graduate

### Child Care—Cooperative Preschool

The Cooperative Preschool is a campus organization sponsored by Student Community Government. Through the cooperative involvement of parents, the co-op provides an affordable, reliable, high-quality preschool program for children ages three to five. To participate in the co-op, children must be toilet trained and be three years of age by August 31. Students, staff and faculty of Rhode Island College are eligible to enroll their children. Children of students are given first priority.

Children are enrolled full-time, regardless of the number of hours they attend. The school is DCYF licensed and employs a certified teacher and work-study students. The co-op also participates in Brightstars, a preschool quality-rating and improvement system. The curriculum is aligned with the Rhode Island Early Learning domains.

In addition to paying monthly tuition, parents work designated hours, attend monthly meetings and participate in the running of the co-op.

The co-op is open Monday through Friday from 7:45 a.m. to 5 p.m. during the academic year. Use of the co-op is limited to those hours in which the parent is performing college related activities, such as attending

class, doing research, student teaching, etc.

For more information, stop by the co-op during hours of operation or access information and registration forms at: www.ric.edu/cooperativepreschool/.

### Counseling Center

The principal aim of the Counseling Center is to help students develop and succeed during their graduate studies. A professional staff of psychologists, counselors and doctoral students in counseling or clinical psychology provide individual and group counseling to students who seek help with emotional or social challenges, academic difficulties or career planning. Assessment of personal characteristics is available as needed. The center also offers groups and workshops on personal development matters, such as stress management and procrastination. Although friends or faculty may encourage individual students to utilize counseling, it is entirely voluntary, and most students make the decision on their own initiative. Counseling Center services are strictly confidential and are provided to any current Rhode Island College students without charge.

### Cultural Activities

Graduate students can participate in a wide variety of cultural activities and events at Rhode Island College. For example, students and their families listen to a speaker at Adams Library, see a play or concert in the Nazarian Center, or attend an art gallery opening. In addition, several on-campus groups bring nationally and internationally renowned fine and performing artists to RIC. Many of these cultural activities and events are free or discounted for students and their families.

### Health Services

Health Services, located on the ground floor of Browne Hall, provides confidential, primary health care to all students. Care includes physical examinations, immunizations, treatment of acute and chronic illnesses and injuries, gynecological exams, health education and, if necessary, specialty referral. On-site laboratory services include blood and urine tests, throat cultures and pregnancy testing. Health Services is open year round and is staffed by nurse practitioners, registered nurses and a part-time physician. Visits are available by appointment.

Rhode Island College offers Student Health and Accident Insurance to any student taking a minimum of 6 credit hours. Information about this policy is available at www.universityhealthplans.com.

### Recreational and Club Sports

A completely renovated recreation center opened in the fall semester of 2012. The complex is home to all recreational programming, including intramurals and club sports. The center and its programs are available to all currently enrolled undergraduate and graduate students. The facility is also available to faculty, staff, alumni and the community on a membership-fee basis. For a complete list of activities and hours, which change each semester, visit www.goanchormen.com.

The 80,000-square-foot facility includes a five-lane, 25-yard, L-shaped swimming pool; a five-lane, 1/10-mile indoor track; three multi-use courts for basketball, volleyball and tennis; a fitness center, including cardio and strength areas; a student lounge complete with WiFi and cable television; new locker room facilities; a multimedia room; a wrestling facility adaptable for other events; a multi-use studio for aerobics and yoga with "fitness on demand" available during all operating hours; offices for coaches; and a suite to host fundraising-related initiatives.

### Security and Safety, Office of

The Office of Security and Safety provides 24-hour service to the campus community in the areas of law enforcement, security and personal safety, fire safety and right-to-know laws. The office is also responsible for the enforcement of all laws and regulations that apply to campus life, including those of the Rhode Island Board of Education and federal and state statutes. Information regarding security and safety, campus police, parking, traffic regulations and vehicle registration is available in the security department or on the college website at www.ric.edu.

The Office of Security and Safety also provides a variety of crime prevention materials and a 24-hour escort service for students, faculty and staff. This service is available by calling extension 8201 or by pushing the escort button on the Blue Light Emergency Phones (for the location of these phones see Campus Map (p. 6)).

### Unity Center

The Unity Center is a multicultural center for Rhode Island College. Its mission is to promote educational equity, opportunity and growth for all students through collaborative programming among its student affiliates, faculty, staff and the wider community. The center seeks to increase intergroup connections by providing a safe forum for exploring issues pertaining to diversity and inclusion. Located in the lower level of the Donovan Dining Center, the Unity Center offers information and referrals, a study room, student lounge, conference room, lending library, support for LGBTQ issues and employment opportunities. The Unity Center is adjacent to the Interfaith Services Center. Visit our web page at www.ric.edu/unitycenter and like Rhode Island College Unity Center on Facebook.

