



333 City Boulevard West, Suite 1810 | Orange, California 92868

Graduate Academic Catalog Addendum

2015 – 2016 Volume 6, Issue 5

Published August 10, 2016

About This Catalog

The following fully replaces the 'About This Catalog' section in the currently posted Argosy University Graduate Academic Catalog:

This catalog contains Argosy University policies, academic program descriptions, and course listings for graduate programs offered by the College of Arts and Counseling, Psychology and Social Sciences, College of Clinical Psychology, College of Education, College of Health Sciences, and Graduate School of Business and Management. The catalog is available to prospective students and the general public on the Argosy University website at <https://www.argosy.edu/admissions/academic-catalog> and provided when requested. This information is organized by section as listed on the left hand navigation menu. To request a pdf version of the catalog, please contact the Admissions Department at your campus of interest.

To choose a different catalog, go to the Change Catalog drop down menu above.

To choose an archived catalog, go to the sections listed on the left hand navigation menu as follows: Archived Catalogs | 2010-2016 and Archived Catalogs | 2004-2010.

Updates to this annual catalog will be published at regular intervals during the course of the 2015-2016 academic year (August 27, 2015 through August 17, 2016) and will be identified by volume and issue number.

Section One, Introduction

The following language is an addition to the current catalog applicable to Argosy University, Inland Empire; Argosy University Los Angeles; Argosy University, Orange County; Argosy University, San Diego; and Argosy University, San Francisco only. It is to appear below the 'Additional Information for California Students' section currently located in the Argosy University Graduate Academic Catalog and is effective during the 2015 – 2016 Academic Year (August 27, 2015 through August 17, 2016).

Classes will be held at the following locations in California.

Argosy University, Inland Empire
3401 Centrelake Drive, Suite 200, Ontario, CA 91716
909.472.0800/866.217.9075

Director of Student Services: 909.472.0646
<http://www.argosy.edu/locations/inland-empire>

Argosy University, Los Angeles
5230 Pacific Concourse Drive, Suite 200, Los Angeles, CA 90045
310.531.9700/866.505.0332
Director of Student Services: 310.531.9681
<http://www.argosy.edu/locations/los-angeles>

Argosy University, Orange County
601 South Lewis Street, Orange CA 92868
714.620.3700/800.716.9598
Director of Student Services: 714.620.3757
<http://www.argosy.edu/locations/los-angeles-orange-county>

Argosy University, San Diego
1615 Murray Canyon Road, Suite 100, San Diego, CA 92108
619.321.3000/866.505.0333
Director of Student Services: 619.321.3083
<http://www.argosy.edu/locations/san-diego>

Argosy University, San Francisco Bay Area
1005 Atlantic Avenue, Alameda, CA 94501
510.217.4700/866.215.2777
Director of Student Services: 510.217.4872
<http://www.argosy.edu/locations/san-francisco>

Argosy University, San Diego
Military Coast Guard, Off-Campus Location
1001 South Seaside Avenue, Building 3, San Pedro, CA 90731

All California campuses consist of lecture rooms, computer labs, a learning resource center, staff and administrative offices, student lounge with vending machines and restrooms. Equipment, software, and materials used for instruction include, but are not limited to: computers, projectors, printers, wireless access, QSR Nvivo, IBM SPSS, Adobe Acrobat XI Pro, textbooks and digital textbooks, and Microsoft Office 2013 suite programs including Word, PowerPoint, Excel, Publisher, Project, and Access. Software available only to students in the Doctor of Psychology programs includes, but is not limited to, the following: MMPI-2, PAI, R-PAS, MCMI-III and WIAT.

Housing

Argosy University is not responsible in assisting students in finding housing. Local housing near the California campuses are listed below. Argosy University does not endorse any apartment listed below and costs are estimates. Argosy University is not made aware of any pricing changes regarding the housing costs represented below.

Argosy University, Inland Empire

Waterbrook Apartments
10400 Arrow Route
Rancho Cucamonga, CA 91730
888-670-7927
1-Bedroom \$1,204 - \$1,656

Terra Vista Apartments
10935 Terra Vista Parkway
Rancho Cucamonga, CA 91730
844-743-4163
1-Bedroom \$1,232 - \$1,438

Village on the Green Apartments
9400 Fairway View Place
Rancho Cucamonga, CA 91730
844-391-4652
1-Bedroom \$1,250 - \$1,450

Argosy University, Los Angeles

Pacific Place Apartments
5211 Pacific Concourse Drive
Los Angeles, CA 90045
1-Studio \$2,020
1-Bedroom \$2070

Apartment Living
1370 Lemoli Ave
Hawthorne, CA 90250
1-Studio \$925
1-Bedroom \$1,125

Apartments for Rent
717 Olympic
Los Angeles, Ca 90015
1-Bedroom \$1,500

Avaire South Bay Apartment
11622 Aviation Blvd.
Inglewood, CA 90304

1-Bedroom \$1,750

Argosy University, Orange County

Windsor at Main Place Apartments

1235 Town and County

Orange, CA

1-Bedroom \$1,785

Beach Creek Resort Apartments

Garden Grove, CA

1-Bedroom-\$1,455-\$1,810

Twin Oaks & Los Robles Apartments

Orange, CA

1-Bedroom \$ 1,375-\$1,675

Ridgewood Village Apartments

Orange, CA

1-Bedroom \$2,080

Argosy University, San Diego

Bella Posta Apartments

10343 San Diego Mission Road

San Diego, CA 92108

619-735-7986

1-Bedroom \$1,500

The Marquis at Hillcrest Apartments

1751 University Ave.

San Diego, CA 92103

619-299-7727

1-Studio Bedroom \$1,300

Mariposa Apartments

604 W. Richmar Ave.

San Diego, CA 92069

760-536-5523

1-Studio Bedroom \$1,445

Argosy University, San Francisco Bay Area

Marina View Towers Apartments

1100 Pacific Marina

Alameda, CA 94501

510-521-3600

1-Studio Bedroom \$1,500

Alameda Park Apartments

547 Buena Vista Ave.

Alameda, CA 94501

510-814-1040

1-Studio Bedroom \$1,500 - \$4,586

Park Central Apartments

773 Esterbrook Ct.

Alameda, CA 94501

510-865-0972

1-Studio Bedroom \$1,500 - \$4,586

Schedule of Charges

Not all programs are available at all campuses. See the catalog for program availability at each campus.

