



GENERAL INFORMATION

General Fees

Fees are non-refundable. All records and services are withheld from students who have any outstanding financial obligations to the University or have defaulted on a Title IV loan at the University. Effective May 1, 2011 National University began reporting student account defaults to credit reporting agencies.

Tuition

Tuition rates in effect as of August 1, 2014.

Undergraduate . . . . . \$344 per quarter unit
Graduate . . . . . \$394 per quarter unit
Doctorate . . . . . \$518 per quarter unit

Table with 5 columns: COURSE LEVEL, 4.5, 3, 2.25, 1.5. Rows include 100,200,300,400; 500 (Undergrad)\*; 500 (Grad)\*; 600 & 700; 800.

\* Tuition for 500-level courses is charged according to students' degree programs.

Tuition is due and payable prior to the first class session of each course. Tuition not fully paid when due is subject to a late fee.

ACADEMIC INFORMATION FOR UNDERGRADUATE DEGREES

Qualifications

Applicants for admission to an undergraduate program must meet the following requirements:

Freshman Admission Applicants:

- Must have attended a regionally accredited high school\*
• Must have a high school GPA of 2.0.

High school applicants who are within six months of completing their high school diploma may be eligible for conditional admission. See conditional admission section below.

Applicants with no prior military experience or who have not completed any post-secondary courses must complete the Foundations to Academic Success course through the Division of Extended Learning prior to enrolling at National University.

\*Applicants who attended a non-regionally accredited high school or were home schooled must petition the Committee on the Application of Standards for admission approval.

Repetition of Courses

Students are not obligated to repeat a failed course unless it is a course required for graduation. Students may repeat, at the prevailing cost per quarter unit, any course to improve cumulative GPA. Only courses completed in residence may be repeated to improve cumulative GPA. In the case of Topics courses, the Topics must be the same.

A course may be repeated a maximum of two times, for a total of three attempts. All grades earned remain part of the student's permanent record, but only the most recent grade, regardless of grade earned, is considered in computing cumulative grade point average. Credit is only given once for repeated courses. Grades earned at National University remain counted in the student's grade point average if the course is repeated at another institution.

Students receiving veteran benefits may not be eligible for benefits when repeating courses. Additional information may be obtained from the National University Veterans Affairs' Department.

Financial aid will not be awarded for a repeated course or its equivalent. Students who wish to or are required to repeat a course must do so at their own expense (see the Financial Aid Guide for additional information).

In order to properly document the repeated course, students must notify the Office of the Registrar that the course has been repeated.

SATISFACTORY ACADEMIC PROGRESS

Students attending National University are expected to maintain satisfactory academic progress in their degree program. Academic progress is defined by a quantitative measure. The quantitative academic progress is assessed by the cumulative grade point average (GPA) achieved at National University. Academic progress is processed four times annually at the end of each quarter (see Calendar and Class Schedule for dates).

Academic Probation

Students whose cumulative GPA falls below 2.0 for coursework taken at National University are placed on Academic Probation. Students on academic probation are allowed one quarter (see Calendar and Class Schedule for dates) to improve their cumulative GPA to 2.0. Students placed on Academic Probation who attempt units and fail to improve their cumulative GPA to the 2.0 by the end of the subsequent quarter, following placement on Academic Probation, will be placed on Academic Disqualification status. Students placed on Academic Probation who do not attempt units remain in Academic Probation status until units are attempted. Students are removed from Academic Probation status when they have improved their cumulative GPA to 2.0 or better. Academic probation is permanently notated on official transcripts.

Academic Disqualification

Students on Academic Probation who fail to raise their cumulative GPA to 2.0 will be academically disqualified from the University. To be considered for reinstatement, a student must complete 12 semester units (18 quarter units) of transferable coursework at a regionally accredited institution with a GPA of no less than 2.3 and then petition the Committee on the Application of Standards (CAS) for reinstatement. Academic disqualification is permanently notated on official transcripts.

### **Academic Dismissal**

If the faculty determines that a student should be academically dismissed for reasons other than grades, they will refer the matter to the Office of Student Affairs, which will initiate an administrative hearing process. The hearing process to be followed is identical to the one invoked for disciplinary actions, outlined in the Policies and Procedures section of this catalog.

## **ACADEMIC INFORMATION FOR GRADUATE DEGREES**

### **Repetition of Courses**

Students are not obligated to repeat a failed course unless it is a course required for graduation. Students may repeat, at the prevailing cost per quarter unit, any course to improve cumulative GPA. Only courses completed in residence may be repeated to improve cumulative GPA. In the case of Topics courses, the Topics must be the same.

A course may be repeated a maximum of two times, for a total of three attempts. All grades earned remain part of the student's permanent record, but only the most recent grade, regardless of grade earned, is considered in computing cumulative grade point average. Credit is only given once for repeated courses. Grades earned at National University remain counted in the student's grade point average if the course is repeated at another institution.

Students receiving veteran benefits may not be eligible for benefits when repeating courses. Additional information may be obtained from the National University Veterans Affairs' Department.

Financial aid will not be awarded for a repeated course or its equivalent. Students who wish to or are required to repeat a course must do so at their own expense (see the Financial Aid Guide for additional information).

In order to properly document the repeated course, students must notify the Office of the Registrar that the course has been repeated.

### **Academic Probation**

Students whose cumulative GPA falls below a 3.0 for coursework completed at National University are placed on Academic Probation. Students are allowed one quarter to improve their cumulative grade point average to the required 3.0. The University strongly recommends that coursework in which a letter grade of "C" or below was earned be repeated while on Academic Probation. If the courses are not repeated, the student may fail to raise the cumulative GPA to the required 3.0 and will be subject to Academic Disqualification. No courses with a grading basis of Satisfactory/ Unsatisfactory should be taken while on Academic Probation as this may impact student's ability to improve their cumulative GPA to the minimum required.

### **Removal from Probation**

Students placed on Academic Probation will be removed from probation status once they have improved their grade point average to a cumulative GPA of 3.0 or higher.

Satisfactory grades received while on probation count toward fulfillment of degree requirements.

### **Disqualification**

Students on Academic Probation who fail to raise their GPA to 3.0 or higher will be disqualified from their academic program. Disqualified students cannot attend National University for the next three months (terms) following the month in which the student was disqualified. After a three-month leave from the University, students can apply for reinstatement.

Note: International students on an F-1 student visa must apply for reinstatement within 15 days of the date of disqualification due to immigration regulations regarding student visas.