

GRADUATE CATALOG 2009–2011 ACADEMIC YEAR



BUSINESS PROGRAMS

Master of Business Administration (MBA)

- Finance
- Health Care Administration
- Human Resource Management
- International Business
- Management
- Management Information Systems
- Marketing
- Risk Management

Master of Science in Accountancy

Dual MBA/MS Accountancy

NURSING PROGRAMS

Master of Science in Nursing

- Primary Care – Adult Nurse Practitioner
- Case Management/Nursing Administration

Post-Master's Certificate

- Adult Nurse Practitioner

RN to MSN Bridge Program

EDUCATION PROGRAMS

Master of Arts in Education

- Teaching
- Educational Leadership
- Reading
- Special Education
- School Counseling

Professional Education Certifications



EDUCATION. ONE STUDENT AT A TIME.

Admission Information

Saint Peter's College is an Equal Opportunity/ Affirmative Action Employer/ Institution. It does not discriminate on the basis of sex, race, marital status, color, religion, age, national or ethnic origin, disability, sexual orientation, or veteran's status. The College does not discriminate on any basis in the administration of its educational policies, scholarship and loan programs, and athletic and other College administered programs.

Applicants seeking admission to graduate study must hold bachelor's degrees from regionally accredited American colleges or universities, or equivalent degrees from foreign colleges or universities. Students in the process of completing the bachelor's degrees may apply for admission, which will be contingent upon the successful completion of their bachelor's degrees.

General Admission Requirements

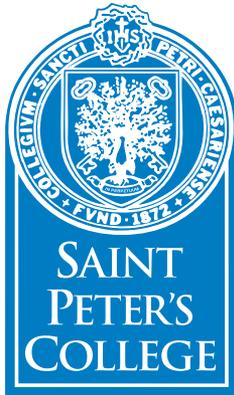
Graduate application requirements are unique to each program and can be found in the specific graduate program's admission requirement section.

How to Apply:

Visit the Graduate Programs/Admission House at 2624 Kennedy Boulevard in Jersey City. Call 201-761-6470 or email gradadmit@spc.edu for more information on admission to the graduate programs or to request an application.

Graduate Catalog

2009-2011



The Jesuit College of New Jersey

This Graduate Catalog was prepared in April 2009. The information is subject to change. The College reserves the right to add, amend, or repeal any of its regulations, policies, and programs, in whole or in part, at any time. The contents of this Catalog do not constitute a contract between Saint Peter's College and its students or other parties.

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Welcome

Welcome to Saint Peter's College, a school committed to the Jesuit tradition of quality education based on a sound philosophical foundation.

Graduate Programs

Saint Peter's offers the following graduate programs:

Master of Arts in Education. With concentrations in Educational Leadership, Reading, Teaching, Special Education and School Counseling.

Graduate Education Certification Program. With certifications as a Supervisor, Teacher, and School Business Administrator.

Master of Science in Nursing. With concentrations in Nursing Case Management/ Administration and Adult Primary Care (Adult Nurse Practitioner).

Master of Business Administration. A 48 credit-hour program with optional concentrations in finance, international business, management, management information systems, marketing, risk management and human resource management.

Master of Science in Accountancy. A 30-credit hour program preparing undergraduate accounting majors to take the CPA exam and non-accounting majors to prepare for a professional services role in consulting, information systems, or compliance.

Dual MBA/MS Accountancy. A 63-credit hour joint program offering two degrees and providing a strong accounting and professional services foundation along with the full breadth of an MBA degree.

Four Convenient Locations

Saint Peter's College offers its graduate programs at four sites:

Jersey City (Kennedy Boulevard)

Graduate Education, Business, and Accountancy.

Jersey City (Newport, near Exchange Place)

Graduate Business.

Englewood Cliffs (Hudson Terrace, near the George Washington Bridge)

Graduate Education, Nursing and Business.

South Amboy (Cardinal McCarrick High School)

Graduate Education and Business.

Trimesters, Semesters, and Summer Sessions

Business courses are offered on a trimester basis. Education and Nursing courses are offered both in a trimester and semester format. Check schedules at www.spc.edu.

Admission Information

Applicants seeking admission to graduate study must complete the admission requirements for each program. Refer to the academic program section of this catalog for such information.

Credit for Undergraduate and Graduate Course Work

Saint Peter's College may award credit for graduate courses taken at other schools. Certain requirements may be waived based upon undergraduate courses. Check with the program advisor for more information.

Academic Advisement

Academic advisors are available to assist students in planning their schedules. Individuals who have been accepted into a graduate program must meet with the Administrative Coordinator of that program for advisement prior to his/her initial registration for courses. An appointment can be scheduled by contacting one of the following offices.

- Graduate Education and Teacher Certification (201 761-6473) or graded@spc.edu.
- Master of Business Administration or MS in Accountancy (201 761-6472) or mba@spc.edu or msacct@spc.edu.
- Master of Science in Nursing (201 761-7490) or msn@spc.edu.

Saint Peter's College

About the College

Saint Peter's College was founded in 1872 as an independent undergraduate liberal arts college. It is one of 28 colleges and universities sponsored by the Society of Jesus and is committed to the Jesuit tradition of quality education based on a sound philosophical foundation. The College seeks to develop the whole person in preparation for a lifetime of learning, leadership, and service in a diverse and global society. The College has provided educational resources to the residents of Hudson County, Bergen County, Essex County and the surrounding communities for over one hundred twenty five years.

The College introduced graduate programs in the years:

- Master of Education (1979)
- Master of Business Administration (1988)
- Master of Science in Accountancy (1996)
- Master of Science in Nursing (1997)

Accreditations

Saint Peter's College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation. The Master of

Science in Nursing program is accredited by the Commission on Collegiate Nursing Education. Saint Peter's College is recognized by the New Jersey State Department of Education and the University of the State of New York as an approved teacher-training college.

THE SAINT PETER'S LIBRARIES

Built in 1967, the Edward and Theresa O'Toole Library contains over 50,000 sq. feet of space and houses over 260,000 volumes on its four floors. The library at our branch campus at Englewood Cliffs holds an additional 30,000 volumes. The libraries subscribe to 750 print periodicals and over 10,000 online.

Both libraries are fully automated. Their combined catalog and links to many important resources are available on the Internet at: www.spc.edu/library.

During the regular academic year the O'Toole Library schedule is:

Monday-Thursday	8:00 A.M. - Midnight
Friday	8:00 A.M. - 9:00 P.M.
Saturday	9:00 A.M. - 6:00 P.M.
Sunday	Noon - Midnight

The Englewood Cliffs Library is normally open from 9:00 A.M. to 8:00 P.M., Mondays to Thursdays and from 8:30 a.m. to 4:00 p.m. on Saturday.

If you need access to books or articles that are not in our collection, we can usually obtain them on interlibrary loan within 2 to 3 weeks. We can also provide you with a referral card to other metropolitan area libraries. We are only minutes from the Research Libraries of the New York Public Library on 42nd Street in Manhattan and its new building, the Science, Industry and Business Library (SIBL) on 34th Street. SPC students and faculty also have free access to the library of the College of Medicine and Dentistry in Newark, and to other state-supported university libraries in New Jersey.

Campuses

The main campus of Saint Peter's College has long been a landmark on Kennedy Boulevard in Jersey City. The New York City skyline, visible from Jersey City, is a constant reminder of the College's proximity to a major cultural center. In 1975 Saint Peter's College established a branch campus at Englewood Cliffs located on the Palisades one mile north of the George Washington Bridge. The College offers courses at other locations as well.

Graduate Education

Anthony Sciarrillo, Ed.D., J.D., Chairperson of Education and Director of Graduate Education

The goals of the Graduate Program in Education are to enable classroom teachers to continue their professional development by equipping them to move into positions of broadened responsibility, and to train qualified candidates who are interested in making a career change to the teaching profession. Graduate students are provided a value-oriented program based on the Catholic and Jesuit tradition of Saint Peter's College.

Master of Arts in Education

Saint Peter's College offers the degree of Master of Arts in Education in five concentrations of study:

- Educational Leadership
- Reading
- Teaching
- School Counseling
- Special Education

Each concentration prepares teachers for certification by the State of New Jersey in specific areas outlined for each of the programs.

Certification Programs

Certification Programs are offered for the following areas:

- Supervisor
- Teacher
- School Business Administrator
- School Counselor
- Teacher of Students with Disabilities

Program Availability

All courses are offered on a semester calendar at the main campus in Jersey City. The concentrations in teaching, administration and supervision, and special education are offered also at the Englewood Cliffs and South Amboy sites. The courses required for Teacher Certification are also offered on the trimester calendar on Saturdays at the Englewood Cliffs Campus. Selected courses are given at other sites.

Degree Requirements

Students must fulfill all matriculation requirements, course requirements, maintain a 3.0 cumulative average, and pass the comprehensive examinations.

Advisement

All candidates for a degree will be assigned an advisor upon entrance into the MA in Education or the Teacher Certification Programs. All candidates must complete and sign an advisement form which can be obtained in the Graduate Education Office located in the Center for Graduate Studies at 2624 Kennedy Boulevard. Appointments with an advisor at both the Jersey City and Englewood Cliffs campuses may be arranged through the Graduate Education Office by calling (201) 761-6473.

Time Limitation

Students are expected to enroll continuously until their programs are completed, accumulating sufficient credits within the stipulated time frame of four years.

Graduate Education Curriculum

MA Education: Educational Leadership

This concentration provides the opportunity to prepare for positions as Supervisor, Vice Principal, Principal, and Assistant Superintendent in Charge of Curriculum and/or Instruction. This concentration leads to New Jersey State Supervisor or Principal certification.

Foundation Courses (3 credits each)

- Ge500 Historical and Philosophical Foundations of Education
- Ge502 Psychological Foundations of Learning
- Ge505 Research in Education

Required Courses (3 credits each)

- Ge510 Principles of Curriculum Development
- Ge511 Principles & Problems of School Administration
- Ge512 Assessment of Student Ability & Achievement
- Ge513 Fundamentals of Supervision: Elementary and Secondary
- Ge514 School Finance
- Ge516 School Law
- Ge528 Internship in Administration & Supervision, I

Approved Electives (6 credits) Total Credits: (36)

MA Education: Reading

The concentration in reading, designed for qualified teachers who desire in-depth training as specialists in the Reading field, affords opportunities to investigate and apply the full range of reading approaches. The concentration in reading qualifies graduates for New Jersey State Certificates as Teacher of Reading, Reading Specialist, and with careful choice of electives, Supervisor.

Foundation Courses (3 credits each)

- Ge500 Historical and Philosophical Foundations of Education
- Ge502 Psychological Foundations of Learning
- Ge505 Research in Education

Required Courses (3 credits each)

- Ge512 Assessment of Student Ability & Achievement
- Ge570 Foundations of the Reading Curriculum
- Ge571 Diagnosis & Treatment of Children with Learning Disabilities
- Ge574 Diagnosis of Children with Reading Problems
- Ge576 Remediation of Children with Reading Problems
- Ge578 Supervision of Reading Programs
- Ge579 Supervised Practicum in Reading

Approved Electives (6 credits) Total Credits: (36)

MA Education: Teaching

The concentration in teaching is designed for liberal arts graduates who desire to make a career change to enter the field of teaching. Teachers in service both in private and public schools who lack full certification may also complete certification. Candidates who complete this concentration

and pass the Praxis Examination may qualify for state certification in one of the following areas: Elementary Education, Art, English, Spanish, French, Italian, Marketing, Business, Music, Social Studies, Mathematics, Chemistry, Physics, Earth Science, Biological Science, Physical Science, or any Middle School Subject Area (referred to as Elementary with Specialization).

Foundation Courses (3 credits each)

Ge500 Historical and Philosophical Foundations of Education

Ge502 Psychological Foundations of Learning

Ge505 Research in Education

Required Courses (3 credits each)

Ge510 Principles of Curriculum Development

Ge512 Assessment of Student Ability & Achievement

Ge540 Fundamentals of Methodology

Ge555 Computers in Curriculum Design and Evaluation

Ge570 Foundations of the Reading Curriculum

Field Experience

GE547 Student Teaching (8 credits)

Elective (3 credits) Total Credits: (35)

Master of Arts in Education: School Counseling

The Master of Arts in School Counseling is designed for licensed teachers seeking an advanced program of instruction that will prepare them to assist students with counseling needs. Completion of this program will qualify graduate students for New Jersey certification as a School Counselor.

The practical focus allows graduate students to develop advanced techniques in the specialized areas of counseling that are in demand from schools. Graduate students who complete the program will gain the prerequisite knowledge about counseling, but more importantly will gain the necessary background and skills to guide students beyond the pedagogical scope provided in typical counseling programs. Knowledge and skills are developed along contemporary challenges faced by today's schools. Appropriate emphasis is placed on techniques for counseling students in general education classes as well as specialized settings.

Required Courses (3 credits each)

Ge502 Psychological Foundations of Learning

Ge505 Research in Education

Ge512 Assessment of Student Ability and Achievement

Ge660 Introduction to Counseling

Ge661 Individual Counseling and Interviewing

Ge662 Group Counseling

Ge663 Career Counseling

Ge664 College Counseling

Ge665 Crisis Counseling

Ge667 Abnormal Psychology

Ge668 Psychology of Exceptional Children

Ge669 Community Agencies, Organizations, and Resources

- Ge670** Multicultural Counseling
- Ge671** Substance Abuse and Treatment
- Ge672** Practicum in Counseling I
- Ge673** Practicum in Counseling II

Total Credits: (48)

MA Education: Special Education, Applied Behavior Analyst

The Master of Arts in Special Education with a specialization in applied behavior analysis is designed for individuals who have already earned a certification in either elementary or secondary education. The applied behavior analysis specialization focuses on students who have been diagnosed on the Autism spectrum or with Asperger Syndrome. In addition to learning instructional strategies and effective classroom management, individuals will participate in a sequence of applied behavior analysis courses, which will include focus on behavioral principles and procedures, application analysis, modification of behavior and behavioral research and methodology to evaluate interventions on students. Individuals who successfully complete this program will earn a certificate as a teacher of students with disabilities.