| Program of Study | Credit Hours | Program Length (Semester) | Tuition per Credit Hour | Technology Fee ¹ | Digital Textbooks ² | Activity Fee ³ | Graduation Fee ³ | Non Refundable ⁵ | STRF | Other Fees | Tuition Only | Approx. Tuition & Fees per Program |
|--|--------------|---------------------------|-------------------------|-----------------------------|--------------------------------|---------------------------|-----------------------------|-----------------------------|------|------------|--------------|------------------------------------|
| Associate of Arts (AA) | | | | | | | | | | | | |
| Psychology Available at all Campuses | 60 | 5 | \$556 | \$0 | \$300 | \$24 | \$175 | | \$0 | | \$33,360 | \$33,859 |
| Associate of Science (AS) | | | | | | | | | | | | |
| Business Administration Available at all Campuses | 60 | 5 | \$556 | \$0 | \$300 | \$24 | \$175 | | \$0 | | \$33,360 | \$33,859 |
| Information Technology Available at all Campuses | 60 | 5 | \$556 | \$0 | \$300 | \$24 | \$175 | | \$0 | | \$33,360 | \$33,859 |
| Bachelor of Arts (BA) | | | | | | | | | | | | |
| Liberal Arts Available at all Campuses | 120 | 10 | \$556 | \$0 | \$600 | \$48 | \$175 | | \$0 | | \$66,720 | \$67,543 |
| Psychology Available at all Campuses | 120 | 10 | \$556 | \$0 | \$600 | \$48 | \$175 | | \$0 | | \$66,720 | \$67,543 |
| Bachelor of Science (BS) | | | | | | | | | | | | |
| Business Administration Available at all campuses | 120 | 10 | \$556 | \$0 | \$600 | \$48 | \$175 | | \$0 | | \$66,720 | \$67,543 |
| Criminal Justice Available at all campuses | 120 | 10 | \$556 | \$0 | \$600 | \$48 | \$175 | | \$0 | | \$66,720 | \$67,543 |
| Information Technology Available at all campuses | 120 | 10 | \$556 | \$0 | \$600 | \$48 | \$175 | | \$0 | | \$66,720 | \$67,543 |
| Doctor of Business Administration (DBA) | | | | | | | | | | | | |
| Business Administration ⁸ Available at all campuses | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$1,800 | \$59,700 | \$64,575 |
| Doctor of Education (EdD) | | | | | | | | | | | | |
| Counseling Psychology ^{8,9} Available at Inland Empire, Los Angeles, Orange County & San Diego | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$2,795 | \$59,700 | \$65,570 |
| Higher & Postsecondary Education ⁸ Available at Inland Empire, Los Angeles, Orange County & San Francisco Bay Area | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$1,800 | \$59,700 | \$64,575 |
| Initial Educational Administration ⁸ Available at Los Angeles, Orange County & San Francisco Bay Area | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$1,800 | \$59,700 | \$64,575 |
| Organizational Leadership ⁸ Available at all campuses | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$1,800 | \$59,700 | \$64,575 |
| Pastoral Community Counseling ^{8,9} Available at San Francisco Bay Area | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$2,795 | \$59,700 | \$65,570 |
| Teaching & Learning ⁸ Available at Inland Empire, Los Angeles, & San Francisco Bay Area | 60 | 10 | \$995 | \$900 | \$1,900 | \$100 | \$175 | | \$0 | \$1,800 | \$59,700 | \$64,575 |
| Doctor of Psychology (PsyD) | | | | | | | | | | | | |
| Clinical Psychology ^{6,9} Available at Orange County & San Francisco Bay Area | 98 | 15 | \$1,162 | \$1,470 | \$3,135 | \$125 | \$175 | \$50 | \$0 | \$2,444 | \$113,876 | \$143,275 |
| Education Specialist (EdS) | | | | | | | | | | | | |
| Initial Education Administration Available at Los Angeles | 30 | 5 | \$995 | \$450 | \$950 | \$50 | \$175 | | \$0 | | \$29,850 | \$31,475 |
| Master of Arts (MA) | | | | | | | | | | | | |
| Clinical Mental Health Counseling ⁹ Available at San Francisco Bay Area | 60 | 12 | \$750 | \$900 | \$1,700 | \$100 | \$175 | | \$0 | \$750 | \$45,000 | \$47,875 |
| Clinical Psychology ^{6,9} Available at Orange County & San Francisco Bay Area | 51 | 9 | \$1,162 | \$765 | \$1,455 | \$50 | \$175 | \$50 | \$0 | \$2,444 | \$59,262 | \$64,201 |
| Counseling Psychology ⁹ Available at Inland Empire, Los Angeles, Orange County & San Diego | 60 | 12 | \$750 | \$900 | \$1,700 | \$100 | \$175 | | \$0 | \$750 | \$45,000 | \$48,625 |
| Forensic Psychology Available at all campuses | 36 | 4 | \$750 | \$540 | \$1,020 | \$50 | \$175 | | \$0 | | \$27,000 | \$28,785 |
| Industrial Organizational Psychology Available at Inland Empire & San Francisco Bay Area | 36 | 6 | \$750 | \$540 | \$1,020 | \$50 | \$175 | | \$0 | | \$27,000 | \$28,785 |
| Sport-Exercise Psychology ⁹ Available at Inland Empire, Orange County, & San Francisco Bay Area | 30 | 5 | \$750 | \$450 | \$850 | \$50 | \$175 | | \$0 | \$750 | \$22,500 | \$24,775 |
| Master of Arts in Education (MAEd) | | | | | | | | | | | | |
| Educational Administration Available at Inland Empire, Los Angeles, & San Francisco Bay Area | 30 | 6 | \$564 | \$450 | \$850 | \$50 | \$175 | | \$0 | | \$16,920 | \$18,445 |
| Master of Business Administration (MBA) | | | | | | | | | | | | |
| Business Administration Available at all campuses | 30 | 4 | \$775 | \$450 | \$850 | \$50 | \$175 | | \$0 | | \$23,250 | \$24,775 |