### Veterans Resource Center

The Veterans Resource Center serves as a bridge between off-campus services and on-campus services for military service members, veterans and their families. The VetSuccess on Campus program is located in the center. Students receive information and assistance in accessing educational benefits, exploring career options and locating other important services at Rhode Island College.

### Women’s Center

The mission of the Women’s Center is to cultivate a campus culture that fosters the advancement of women and inspires RIC students to discover and embrace their full potential. The Center collaborates with related campus and community organizations on various projects to promote campus awareness and understanding through advocacy and education. It also provides a clearinghouse of information related to women's health and progress. The Women’s Center connects and supports RIC students through confidential referrals to existing campus and local resources.

## Degree Programs - Graduate

### Certificate of Advanced Graduate Study (C.A.G.S.)

The C.A.G.S. is a degree program consisting of a minimum of 24-post master’s credit hours that prepare candidates for positions and competencies in education and related fields for which the master’s degree is not sufficient. The C.A.G.S. is offered in the following areas:

* Individualized Certificate of Advanced Graduate Study (p. 49)
* School Psychology (p. 159)

### Doctor of Nursing Practice (D.N.P.)

The D.N.P. degree is designed to prepare advanced practice nurses as leaders, clinical scholars and experts with the knowledge, skills and attitudes needed to negotiate and influence the healthcare system to improve health outcomes of individuals, systems and populations.

### Master of Arts (M.A.)

The M.A. degree is offered in the following areas:

* Art *with concentrations in*
* Art Education
* Media Studies
* Biology
* Counseling *with concentration in:*
* School Counseling *(Not currently accepting applications.)*
* English
* English *with* *concentrations*  *in*
* Creative Writing
* History
* Justice Studies
* Individualized Master of Arts
* Mathematical Studies *with concentrations in*
* Mathematics
* Mathematics for the Professions
* Psychology

### Master of Arts in Teaching (M.A.T.)

The M.A.T. degree is offered in the following areas:

* Art Education (p. 78)
* Elementary Education (p. 153)
* Music Education (p. 121)
* Secondary Education (p. 165) *with teaching concentrations in*
* Biology *(This program is undergoing redesign and is not accepting applications at this time.)*
* English
* History *(This program is undergoing redesign and is not accepting applications at this time.)*
* Mathematics
* Pedagogy *(This program is undergoing redesign and is not accepting applications at this time.)*
* World Languages Education (p. 174) *with teaching concentrations in*
* French
* Pedagogy *(This program is undergoing redesign and is not accepting applications at this time.)*
* Portuguese
* Spanish

### Master of Education (M.Ed.)

The M.Ed. degree is offered in the following areas:

* Advanced Studies in Teaching and Learning (p. 140)
* Early Childhood Education (p. 146)
* Educational Leadership (p. 148) (Not currently accepting applications.)
* Elementary Education (p. 149) (Not currently accepting applications.)
* Individualized Master of Education (p. 49)
* Health Education (p. 155)
* Reading (p. 158) (Not currently accepting applications.)
* Special Education (p. 167) *with concentrations in*
* Early Childhood—Birth through Grade 2
* Exceptional Learning Needs
* Severe/Profound Intellectual Disabilities (SID)
* Special Education Certification
* Urban Multicultural Special Education
* Teaching English as a Second Language (p. 171)

### Master of Music Education (M.M.Ed.)

The M.M.Ed. degree (p. 121) is offered for persons certified to teach music. However, students seeking initial certification are required to enroll in the Master of Arts in Teaching program (p. 121).

### Master of Professional Accountancy (M.P.Ac.)

The M.P.Ac. degree (p. 179) is offered in professional accountancy, with concentrations in accounting information systems and personal financial planning.

### Master of Science (M.S.)

The M.S. degree is offered in:

* Clinical Mental Health Counseling (p. 185)
* Health Care Administration (p. 185)

The M.S. Health Care Administration degree prepares students for management/leadership positions in health care organizations. These organizations may include healthcare providers, governmental agencies, insurers, or public health organizations. An accelerated program is offered for graduates of the RIC B.S. Health Care Administration program.
 (p. 188)

* Operations Management (p. 188)

### Master of Science in Nursing (M.S.N.)

The M.S.N. degree (p. 192) is designed to prepare expert nurses for advanced practice roles. There are three
specialty concentrations: (1) adult/gerontology acute care (CNS or NP role), (2) nurse anesthesia, and
(3) population/public health.

### Master of Social Work (M.S.W.)

The M.S.W. degree (p. 198) prepares social workers for advanced professional practice in one of two areas of concentration: clinical and macro. The clinical concentration prepares students to work with individuals and families across the lifespan. The macro concentration prepares students for policy practice and leadership roles within organizations.