Required Courses (3 credits each)

- Ge614** Overview of Educational Disabilities and Foundations for Specialized Instruction
- Ge615** Instructional Strategies for Students with Disabilities
- Ge616** Effective Classroom Management and Behavioral Intervention
- Ge617** Assisting Students with Special Needs in the General Education Class
- Ge618** Assessment Techniques for Students with Disabilities
- Ge631** Behavior Analysis I
- Ge632** Behavior Analysis II
- Ge633** Behavior Analysis III
- Ge635** **Research Seminar in Applied Behavior Analysis**

Approved Electives (6) credits from below

- Ge652** Curriculum Development for Students with Disabilities
- Ge653** Assistive Technology - Uses and Applications
- Ge654** Strategies for School, Home and Community Relationships
- Ge655** Special Education and School Law

Total Credits:(33)

MA Education: Special Education, Literacy

The Master of Arts in Special Education with a specialization in literacy is designed for individuals who have already earned a certification in either elementary or secondary education. The literacy specialization focuses on students with reading and learning disabilities. Individuals who successfully complete the program will develop effective classroom management skills,

assessment techniques, training, diagnosis and treatment of children with learning disabilities, and the use and application of assisted technology. Individuals who successfully complete this program will earn a certificate as a teacher of the handicapped.

Required Courses (3 credits each)

- Ge614** Overview of Educational Disabilities and Foundations for Specialized Instruction
- Ge615** Instructional Strategies for Students with Disabilities
- Ge616** Effective Classroom Management and Behavioral Intervention
- Ge617** Assisting Students with Special Needs in the General Education Class
- Ge618** Assessment Techniques for Students with Disabilities
- Ge570** Foundations of the Reading Curriculum
- Ge571** Diagnosis and Treatment of Children with Learning Disabilities
- Ge574** Diagnosis of Children with Reading Problems
- Ge577** Research Seminar in Literacy

Approved Electives (6) credits from below

- Ge652** Curriculum Development for Students with Disabilities
- Ge653** Assistive Technology - Uses and Applications
- Ge654** Strategies for School, Home and Community Relationships
- Ge655** Special Education and School Law

Total Credits:(33)

Supervisor Certification

- Ge510** Principles of Curriculum Development
- Ge513** Fundamentals of Supervision

One course selected from the following:

- Ge555** Computers in Curriculum Design and Evaluation
- Ge570** Foundations of the Reading Curriculum
- Ge596** Curriculum Enrichment Resources of the Metropolis

One course selected from the following or any course from above not already taken:

- Ge528** Internship in Administration and Supervision
- Ge578** Supervision of Reading Programs

Total Credits: (12)

Teaching Certification

- Ge502** Psychological Foundations of Learning
- Ge510** Principles of Curriculum Development
- Ge512** Assessment of Student Ability & Achievement
- Ge540** Fundamentals of Methodology
- Ge555** Computers in Curriculum Design and Evaluation
- Ge570** Foundations of the Reading Curriculum
- Ge547** Student Teaching

Total Credits:(26)

School Business Administrator Certification

Ge511 Principles & Problems of School Administration

Ge513 Fundamentals of Supervision

Ge514 School Finance

Ge516 School Law

Ac151 Principles of Accounting I (or equivalent)

Ec101 Macroeconomics Principles (or equivalent)

Total Credits:(18)

Notes on New Jersey Certification Programs

- Students pursuing certification as a Supervisor also need a master's degree from an approved institution, a standard teaching license, and 3 years of teaching experience.
- Students pursuing certification must attain a passing score on the Praxis Exam for their particular area of certification.
- Students pursuing certification as a School Business Administrator must possess either a master's degree from an approved institution or a CPA (Certified Public Accountant) license.

Admission Requirements

For the Master of Arts in Education Programs

- Official application (Apply online at www.spc.edu or request an application by phone or mail)
- Personal statement of educational and professional goals
- Official undergraduate and graduate transcripts from all institutions attended
- 2 letters of recommendation from academic/ professional references (recommendation form)
- Official GRE or MAT score
- Additional requirements for international students*

For the Teacher Certification Program

- Official application (Apply online at www.spc.edu, or request an application by phone or mail)
- Personal statement of educational and professional goals
- Official undergraduate and graduate transcripts from all institution attended
- Additional requirements for international students*

For the Supervisor of Instruction Certificate Program

- Official application (Apply online at www.spc.edu, or request an application by phone or mail)
- Personal statement of educational and professional goals

- Official undergraduate and graduate transcripts from all institutions attended
- Evidence of a master's degree and 3 years of teaching experience
- Additional requirements for international students*

For the School Business Administrator Program

- Official application (Apply online at www.spc.edu, or request an application by phone or mail)
- Personal statement of educational and professional goals
- Official undergraduate and graduate transcripts from all institutions attended
- Evidence of a master's degree or a CPA license
- Additional requirements for international students*

*International Students

In addition to the above requirements for all education programs, international students must also submit:

- Official TOEFL scores. Scores showing a minimum of 550 on the written exam, a minimum of 213 on the computer-based exam or a minimum of 79 on the Internet-based exam will be accepted. The college code for score reporting is 2806.
- Course-by-course evaluation reporting a 4-year bachelor's degree (evaluations are accepted from World Education Services, Globe Language Services, Credentials Evaluation Service, Inc., International Consultants Inc., Educational Credentials Evaluators, Inc., and Foundation for International Services, Inc.)

All application correspondence should be with:

**The Office of Graduate Admission
Saint Peter's College
2624 Kennedy Boulevard
Jersey City, NJ 07306
(201)761-6470**

Graduate Education Course Descriptions

Ge500 Historical and Philosophical Foundations of Education

Examination of the historical and philosophical foundations of education in our socially and culturally diverse country; introduction to thoughts of influential educators and the principles and ideas underlying educational policies; development of personal philosophy of education through identification of ideologies behind educational systems, curricula, and goals.

Ge502 Psychological Foundations of Learning

Processes, conditions, and techniques associated with learning in early elementary, elementary, early adolescent, and late adolescent stages of development; human development and learning theories along with their applications; the learning environment, the nature of knowledge, motivational patterns, effective study, intelligence, personality, mental health, moral integrity, and communication.

Ge505 Research in Education

Survey of the basic concepts, procedures, and language of social science research: problem formulation, research design, data collection, data analysis and interpretation. Development of the student's ability to appraise published research. The use of data-based research in administrative decision-making.

Ge510 Principles of Curriculum Development

Principles, organizations, and procedures in the design and implementation of the curriculum grades K-12, roles and processes in curriculum change for teachers, supervisors, and administrators. The impact of philosophy, social forces, human development theory, and the nature of learning on curriculum design, and exploration of history of curriculum in American public schools (K-12). Development of research-based curriculum criteria to aid in the development and analysis of curriculum. The role of curriculum leader as a communicator to the school and community.

Ge511 Principles and Problems of School Administration

Theories of leadership behavior: the changing role of the administrator, the role of school personnel in administration, school and community relationships, budget-planning responsibilities, master schedule construction, relationships with staff and students, problem-solving techniques, use of data-based research in administrative decision-making, educational leader as communicator to faculty, staff, students, and community; school administrator as manager of implementation of NJCCCS; educational leader as human resource manager.

Ge512 Assessment of Student Ability and Achievement

Student assessment at each level; modern tests and trends in testing; psychological and achievement tests; the evaluation of the learner, including the physically challenged and disadvantaged child; various factors that affect test scores, use of statistical analysis in measuring assessment and in making administrative decisions; communication of achievement to students, faculty, and community.

Ge513 Fundamentals of Supervision: Elementary and Secondary

The supervisor's role as an educational leader/ consultant; objectives and techniques of instructional supervision; organizational theory; state-mandated rules for evaluation of teachers and administrators; an analysis of evaluative instruments; the supervisor as curriculum manager; role of NJCCCS in curriculum, supervision and professional development; supervisor in role as communicator to faculty and staff.

Ge514 School Finance

A study of the role of the local, state, and federal government in the financing of public education; the history of school finance in the United States; preparing school budgets; analyzing cost-quality instruments; the role of the school budget in the broader community; the role of the NJCCCS in school finance; communication of the implications of the budget to the school and the community.

Ge516 School Law

A study of the legal framework in which public education operates; principles of school governance; landmark court cases; students' and teachers' rights and responsibilities; principles of the Bill of Rights; federal and state laws affecting education and schools; school laws relating to the state department of education, school district and local board of education; school safety and security.

Ge528 Internship in Administration and Supervision

Internship arranged to give students on-the-job training. Supervision provided by college staff in conjunction with the superintendent of the school district and building principal or supervisor. Log of activities required, including participation in activities such as human resource management, staff supervision, communication with faculty, students, and community, school budgeting, and curricular/assessment activities centered on New Jersey Core Curriculum Content Standards.

Ge540 Fundamentals of Methodology

An analysis of effective teaching skills, classroom management techniques, successful motivational strategies, objectives, lesson plans, and innovative methods.

Ge547 Student Teaching

Supervised classroom teaching experience on the elementary or secondary level, including seminar meetings and conferences scheduled prior to and during the student teaching term.

Ge548 Teaching Internship, I

Supervised classroom teaching experience, including seminars and conferences designed for those who begin teaching without having completed student teaching.

Ge549 Teaching Internship, II

Supervised classroom teaching experience, including seminars and conferences designed for those who begin teaching without having completed student teaching.

Ge555 Computers in Curriculum Design & Evaluation

Application of computer in curriculum design, including areas such as instructional technology, research, communication with school community, and study skills; use of the internet in formulating inter-disciplinary learning units to meet the New Jersey Core Curriculum Content Standards in all areas. The evaluation of the use of technology in school curriculum.

Ge570 Foundations of the Reading Curriculum

The nature of the reading process: material and techniques used in readiness, language experience, work analysis, basic text, comprehension, content area, study skills, and speed reading. Introduction to research-based models of reading instruction and curriculum development; analysis of New Jersey Core Curriculum Standards in language arts & literacy; teaching reading across all areas of the curriculum.

Ge571 Diagnosis and Treatment of Children with Learning Disabilities

Theory and practice in identification, evaluation, and remediation of learning disabilities; understanding the role of the child study team; development of IEP; introduction to legislation supporting students with disabilities; summary of research on the human brain related to learning disabilities; formal and informal stages of referring students for learning evaluation.

Ge574 Diagnosis of Children with Reading Problems

Techniques for diagnosing elementary and high school students with reading difficulties; causes of reading problems; evaluation of frequently used tests and inventories including group and individual, survey and diagnostic, formal and informal; communication of results to parents and colleagues; case study analysis of students with reading disabilities.

Ge576. Remediation of Children with Reading Problems

Remediation of elementary and high school students with reading difficulties; interpretation of frequently used tests and inventories including group and individual, survey and diagnostic, formal and informal; techniques of remedial and corrective treatment of reading disorders; evaluation of materials used in remediation; development of an IEP for reading.

Ge577 Research Seminar in Literacy

This course represents the basic concepts, procedures, and language of social sciences research: problem formation, research design, data collection, data analysis and interpretation. The ethical and legal aspects of conducting educational research and sampling techniques in schools are explored. Students will learn to analyze and develop a related research project with the guidance of the professor. The course is specifically designed to provide students with the necessary knowledge to interpret, evaluate and apply research as it relates to special education and language literacy.

Ge578 Supervision of Reading Programs

Administering and supervising reading programs; initiating programs; conducting in-service training; developing a budget; conducting an evaluation of K-12 programs and personnel; research-based models for effective reading instruction; textbook selection; faculty development in areas

of reading related to New Jersey Core Curriculum Content Standards.

Ge579 Supervised Practicum in Reading

Field experience: the opportunity for students to gain practical knowledge and experience in the fields of developmental and remedial reading instruction; development of a case study in diagnosis and remediation of reading problems; work is supervised by a licensed reading specialist.

Ge593 Durant Seminar

Survey of theory and current critical sources relating to the field of study of the Durant Scholar.

Ge596 Curriculum Development Using Resources of the Metropolis

Utilizing the rich environment of the metropolis to fulfill the New Jersey Core Curriculum Content Standards; creation of inter-disciplinary curriculum model using experience derived from field work in the metropolis; evaluation of curriculum integrating the resources of the metropolis; using art, architecture, music, drama, museums, consulates, and the churches of the metropolis as curriculum resources in the classroom.

Ge599 Independent Study

Study of a selected topic in depth utilizing field-based or data-based educational research. Prerequisite: Approval of the Director.

Ge614 Overview of Educational Disabilities and Foundations for Specialized Instruction

This course provides an overview and introduction to educational disabilities and special education. Characteristics and prevalence of a wide range of disabilities will be explored. Students will consider contemporary instructional approaches used for specialized populations.

Ge615 Instructional Strategies for Students with Disabilities

This course provides students with knowledge and skills necessary to provide instruction that is both individualized and aligned with core course expectations. Multi-sensory and multiple intelligence learning theories will be explored. Instructional emphasis will be provided toward teacher techniques that assist their students in the development of their own strategies and skills with the ultimate goal of independent living.

Ge616 Effective Classroom Management and Behavioral Intervention

This course will explore and consider behavior management theories and techniques. Recognition of behavior difficulties, consideration of behavior assessment devices and application of behavior management systems applicable to whole class and individual students will be provided.