| Program of Study | Credit Hours | Program Length (Semester) | Tuition per Credit Hour | Technology Fee ¹ | Digital Textbooks ² | Activity Fee ³ | Graduation Fee ³ | Non Refundable ⁵ | STRF | Other Fees | Tuition Only | Approx. Tuition & Fees per Program |
|---|--------------|---------------------------|-------------------------|-----------------------------|--------------------------------|---------------------------|-----------------------------|-----------------------------|------|------------|--------------|------------------------------------|
| Master of Science (MS) | | | | | | | | | | | | |
| Health Services Management Available at San Francisco Bay Area | 45 | 8 | \$731 | \$675 | \$1,275 | \$75 | \$175 | | \$0 | | \$32,895 | \$35,095 |
| Human Resource Management Available at all campuses | 30 | 5 | \$775 | \$450 | \$850 | \$50 | \$175 | | \$0 | | \$23,250 | \$24,775 |
| Human Services Available at all campuses | 36 | 6 | \$750 | \$540 | \$1,020 | \$50 | \$175 | | \$0 | | \$27,000 | \$28,785 |
| Management Available at all campuses | 30 | 5 | \$775 | \$450 | \$850 | \$50 | \$175 | | \$0 | | \$23,250 | \$24,775 |
| Organizational Leadership Available at all campuses | 30 | 5 | \$775 | \$450 | \$850 | \$50 | \$175 | | \$0 | | \$23,250 | \$24,775 |
| Master of Science (MS) | | | | | | | | | | | | |
| Public Health ⁷ Available at all campuses | 45 | 8 | \$731 | \$675 | \$1,275 | \$75 | \$175 | | \$0 | \$20 | \$32,895 | \$35,115 |

Average Cost of attendance per semester

Not all fees are applied each semester which will result in some fluctuation in cost. The number of credits indicated is based on full time status. Each student's cost structure may vary depending on the number of credits taken per semester.

| Program of Study | Credit Hours | Program Length (Semester) | Tuition per Credit Hour | Technology Fee ¹ | Digital Textbooks ² | Activity Fee ³ | Graduation Fee ³ | Non Refundable ⁵ | STRF | Other Fees | Tuition Only | Approx. Tuition & Fees per Semester |
|---|--------------|---------------------------|-------------------------|-----------------------------|--------------------------------|---------------------------|-----------------------------|-----------------------------|------|------------|--------------|-------------------------------------|
| Associate and Bachelor Degree Programs | | | | | | | | | | | | |
| All AA, AS, BA, and BS degree programs | 12 | 1 | \$556 | \$0 | \$60 | \$12 | | | | | \$6,672 | \$6,744 |
| Doctor of Business Administration (DBA) | | | | | | | | | | | | |
| Business Administration ⁸ | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | | \$5,970 | \$6,275 |
| Doctor of Education (EdD) | | | | | | | | | | | | |
| Counseling Psychology ^{8,9} | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | \$995 | \$5,970 | \$7,270 |
| Higher & Postsecondary Education ⁸ | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | | \$5,970 | \$6,275 |
| Initial Educational Administration ⁸ | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | | \$5,970 | \$6,275 |
| Organizational Leadership ⁸ | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | | \$5,970 | \$6,275 |
| Pastoral Community Counseling ^{8,9} | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | \$995 | \$5,970 | \$7,270 |
| Teaching & Learning ⁸ | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | | \$5,970 | \$6,275 |
| Doctor of Psychology (PsyD) | | | | | | | | | | | | |
| Clinical Psychology ^{6,9} | 7 | 1 | \$1,162 | \$105 | \$209 | \$25 | | \$50 | \$0 | \$1,162 | \$8,134 | \$9,685 |
| Education Specialist (EdS) | | | | | | | | | | | | |
| Initial Education Administration | 6 | 1 | \$995 | \$90 | \$190 | \$25 | | | \$0 | | \$5,970 | \$6,275 |
| Master of Arts (MA) | | | | | | | | | | | | |
| Clinical Mental Health Counseling ⁹ | 5 | 1 | \$750 | \$75 | \$142 | \$25 | | | \$0 | \$750 | \$3,750 | \$4,742 |
| Clinical Psychology ^{6,9} | 6 | 1 | \$1,162 | \$90 | \$162 | \$25 | | \$50 | \$0 | \$1,162 | \$6,972 | \$8,461 |
| Counseling Psychology ⁹ | 5 | 1 | \$750 | \$75 | \$142 | \$25 | | | \$0 | \$750 | \$3,750 | \$4,742 |
| Forensic Psychology | 9 | 1 | \$750 | \$135 | \$255 | \$25 | | | \$0 | | \$6,750 | \$7,165 |
| Industrial Organizational Psychology | 6 | 1 | \$750 | \$90 | \$255 | \$25 | | | \$0 | | \$4,500 | \$4,870 |
| Sport-Exercise Psychology ⁹ | 6 | 1 | \$750 | \$90 | \$170 | \$25 | | | \$0 | \$750 | \$4,500 | \$5,535 |
| Master of Arts in Education (MAEd) | | | | | | | | | | | | |
| Educational Administration | 5 | 1 | \$564 | \$75 | \$142 | \$25 | | | \$0 | | \$2,820 | \$3,062 |
| Master of Business Administration (MBA) | | | | | | | | | | | | |
| Business Administration | 8 | 1 | \$775 | \$120 | \$212 | \$25 | | | \$0 | | \$6,200 | \$6,557 |
| Master of Science (MS) | | | | | | | | | | | | |
| Health Services Management | 6 | 1 | \$731 | \$90 | \$160 | \$25 | | | \$0 | | \$4,386 | \$4,661 |
| Human Resource Management | 6 | 1 | \$775 | \$90 | \$170 | \$25 | | | \$0 | | \$4,650 | \$4,935 |
| Human Services | 6 | 1 | \$750 | \$90 | \$170 | \$25 | | | \$0 | | \$4,500 | \$4,785 |
| Management | 6 | 1 | \$775 | \$90 | \$170 | \$25 | | | \$0 | | \$4,650 | \$4,935 |
| Organizational Leadership | 6 | 1 | \$775 | \$90 | \$170 | \$25 | | | \$0 | | \$4,650 | \$4,935 |
| Master of Science (MS) | | | | | | | | | | | | |
| Public Health ⁷ | 6 | 1 | \$731 | \$90 | \$160 | \$25 | | | \$0 | \$20 | \$4,386 | \$4,681 |

