



# HEALTH SCIENCES PROFESSIONAL

2015-2016



**MARQUETTE**  
UNIVERSITY

**BE THE DIFFERENCE.**

# Table of Contents

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About Marquette University ..... 2

Health Sciences Professional ..... 13

Academic Regulations ..... 14

Student Resources and Facilities ..... 33

Student Financial Aid ..... 37

Tuition, Fees and Housing ..... 39

Physical Therapy ..... 41

Physician Assistant Studies ..... 51

University Directory ..... 60

Campus Maps ..... 75

Academic Calendar ..... 76

Index ..... 77

# About Marquette University

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## From the President

At Marquette University, the entire community is dedicated to the academic success and personal growth of our students. The university's commitment to academic excellence is complemented by a grounding in the centuries-old Jesuit concept, *cura personalis*, which calls us to appreciate and respect the individual hopes, desires, aspirations, and concerns of all members of the Marquette community.

In this spirit, this Bulletin has been created to guide you in planning your academic career and professional development. With its descriptions of academic majors and required courses, study abroad opportunities, services for students and policies, it is a resource to help you choose the path at Marquette that best suits you, fosters your growth, and prepares you for the challenges, rewards, leadership and service that await you when you complete your work here. Use it in the spirit of Father Jacques Marquette, the 17th century Jesuit explorer for whom our university is named. Let his embrace of the unfamiliar, his openness to new opportunities, and his strong sense of purpose inspire you as you explore the offerings of this outstanding university.

You have my prayers that our loving and gracious God will bless you in your academic work at Marquette.

Michael R. Lovell, Ph.D.  
President

## From the Provost

A Marquette education goes beyond the educational foundation your courses provide. Your time at Marquette will be more than an education. You will receive the guidance of faculty who are experts in their field and who truly believe in the teacher-scholar model, as well as leadership opportunities in service learning and student organizations. It will be an experience that we hope transforms you into men and women who seek answers to life's deepest questions and contribute to solving the world's most pressing problems.

This bulletin can serve as a roadmap for your time here at Marquette. It describes the range of majors and courses Marquette offers, graduation requirements, academic policies and procedures, and experiential learning opportunities that exist both inside and outside of the classroom. I hope you will find it a helpful resource as you register for classes and plan ahead for future semesters.

Our faculty and staff are here to help guide your growth intellectually, emotionally and spiritually during your time at Marquette. They are a valuable resource, and I encourage you to seek their advice and listen to their perspectives gleaned from years in their respective fields. Your time on campus offers you the opportunity to engage in meaningful dialogue and learn from this engagement and through the spirit of Ignatian reflection.

Although new to Marquette, I have quickly come to realize that the Marquette community is truly a family – one that extends beyond our campus community to the 100,000 alumni who lead and serve in the fields of law, engineering, business, medicine, education, dentistry, the humanities, social sciences and communication in all corners of the world. Our hope is that through your experiences here you will leave Marquette better than you found it. We know that you will contribute your unique gifts to enrich the diversity of our campus community and will go out into the world and be men and women for others.

Daniel J. Myers, Ph.D.  
Provost

## History

Marquette University was founded in 1881 by members of the Society of Jesus, a Catholic religious order established in 1540 by St. Ignatius Loyola. The university is named after Father Jacques Marquette (1637-1675), a French, Jesuit missionary and explorer in North America.

The origins of Marquette University date from 1848 when the Most Rev. John Martin Henni, first bishop of Milwaukee, obtained \$16,000 from Guillaume DeBoey, a Belgian, Catholic businessman, to establish a Jesuit college. Bishop Henni petitioned the Jesuits to open a school, Marquette College, in Milwaukee. Because the Jesuits lacked personnel to undertake the project for decades, Marquette College did not open until 1881.

Marquette remained a small liberal arts college for men at North 10th and West State streets until 1907. That year its leaders obtained a university charter from the state of Wisconsin and moved operations to a building just east of the Church of the Gesu, at North 12th Street and West Wisconsin Avenue. That building, Johnston Hall, is the oldest building on the Marquette campus.

Between 1907 and 1913, Marquette expanded to include divisions of medicine, dentistry, nursing, pharmacy, law, business, engineering, music and journalism. In 1909, Marquette became the first Catholic university in the world to offer coeducation as part of its regular undergraduate program.

Following World War II, enrollment at Marquette increased dramatically, as at other American colleges and universities. Demand for graduate and professional education grew. In 1957-58, Marquette became for a short time the largest Catholic university in the nation.

In the 1960s and '70s, Marquette introduced doctoral programs in various fields, including religious studies, biology, history and chemistry.

Since 1990, Marquette has added numerous programs, including degree programs for working adults, which offer courses on campus as well as at satellite locations in southeastern Wisconsin; a part-time law program; an executive master of business administration program; programs in physician assistant studies and exercise science; and a Graduate School of Management.

Today Marquette University has a campus of approximately 90 acres and 60 buildings located near downtown Milwaukee. It consists of 12 colleges and schools:

- Arts and Sciences
- Business Administration
- Communication
- Dentistry
- Education
- Engineering
- Graduate
- Health Sciences
- Law
- Management (Graduate)
- Nursing
- Professional Studies

## Mission Statement

**Marquette University** is a Catholic, Jesuit university dedicated to serving God by serving our students and contributing to the advancement of knowledge. **Our mission**, therefore, is the search for truth, the discovery and sharing of knowledge, the fostering of personal and professional excellence, the promotion of a life of faith, and the development of leadership expressed in service to others. All this we pursue for the greater glory of God and the common benefit of the human community.