Ge617 Assisting Students with Special Needs in the General Education Class

Techniques and considerations to facilitate learning for all students will be explored. Examination of inclusionary learning theories such as differentiated instruction and universal instructional design will be emphasized. Course content will include adaptation of the learning environment, developing supports for special needs students using a collaborative approach and knowledge of in-class support methods.

Ge618 Assessment Techniques for Students with Disabilities

Students will be introduced to the use of assessment based decision making. Applications of assessment toward special education eligibility, informed instruction, and behavior management will occur. Background, procedures and application of both functional and formal standardized testing will be examined. Students will gain familiarity with testing most frequently utilized for special needs populations.

Ge631 Behavior Analysis I

Focus on behavioral principles and procedures associated with the acquisition of new behavior and modification of existing behavior. Includes reinforcement, punishment, extinction, discrimination, drawing generalization, shaping, classical conditioning, conditioned reinforcement, and schedules of reinforcement application of these principles or developmental disabilities, academic skills and optimal behaviors.

Ge632 Applied Behavior Analysis II

Focus on complex behavioral principles and issues surrounding the application of behavioral principles in the analysis and modification of behavior. Student will learn to identify behavior and environment relations that constitute behavioral deficits or excesses.

Ge633 Applied Behavior Analysis III

Course focuses on behavioral research and methodology to evaluate interventions based on single-subject experimental decisions. Different behavior assessment and behavior intervention strategies will be examined.

Ge635. Research Seminar in Applied Behavior Analysis

This course will guide the student through the process of reviewing and analyzing data from a variety of sources, discussing various types of research designs, understanding the role of descriptive and inferential statistics, and the development and implementation of a thorough research project. Students will survey basic concepts, procedures and terminology used in education research. The ethical and legal aspects of conducting educational research and sampling techniques will be explored. The course is specifically designed to provide students with the necessary knowledge to interpret, evaluate, and apply research as it relates to special education and applied behavior analysis.

Ge652 Curriculum Development for Students with Disabilities

Students will gain knowledge in regard to curriculum design, curricular adaptations, material selection and other pertinent instructional planning considerations for students with disabilities in both integrated and segregated settings. Appropriate focus and emphasis will be provided on the New Jersey Professional Standards for Teachers, New Jersey Core Course proficiencies, and standards recommended by state associations specializing in special education instruction.

Ge653 Assistive Technology – Uses and Applications

Students will be introduced to the wide variety of assistive technology and will examine its usefulness and utility for students with disabilities. Consideration of assistive technology applications towards content

instruction, student response, enhancement of classroom management, provision of social intervention and transition services will occur.

Ge654 Strategies for School, Home and Community Relationships

This course is designed to heighten sensitivity to the needs of families of children with disabilities and to develop techniques educators can utilize to assist families. Emphasis will be devoted to effective home-school team building and the identification and utilization of community resources that assist in meeting family based needs.

Ge655. Special Education and School Law

This class will examine legislation and case law concerned with the education of students with disabilities. Consideration will be given to the Individuals with Disabilities Education Improvement Act. Section 504 of the 1973 Civil Rights Act, Americans with Disabilities Act and relevant state legislation. Students will be provided with mandated requirements in the identification, evaluation, placement and instruction of students with disabilities.

Ge660 Introduction to Counseling

Introduction to Counseling is a course that will help one decide and understand the training that is needed to be a counselor. One will learn and decide what the career of counseling is and whether or not one has the ability to become a counselor. To be a counselor, one must fit the role and have certain characteristics that will be learned in taking this course. It also explores various ideas used in counseling such as behavioral, psychodynamic and humanistic approaches. With this course, one will understand the components needed to be a successful counselor.

Ge661 Individual Counseling and Interviewing

Interviewing is a skill which provides both a learning and reflective process. Developing skills in interviewing and counseling suggests a careful observation of oneself as well as others. This process is a complex one. The objective of the course is to explore the proper interviewing techniques and individual counseling of a client. This course suggests exploration of a much more complex values agenda- the values which inform the choices that are made as a counselor. The skills learned in this course will create greater communication skills which is a major component in counseling.

Ge662 Group Counseling

This program prepares students to counsel others in a group forum. These groups typically consist of 5 to 8 members. This is a program devoted to helping one to learn about themselves and others. This group process will assist students wanting to become more involved with the community. Students can use this group counseling program to talk about their concerns with others that share the same concerns. Together, with other students, one will learn new ways of viewing problems objectively.

Ge663 Career Counseling

This course provides the support needed in job searching. It not only supports students but challenges them as well. Students gain self-knowledge, educational planning skills, and career decision capabilities.

These services act as educational tools while at the same time assist students the most with promoting their educational endeavors.

Ge664 College Counseling

Examination of college guidance and admissions process in its entirety will be investigated. Topics include early college awareness, parental involvement, exploring colleges using the internet, college fairs, campus visits and interviews, preparing your list of colleges. All aspects of completing individual college applications and the common application, SAT and/or ACT or not; early decision, early acceptance, and early action; and financial aid issues such as the FASA, grants, scholarships, loans, EOF, and work study will also be explored.

Ge665 Crisis Counseling

Introduction of concepts and procedures utilized in crisis counseling for students, faculty/staff, parents, and the helpers/counselors themselves. Topics include district and school crisis committees and planning; relationships with outside agencies such as police, emergency medical services, and the American Red Cross; the utilization of psychiatric emergency services, psychiatric screening services, and mental health hotlines; grief counseling, memorial/remembrance activities, individual crisis intervention, and post traumatic stress.

Ge667 Abnormal Psychology

Child, adolescent, and young adult psychopathology will be explored. Topics include the nature, diagnosis, and treatment of mental illness; psychopharmacology, mentally ill chemical abusers; the types, roles, limitations, certification and/or licensure of different practitioners; mental health evaluation and mental status exams, and the use of the Diagnostic and Statistical Manual, Fourth Edition (DSM - IV) of the American Psychiatric Association with an emphasis on understanding and using the multi-axis diagnostic scheme.

Ge668 Psychology of Exceptional Children

This course introduces concepts, procedures, diagnosis, treatment, and related issues pertaining to the psychology of children with special needs in school settings. Topics include the nature, basis, and types of disabilities with emphasis on but not limited to mental disabilities, ADHD, learning disabilities, Autism Spectrum Disorders, and medical/physical handicaps; identification, referral, evaluation, classification, program, and placement processes; IDEA, Section 504, NJAC 6A-14, PRISE, and NCLB considerations; student, parent, school, and district rights and responsibilities; transitional issues, and gifted and/or talented students.

Ge669 Community Agencies, Organizations, and Resources

Students will examine the roles played by and relationships with institutions outside of the traditional educational setting who partner with, supplement, and at times supplant school counselors. Topics include DYFS, family, other courts, police, and sex crime units; hospitals, school based clinics, certified or licensed private practitioners of all types, faith based groups and individuals, self help groups, community mental health centers, and confidentiality issues.

Ge670 Multicultural Counseling

To help a client, sometimes counselors must understand and respect their cultural values. A counselor should have the ability to deal with biases, stereotypes and racism. Because there is an abundant amount of methods that borrow from other cultures, it gives counselors in the western hemisphere a chance to improve their therapy techniques. The counselor should be able to adapt and adjust to the patients' cultural experiences, and understand the world views of their clients. Multicultural Counseling is a very difficult and trying task and counselors should have the knowledge.

Ge671 Substance Abuse and Treatment

A comprehensive overview of psychoactive substance abuse, treatment, and related issues with special emphasis on problems with alcohol will be explored. Topics include the nature of abuse and dependence involving single and multiple substances; commonly abused substances, identification and referral of abusers for treatment; treatment options to include evaluation, early intervention, detoxification, rehabilitation, outpatient, self-help groups, and various combinations of the aforementioned; the impact of substance abuse on the individual, family, school, and community; co-dependency, school based testing, and educational/preventative measures.

Ge672 Practicum in Counseling

This course is designed to train counselors. One will learn about phases in therapy such as cognitive and behavioral work and termination. This course also allows the students to explore various theoretical situations. This course details the dealing with adversity and ethics ethnicity of people. Through this course, students are properly prepared for the challenges that one will face in counseling.

Ge673 Practicum in Counseling II

This course furthers the educational development from Practicum in Counseling I. This course teaches students to understand the responsibilities they will gain in this career. They will also learn essential team work skills that will help in working with a consulting team. They develop these skills through observation. Through this course students acquire, integrate and apply knowledge of the field.

Ge674 Family Therapy

Introduction to the history, concepts, and procedures of Family Therapy will be examined. Topics include theories and practice; the systems nature of family therapy, treatment plans, relationships within families, an emphasis on bringing about constructive change and development; the impact of AIDS, substance abuse, medical problems, gender, culture, criminality, divorce, economics, terrorism, war, and other social problems on families; non-traditional families; and the dynamics of the family/school partnership.

Ge675 Ethics, Law, and Professional Issues in Counseling

Examination of the effects of ethical, legal, and other professional issues on counseling and counselors will be covered. Topics include the 2005 American Counseling Association Code of Ethics with a detailed examination

and analysis of its eight main sections; institutional policies and procedures; local, state, and national law and codes; New Jersey School Law Decisions and other case law; and the discussion of selected current issues in counseling drawn from professional journals and similar publications in the areas of counseling, psychology, social work, and psychiatry.

Ge676 Case Studies in Counseling

This course focuses exclusively on case studies in counseling. It is an advanced post-masters pre-licensing seminar. Complex situations from school, private practice, hospital, and agency counseling situations will be introduced, examined, and resolved. Following initial presentations by the instructor, participants will take part in multiple individual and group presentations. Some role playing will be required.

Ge677 Community Mental Health and Wellness

Extensive investigations into preventing common problems before they happen will be explored. Its focus is on fostering good mental health or psychological wellness. The counselor is seen as functioning in an extremely proactive role and as a wellness educator. Topics include establishing peer mediation programs, suicide awareness, managing impulsivity, forming support groups, training peer counselors, developing study skills, learning stress reduction techniques; recognizing and dealing with depression, isolation, and cultural differences; understanding issues in human sexuality, avoiding gang involvement, and improving ethnic, race, and gender relations.

Graduate Business

John J Hampton, D.B.A, Director of Graduate Business Programs

Master of Business Administration

The MBA prepares candidates to manage people, assets, ideas, and technology in a rapidly-changing global environment. Courses develop critical-thinking and decision-making skills with a particular focus on operational, strategic, and financial risk.

Curriculum

Candidates must complete 48 credits with a minimum cumulative GPA of 3.0. Individuals with undergraduate credit in business, accounting, statistics, computer science, and economics may complete the program in 36 credits. Candidates may transfer a maximum of six credits from other graduate degree programs. For these candidates, the program may be completed in 30 credits.

Time Limitation

Ordinarily, students are expected to enroll continuously until their programs are completed. Students are required to maintain satisfactory academic progress. The latter includes maintaining the required grade point average and accumulating sufficient credits within the stipulated time frame of four years.

Core Courses (24 credits)

These courses provide the foundation for many of the concepts introduced in later courses. They should be taken early in the program. Up to 12 credits may be waived for candidates who have completed an undergraduate business major.

Ac501 Managerial Accounting.

Cs510 Management Information Systems or Gb624 Technology for Managers.

Ec520 Macroeconomics.

Fn530 Corporate Finance (or an approved substitution).

Gb503 Statistics for Managerial Decision Making (or an approved substitution).

Gb511 Management and Human Behavior.

Gb513 Marketing Management (or an approved substitution).

Gb517 Business Ethics and Legal Liability

Concentrations (9 credits)

Optional concentrations focus the candidate on a specific area to achieve depth of knowledge. Concentrations are available in Finance, Human Resource Management, Marketing, Management, International Business, Management Information Systems, and Risk Management.. Candidates may follow the recommended courses below or may design a concentration to meet specific goals and reflect individual backgrounds. A candidate may complete a second concentration by taking an additional 6 credits above the 48 required for a degree.

Electives (12-21 credits)

Breadth in the program is provided in each concentration and also by allowing the selection of elective credits. Candidates should choose these courses to gain knowledge in areas that will help achieve their career goals. A candidate may not choose an elective course in the same area as a concentration. If no concentration is selected, 21 credits of electives may be taken.

Capstone (3 credits)

Gb695 Global Business Policy, Gb649 Outlaw Regimes and Corruption, or Gb692 Post-American World is required and should be taken near the end of the program.

MS Accountancy Degree

The MS in Accountancy is a 30-credit hour program that meets three needs:

150 Hour CPA Requirement. Many states require 150 total credits to sit for the CPA exam. This degree, along with a 120 credit hour undergraduate accounting degree, can qualify a student to sit for the exam

Stand-alone Professional Services Credential. Prepares any college graduate for a career in accounting professional services, risk management, or compliance.

Combined Management and Accounting Foundation. The dual program adds an accounting, risk management, and compliance foundation to the breadth of knowledge gained in the MBA program.

Value of the MS in Accountancy Degree

Employers and accounting firms are seeking graduates who understand fraudulent financial reporting, weak internal controls, corporate wrongdoing, ethical standards, and legal requirements. Graduates can help strengthen the financial reporting and risk management practices of their employers or their clients. The MS in Accountancy prepares candidates to understand:

Inaccurate or Fraudulent Financial Reporting.

Strategies to reduce significant errors in financial reports.

Internal Controls and Compliance. Preventing, detecting, and deterring non-compliance with regulations and policies.

Analytical Skills. Problem solving and judgment skills to improve financial reporting and risk management.

Ethics and Legal Liability. Integration of ethical values into processes to reduce allegations of wrongdoing and the risk of lawsuits.