Please visit our [Student Consumer Information](#) page to find the average time to completion for continuously enrolled students for each credential level offered. This data is available at the average credit load, full time, or at full load. Changing programs, taking remedial courses, taking time off from coursework, registering for fewer hours or unsuccessful attempts at course

completion will increase the total length of the program and overall cost of education from what is disclosed. Transfer credits awarded toward your program will likely decrease the overall length and cost of education.

¹Technology Fee: \$15.00 per credit hour.

²Not all courses include a Digital Textbook. Courses that include a Digital Textbook will be noted in the registration material and the Digital Textbook will be charged in addition to tuition unless the student chooses to opt out. The Digital Textbook costs are \$15.00 per course (undergraduate), \$85.00 per course (Master's) and \$95.00 per course (doctoral). Students that do not opt out will not need to purchase textbooks for courses using a Digital Textbook. The purchase of the Digital Textbook is not refundable. Students that do opt out will be issued a credit to the student account for the cost of the book and will be responsible for purchasing the required textbook. If a course does not use a Digital Textbook, the student is responsible for purchasing the required textbook.

³Based on the current credit hour rate. Total cost will increase per credit hour tuition, applicable fee and other cost increase. Estimated Total Cost includes a non-refundable \$50.00 Application Fee for students applying to the college of Clinical Psychology only (must be submitted with admissions application), Graduation Fee of \$175.00 (charged one time at the end of the program), a Student Activity Fee of \$25/ Graduate student and \$12/Undergraduate student (charged each academic year and assessed in the Fall Semester), and program specified fees.

I understand that total program cost may be impacted by approved transfer credits or needed prerequisite coursework. Any changes to tuition and fees will be published to students as they are made. Please refer to Academic Catalog Tuition and Fee Schedule for residency cancellation fees and penalties.

⁴Approximate tuition and fees is based on the current credit hour rate. Total cost will increase with each per credit hour tuition increase.

⁵*Non-Refundable Fees: A \$50 application fee must be submitted with the admissions application for any program within the College of Clinical Psychology.* There is a non-refundable \$200 tuition deposit for all programs only if the student cancels after the cancellation period or withdraws. This \$200 fee is therefore not included in the Approximate Tuition & Fees per Program column in the table above.

⁶Programs include \$1,162 Clinical Psychology Retreat/Internship, \$100 Testing Kit, and \$20.00 Professional Liability Insurance fees.

⁷Program includes \$20.00 Professional Liability Insurance Fee

⁸Residency fees for the doctoral programs are inclusive of Residency I and Residency II billed at \$900 each, for students taking the online Residency courses only.

⁹ This program includes a Professionalization Group Fee as identified below:

- Doctor of Education in Counseling Psychology \$995
- Doctor of Education in Pastoral Community Counseling \$995
- Doctor of Psychology in Clinical Psychology \$1,162
- Master of Arts in Clinical Mental Health Counseling \$750
- Master of Arts in Clinical Psychology \$1,162
- Master of Arts in Counseling Psychology \$750
- Master of Arts in Sport-Exercise Psychology \$750

There is a non-refundable \$200 tuition deposit for all programs if the student cancels after the cancellation period or withdraws.

