Academic Good Standing Policy for Undergraduate Students

All part-time students, whether matriculated or non-matriculated, are subject to the Academic Good Standing Policy of the university. See Academic Good Standing Policy for Undergraduate Students (http://catalog.qu.edu/university-policies/academic-good-standing-policy-undergraduate-students/).

Academic Policies

The detailed academic policies that govern all students are found in the undergraduate Student Handbook (http://catalog.qu.edu/handbooks/undergraduate/), Graduate Student Handbook (http://catalog.qu.edu/handbooks/graduate/) and in the policy section of this catalog (http://catalog.qu.edu/university-policies/). Below are the basic academic policies that govern part-time students.

Placement Tests

To ensure appropriate placement in English courses, all transfer students with only one semester of English transferring in from another school must take the English placement test.

A math placement exam is also required to determine appropriate placement before registering for math courses required in all majors, and a language placement test is required for students continuing in a language from high school.

There is no fee for the placement exams, and arrangements can be made for taking the tests through the appropriate academic department.

Transfer of Credit

Credits for college courses taken at other regionally accredited institutions normally may be transferred if they carry a grade of C or better. Evaluation of University Curriculum transfer credit is completed by the transcript evaluator. Additional credits are reviewed by the school to which the student has transferred. The maximum number of transfer credits that may be accepted by Quinnipiac University is 75 credits. At least one-half of the courses in a major must be taken at Quinnipiac University.

Students enrolled in the online degree-completion programs (https://www.qu.edu/academics/about-our-programs/degree-completion-programs/) should review the program pages on the website for program-specific transfer credit policies. Certain majors may require course completion within a five-year period. Official acceptance of transfer credit is completed upon matriculation.

AP, IB and CLEP Exam Policies

Quinnipiac University participates in the Advanced Placement (AP) program, the International Baccalaureate (IB) program and the College Level Examination Program (CLEP), which provides an opportunity for students to obtain credit through examination (credits are accepted as transfer) for AP, IB and CLEP exams taken prior to matriculation at Quinnipiac. See the Advanced Standing/Credit Policy (https://catalog.qu.edu/general-information/admissions/advanced-standing-placement/) for more information. Quinnipiac University does not accept CLEP credits earned after a student is matriculated.

Military Credit for Prior Learning

Quinnipiac evaluates military training and experience according to the American Council on Education (ACE) standards for recommended college credit. Veterans and service members may be eligible for college credit based on their military experience, coursework, or other training as documented on their Joint Services Transcript (JST)/ Community College of the Air Force (CCAF) transcript. Determination of credit award is based on competencies and approved by school or college
Part-Time Undergraduate Studies

dean's offices. Students must be matriculated at Quinnipiac to earn credit for military experience.

Registration
Course offerings and registration forms are available on the Registrar’s Office website (https://www.qu.edu/one-stop-student-administrative-services/registrar/). Registration is completed by submitting the electronic forms. Currently enrolled students may register via Student Planning within their scheduled window each semester. Students should check course descriptions for any specific prerequisites prior to registering.

Special Programs
Part-Time Admission Procedures
Applications for admission may be obtained from the Quinnipiac website (https://www.qu.edu). The admission requirements for undergraduate applicants listed in this catalog are the same for part-time candidates, with the following exceptions:

a. Applicants who graduated high school more than five years ago or who have successfully completed the equivalent of one year (30 credits) of college study are not required to submit score results for the Scholastic Assessment Test (SAT) of the College Entrance Examination Board (CEEB) or for the American College Testing Program (ACT).

b. Applicants who have earned an associate's degree from a regionally accredited college need not submit high school transcripts.

c. An interview is recommended.

Financial Assistance
Federal Financial Aid Programs
Undergraduate part-time students who have been admitted by Quinnipiac into a degree program and are registered for a minimum of 6 credits each semester are eligible to apply for federal financial aid programs (loans and grants). Visit studentaid.gov (https://studentaid.gov/h/apply-for-aid/fafsa/) to access The Free Application for Federal Student Aid (FAFSA) online. Students taking fewer than 6 credits may be eligible for federal Pell Grants. Contact the Financial Aid office for information and assistance.

Employer Tuition Benefits
Quinnipiac University works with students to make the most of their employer’s educational benefits plan. If your company does not have a formal agreement with Quinnipiac but does offer educational benefits, you can defer two-thirds of your tuition charges. All that is needed is an original employer letter verifying participation in the company tuition reimbursement plan during the semester for which they are registering. At registration, the student pays one-third of the tuition plus fees and signs a promissory note for the tuition balance. The final tuition payments are due five weeks after the last day of the semester, which allows time for tuition reimbursement checks to be issued by the employer. Contact the One Stop office for information.

Payment Plans
Students who do not participate in company tuition reimbursement plans can still set up a tuition payment plan. Plans are offered through TouchNet on an annual semester basis. There is a charge of $75 to enroll. Contact the One Stop office for assistance.

Special Programs
Part-Time Online Courses
Part-time students may be able to complete some requirements more rapidly and shorten the path to their degrees with these options. A limited number of accelerated (seven-week) online courses are offered year-round.

Auditing Courses
Alumni and seniors (65 and older) may audit courses on a space-available basis. The student is responsible for the registration fee and any technology fees. In addition, seniors may take courses for credit, on a space-available basis, by paying the registration fee and any technology fees. Questions should be directed to the Registrar’s Office.

Bachelor’s Degrees
- Bachelor of Arts in Professional Studies (http://catalog.qu.edu/arts-sciences/ba-professional-studies/)
- Bachelor of Science in Health Science Studies (http://catalog.qu.edu/part-time-undergraduate-studies/health-science-studies-bs/)

Bachelor of Arts and Bachelor of Science
Traditional Majors
Part-time students may enroll in the bachelor's degree programs offered by the College of Arts and Sciences, School of Business, School of Communications and School of Computing and Engineering. Part-time students may only enroll in the following bachelor’s degree programs offered by the School of Health Sciences: Biomedical Sciences, Health Science Studies and Medical Microbiology/Immunology. While some evening courses may be available, most degree programs cannot be completed solely through evening work. More information on these programs can be found in the sections for the Schools of Business (http://catalog.qu.edu/business/), Communications (http://catalog.qu.edu/communications/), Computing and Engineering (http://catalog.qu.edu/engineering/), Health Sciences (http://catalog.qu.edu/health-sciences/) and the College of Arts and Sciences (http://catalog.qu.edu/arts-sciences/).

Part-Time Admission Procedures
Adult students starting college for the first time, returning to school after an absence, or considering transferring to the College of Arts and Sciences or the Schools of Business, Communications, Computing and Engineering or Health Sciences should contact the Office of Transfer and Part-Time Admissions at 203-582-8600 for an appointment at any time of the year to discuss the courses or programs offered by Quinnipiac.

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