MS in Accountancy Curriculum

An MS candidate must take 10 courses (30 credits) with mandatory academic coverage of the topics covered in the following courses:

Ac520 Financial Accounting and Reporting (3)

Ac541 Internal Controls and Compliance: Sarbanes Oxley (3)

Ac543 Forensic Accounting and Internal Auditing (3)

In addition, a candidate must complete a minimum of three of the following courses:

Gb517 Business Ethics and Legal Liability (3)

Gb624 Technology for Managers (3)

Gb626 Business System Interruption

Gb629 Enterprise Risk Management (3)

Gb631 Risk Management and Insurance (3)

Gb636 Financial Aspects of Risk Management (3)

Saint Peter's may waive courses where the candidate has already covered the material in an undergraduate or graduate college-level course. Whatever the background, a candidate must complete at Saint Peter's 30 graduate-level credits with a minimum cumulative grade point average of 3.0

A candidate who has an MBA from another institution may complete the MS in Accountancy degree program in 24 credits.

Dual MBA/MS Degrees

The dual M.B.A. and M.S. program provides two degrees to graduate business candidates. The joint program prepares candidates for senior financial and accounting positions where a breadth of management knowledge is combined with an in-depth understanding of accounting and risk management issues. The program emphasizes ethics, teamwork, and decision making. Candidates must complete 63 credits with a minimum cumulative grade point average of 3.00.

Adjustments will be made for:

Individuals with undergraduate credit in business, accounting, statistics, computer science, and economics. They may complete the program in 51 credits.

Candidates may transfer into the program a maximum of six credits from other graduate degree programs. They may complete the program in 45 credits.

Whatever the academic background, a candidate must complete at Saint Peter's 45 credits with a minimum cumulative grade point average of 3.0.

Dual M.B.A. and M.S. Curriculum

An MBA/MS Accountancy candidate must complete a program of mandatory academic coverage of the topics covered in the following courses:

Core (24 credits)

- Ac501** Managerial Accounting.
- Cs510** Management Information Systems or Gb624 Technology for Managers.
- Ec520** Macroeconomics.
- Fn530** Corporate Finance (or an approved substitution).
- Gb503** Statistics for Managerial Decision Making (or an approved substitution).
- Gb511** Management and Human Behavior.
- Gb513** Marketing Management (or an approved substitution).
- Gb517** Business Ethics and Legal Liability

Required Courses (9 credits)

- Ac520** Financial Accounting and Reporting
- Ac541** Internal Controls and Compliance: Sarbanes Oxley
- Ac543** Forensic Accounting and Internal Auditing

Required Courses (Choose 6 credits from the following)

- Gb626** Business System Interruption.
- Gb629** Enterprise risk Management (3)
- Gb631** Risk Management and Insurance (3)
- Gb636** Financial Aspects of Risk Management (3)

Electives (21 credits) Graduate business, finance, management, marketing, economics, and computer science courses.

Capstone (3 credits) Gb695 Global Business Policy, Gb637 Outlaw Regimes and Corruption, or Gb692 Post-American World.

MBA Concentrations

The following concentrations may be included as part of the MBA or dual MBA/MS degrees. A second concentration requires an additional 6 credits above those required to graduate from the program.

Finance (3 courses) Choose from:

- Ec530** Managerial Economics.
- Fn535** International Finance.
- Fn580** Financial Statement Analysis.
- Fn570** Investment Analysis.
- Fn565** Derivative Markets.
- Fn590** Seminar in Finance.
- Gb636** Financial Aspects of Risk Management.

Human Resource Management (3 courses) Choose from:

- Gb621** Human Resource Management.
- Gb623** Entrepreneurship and Innovation.
- Gb624** Technology for Managers.
- Gb626** Business System Interruption.
- Gb633** Executive Seminar in Business Strategy
- Gb672** Administration in Health Care Organizations

Health Care Administration (4 courses) Required

- Gb671** Health Care Financing and Managed Care
- Gb672** Current Issues and Policies in Health Care
- Gb673** Health Care Administration I
- Gb674** Healthcare Administration II

International Business (3 courses) Choose from:

- Gb625** International Business
- Gb627** Cultural Dimensions in International Business
- Gb629** Enterprise Risk Management.
- Gb633** Executive Seminar in Business Strategy
- Gb643** International Marketing.
- Gb647** Global Logistics.
- Gb649** Outlaw Regimes and Corruption
- Gb692** Post-American World
- Fn535** International Finance.

Management (3 courses) Choose from:

- Gb621** Human Resource Management.
- Gb623** Entrepreneurship and Innovation.
- Gb625** International Business.
- Gb629** Enterprise Risk Management.
- Gb631** Risk Management and Insurance
- Gb633** Executive Seminar in Business Strategy
- Gb635** Statistical Aspects of Risk Management

Management Information Systems (3 courses) Choose from:

- Cs661** E-Commerce Technology.
- Cs663** Database and Knowledge Management Systems.
- Cs665** Analysis and Development of Information Systems.
- Cs667** Disaster Recovery and Business Continuity.
- Cs669** Software Tools for Managers.
- Gb624** Technology for Managers.
- Gb626** Business System Interruption.

Marketing (3 courses) Choose from:

- Gb641** Marketing Strategy.
- Gb643** International Marketing.
- Gb647** Global Logistics.
- Gb645** Marketing Research.
- Gb649** Outlaw Regimes and Corruption.

Risk Management (3 courses) Choose from:

- Ac541** Internal Controls and Compliance: Sarbanes Oxley
- Cs663** Database and Knowledge Management Systems
- Gb626** Business System Interruption
- Gb629** Enterprise Risk Management
- Gb631** Risk Management and Insurance
- Gb636** Financial Aspects of Risk Management
- Gb649** Outlaw Regimes and Corruption.

**MBA in Risk Management Online
Format of the Program**

The MBA in Risk Management is available in three formats. Courses may be taken on campus, online with minimal residency requirements, or via a mixture of residence and online courses.

Foundation Courses (15 credits)

- | | |
|---|-----------------|
| Ac501 Managerial Accounting. | Online or waive |
| Gb635 Statistical Aspects of Risk Management | Online or waive |
| Gb636 Financial Aspects of Risk Management | Online |
| Gb511 Management and Human Behavior. | Online or waive |
| Gb513 Marketing Management. | Online or waive |

Required (15 credits)

- | | |
|--|--------|
| Gb517 Business Ethics and Legal Liability | Online |
| Gb629 Enterprise Risk Management | Online |
| Gb633 Executive Seminar I | Hybrid |
| Gb634 Executive Seminar II | Hybrid |
| Gb649 Outlaw Regimes and Corruption | Hybrid |

Electives (18 credits)

Any graduate business courses may be selected. The following courses are available online each year.

- | | |
|--|--------|
| Gb692 Business in a Post-American World | Online |
| Cs661 E-Commerce Technology. | Online |
| Gb621 Human Resource Management | Online |

Gb625	International Business	Online
Gb627	Cultural Dimensions of Intl Business	Online
Gb631	Risk Management and Insurance	Online

MBA in Health Care Administration

Core Courses (18 credits)

Ac501	Managerial Accounting
Fn530	Corporate Finance
Gb503	Statistics for Managerial Decision Making
Gb511	Management and Human Behavior
Gb513	Marketing Management
Gb517	Business Ethics and Legal Liability

Required (12 credits)

Gb671	Health Care Financing and Managed Care
Gb672	Current Issues and Policies in Health Care
Gb673	Health Care Administration I
Gb674	Healthcare Administration II

Electives and Capstone (18 credits)

Breadth in the program is provided in each concentration and also by allowing the selection of elective credits. Candidates should choose these courses to gain knowledge in areas that will help achieve their career goals. One of these courses must qualify as a capstone course.

Graduate Business Admissions

To apply for admission, a candidate completes an Application Form and submits it with an official transcript (in English) showing completion of a bachelor's degree. In addition to an application and transcript, international students must provide evidence of English language proficiency. The applicant may submit a TOEFL score, a transcript showing successful completion of college courses taught in English or a letter from an administrator or professor at a college or university identifying the level of English language proficiency.

Evaluation of Applications

Applications will be evaluated based upon information submitted in the application and undergraduate grade point averages. The College may request additional information, including a resume showing business or professional experience, scores on the GMAT, GRE, MAT, LSAT, or other standardized exams, letters of recommendation, and a statement expressing the career goals of the applicant. If graduate transfer credit is requested, an official copy of a transcript must be submitted. The College will promptly notify applicants of the status of the application.

Ways to Apply

Complete the Online Graduate Admissions Application at www.spc.edu or print or download a copy, complete it, and mail it to:

Office of Graduate Admissions
Saint Peter's College
2641 Kennedy Boulevard
Jersey City, New Jersey 07306-5997

You may also visit or call the Office of Graduate Admission 201-761-6470 at 2624 Kennedy Boulevard for an application.

Graduate Business Registration

Graduate business degree candidates can register for classes in person at Enrollment Services online at www.spc.edu/. Click on Graduate Programs, then the link on [How to Register for Courses](#) from the left menu.

Graduate Business Course Titles

Finance Courses

- Ec520** Macroeconomics.
- Ec530** Managerial Economics
- Fn530** Corporate Finance.
- Fn535** International Finance
- Fn565** Derivative Markets
- Fn570** Investment Analysis
- Fn580** Financial Statement Analysis
- Fn590** Seminar in Finance

Management Courses

- Gb503** Statistics for Managerial Decision Making
- Gb511** Management and Human Behavior
- Gb517** Business Ethics & Legal Liability
- Gb621** Human Resource Management
- Gb623** Entrepreneurship and Innovation
- Gb624** Technology for Managers
- Gb625** International Business
- Gb627** Cultural Dimensions of International Business
- Gb633** Executive Seminar in Business Strategy
- Gb634** Executive Seminar II
- Gb691** Current Topics in Business
- Gb693** Research Project

Marketing Courses

- Gb513** Marketing Management
- Gb641** Marketing Strategy
- Gb643** International Marketing
- Gb644** Internet Marketing
- Gb645** Marketing Research
- Gb647** Global Logistics

Management Information Systems Courses

- Cs510** Management Information Systems.
- Cs661** eCommerce Technology
- Cs663** Database and Knowledge Management Systems
- Cs665** Analysis and Development of Information Systems
- Cs667** Disaster Recovery and Business Continuity
- Cs669** Software Tools for Managers

Risk Management Courses

- Gb626** Business System Interruption
- Gb629** Enterprise Risk Management
- Gb631** Risk Management and Insurance
- Gb635** Statistical Aspects of Risk Management
- Gb636** Financial Aspects of Risk Management

Capstone Courses

- Gb649** Outlaw Regimes and Corruption
- Gb692** Post-American World
- Gb695** Global Business Policy

Accounting Courses

- Ac501** Managerial Accounting.
- Ac510** Managing Internal Control Systems
- Ac520** Financial Accounting and Reporting
- Ac541** Internal Controls and Sarbanes Oxley Compliance
- Ac543** Forensic Accounting and Internal Auditing
- Ac553** Tax Problems
- Ac554** International Taxation
- Ac557** International Accounting Related Business Policy
- Ac580** Accountancy Research

Graduate Business Course Descriptions

Finance Courses

Ec520 Macroeconomics

Exploration of major macroeconomics issues, policies, and problems. A case-study approach is used to examine macroeconomic performance, the impact of public policy on economic activity and financial markets, the dynamics of inflationary forces, and the changing role of the U.S. in the world economy.

Ec530 Managerial Economics

Application of economic theory and methodology to business decision making. The course focuses on how managers can improve their understanding of the economic environment and its impact on the business firm. Tools will be discussed which improve the economic efficiency of managerial decisions.

Fn530 Corporate Finance

An overview of financial principles and problems associated with the financial management of business organizations. Topics include financial statement analysis and planning, time value of money, securities valuation, capital budgeting, capital asset pricing model, cost of capital, capital structure, and working capital management.

Fn535 International Finance

A survey of the international financial environment, the goals and unique risks faced by the multinational enterprise. Topics include balance of payments, the foreign exchange market, parity conditions, international banking and capital markets. A special emphasis is on foreign exchange rate risks of transaction, economic and translation exposure. Other selected topics such as international capital budgeting and cost of capital are also included.

Fn565 Derivative Markets

An examination of derivative securities, market structures, and various valuation models. The course include discussion of spot and future markets, the valuation of futures and options, swaps and other derivative assets, investment strategies, portfolio insurances, financial engineering and risk management.

Fn570 Investment Analysis

An introduction to the financial assets available to investors – including stocks, corporate and government bonds, other Treasury securities, futures, options, mutual funds – and the techniques for building and managing a portfolio. Modern portfolio theory will also be covered.

Fn580 Financial Statement Analysis

Covers the application of analytical tools to general purpose financial statements necessary to evaluate the financial condition of the firm and evaluate the future prospects of the company. The “analyst” can be any of several interested groups: investor, creditor or other stakeholders such as employees, customers, suppliers or government.

Fn590 Seminar in Finance

Exploration and analysis of recent developments in financial theory and practice. Students will examine the current literature on major financial issues. The focus on the course will be at the discretion of the instructor.

Management Courses**Gb503 Statistics for Managers**

This course covers concepts of probability and statistics needed by managers to analyze and interpret numerical data in uncertain environments. It includes hypothesis testing, regression and correlation analysis and analysis of variance. Concepts are discussed in a framework of real world applications.

Gb511 Management and Human Behavior

This course covers planning, organizing, staffing, directing, and the management of change in a modern organization. It examines decision making and problem solving in pursuit of organizational goals. It addresses human behavior in the areas of motivation, communication, and interpersonal relations.

Gb517 Business Ethics and Legal Liability

This course provides an understanding of the legal and other exposures that confront organizations that fail to operate in a framework of honesty, integrity, and ethical behavior. It assists students in understanding their own value systems and how they fit within different organizational cultures. It develops skills to help a manager effectively and efficiently analyze legal and ethical consequences in a variety of business situations. It develops an awareness of the challenges of creating and maintaining an ethical corporate environment.