The current STRF charge is \$0.00

The STRF rate is subject to change based upon the balance in the STRF account. Statute requires the Bureau begin collecting if the balance falls below \$20 million (\$20,000,000.00) and caps the account at \$25 million (\$25,000,000.00). Please see the office of admissions for questions regarding the assessment of the STRF fee. Because this institution participates in the STRF, students who are otherwise eligible are protected by STRF regardless of whether the fee is assessed. STRF fees are currently a one-time non-refundable charge of \$0 per \$1,000 of institutional charges, rounded to the nearest thousand dollars, but this amount is subject to change. You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applied to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:

1. You are not a California resident, or are not enrolled in a residency program, or
2. Your total charges are paid by a third-party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in residency programs attending certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or this Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Student Record Retention

Argosy University retains student records to satisfy its obligations to students, employees and legal authorities for six years. Transcripts are maintained permanently.

Distance Education Grading

California students taking a course online can expect assignments to be returned within 72 hours following the due date.

State Licensing

The following fully replaces the state licensing statement for the California Bureau for Private Postsecondary Education found in the State Licensing section of the Argosy University Graduate Academic Catalog:

Argosy University, Orange County, Argosy University, Inland Empire, Argosy University, Los Angeles, Argosy University, San Diego, Argosy University, San Francisco Bay Area, is a private institution and has been granted approval to operate by the California Bureau for Private Postsecondary Education. Approval to operate means compliance with state standards as set forth in the California Private Postsecondary Act of 2009. (Bureau for Private Postsecondary Education 2535 Capitol Oaks Drive, Suite 400 Sacramento CA 95834, www.bppe.ca.gov, 1.916.574.8200, Toll-free phone: 1.888.370.7589).

Programmatic Licensure Information

The following is an addition to the Programmatic Accreditation section of the currently posted Argosy University Graduate Academic Catalog:

Argosy University, San Francisco Bay Area: MA Clinical Mental Health Counseling

Graduates of the MA in Clinical Mental Health Counseling degree program are eligible to pursue licensures as Licensed Professional Clinical Counselors (LPCC). The degree program is designed to meet the requirement of Business and Professions Code Sections 4999.32 and 4999.33. Upon completion of educational requirements, two years of post-master's supervised practice is required for licensure as an LPCC. For more information and application materials related to LPCC licensure, please contact: The Board of Behavioral Sciences, 1625 N. Market Blvd, #S200, Sacramento, CA 95234, www.bbs.ca.gov.

The following sentence is being added as the first sentence of the Jury Waiver and Agreement to Binding, Individual Arbitration policy found in [Section Two, Institutional Policies](#).

This policy does not apply to California students.

Student Compliant Procedures

The information that follows is in addition to the information found in [Section Four, Student Rights and Responsibilities](#).

A California student does not need to exhaust the institution's complaint and appeal procedures prior to contacting BPPE.

The following policy fully replaces the Refund Policy currently found in Section Six, Financial Policies and Assistance, found in the currently posted Argosy University Graduate Academic Catalog.

Argosy University Refund Policies

Initial Period of Enrollment and Cancellation Refund Policy for First-Time Undergraduate Students Enrolled On-Ground

For purposes of this Initial Period of Enrollment Policy, a first-time undergraduate student is defined as a student who is not currently enrolled, is not a prior graduate from an undergraduate program, and does not have a prior enrollment in a withdrawn or dismissal status.

For students in graduate programs and undergraduate students who have previously attended, please see the Refund Policies section of the enrollment agreement and catalog.

Argosy University provides all new applicants seeking a first-time enrollment in any on-ground undergraduate program of study, including hybrid programs, an Initial Period of Enrollment. The Initial Period of Enrollment allows first-time undergraduate students the ability to begin classes as a non-regular student, without any financial penalty, to determine if our school and educational program are right for the student. Students who enroll may cancel their enrollment prior to the start of the term or within seven (7) calendar days following the first day of the student's first scheduled class, whichever is later (referred to as the "Initial Period").

The chart below illustrates the days in the Initial Period for a non-regular student:

| Class Days | Initial Period Days | Number of Calendar Days in Initial Period |
|--|---------------------------------------|---|
| April 28 th = 1 st Scheduled Class | | 1 |
| April 29 th | 1 st Day of Initial Period | 2 |
| April 30 th | 2 | 3 |
| May 1 st | 3 | 4 |
| May 2 nd | 4 | 5 |

| | | |
|---------------------|---|---|
| May 3 rd | 5 | 6 |
| May 4 th | 6 | 7 |
| May 5 th | 7 th = Last Day of Initial Period | 8 |
| May 6 th | Initial period over – student is eligible to be reviewed for full admission | 9 |

A first-time undergraduate student who notifies the school of the intent to withdraw in person or in writing, or simply stops attending and does not attend classes past the seventh (7th) calendar day following the student's first day of the term or first scheduled class, whichever is later, will be considered a cancellation. The school will refund any monies paid on the student's behalf and will remove any charges from the student's account. All refunds will be made within thirty (30) calendar days of the date of the cancellation.

During a first-time student's Initial Period of Enrollment in an undergraduate program, the student is considered a non-regular student for federal student aid purposes and is not eligible to receive federal, state or any other types of aid during this period.

Please note, a first-time undergraduate student who is receiving military educational benefits may incur a debt with the benefit provider for educational benefits paid if the student cancels within the seventh (7th) calendar day following the student's first scheduled class or does not meet the requirements for admission to the school.

Students who complete the Initial Period of Enrollment will be reviewed for full admission into the school as a regular student on the ninth (9th) respective calendar day (the day after the first calendar day plus seven (7) calendar days). Students are required to meet all school admission requirements and any additional programmatic admission requirements that apply to the student's program of study. Students completing the Initial Period of Enrollment who continue in the educational program will be subject to all student policies back to the first day of the student's first term or first scheduled class day, whichever is later, including the withdrawal, refund and Return to Title IV policy should the student cease attending at a later date.