### Ph.D. in Education Program

The Ph.D. in education (p. 147) is offered jointly by Rhode Island College and the University of Rhode Island. This cooperative program, which draws on the resources of two strong institutions, has been designed for the crucial mission of preparing leaders of effective, research-based educational reform.

### Individualized Graduate Degree Programs

Individualized graduate degrees are offered in the C.A.G.S., M.A., M.Ed. and M.S. programs. Essentially interdisciplinary in nature, these programs provide students with the opportunity to pursue graduate work in areas of specific academic interest or need. These programs may be oriented toward special career preparation or toward unique scholarly pursuits.

Admission standards for all individualized programs are comparable to those of the department or departments involved. All graduate division criteria also apply. Admission is subject to the criteria approved by the Committee on Individualized Graduate Programs which approves all plans of study.

Students who are interested in an individualized graduate program should first consult with the Dean of Graduate Studies to receive advisement and the special forms for application.

## Special Programs - Graduate

### Rhode Island Teacher Education (RITE) Program

Students who hold a baccalaureate degree and who have majored in or completed a substantial amount of coursework in an appropriate academic area (see appropriate academic areas below) may pursue the Secondary Education teaching certificate or for languages the PK-12 World Languages teaching certificate in that area through the RITE program. (This will appear on the transcript as a CUS; Certificate of Undergraduate Study, as the courses taken are undergraduate offerings.) This is *not* a degree program and courses taken in this program *cannot* be used in any graduate degree program at Rhode Island College. This program is designed so that successful applicants can, in most cases, complete the required course work within three consecutive semesters.

Appropriate academic areas are:

|  |  |
| --- | --- |
| • Biology | • Mathematics |
| • Chemistry | • Physics |
| • English | • Portuguese |
| • French | • Social Studies |
| • General Science  | • Spanish |
| • History |   |

**RITE Admission Requirements**

1. A baccalaureate degree with a major equivalent to an undergraduate major at Rhode Island College in an appropriate academic area listed above.

2. A completed application submitted to the dean of the Feinstein School of Education and Human Development, including complete transcripts from a regionally or nationally accredited college or university.

3. A minimum cumulative G.P.A. of 2.75 in all previous undergraduate course work.

4. CORE, ACT or SAT with required score as established by the Rhode Island Department of Education. (This requirement is waived if the G.P.A. in undergraduate course work is a minimum of 3.0)

5. The minimum G.P.A. required in the academic major. Requirements for G.P.A.s in specific majors are available from the Department of Educational Studies.

6. Two Disposition Reference Forms from an instructor of a college course in the applicant’s academic major, or from a professional who can document the applicant’s experience with youth, or from a work supervisor.

7. A Statement of Education Philosophy.

8. A résumé outlining educational and work experience.

9. A personal interview with the RITE program major advisor.

10. A complete plan of study approved by the RITE program advisor, the chair of the Department of Educational Studies and the Feinstein School of Education and Human Development associate dean.

#### RITE Program Requirements

**The RITE program, in addition to any missing required content courses includes:**

CEP 315: Educational Psychology

FNED 346: Schooling in a Democratic Society

SED 406: Instructional Methods, Design, and Technology

SED 407: Instructional Methods, Design, and Literacy (Secondary Education) or

CURR 410: Teaching World Languages in Elementary Education (PK-12 World Languages)

SED 411: Content and Pedagogy in Secondary Education

SED 412: Field Practicum in Secondary Education

SED 421: Student Teaching in the Secondary School

SED 422: Student Teaching Seminar in Secondary Education

SPED 433: Adaptation of Instruction for Inclusive Education

### Credential Review Pathway (CRP)

The Credential Review Pathway is for individuals seeking a re-issue of their Expert Residency Preliminary Certificate, the addition of another certification or renewal of a certificate that is more than five years expired. After a credential review by faculty, the student is either granted certification or required to successfully complete specific graduate courses to obtain certification. The coursework required for certification will vary for each student. For details on how to apply, see: www.ric.edu/feinsteinSchoolEducationHumanDevelopment/Pages/Credential-Review-Pathway.aspx.

This is not a degree program and courses taken in this program may be transferred to graduate degree programs with the permission of the graduate program.

**CRP Eligibility Requirements**

• Bachelor's degree.

• Minimum 3.0 cumulative G.P.A. in a degree program and 3.0 G.P.A. in appropriate content area courses.

• Extensive teaching experience in PK-12 academic settings in the certification area. Extensive teaching experience is a full semester of supervised student teaching in the certification area (recent graduate) or 270+ days of full-time professional teaching or 270+ days of full-time substitute teaching in the certification area.

• April 15 deadline.