Gb621 Human Resource Management

This course provides an overview of the principles and philosophy of human resource management. Topics include recruiting, hiring, training, and compensating employees, creating policies and procedures to improve employee productivity, developing effective and efficient systems for management, and methods to assure legal compliance.

Gb623 Entrepreneurship and Innovation

This course covers the skills and talents essential to become a successful entrepreneur. It investigates innovation in a process of recognizing opportunity and evaluating the development of business concepts, acquisition of resources, and managing the growth of a venture. This course provides an understanding of the challenges, problems and issues faced by entrepreneurs and innovators.

Gb624 Technology for Managers.

This course examines the emerging role of technology and applications to support organizational business models and computer systems. It integrates data base management and planning and controlling new systems. It discusses security and other issues related to systems support for marketing, management, and financial reporting. (counts toward management information system concentration)

Gb625 International Business

This course examines characteristics of management systems in developed and less-developed countries. Covers problems arising when multinational corporations make direct investments in facilities abroad and the affect of government policies on foreign investors. Discusses entry strategies and negotiations, joint ventures, licensing, technology transfer and appropriate technology. Includes extensive discussion of cases on business in developing countries.

Gb627 Cultural Dimensions of International Business

This course focuses on the way local business and business negotiations are conducted. Examines cultural differences in management, planning, analysis, organizational structure, and business relationships. Emphasizes how different cultures interface as they do business.

Gb633 Executive Seminar in Business Strategy

This course brings senior executives to the classroom to exchange ideas on the goals and strategies of companies and industries. The course identifies issues and current trends in business strategy and uses an enterprise risk management framework to understand best practices. Candidates work in teams to develop an understanding of critical success factors in global business strategies. In advance of sessions, teams research the executives and their activities and prepare a presentation on the characteristics of executive leadership dealing with a variety of enterprise risks. (counts toward management concentration)

Gb634 Executive Seminar II

This course brings senior executives to the classroom to exchange ideas on the goals and strategies of companies and industries. Candidates participate in the seminar and then create a presentation on the ideas and lessons learned in the interaction with executives. (counts toward management concentration)

Gb691 Current Topics in Business

Subject to the approval of the Graduate School, professors select topics in an area of interest to students and design a course to advance the knowledge of candidates in a current area of managerial emphasis or concern.

Gb693 Research Project

Subject to the approval of the Graduate School, candidates create and complete an original research project under the guidance of a member of the faculty.

Marketing Courses**Gb513. Marketing Management**

This course examines the field of marketing and the dynamics of matching goods and services with customer and consumer needs. Topics include strategic planning, marketing research, and buyer behavior of businesses and consumers. The course covers the marketing functions of product mix and branding, price determination, channels of distribution and promotion and advertising.

Gb641 Marketing Strategy

This course equips the student with advanced marketing concepts and methods to provide and sustain customer value. Emphasis is placed on the tools managers use to analyze marketing problems and make effective

decisions. Discussions include case studies, analysis of marketing models, group presentations, and computer-based models to reinforce the marketing strategies.

Gb643 International Marketing

This course covers the process of international marketing including techniques of exporting and importing, creating foreign direct investments, licensing, franchising, partnering, and other structures. Discussions focus on cultural and economic factors that shape strategies in developed and developing consumer and business markets and strategies for successful branding, pricing, and promotion.

Gb644 Internet Marketing

This course covers the rapidly changing and growing world as organizations use the worldwide web to reach buyers for their products and services. Specific topics are techniques of online marketing, creating an effective web site and online storefront, use of search engines and email, and maximizing a web presence including use of Internet marketing combined with availability of local outlets.

Gb645 Marketing Research

This course covers the tools and techniques used to gather information in order to identify market opportunities, monitor marketing performance and evaluate market change. Special attention is given to matching the characteristics of products and services with the needs of businesses and individual buyers.

Gb647 Global Logistics

This course examines international movements from producing through distribution to the sale of components and finished products. Discussions include planning and managing systems that create efficient and timely cross-border and cross-ocean shipments. The course examines and problems and solutions managing complex supply chains.

Management Information Systems Courses**Cs510 Management Information Systems**

This course provides an understanding of information systems development, planning and control, utilization of computer resources, telecommunications, database concepts, the automated office, and end user programs. It provides in-depth analysis of business applications, including enterprise resource planning systems and electronic commerce.

Foundation Courses**Cs661 eCommerce Technology**

This course provides an understanding of e-Commerce as a modern business methodology that addresses the needs of organizations, merchants, and consumers for the delivery of goods and services using information technology. The course will provide an introduction to the

network and system architectures that support high volume business to consumer web sites and portals, and will provide insight into the structure of the modern web enabled storefront and its integration with "back-office" business applications.

Cs663 Database and Knowledge Management Systems

This course provides an understanding of information systems development, planning and control, utilization of computer resources, telecommunications, database concepts, the automated office, and end user programs. In-depth analysis of business applications, including enterprise resource planning systems and electronic commerce. Students will be required to complete a final project on designing a management information system.

Cs665 Analysis and Development of Information Systems

This course surveys methods and techniques for analyzing existing systems and designing new ones. The course explores the stages of the Systems Development Lifecycle including project definition, feasibility study and systems design. It also focuses on data modeling, process modeling, network modeling, prototyping, and user-interface design.

Cs667 Disaster Recovery and Business Continuity

This course covers the identification of vulnerabilities and measures to prevent and mitigate failure risks. It examines creating a continuity plan and building an infrastructure that supports its effective implementation. Practical skills will be acquired through interactive workshops and case study. Topics include performing a threat and impact analysis, developing strategies for systems and communications recovery, organizing an emergency team, and creating a disaster recovery plan.

Cs669 Software Tools for Managers

A hands-on survey of various software packages to aid a manager in his/her decision making functions. Packages include enterprise resource planning, financial, administrative, report-writers, project management and scheduling, graphics, publishing and multimedia. Students will conduct an evaluation on top software products in the marketplace.

Risk Management Courses

Gb626 Business System Interruption.

This course deals with various sources of business interruption arising from failures of management information system and telecommunications structures. It addresses complexity of technology, interaction of the web and back office systems, and security failures. It covers fraud, hacking, firewall attacks, and protection of intellectual property through encryption and other means. (counts toward management information system concentration)

Gb629 Enterprise Risk Management.

This course covers the emerging discipline of enterprise risk management (ERM). It begins with an overview of risk management and the scope and contributions of ERM. It addresses issues involved with the implementation of ERM in a framework of governance, risk identification, and risk mapping. It examines the role of a central risk function and knowledge warehouse. Cases studies illustrate key concepts..

Gb631 Risk Management and Insurance

This course covers risk management from the perspective of insurable exposures that confront modern organizations. It examines decisions to retain, mitigate, or transfer exposures. Topics include property, general liability, and employer liability exposures, protecting directors and officers, and managing potential disruptions to operations. Special attention is given to the role of and expectations from brokers, broker performance, and the compensation of brokers. (counts toward management concentration)

Gb635 Statistical Aspects of Risk Management

This course covers the role of statistics helping organizations deal with enterprise risk. Building on an ERM framework, it examines techniques to improve the processes of identifying external and internal exposures, measuring their severity and frequency, and evaluating alternatives to mitigate risk. The course stresses the importance of subjective estimates, probability distributions and standard deviation as well as regression analysis, and portfolio theory.

Gb636 Financial Aspects of Risk Management.

This course covers financial issues related to enterprise risk management in a modern corporation. It examines business risks and techniques to measure the impact of them. It shows how to create a cash flow stream to evaluate investments in risk management projects. It focuses on risk and return and other financial topics to manage enterprise risk. (counts toward finance concentration).

Capstone Courses**Gb649 Outlaw Regimes and Corruption.**

This course examines the darker side of doing business in a global framework. It examines national and regional laws and regulations that affect business practices. Topics include contract enforcement, regulatory compliance, and dispute resolution. Particular attention is given to exposures arising from corruption, unethical and illegal business practices, money laundering, and other behaviors associated with outlaw regimes. (Counts towards marketing or international business concentration).

Gb692 Business in a Post-American World

This course covers the global business landscape that is not dominated by a single economic superpower. It examines the political, economic, and social implications from the reality that the United States no longer dominates the global economy. It assesses the conduct of business and how companies

can pursue success in a rapidly changing international climate where people live in a truly global era.

Gb695 Global Business Policy

This capstone course integrates lessons learned in earlier courses and develops a comprehensive approach to global problem solving and decision making. Students work in teams to demonstrate a mastery of concepts and complete projects that integrate lessons learned from marketing, management, finance, information system, and other functional areas.

Health Care Administration Courses

Gb671 Health Care Financing and Managed Care

An examination of concepts related to health care financing. Emphasis will be placed on budget preparation, cost benefit analysis, managed care, and on developing an understanding of reimbursement systems. (Cross-listed with Nu515)

Gb672 Current Issues and Policies in Health Care

This course covers political, social, and economic issues affecting health care organizations. Topics include the role of government in determining health care policy, the U.S. health care delivery system, costs and financing of health care, and social welfare gains and losses. Candidates will engage in interactive discussions of current trends and economic and social issues related to efforts to reform or revise the health care system.

Gb673 Health Care Administration I

Management, marketing, and financing of the delivery of health care will be explored. Healthcare economics is emphasized from an administrative perspective. The examination of quality versus quantity, the allocation of resources as well as relationships and conflicts among consumers and providers of health care services. Concepts related to technology, including the Electronic Medical Record (EMR) affecting health care organizations are discussed.

Gb674 Healthcare Administration II

An examination of quality issues and measures utilized in healthcare. Human resource management in healthcare settings including physician and labor relations, recruiting, retaining and developing clinical staff, as well as medical malpractice, compliance and Medicare fraud and abuse issues are discussed.

Accounting Courses

Ac501 Managerial Accounting

This course covers the processes of identifying, measuring, analyzing, interpreting, and communicating accounting and financial data needed to make strategic and operational decisions. Students learn about the issues facing service, nonprofit, retail, and manufacturing firms and about topics such as activity-based costing, customer profitability analysis and budgeting and performance evaluation.

Ac510 Managing Internal Control Systems

This course reviews managerial accounting systems covering the monitoring of the accumulations, summarization and reporting of accounting information to the ultimate user within the organization. It emphasizes the evaluation and control of input data, processing systems, and output results.

Ac520 Financial Accounting and Reporting

This course covers accounting issues and concepts focusing on financial reporting. It blends accounting theory with practical applications through extensive use of cases. A particular focus is the accuracy of financial reports and how management should use them.

Ac541 Internal Controls and Sarbanes Oxley Compliance

This course covers techniques to provide a reasonable assurance that an organization will achieve its objectives with respect to the effectiveness and efficiency of operations, reliability of financial reporting, and compliance with applicable laws and regulations. Topics include performance and profit goals, safeguarding resources, preparation of reliable interim, condensed, and financial statements, and complying with laws and regulations applicable to the entity.

Ac543 Forensic Accounting and Internal Auditing

This course examines how accountants use business information and financial reporting systems to estimate economic damages or identify errors or fraud in accounts or inventories. It incorporates the internal audit process of verifying the accuracy of internal records, searching for mismanagement and waste, reviewing the efficiency and effectiveness of operations, and advising on compliance with corporate policies and procedures and government laws, and regulations.

Ac553 Taxation of Business Entities

This course covers the application of advanced tax principles to the solutions of complex tax problems. It includes in-depth analysis of factors affecting tax planning and compliance of individuals, corporations, partnerships, estates, and trusts.

Ac554 International Taxation

This course covers U.S. tax law related to international transactions of individuals and business entities. It examines issues dealing with planning and compliance.

Ac557 International Accounting Related Business Policy

This course covers decision-making and planning techniques in auditing and taxation practices. It includes the effects of cost-benefit relationships and business ethics, and long-range planning. It requires intensive writing of business plans and emphasizes international applications.

Ac580 Accountancy Research

This course covers current techniques of research and preparation of research findings. Students will engage in an in-depth study of a selected topic and submit their findings through oral presentation and written report. Students follow the Guidelines for Research available on the M.S. Accountancy section of the Graduate Program's web page.

Graduate Nursing

Ann Tritak, R.N., Ed.D, Associate Dean of Nursing

The Master of Science in Nursing program is accredited by the Commission on Collegiate Nursing Education.

The purposes of the graduate programs in nursing are: to prepare graduates for specialization as adult nurse practitioners, nurse case managers and administrators; to develop leaders in the profession who are able to advance standards and create change for quality health care; and to provide a foundation for doctoral study.

Master of Science in Nursing

Saint Peter's College offers two options for nursing specialization at the graduate level:

- Adult Primary Care-Adult Nurse Practitioner
- Case Management with a functional concentration in Nursing Administration.

A post-master's program is also offered to prepare nurses as adult nurse practitioners.

The master's program builds upon the knowledge acquired in nursing at the baccalaureate level and is based on three essential components for a graduate program in Nursing: theoretical foundation to inform practice, utilization of research, and specialty practice. Reflective of the mission of Saint Peter's College to equip persons for leadership and service through a value-based education, the master's program prepares nurses for specialization in roles that are increasingly essential for today's society. Students acquire a breadth and depth of knowledge, skills and values and are prepared to continually further their education.

Program Availability

The nursing programs are offered in their entirety at the Englewood Cliffs campus. Courses are offered as follows:

- MSN in Case Management. A trimester calendar ten weeks in length, with a final examination in the eleventh week.
- MSN Primary Care (Adult Nurse Practitioner). Combined semester (16 weeks) and trimester (11 weeks) schedule.

Degree Requirements

Students must complete the required number of credits and maintain a minimum cumulative grade point average of 3.0.

Advisement

Saint Peter's College assigns an academic advisor to every candidate.

Time Limitation

Students are expected to enroll continuously until their programs are completed. Full-Time students should complete the M.S.N. Program in 2 2/3 years. All are expected to complete the program in 5 1/2 years.