In order to qualify for aid, students must be a regular student and meet all federal, state, or other types of aid eligibility requirements. Cancellation Refund Policy Student Examples for On-Ground Students:

Example 1:

- 1 Student's first scheduled class is January 5th.
- 2 Student ceases to attend and his or her last date of attendance is January 9th (the 4th day).
- 3 Student would no longer be enrolled and would not be eligible for any Title IV, state aid and other aid program funding nor would the student be charged tuition or fees for any portion of his or her Initial Period or for the term.

- 4 Students receiving military educational benefits may incur a debt with the benefit provider for educational benefits paid.

Example 2:

- 1 Student's first scheduled class is January 5th.
- 2 Student remains enrolled and attends class through January 14 (the 9th day), then ceases enrollment and attendance.
- 3 Student would be charged for the full class amount and his or her refund, if any, would be calculated based on withdrawal on day ten (10) of the class.
- 4 Student would be eligible for Title IV, veteran's benefits, state aid, and other aid programs, if all other conditions are met for admission and aid eligibility, since he or she became a regular student after January 11th (the 7th day).
- 5 Students receiving military educational benefits may incur a debt with the benefit provider for educational benefits paid.

Initial Period of Enrollment and Cancellation Refund Policy for First-Time Undergraduate Students Enrolled in Fully-Online Programs

A first-time undergraduate student is a student who has not previously attended the school in an undergraduate program. A first-time undergraduate student is defined as a student who is not currently enrolled, is not a prior graduate from an undergraduate program, and does not have a prior enrollment in a withdrawn or dismissal status.

For students in graduate programs and undergraduate students who have previously attended, please see the Refund Policies section of the enrollment agreement and catalog.

Argosy University provides all new applicants seeking a first-time enrollment in any fully online undergraduate program of study, an Initial Period of Enrollment. The Initial Period of Enrollment allows first-time undergraduate students the ability to begin classes as a non-regular student, without any financial penalty, to determine if our school and educational program is right for the student. Students who enroll may cancel their enrollment prior to beginning classes or within twenty-one (21) calendar days following the first day of the student's first term.

A first-time undergraduate student who notifies the school in person, in writing, or simply stops attending and does not attend classes past the twenty-first (21st) calendar day following the first day of the term will be considered a cancellation. The school will refund any monies paid on the student's behalf and will remove any charges from the student's account. All refunds will be made within thirty (30) calendar days of the cancellation.

The chart below illustrates the days in the Initial Period for a non-regular student:

| Class Days | Initial Period Days | Number of Calendar Days in Initial Period |
|--|---------------------|---|
| April 28 th = 1 st Scheduled Class | | 1 |

| | | |
|-----------------------------|---|----------------------------|
| April 29 th | 1 st Day of Initial Period | 2 |
| April 30 th | 2 | 3 |
| May 1 – May 7th | 3, 4, 5, 6, 7, 8, 9 | 4, 5, 6, 7, 8, 9, 10 |
| May 8 – 15th | 10, 11, 12, 13, 14, 15, 16 | 11, 12, 13, 14, 15, 16, 17 |
| May 16 th – 19th | 17, 18, 19, 20 | 18, 19, 20, 21 |
| May 20th | 21st = Last Day of the Initial Period | 22 |
| May 21 st | Initial period over – student is eligible to be reviewed for full admission | 23 |

During a first-time student's Initial Period of Enrollment in an undergraduate program, the student is considered a non-regular student for federal student aid purposes and is not eligible to receive federal, state or any other types of aid during this period.

Please note, a first-time undergraduate student who is receiving military educational benefits may incur a debt with the benefit provider for educational benefits paid if the student cancels within the twenty-first (21st) calendar days following the first day of the first term (22nd day), or does not meet the admission requirements to the school.

Students who complete the Initial Period of Enrollment will be reviewed for full admission into the school as a regular student on the twenty-third (23rd) respective calendar day (the day after the first day of the term plus twenty-one (21) calendar days). Students are required to meet all school admission requirements and any additional programmatic admission requirements that apply to the student's program of study. Students completing the Initial Period of Enrollment who continue in the educational program will be subject to all student policies back to the first day of the student's first term, including withdrawal, refund and Return to Title IV policy should the student cease attending at a later date.

Cancellation Refund Policy Student Examples for Fully Online Programs:

Example 1:

- 1 The term begins on January 5th.
- 2 Student ceases to attend and his or her last date of attendance is January 24th (the 19th day).
- 3 Student would no longer be enrolled and would not be eligible for any Title IV, veteran's benefits, state aid and other aid program funding nor would the student be charged for any portion of his or her tuition or fees for the Initial Period or for the term.
- 4 Students receiving military educational benefits may incur a debt with the benefit provider for educational benefits paid.

Example 2:

- 1 The term begins on January 5th.
- 2 Student remains enrolled and attends class through January 28 (the 23rd day) then ceases enrollment and attendance.
- 3 Student would be charged for the full class amount and his or her refund, if any, would be calculated based on withdrawal on day twenty-four (24) of the term.
- 4 Student would be eligible for Title IV, veteran's benefits, state aid and other aid program, if all other conditions are met for admission, since he or she became a regular student after January 25th (the 21st day).
- 5 Students receiving military educational benefits may incur a debt with the benefit provider for educational benefits paid.

Institutional Refund Policy

The Institutional Refund Policy applies to students who drop all courses in a semester, whether through providing notification to the University or ceasing attendance without notification. Exceptions to this policy are students who are enrolled in programs offered at campuses located in California, Georgia and Virginia, Wisconsin residents enrolled at the Minnesota campus, as well as students who are residents of Georgia, Iowa, Maryland, New Mexico and Wisconsin who are enrolled in programs offered by Argosy University Online Programs. Students dropping all courses in a semester are considered withdrawn for refund purposes. **All students will be subject to the institutional refund policy. Students who receive Federal student aid** are subject to the Return of Title IV Funds Policy.