Graduate Nursing Curriculum

RN to MSN Bridge Program

The RN to MSN Bridge program permits registered nurses who hold a baccalaureate degree in a field other than nursing to apply to the Master of Science in Nursing program. The student does not earn a BSN degree. Undergraduate nursing competence will be demonstrated by successful completion of the following courses with a grade of 3.0 or higher prior to enrolling in graduate course work.

Undergraduate Statistics course - 3 credits

Undergraduate nursing research course - 3 credits

Nu470 Bridge course - 4 credits

Master of Science in Nursing Case Management

The 37 credit curriculum consists of 3 levels. Level 1 contains the core courses which encompass nursing theory, research, current issues, financial concepts and organizational behavior. The core courses provide the foundation for graduate study in nursing and for courses in the specialization and functional areas. Levels 2 and 3 contain the specialization and functional nursing components of the curriculum. These are the role courses. Level 2 emphasizes the clinical and theoretical bases required for nursing case management and administrative practice. Courses focus on case management, client education, clinical management of client aggregates and administration. Level 3 stresses the application of theory and culminates in practica in nursing administration and in case management where role synthesis and role enactment are achieved.

Courses in case management are designed to prepare nurses to coordinate care, provide clinical management for groups of clients and act as client advocates. Students will become knowledgeable about health care delivery systems and the managed care environment; develop expertise in case management models and process, teaching, outcome measurement, and coordinating services and resources for clients.

The functional concentration in nursing administration focuses on preparing graduates for middle and upper level management roles in health care facilities. Students will develop skills in leadership and management, acquire an understanding of organizational design, health care economics, human resource development, and quality improvement tools.

Level I (14 credits)

- Nu510** Current Issues in Health Care (2)
- Nu512** Nursing Theory (3)
- Nu520** Nursing Research: Design and Utilization (3)
- Gb511** Management and Human Behavior (3)
- Nu515** Health Care Financing and Managed Care (3)

Level II (12 credits)

- Nu530** Concepts in Clinical Nursing (2)
- Nu535** Client Education: Strategies and Community Resources (2)
- Nu540** Practicum in Clinical Nursing (2)
- Nu550** Administration in Health Care Organizations (3)
- Nu555** Case Management I (3)

Level III (11 credits)

- Nu565** Practicum in Nursing Administration (2)
- Nu570** Case Management II (3)
- Nu580** Case Management Practicum and Seminar (3)

Elective* Select one of the following: (3)

- Nu536** Advanced Pathophysiology
- Nu537** Pharmacology for Prescriptive Practice
- Nu538** Family Systems and Dynamics**
- Nu575** Performance Improvement in Health Service Organizations
- Nu599** Advanced Independent Study in Nursing***
- Gb511** Management and Human Behavior
- Gb517** Business Ethics and Legal Liability
- Gb621** Human Resource Management
- Gb629** Enterprise Risk Management
- Gb503** Statistics for Managerial Decision Making
- Cs510** Management Information Systems

Total Credits: (37)

* The elective may be taken in any trimester.

** A student who elects to take this course must also take **Nu599** for one credit.

*** **Nu599** may be taken for 1-3 credits as needed.

Note: The curriculum consists of 3 levels; students need to complete all courses in level one and be midway in level two before proceeding to the third level.

Master of Science in Nursing Primary Care - Adult Nurse Practitioner

The 39 credit curriculum consists of core, cognate and role courses divided into 2 levels. Level I contains core and cognate courses which provide the foundation for graduate study in nursing and for the knowledge bases required for advanced practice. Coursework at this level includes: nursing, theory and research, current issues, advanced pathophysiology and health assessment, family systems and client education. In level 2 the courses

focus on advanced theory and clinical practice to prepare graduates for the role of adult nurse practitioner. Courses include theory in advanced adult nursing and culminate in practica in advanced adult nursing where role synthesis and role enactment are accomplished.

The program is designed to prepare graduates for advanced practice in primary care as adult nurse practitioners. Students will develop their expertise to assess, diagnose and manage the therapeutic regimens for adult clients with common acute illnesses and stabilized chronic illnesses in primary care settings.

Level I

Core Courses: (10 credits)

- Nu510** Current Issues in Health Care (2)
- Nu512** Nursing Theory (3)
- Nu520** Nursing Research: Design and Utilization (3)
- Nu535** Client Education: Strategies and Community Resources (2)

Cognate Courses: (11 credits)

- Nu536** Advanced Pathophysiology (3)
- Nu537** Pharmacology for Prescriptive Practice (3)
- Nu538** Family Systems and Dynamics (2)
- Nu542** Advanced Health Assessment and Diagnostic Reasoning (3)

Level II

Specialty Courses: (18 credits)

- Nu568** and 582 require 270 hours of clinical experience
- Nu558** Advanced Practice Adult Nursing I (3)
- Nu568** Advanced Practice Adult Nursing Practicum I (4)
- Nu572** Advanced Practice Adult Nursing II (3)
- Nu582** Advanced Practice Adult Nursing Practicum II (4)
- Nu586** Advanced Practice Nursing Master's Project (1)

Elective* Select one of the following: (3)

- Nu555** Case Management I
- Nu575** Performance Improvement in Health Service Organizations
- Nu599** Advanced Independent Study in Nursing
- Nu515** Health Care Financing and Managed Care
- Gb511** Management and Human Behavior
- Gb517** Business Ethics and Legal Liability
- Gb621** Human Resource Management
- Gb629** Enterprise Risk Management
- Gb503** Statistics for Managerial Decision Making
- Cs510** Management Information Systems

Total Credits: (39)

* The elective may be taken in any trimester.

Note: The curriculum consists of 2 levels. Students may begin the program with any core or cognate course, provided the prerequisite is met. All core courses must be completed prior to taking level two courses.

Post-Master's Adult Nurse Practitioner Certificate Program

The 25 credit post-master's certificate program is designed to prepare the nurse for advanced practice in primary care as an adult nurse practitioner. The program is available to MSN prepared nurses who want to specialize as an adult nurse practitioner.

Level I

Core Courses: (10 credits)

- Nu536** Advanced Pathophysiology (3)
- Nu537** Pharmacology for Prescriptive Practice (3)
- Nu538** Family Systems and Dynamics (2)
- Nu542** Advanced Health Assessment and Diagnostic Reasoning (3)
- Nu558** Advanced Practice Adult Nursing I (3)
- Nu568** Advanced Practice Adult Nursing Practicum I (4)
- Nu572** Advanced Practice Adult Nursing II (3)
- Nu582** Advanced Practice Adult Nursing Practicum II (4)

Total Credits: (25)

Admission Requirements

For the Master of Science in Nursing

An applicant must have a baccalaureate degree in Nursing from a CCNE or NLNAC accredited institutions or its equivalent and undergraduate GPA of at least 3.0. Applicants are also required to have a minimum of one year professional nursing practice and possess current licenses as registered nurses in New Jersey. Applicants must present their licenses for documentation. An interview may be required.

- Official application (Apply online at www.spc.edu or request an application by phone or mail)
- Personal Statement: A personal statement of educational and professional goals.
- Transcripts: Official transcripts from all undergraduate and graduate institutions attended must be sent directly to the Office of Graduate Admission by the issuing institution. Applicants with bachelor's degrees from colleges outside the United States must submit official Course by Course Degree Evaluations (with an English Translation) from World Education Services, Inc.
- Recommendations: Three letters of recommendation from professional nurses in supervisory positions or academic nurse educators.
- Malpractice Coverage: Applicants must show current malpractice insurance coverage with minimums of \$1,000,000 per claim and \$3,000,000 aggregate.

- Satisfactory completion of undergraduate statistics and nursing research courses
- Physical assessment skills. From a transcript showing evidence of physical assessment skills, from validation by course description(s) showing hours of theory and laboratory, or by completing a challenge exam.

Applications are accepted on a rolling basis. However, it is strongly recommended that applicants submit applications and academic credentials at least two months prior to the beginning of the term in which they intend to start graduate study.

For the RN to MSN Bridge Program

In addition to the requirements for admission into the MSN program, applicants to the RN to MSN Bridge program must have:

- earned bachelor's degrees from a regionally accredited college or university with a GPA of at least 3.0.
- an RN diploma or associate degree in nursing from an NLNAC accredited institution or its equivalent.
- college credit validation through testing for Anatomy and Physiology I and II (Excelsior Examination) and Microbiology (NLN Examination).

For the Post-Master's Adult Nurse Practitioner Certificate Program

In addition to the MSN admission requirements, applicants to the Post-Master's Certificate program must:

- have a master's degree in nursing from an accredited program with a GPA of at least 3.3,
- a current license as a registered nurse in New Jersey, and have a minimum of one year of recent professional nursing experience. Applicants must present licenses for documentation.
- submit evidence of physical assessment skills from a transcript showing evidence of physical assessment skills or course description(s) showing hours of theory and laboratory or by completing a challenge exam.

Students in the post-master's certificate program must adhere to the clinical requirements described in the section Master of Science in Nursing. An interview with the Program Director may be required.

International Applicants

In addition to the above requirements for all nursing programs, international students must also submit:

- official TOEFL scores. Scores showing a minimum of 550 on the written exam, a minimum of 213 on the computer-based exam or a

minimum of 79 on the Internet-based exam will be accepted. The college code for score reporting is 2806.

- Course by course evaluation reporting a 4 year bachelor's degree (evaluations are accepted from World Education Services, Globe Language Services, Credentials Evaluation Service, Inc., International Consultants Inc., Educational Credentials Evaluators, Inc., and Foundation for International Services, Inc.)

All application correspondence should be with:

**The Office of Graduate Admission
Saint Peter's College
2624 Kennedy Boulevard
Jersey City, NJ 07306
(201)761-6470**

International applicants must submit their applications and materials at least three months prior to the term in which they intend to start graduate study. I-20's will only be issued to individuals who have been accepted as fully admitted students.

Criminal Background Checks

Criminal history background checks are required for all candidates.

Jesuit Network

The nursing program participates in the Network of MSN Programs at Jesuit Colleges and Universities.

Saint Peter's College may be able to assist students who have completed a significant number of nursing courses at another college or university to complete their degree at the original school. Details will be provided upon request.

Honor Society

Saint Peter's has a chapter of Sigma Theta Tau, the international honor society that recognizes superior achievements in nursing, encourages leadership development, fosters high nursing standards, stimulates creative work, and strengthens the commitment to ideals of the profession.

Professional Memberships

The College is a member of the American Association of Colleges of Nursing, Jesuit Conference of Nursing Programs, National League for Nursing, and New Jersey Council of Baccalaureate and Higher Degree Programs in Nursing.

Transfer Credit

A student must initiate the request for transfer credit and secure the necessary official transcript(s), transfer credit form, and the approval of transfer credit from the Director of the Program in which the student is enrolled. A grade of B or better is necessary for all transfer credits that will be applied toward a degree. In the MSN Program, a maximum of 6 transfer

credits may be accepted from accredited graduate schools.

In the Post-Master's Certificate Program, a maximum of 8 transfer credits may be accepted from accredited graduate schools.

Transcripts will be evaluated on an individual basis. Credits completed ten years or longer may not be transferable into the MSN or Post-master's programs.

Course Descriptions

Business Management

Gb503 Statistics for Managerial Decision Making

This course covers concepts of probability and statistics needed by managers to analyze and interpret numerical data in uncertain environments. It includes hypothesis testing, regression and correlation analysis and analysis of variance. Concepts are discussed in a framework of real world applications.

Gb511 Management and Human Behavior

This course covers planning, organizing, staffing, directing, and the management of change in a modern organization. It examines decision making and problem solving in pursuit of organizational goals. It addresses human behavior in the areas of motivation, communication, and interpersonal relations.

Gb517 Business Ethics and Legal Liability

This course provides an understanding of the legal and other exposures that confront organizations that fail to operate in a framework of honesty, integrity, and ethical behavior. It assists students in understanding their own value systems and how they fit in organizational cultures. It develops skills to help a manager analyze legal and ethical consequences in a variety of business situations. It develops an awareness of the challenges of creating and maintaining an ethical corporate environment.

Gb621 Human Resource Management

This course provides an overview of the principles and philosophy of human resource management. Topics include recruiting, hiring, training, and compensating employees, creating policies and procedures to improve employee productivity, developing effective and efficient systems for management, and methods to assure legal compliance.

Gb629 Enterprise Risk Management

(ERM). It begins with an overview of with a focus on broad risk management and the scope and contributions of ERM. It addresses issues involved with the implementation of ERM in a framework of governance, risk identification, and risk mapping. It examines the role of a central risk function and knowledge warehouse. Cases studies illustrate key concepts.

Computer Science

Cs510 Management Information Systems

This course provides an understanding of information systems development,

planning and control, utilization of computer resources, telecommunications, database concepts, the automated office, and end user programs. It provides in-depth analysis of business applications, including enterprise resource planning systems and electronic commerce.

Nursing

Nu510 Current Issues in Health Care

An in-depth analysis of current issues related to health care and health care delivery systems. The impact of managed care on nursing practice. (Level I, no prerequisites)

Nu512 Nursing Theory

Critical analysis of nursing theories and their application to practice, research, administration and education. The history and process of theory development in the discipline of nursing are explored. (Level 1, no prerequisites)

Nu515 Health Care Financing and Managed Care

An examination of concepts related to health care financing. Emphasis will be placed on budget preparation, cost benefit analysis, managed care, and on developing an understanding of reimbursement systems. (Level 1, no prerequisites).

Nu520 Nursing Research: Design and Utilization

Critique and design of nursing studies. Exploration of scientific modes of inquiry for theory development and nursing practice. Emphasis is placed on the utilization of research findings for client outcome evaluation. (Level 1, Pre or co-requisite: **Nu512 Nursing Theory**)

Nu530 Concepts in Clinical Nursing

Examination of selected concepts relevant to nursing practice. Nursing care across the health care continuum is explored within the context of physiological/psychological phenomena, theory, research, technology, pluralistic, legal and ethical determinants. (Level 2, no prerequisites).

Nu535 Client Education: Strategies and Community Resources

Theory-based analysis of the pluralistic determinants of health related behaviors. Exploration of the use of current theoretical frameworks for the design, implementation and evaluation of intervention strategies in education of clients. Use of community resources for client education is stressed. (Level 1 or 2, no prerequisites)

Nu536 Advanced Pathophysiology

This course presents a systems approach to the physiological processes and pathological changes that impact human health and illness. (Level I, no prerequisites)

Nu537 Pharmacology for Prescriptive Practice

In depth study of pharmacodynamics, pharmacokinetics and the use of drug therapy to manage health and disease states is emphasized. The Controlled Substance Act and the APN's responsibilities in drug prescription are explored. (Level 1, no prerequisites)

Nu538 Family Systems and Dynamics

The course incorporates concepts from family systems theory, role theory and life span development. The family and community are analyzed using a pluralistic perspective. Family functioning and change in times of crisis are explored (Level 1, no prerequisites)

Nu540 Practicum in Clinical Nursing

Clinical practice with selected clients or groups of clients or communities. Application of current theory and research in carrying out the nursing process. (Level 2, Prerequisite: **Nu530** Concepts in Clinical Nursing; Pre or co-requisite: **Nu535** Client Education: Strategies and Community Resources)

Nu542 Advanced Health Assessment and Diagnostic Reasoning

A holistic and pluralistic approach to the comprehensive health/physical assessment of the adult client. Principles of risk assessment are integrated. The student's ability to evaluate assessment data and select diagnostic tests is developed. Includes theory and laboratory (5 hours/week) component. (Level 1, Pre or co-requisite: **Nu536** Advanced Pathophysiology)

Nu550 Administration in Health Care Organizations

Examination of the administrative process in a variety of health care organizations. Incorporates analysis of leadership skills, understanding of health care economics, role and function of the administrator and consideration of the ethical issues inherent in the current managed care environment. (Level 2, Prerequisites: **Nu515** Financial Concepts, **GB511** Human Behavior in Organizations)

Nu555 Case Management I

Examination of the process of case management and the evolving role of the case manager in a variety of settings across the continuum of health care. The managed care environment including types of insurance reimbursement and government regulation are explored in depth. Topics include integrated case management procedures such as utilization review, coding and discharge planning. Case management models, computer software, clinical pathways and care maps are analyzed. (Level 2, Pre or co-requisite: **Nu530** Concepts in Clinical Nursing or **Nu558** Advanced Practice Adult Nursing 1)

Nu558 Advanced Practice Adult Nursing I

An intensive study of common acute and stable chronic problems of adults seen in primary health settings. Health promotion and disease prevention are stressed. Students develop the knowledge and skills to assess, diagnose and evaluate these common conditions. Pathophysiology, risk factors, diagnostic tests and therapeutic management are discussed. Pluralistic as well as lifestyle factors, including nutrition and pharmacotherapy are explored in relation to the specific conditions. (Level 2, Prerequisites: **Nu542** Advanced Health Assessment, **Nu536** Advanced Pathophysiology, **Nu537** Pharmacology for Prescriptive Practice, Family Systems.)

Nu565 Practicum in Nursing Administration

Field experience involving the operationalizing of aspects of the administration role. Incorporates activities such as quality improvement projects, budgeting, delegation, policy making, interdisciplinary collaboration

and change implementation. (Level 3, Prerequisite: **Nu550** Administration in Health Care Organizations)

Nu568 Advanced Practice Adult Nursing Practicum I

This practicum course affords the student the opportunity to apply advanced knowledge and skills of health promotion, maintenance and disease management to plan therapeutic regimens for adult clients in primary care settings. Advanced practice role socialization is developed. Legal, ethical and financial issues related to advanced practice are integrated (270 clinical hours are required for this course). (Level 2 Co-requisite **Nu558** Advanced Practice Adult Nursing I)

Nu570 Case Management II

The role of the master's prepared case manager with individual clients and disease specific populations are explored in depth. Emphasis is placed on measuring and evaluating the outcomes of case management as they related to access, quality, cost, and client satisfaction. (Level 3, Prerequisite: **Nu555** Case Management I)

Nu572 Advanced Practice Adult Nursing II

A continuation of theory presented in **Nu558**. An intensive study of common acute and stable chronic problems of adults seen in primary health settings. Health promotion and disease prevention are stressed. Students develop the knowledge and skills to assess, diagnose and evaluate these common conditions. Pathophysiology, risk factors, diagnostic tests and therapeutic management are discussed. Pluralistic as well as lifestyle factors, including nutrition and pharmacotherapy are explored in relation to the specific conditions. (Level 2, Prerequisites: **Nu558** Advanced Practice Adult Nursing 1 and **Nu568** Practicum 1)

Nu575 Performance Improvement in Health Service Organizations

This course is designed for students interested in gaining an understanding of health care quality improvement strategies and techniques. Students learn what successful health care organizations are doing to improve quality, enhance customer satisfaction and reduce costs. The Malcolm Baldrige Healthcare Quality Award Criteria and the Joint Commission for Accrediting of Healthcare Organizations utilized as frameworks for assessment and improvement.

Nu580 Case Management Practicum and Seminar

In this course, 2 credits are earned for clinical experience and 1 credit for weekly seminars on campus. Students select a specific client group and type of care delivery agency for a field experience in case management. Emphasis is placed on care coordination, negotiation in brokering for health care services and the application of case management models. Concepts from all theoretical and clinical courses are synthesized to provide for role enactment in the practicum. Weekly seminars facilitate role socialization. (Level 3, Pre or co-requisites: **Nu555** Case Management 1, **Nu565** Practicum in Nursing Administration).

Nu582 Advanced Practice Adult Nursing Practicum II

A continuation of clinical experience in **Nu568**. This practicum course affords

the student the opportunity to apply advanced knowledge and skills of health promotion, maintenance and disease management to plan therapeutic regimens for adult clients in primary care settings. Advanced practice role socialization is developed. Legal, ethical and financial issues related to advanced practice are integrated (270 clinical hours are required for this course). (Level 2, Pre or co-requisite: **Nu572** Advanced Practice Adult Nursing II)

Nu586 Advanced Practice Nursing Master's Project

Opportunity to develop and present a scholarly project related to a topic in advanced nursing practice. Weekly seminar meetings facilitate role socialization. (Level 2, Pre or co-requisite: **Nu582** Advanced Practice Adult Nursing Practicum II)

Nu599 Advanced Independent Study in Nursing

The opportunity to create an assignment. Students investigate a topic of interest or design and execute a project or participate in an internship experience. Consent of instructor is needed prior to registering.

Academic Policies

The following policies apply across the Graduate Programs. Check individual programs for additional policies.

Instructions for Registering for Courses

Students can register in person at the Enrollment Services Center or via the web using Spirit Online at www.spc.edu. Registration may be prevented if the student has outstanding obligations, financial or otherwise, to the College. Students are not permitted to attend a course without being officially registered. Students may be administratively deregistered from some or all of their courses if they fail to complete by published deadlines appropriate forms and processes required to properly register for courses, if they fail to complete by published deadlines all requested financial forms and arrangements with the College, if they lack appropriate course prerequisites, or if they fail to attend class.

Holds on Student Processing

For financial or other reasons, the College may place a hold on processing a student's registration. Students should go to Enrollment Services to solve any processing problems.

Course Schedules

The schedule of all courses appears in SPIRIT online on the College website. As courses frequently change, students should check with the website as they plan courses. Visit www.spc.edu, quick link "Class Search".

Admission Categories

Full Admission: An applicant who meets all admission requirements.

Provisional Admission: An applicant who is permitted to take graduate courses while making up deficiencies in the admission process. If the student fails to meet the stipulated conditions, he/she is not permitted to continue in the program.

Non-matriculated status: An applicant who does not intend to matriculate.

Grading System

Saint Peter's uses a 4.0 grading system for graduate courses:

Grade	Value	Explanation
A	4.0	Outstanding
A-	3.7	Excellent
B+	3.3	Very Good
B	3.0	Good
B-	2.7	Above Average
C+	2.3	Average
C	2.0	Satisfactory
F	0.0	Failure

Other grades are:

IC (Incomplete) given when an instructor allows a student to have

additional time to complete the coursework. During the academic year, the maximum time to complete the course is six weeks after the start of the next term. If the grade is not submitted by the end of the next term, the IP will automatically convert to a IC.

- IP (In Progress) given when course extends beyond the term.
- FA (Fail Absences) Failure as a result of excessive absences.
- IT (Incomplete Teacher) given when the instructor did not submit the grade in time for grade processing.
- WD (Withdraw) when a student withdraws not later than the date published in the term calendar.

A change of grade can be initiated only by the instructor of a course. Such changes are made in unusual circumstances only, require a written request from the instructor, and must be approved by the Dean or Director of the program.

Resolution of Grade Disputes

A student has the right to a fair grade that reflects performance in a class and also to know the components of the final grade. An instructor has the right to determine the grading scale and components to be graded as well as the responsibility to grade fairly and consistently using the announced grading scale.

If a student believes an error was made in the calculation of a grade or that the grade is otherwise not fair, the student should appeal to the instructor within the first six weeks of the next term. If the dispute is not resolved, the student may appeal to the Program Director. Graduate Nursing students should appeal to the Associate Dean of Nursing. If the dispute is not resolved, the student may appeal to the Vice President for Academic Affairs, whose decision will be final.

Repetition of a Course

A graduate student may repeat any course and receive a second grade. Both grades will appear on the transcript. Only the second grade will be included in the cumulative grade point average that applies to degree completion. This option only applies before degree completion has occurred.

Course Changes or Cancellation

The College reserves the right to cancel any course or change schedules, including subject matter or content, meeting days or times, buildings or rooms, and instructors. A student should check SPIRIT for the most current information.

Adding or Dropping Courses

The College permits adding or dropping courses within specific time periods. The College establishes deadlines in advance of each term and publishes

them in the calendar for that term. Degree candidates must observe policies with respect to registering on time and adding or dropping courses within the periods established by the College.

Change of Address or Name

A student must notify Enrollment Services and their program office of any change in personal profile, including changes in name, telephone number, email account, or billing, local or permanent addresses.

School Closing Announcements

School closings will be posted at www.spc.edu and provided to area radio stations.

Transcripts

Official transcripts require signed authorization and can be requested from the Enrollment Services Center. The fee for an official transcript is \$5 and normally takes 10 working days to process. Unofficial transcripts can be viewed on the web at www.spc.edu. Transcripts will not be available for students who have outstanding obligations, financial or otherwise, to the College.

Satisfactory Academic Progress and Continuing Enrollment

Students must maintain Satisfactory Academic Progress (SAP) to remain in good standing for financial aid and academic purposes. In order to maintain SAP, a student must maintain a grade point average of at least 3.0, and must successfully complete 66% of all coursework attempted. The College will evaluate SAP annually at the conclusion of each spring term for all students who have attempted more than 12 credits. Students who do not maintain SAP will be unable to receive financial aid and are subject to probation or dismissal. Failing a course or a GPA below 3.0 may lead to a academic probation, suspension or dismissal from a program. If a student does not improve his or her academic performance, the College may suspend the student from classes for a period of time. If a student comes off suspension and still does not improve performance, the College may dismiss the student. Dismissal is final and precludes any possibility of readmission.

Enrollment Status

Six credits per trimester nine credits per semester constitute full-time status in graduate programs.

Filing for Graduation

Degrees are awarded in May, August, and December. An annual commencement ceremony is held at the close of the Spring term.

To apply for graduation, a student submits a Graduation Application, along with the graduation fee to Enrollment Services by the date specified in the calendar. Failure to comply with the deadline may result in the assessment of a late fee or a delay in receiving a diploma. A student who fails to

complete all requirements must refile for a later graduation.

The Student-College Contract: Principles of Student Conduct

A. Statement of Purpose

As a Catholic and Jesuit College, Saint Peter's stands for the human dignity and worth of every person, and is dedicated to pursuing truth, discovering and transmitting knowledge, promoting a life of faith, and developing leadership expressed in service to others. Our educational mission reflects a commitment to intellectual rigor, social justice, and an active engagement of contemporary issues. We believe, therefore, in values that foster the human respect needed for people to live, work, study and recreate together as a community. Living these values requires each of us to make an effort towards building a campus community that will be known for love of truth, active care, and concern for the common good, and selfless sacrifice toward others.

The Division of Student Affairs implements the College's mission by sponsoring programs, services and activities that encourage students to develop academically, spiritually, socially, physically, and personally. In partnership with students, faculty and staff, the offices that comprise the Division of Student Affairs help to create an educational climate consistent with principles rooted in its Jesuit, Catholic tradition. Saint Peter's College takes seriously its academic mission of fostering the creative intellectual potential of each of its students. In order to maintain an atmosphere that nurtures this potential, Saint Peter's College has established rules of conduct consistent with this goal and with the College's philosophy as a Catholic institution. By accepting admission to the College, students are expected to abide by the general conditions for community living and the Code of Conduct that are listed on the pages that follow.

Working together as a community, students, faculty, and staff help foster a campus atmosphere that furthers the mission of the College. Students are expected to enhance the College Community Standards. This expectation calls for behavior that demonstrates the five principles of student conduct: respect for oneself, respect for others, respect for property, respect for authority, and honesty.