Fees will be refunded according to the refund percentage shown in the tables below. If a student is enrolled in course(s) across the entire semester, the evaluation period for the refund percentage will be the entire fifteen (15)-week semester. If a student is only enrolled in course(s) in one seven and one-half (7.5)-week session during the semester due to an approved reason for exception to the continuous enrollment policy, the evaluation period will be for that session of instructional time. For students registering in the second or third starts in a semester of a five (5)-week session program, the evaluation period is over their first three sessions of the student's enrollment. Because the evaluation period is over the entire period in which a student registers, the one hundred (100) percent refund is only applicable in the first session of enrollment.

Tuition deposits are non-refundable for students who fail to matriculate in their designated program of study. Refunds are made within thirty (30) calendar days of the date of determination.

Refund Policy after Class Start

If a student has not attended sixty (60) percent of the academic term, the school shall not retain or be entitled to payment for a percentage of any tuition and fees or other educational costs for a session that was scheduled to be taken during the relevant academic term but was not attended because the student withdrew from school prior to the commencement of the session. For example, if a student is enrolled for multiple sessions within the term but withdraws completely from school prior to the start of a subsequent session within the academic term, the adjustment of charges based on the student's last date of attendance will be applied to the applicable period of attended session(s) using the session(s) charges and the start date of the first attended session through the end date of the last attended session within the academic term. Charges for the unattended session(s) after the student's last date of attendance within the academic term will be reversed for the Institutional Refund Policy, or State Refund Policy, where applicable. The reversal of applicable charges will be completed after the Return of Title IV Policy. For the Return of Title IV, the evaluation period and term charges include the entire period in which the student registered.

If a student has attended sixty (60) percent of the academic term, the evaluation period and academic term charges include the entire period in which the student registered. The Institutional Refund Policy, or State Refund Policy, where applicable, shall be applied based on the student's last date of attendance in the academic term using the academic term charges, **aid disbursed during the academic term**, and the start date of the first session through the end date of the last session within the academic term. For the Return of Title IV, the evaluation period and academic term charges include the entire period in which the student registered.

Campus-Based Programs:

| If Student Withdraws from the Institution: | Refund Percentage |
|---|-------------------|
| On or before the applicable Attendance Confirmation date of the first session of enrollment or instructional time | 100% |
| Between the day after the applicable Attendance Confirmation date and 25% of the semester or instructional time | 75% |
| Between the end of the first 25% and 50% of the semester or instructional time | 50% |
| Between the end of the first 50% and 60% of the semester or instructional time | 25% |

| | |
|---|----|
| After the first 60% of the semester or instructional time | 0% |
|---|----|

Argosy University Online Programs:

If a Student Withdraws from a Course Refund Percentage:

5-Week Course:

| | |
|-----------------------------------|-----|
| After attending during Week One | 75% |
| After attending during Week Two | 50% |
| After attending during Week Three | 0% |

7.5-Week Course:

| | |
|-----------------------------------|-----|
| After attending during Week One | 75% |
| After attending during Week Two | 50% |
| After attending during Week Three | 25% |
| After attending during Week Four | 0% |

15-Week Course:

| | |
|---|-----|
| After attending during Weeks One and Two | 75% |
| After attending during Weeks Three and Four | 50% |
| After attending during Weeks Five and Six | 25% |
| After attending during Week Seven | 0% |

State Refund Policies

The following state policies apply the day after the applicable add/drop date for the term.

California State Refund Policy

Campus-Based Programs:

California students are entitled to a full refund of all monies paid, if the student withdraws from their program of study under any of the following circumstances:

- before starting classes;
- after attending only one day in their program of study; or
- within seven calendar days after enrolling in their program of study, whichever is later.

All refunds shall be returned to students within forty-five (45) calendar days of cancellation.

If a student withdraws *after* the cancellation period described above *and on or before* the applicable Attendance Confirmation date of the first session of enrollment in the semester or instructional time, the student is entitled to a full refund of all monies paid, less a two hundred (200) dollar tuition deposit for applicable programs.

If a student withdraws *after* the cancellation period described above *and after* the applicable Attendance Confirmation date of the first session of enrollment in the semester or instructional time, the institution shall **perform a pro-rata calculation including all monies paid and all** tuition and fees for the enrollment period, less a two hundred (200) dollar tuition deposit for applicable programs, for a student who fails to matriculate in his or her designated program of study. The proration is based upon the number of days the student attends during the enrollment period of withdrawal as follows: A daily tuition and fee charge is calculated by dividing the institutional charges for the enrollment period by the number of days the student is registered to attend in the enrollment period. This daily charge for the program is then multiplied by the number of days the student attended (start of the enrollment period to the last day of the student's attendance) during this withdrawal enrollment period. This proration will be calculated up to and including the sixty (60) percent point of the enrollment period. There shall be no refund available to the student if the student withdraws after completing more than sixty (60) percent of the enrollment period. After the proration is calculated, **the school will return all necessary monies as outlined in the refund distribution**. If tuition and fees are still due, the student will be billed for the balance. If the student has a **refund or** credit balance, payment is expected to be made within forty-five (45) calendar days of the student's completion of, or withdrawal from, the program in which the student was enrolled.

The school will make every effort to refund prepaid amounts for books, supplies and other charges unless the student has consumed or used those items and they can no longer be used or sold to new students, or returned by the school to the supplier.

California Single Course Refund:

Students enrolled in a single course may drop their course through the Attendance Confirmation date without penalty. For 15-week and 7.5-week courses, the Attendance Confirmation period is the first eight (8) days of the session start date and for 5-week courses the Attendance Confirmation period is the first five (5) days of the session start date. Students dropping their course after the Attendance Confirmation period will be charged for the course. Students officially dropping all courses in a semester are considered withdrawn for refund purposes and are subject to the California State Refund Policy as described above. Students who are only taking a single course during the enrollment period and withdraw from that single course must provide official notification to the Student Services Department by completing an Add/Drop Form. The institution will calculate a pro-rata refund up to and including the sixty percent (60%) point of the course.

Add/Drop Policy – All States and All Programs:

Campus-Based Programs:

Students enrolled in a program of study may add or drop courses within the semester through the Attendance Confirmation date without penalty. For 15-week and 7.5-week courses, the Attendance Confirmation period is the first eight (8) days of the session start date and for 5-week courses the Attendance Confirmation period is the first five (5) days of the session start date. Students dropping a course after the Attendance Confirmation period will be charged for the course. Students dropping a course must provide official notification to the Student Services Department by completing an Add/Drop Form. Students dropping all courses in a semester or ceasing attendance in accordance with the University's attendance policy are considered withdrawn for refund purposes and are subject to the Institutional Refund Policy as published in this Academic Catalog. If a student drops a Session I course

and intends to enroll in a Session II course, for example, then he or she must complete a Voluntary Intent to Continue form within ten (10) days of the date of determination of dropping the Session I course in order for a return of Title IV review not to be required.

Argosy University Online Programs:

Students enrolled in Argosy Online Programs should refer to the Argosy University Institutional or State Refund Policy, when dropping a course.

The following fully replaces the 'Library Resources' section currently appearing in the 'Section Eight, Student Life' section of the currently posted Argosy University Graduate Academic Catalog.

Library Resources

Argosy University Library Services supports learning and teaching by offering resources that help students and faculty attain a successful academic experience. It is a collaborative system of reference, instructional and research support that users may access through a variety of channels, both online and on ground.

The Online Library is an Internet-accessible center which facilitates the information needs of the entire Argosy University community. This digital center contains a robust collection of books, journals, multimedia, and reference materials housed in over 70 subscription databases; instructional guides for using library resources; tutorials and webinars; and much more. The Library Services team carefully selects the digital resources that will support students as they advance through their specific programs of study.

The Online Library is available twenty-four hours per day, seven days a week from the student and faculty commons, as well as from the online classrooms. To access it, students log in to the Campus Common and click the Online Library link. Once on the Online Library page, they may select links to the digital resources; a tool which enables searching in multiple digital resources simultaneously; interlibrary loan options; and contact information for Library Services staff.

Students may also utilize their campus Information Commons. In addition to physical collections of books, periodicals, multimedia materials, and instructional tools, these learning resource centers provide Internet access, computers, printers, and copiers, as well as a quiet environment for independent and group study.

Librarians and Learner Support Specialists are available online via email and phone or face-to-face at the campuses. They provide personalized research and reference assistance to students and faculty, teach learners how to navigate the Online Library and help users search the library databases effectively. They also design and deliver library instruction to promote information literacy, critical thinking and lifelong learning. Library personnel also fulfill interlibrary loan requests to procure resources not available in the Argosy University collections.

More detailed information about Argosy University Library Services can be found in the Online Library. Go to the Campus Common at <https://mycampus.argosy.edu/portal/server.pt> and log in to the portal. Choose Online Library in the My Academics menu options.

To contact the Online Library staff:

- Click the *Ask Us* tab on the Online Library page
- Email AUOLibrary@argosy.edu
- Call (888) 559-7579

Additional contact information for campus Library Services staff can be found on the Online Library page.

For Technical Support, call (866) 848-0776.

The following fully replaces the 'Foundation Courses' section currently appearing in each Doctorate in Clinical Psychology program in the 'Section Ten, College of Counseling, Psychology and Social Sciences' section of the currently posted Argosy University Graduate Academic Catalog.

Foundation Courses

The Doctorate in Clinical Psychology program requires applicants to successfully complete, with a "C" or better, five undergraduate courses that serve as a basic foundation for course work in clinical psychology. Several of these courses serve as direct prerequisites to the Doctorate of Psychology courses. The following three courses are required:

- Introduction to psychology or general psychology (This course may be waived if the applicant has completed a Bachelors or Masters degree in Psychology)
- Abnormal, psychopathology, or maladaptive behavior
- Statistics or research methods
- Two additional courses in psychology must also be completed.

Students must complete foundation courses before they matriculate in the Doctorate of Psychology program.

The following fully replaces the 'Foundation Courses' section currently appearing in each Master of Arts in Clinical Psychology program in the 'Section Ten, College of Counseling, Psychology and Social Sciences' section of the currently posted Argosy University Graduate Academic Catalog.

Foundation Courses

The Master of Arts in Clinical Psychology program requires applicants to successfully complete, with a "C" or better, five undergraduate courses that serve as a basic foundation for course work in clinical psychology. Several of these courses serve as direct prerequisites to the Doctorate of Psychology courses. The following three courses are required:

- Introduction to psychology or general psychology (This course may be waived if the applicant has completed a Bachelors or Masters degree in Psychology)
- Abnormal, psychopathology, or maladaptive behavior
- Statistics or research methods
- Two additional courses in psychology must also be completed.

Students must complete foundation courses before they matriculate in the Doctorate of Psychology program.