B. Respect for Oneself

The College values all of its students and is deeply concerned with their total development. Therefore, it is appropriate for the College to set expectations for personal integrity with the aim of encouraging students to appreciate their own talents, take themselves and their academic pursuits seriously, and enhance the quality of their lives. When an instance of disrespect for self is known, the College will routinely respond to a student engaging in self-destructive behaviors, behaviors that might impede and individual's ability to enjoy the privileges of education and to fulfill her/his obligations as an educated leader. Students engaging in such behaviors are also encouraged to seek help from various members of the College community.

C. Respect for Others

One value of learning lies in understanding what knowledge can contribute to the community. It is expected that students will be open to learning, including learning about and respecting persons and cultures different from their own. Members of the campus community must act out of Christian charity and mutual respect to establish an atmosphere of trust, without which there is no community. Therefore, Saint Peter's expects its members to treat one another with sensitivity, consideration, understanding, tolerance, and an active concern for the welfare of others. The College is particularly concerned that its members show respect for others regardless of race, creed, gender, disability, or nationality, and avoid all forms of harassing or offensive behaviors.

D. Respect for Property

The mission we share depends upon the responsible use of all property, including such tangible goods, as buildings, library materials, equipment and green spaces. Respect for property also involves helping to foster a well-maintained environment: a sense of security, tranquility and accomplishment. This principle requires students to respect both personal and institutional property, both inside and outside the Saint Peter's College community.

E. Respect for Authority

Authority derives its legitimacy from its commitment to act on behalf of the common good. At Saint Peter's, that authority especially resides in the officers of the College, its faculty, administrators and staff, each of whom has been charged with responsibilities essential to the orderly operation of the College. These individuals serve as leaders and models by example, demonstrating the College's expectations for all its members. In this respect, they help to define the atmosphere, which supports and fosters our common mission. Additionally, these individuals provide structure to preserve the well-being and freedom of community members and an orderly environment in which all can develop. The successful exercise of authority depends in part on the respect it enjoys from the community it serves.

F. Honesty

Saint Peter's educational mission reflects a commitment to the development of the whole person. The College expects students to live by the policies of the Saint Peter's community and to follow local, state and federal laws. While at Saint Peter's, students are expected to demonstrate the personal characteristics of honesty and integrity in all aspects of their campus life, both inside and outside the classroom.

G. Standards of Classroom Behavior

The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the instructor to leave the class for the remainder of the class period. Longer suspensions from a class or dismissal on disciplinary grounds must be preceded by the instructor filing

formal Complaint Against a Student form with the Dean of Students, who will then convene a judicial hearing, as set forth in the **Judicial Process** section (p.123).

The term “prohibited or unlawful acts” includes behavior prohibited by the instructor including, but not limited to:

1. the use of cell phones;
2. leaving to answer cell phones or beepers;
3. eating or drinking in the classroom;
4. speaking without being recognized or called on;
5. refusing to be seated;
6. disrupting the class by leaving and entering the room without authorization.

The expression of disagreement with the instructor or classmates in a civil manner is not in itself disruptive behavior.

The NET Student Handbook

The Student Handbook can be found at www.spc.edu in the Quick Links drop-down menu.

College Code of Conduct

The College requires students to behave consistent with moral and ethical standards. Instructors are responsible for classroom discipline and decorum creating a professional atmosphere free of hostility, discrimination, harassment, or embarrassment for all parties. The instructor may ask a student to leave the classroom for inappropriate behavior and may report the incident to the College administration.

Saint Peter’s has a Code of Conduct that deals with academic dishonesty including cheating, plagiarizing, computer piracy, forgery of documents, harassment, drugs, and other misbehavior. Students must avoid actions that violate high standards of social, moral, and ethical behavior. They must not engage in plagiarism, cheating, or other academic misbehavior. The College will investigate with due process incidents involving students who allegedly misbehave. The College reserves the right to suspend, dismiss, or impose other disciplinary action on students who violate the Code of Conduct. Please find the Code of Conduct at www.spc.edu/theNET.

Mandatory Immunization and Medical Insurance

The State of New Jersey requires all students to provide proof of vaccination or immunity to measles, mumps, and rubella prior to being allowed to register for a second term. Full-time students must also provide proof of medical insurance.

Grievance Procedure

The College has a detailed and codified grievance procedure for alleged violations of rights or of the Code of Conduct. Upon request, the Office of Student Affairs will give a student a copy.

Disclosure of Information

In accordance with various federal laws and regulations, Saint Peter's College makes available to prospective students, current students, and employees the following information: the Annual Campus Security Report; drug and alcohol prevention information; athletic program participation rates and financial support; information regarding all federal, state, local, private, and institutional financial assistance available to students; institutional information regarding costs, refunds, withdrawal requirements, and requirements for return of Title IV funds; information regarding accreditations held, disability services, employees available for assistance, study abroad program information; graduation and transfer rates; and student rights under the Family Education Rights and Privacy Act. This information can be located at www.spc.edu/disclosure.

Tuition and Fees

Information on graduate tuition, fees, methods and timing of payment, financial aid, and tuition reduction for members of religious orders, teachers in Catholic schools, and partner corporations, and tuition refunds can be found at www.spc.edu/tuition. This includes:

- How to make payments.
- Tuition deferral payment plans.
- Interest-free installment plans.
- Financial aid.
- Tuition reduction for members of religious orders and teachers in Catholic schools, and corporate partners.
- Graduate assistantships.
- Tuition refund policies

Saint Peter's College Administration

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*Bene Merenti

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Saint Peter's College Libraries

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B.A., Marymount College; MLIS, Rutgers University.

Susie Choi, Assistant Librarian

B.A., Brandeis University; MSW, Columbia University; MLS, Southern Connecticut State University.

COMMUNICATION WITH THE COLLEGE

Main Campus: 2641 Kennedy Boulevard
 Jersey City, New Jersey 07306-5997
 Phone: 201-761-6000

Branch Campus: Hudson Terrace
 Englewood Cliffs, New Jersey 07632-2899
 Phone: 201-761-7898

South Amboy Site: Cardinal McCarrick High School
 310 Augusta Street
 South Amboy, New Jersey 08879
 Phone: 732-727-0748

GRADUATE PROGRAM OFFICES*

MA Education & Certification Programs (JC)	2624 Kennedy Blvd	1st floor	(201)761-6473 graded@spc.edu
MBA Program (JC)	2624 Kennedy Blvd	2nd floor	(201) 761-6472 mba@spc.edu
MS Accountancy (JC)	2624 Kennedy Blvd	2nd floor	(201) 761-6472 msacct@spc.edu
MSN & Certificate Programs (EC)	Allison House	2nd floor	(201) 761-7490 msn@spc.edu

OTHER STUDENT SERVICES*

Graduate Admission (JC)	Graduate Programs House 2624 Kennedy Blvd	1st floor	(201) 761-6470 gradadmit@spc.edu
Campus Ministry (JC)	Dinneen Hall	Rm 134	(201) 761-7390
Career Services (JC)	Henneberry Hall	Rm 31	(201) 761-6400
College Store (JC)	McDermott Hall	Lower level	(201) 761-6490
College Store (EC)	Main Building	1st floor	(201) 761-7486
Computer Lab (EC)	Main Building	2nd floor	No Phone Enrollment
Services Center (EC)	Main Building	1st floor	(201) 761-7485
Enrollment Services Center (JC)	McDermott Hall	1st floor	(201) 761-6050
Bursar (JC)	McDermott Hall	Rm 213	(201) 761-7440
Financial Aid (JC)	Enrollment Services Center	1st floor	(201) 761-6060
Library (JC)	O'Toole Library		(201) 761-6461
Library (EC)	Main Building	1st floor	(201) 761-7488
Recreational Life Center (JC)	Yanitelli Life Center	Lower level	(201) 761-7308
Registrar (JC)	Enrollment Services Center	1st floor	(201) 761-6050
Registrar/Bursar (EC)	Main Building	1st floor	(201) 761-7485
Security Office (JC)	Saint Peter Hall	1st floor	(201) 761-7400
Veterans' Information (JC)	Registrar's Office	1st floor	(201) 761-6050

*Locations designated (JC) are on the Jersey City campus designated (EC) are on the Englewood Cliffs campus

DIRECTIONS TO THE JERSEY CITY CAMPUS

From the New Jersey Turnpike:

Take the NJ Turnpike to Exit 14C (Grand Street). At the first traffic light, turn left onto Montgomery Street. Follow Montgomery Street through 5 traffic lights (2 miles) and through the intersection of Kennedy Boulevard. The parking garage will be on the right.

From Kennedy Boulevard southbound:

Bear right at the traffic light at Journal Square, remaining on Kennedy Boulevard. Go through 8 traffic lights and turn right onto Montgomery Street. Proceed down the street to the parking garage on the right.

From the West:

Take Route 22 or Route 78 East to the NJ Turnpike North, and proceed as above; OR Take Route 3 East to the NJ Turnpike South, and proceed as above.

From the East:

Take the George Washington Bridge to the NJ Turnpike South, and proceed as above; OR Take the Lincoln Tunnel, stay left, and follow signs for Kennedy Boulevard (southbound) to Jersey City, and proceed as above; OR Take the Holland Tunnel, stay right, and follow signs for Kennedy Boulevard, Jersey City. Turn left onto Kennedy Boulevard, and proceed as above.

From the PATH:

Take the PATH train to Journal Square. Then: Walk (1/2 mile) along Kennedy Boulevard to the campus; OR Take the #15 NJ Transit Line bus (from the Transportation Center) to Kennedy Boulevard and Glenwood Avenue.

DIRECTIONS TO ENGLEWOOD CLIFFS CAMPUS

From Edgewater, North Bergen, West New York, and Weehawken:

Take River Road (Route 505) North. River Road becomes Hudson Terrace in Fort Lee. After the George Washington Bridge overpass, continue on Hudson Terrace 1.5 miles to the campus entrance on the right. (The College is 4.5 miles—approximately a 12-minute ride—from Edgewater Commons on River Rd.)

From Routes 4, 46, 80 and I-95:

As you approach the George Washington Bridge, follow signs for the Palisades Interstate Parkway (PIP) and Route 9W. At the fork of the PIP and Route 9W, take Route 9W. Go through several traffic lights. Turn right at Charlotte Place and follow it to the end. Turn left onto Hudson Terrace. Take the first right onto the campus.

From the north via the Palisade Interstate Parkway (PIP):

Take the PIP South to Palisade Avenue (Exit 1). At the end of the ramp, make a left and an immediate right onto Hudson Terrace. Take the first left onto the campus.

From the north via route 9W:

Take Route 9W south to the intersection at Palisade Avenue in Englewood Cliffs. Turn left onto Palisade Avenue. Take the first right onto Hudson Terrace. Take the first left onto the campus.

DIRECTIONS TO WATERFRONT SITE

At the waterfront, the College uses the classrooms in Saint Peter's Prep, located at the intersection of Warren and Grand Streets, for evening courses. Since most train and bus lines in New Jersey pass through Newark, Hoboken, or Jersey City, Prep is a quick PATH ride and walk from virtually anywhere.

By PATH trains to Grove Street:

Walk 3 blocks south on Marin Boulevard to Warren Street. Turn left at Warren and continue 2 blocks to Grand Street. The entrance used for evening classes faces Warren Street.

By bus to Exchange Place:

Walk 2 blocks west on Montgomery Street to Warren Street. Turn left at Warren Street and walk one and one-half blocks. The entrance used for evening classes faces Warren Street.

By car from Kennedy Boulevard:

Take Kennedy Boulevard to Montgomery Street (Saint Peter's boulevard location). Turn east on Montgomery Street and proceed toward the waterfront approximately two miles to Warren Street. Make a right onto Warren Street. Proceed one and one-half blocks. The entrance used for evening classes faces Warren Street. Parking is behind the building used for evening classes.

By car from outside Hudson County:

Take the New Jersey Turnpike to Exit 14C. About 1.5 miles after the toll booth, exit at Jersey City/Grand Street. At the bottom of the ramp, make your first right-hand turn onto York Street. Proceed nine blocks to Warren Street, make a right, then make your first right onto Grand Street. The entrance for evening classes faces Warren Street. Parking is behind the building used for evening classes.

**DIRECTIONS TO CARDINAL MCCARRICK HIGH SCHOOL,
SOUTH AMBOY****From the North:**

Take NJ Turnpike to Exit 11. Follow signs for the Garden State Parkway. Do NOT take the road marked "The Amboys" as you approach the Garden State Parkway. Cross the Raritan River (Driscoll Bridge). Immediately after the bridge, stay to the right, pay the toll, and take Exit 124 (marked South Amboy). At the end of the ramp, make a left. Proceed through the traffic light and follow the road to the STOP sign. Make a left onto Main Street. Continue to next traffic light. Make a right at the light, onto North Stevens Avenue. Make a right after the Deli. Proceed beyond the elementary school to the parking lot. Park at the front of the lot. Go up the stairs, turn left and go to the main entrance.

From the South:

Take the Garden State Parkway to Exit 117. Take the right ramp onto Route 35/36 in the direction of Hazlet/Keyport/Aberdeen. Take the right ramp onto Route 35 in the direction of Matawan/Hazlet/Middletown. Continue on Route 35 approximately 6 miles. Road name changes to Route 9. Keep right onto ramp. Turn right onto Route 670 (Washington Avenue). Bear left onto Main Street. Turn right onto North Stevens Avenue. Make a right after the Deli. Proceed beyond the elementary school to the parking lot. Park at the front of the lot. Go up the stairs, turn left and go to the main entrance of the school.

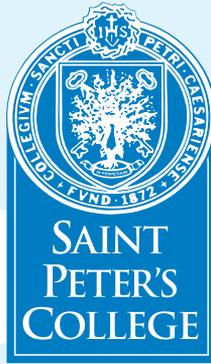
From the West:

Take Interstate 287 to the Garden State Parkway. Follow the first set of directions above.

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THE JESUIT COLLEGE OF NEW JERSEY

Main Campus

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