## Excellence

Our students, whether traditional or non-traditional, undergraduate, graduate or professional, come to Marquette University to share our commitment to the pursuit of excellence in all things as a lifelong endeavor. They come to join a community whose members — faculty, staff, students, trustees, alumni and friends alike — believe that education must encompass the whole person: spiritual and moral as well as intellectual, the heart as well as the mind. And they come seeking the educational, professional and cultural advantages of a university located in the heart of the city. We, in turn, take seriously our responsibility to foster and support excellence in teaching and research, to keep a Marquette education accessible to a diverse population of students, and to offer personal attention and care to each member of the Marquette community.

## Faith

As a Catholic university, we are committed to the unfettered pursuit of truth under the mutually illuminating powers of human intelligence and Christian faith. Our Catholic identity is expressed in our choices of curricula, our sponsorship of programs and activities devoted to the cultivation of our religious character, our ecumenical outlook, and our support of Catholic beliefs and values. Precisely because Catholicism at its best seeks to be inclusive, we are open to all who share our mission and seek the truth about God and the world, and we are firmly committed to academic freedom as the necessary precondition for that search. We welcome and benefit enormously from the diversity of seekers within our ranks, even as we freely choose and celebrate our own Catholic identity.

## Leadership

As a Jesuit university, Marquette embodies the intellectual and religious traditions of the Society of Jesus. Through an academically rigorous, values-centered curriculum, our students receive a firm grounding in the liberal arts, preparation for work in a world of increasing complexity and diversity, and formation for life as ethical and informed leaders in their religious, cultural, professional and civic communities. They work with and learn from faculty who are true teacher-scholars, whose research not only advances the sum of human knowledge, but also informs their teaching, and whose commitment to students is fundamental to their intellectual and professional lives.

## Service

Through both our academic and co-curricular programs, Marquette strives to develop men and women who will dedicate their lives to the service of others, actively entering into the struggle for a more just society. We expect all members of the Marquette community, whatever their faith traditions, to give concrete expression to their beliefs by giving of themselves in service to those in need.

## Vision Statement

Marquette University aspires to be, and to be recognized, among the most innovative and accomplished Catholic and Jesuit universities in the world, promoting the greater glory of God and the well-being of humankind.

We must reach beyond traditional academic boundaries and embrace new and collaborative methods of teaching, learning, research and service in an inclusive environment that supports all of our members in reaching their fullest potential.

Marquette graduates will be problem-solvers and agents for change in a complex world so in the spirit of St. Ignatius and Jacques Marquette, they are ready in every way "to go and set the world on fire."

## Statement on Human Dignity and Diversity

As a Catholic, Jesuit university, Marquette recognizes and cherishes the dignity of each individual regardless of age, culture, faith, ethnicity, race, gender, sexual orientation, language, disability or social class. Precisely because Catholicism at its best seeks to be inclusive, we are open to all who share our mission and seek the truth about God and the world. Through our admissions and employment policies and practices, our curricular and co-curricular offerings, and our welcoming and caring campus environment, Marquette seeks to become a more diverse and inclusive academic community dedicated to the promotion of justice.

Our commitment to a diverse university community helps us to achieve excellence by promoting a culture of learning, appreciation and understanding. Each member of the Marquette community is charged to treat everyone with care and respect, and to value and treasure our differences. This call to action is integral to the tradition that we share.

## Accreditation

An educational institution is only as strong as the level of excellence that it demands of itself as well as of its faculty and students. Marquette University is accredited by the Higher Learning Commission, a commission of the North Central Association of Colleges and Schools. Marquette University has set consistently high standards for itself that have resulted in accreditation and/or certification of its academic programs from these additional organizations and associations.

These accreditations assure a student that Marquette is recognized and approved by select national and regional educational associations, societies and councils. In addition, a student has the security of knowing that credits earned at Marquette have transfer value to comparable institutions of learning, just as an incoming transfer student learns by checking this list that Marquette can be expected to honor most credits earned at a similarly accredited college or university.

## Accrediting Agencies

College/School	Name of Agency	Academic Programs	Website
Klingler College of Arts and Sciences	American Psychological Association	Graduate Psychology – PhD in Clinical Psychology	<a href="http://www.apa.org/">http://www.apa.org/</a>
College of Business Administration	AACSB International - The Association to Advance Collegiate Schools of Business	-BS in (Accounting, Business Economics, Entrepreneurship, Finance, Human Resources, Information Technology, International Business, Marketing, Operations and Supply Chain Management, and Real Estate) -M.B.A. -MS Accounting -MS Applied Economics -MS Human Resources -MS Healthcare Technology Management	<a href="http://www.aacsb.edu/">http://www.aacsb.edu/</a>
Diedrich College of Communication	Accrediting Council on Education in Journalism and Mass Communications (ACEJMC)	-BA in Advertising -BA in Digital Media -BA in Journalism -BA in Public Relations	<a href="http://www2.ku.edu/~acejmc/">http://www2.ku.edu/~acejmc/</a>
Diedrich College of Communication	National Association of Schools of Theatre	BA degree with major in Theatre Arts	<a href="http://nast.arts-accredit.org/">http://nast.arts-accredit.org/</a>
School of Dentistry	Commission on Dental Accreditation (CODA) of the American Dental Association	DDS, certificate and master's in advanced specialty education programs in endodontics, orthodontics and dentofacial orthopedics, and prosthodontics, certificate in advanced education in general dentistry.	<a href="http://www.ada.org/117.aspx">http://www.ada.org/117.aspx</a>
College of Education	American Psychological Association	Graduate Education – PhD in Counseling Psychology	<a href="http://www.apa.org/">http://www.apa.org/</a>
College of Education	Council for Accreditation of Counseling and Related Educational Programs	MS-Clinical Mental Health Counseling MA-School Counseling	<a href="http://www.cacrep.org/">http://www.cacrep.org/</a>
College of Engineering		The Biomedical Engineering, BSBE program is accredited by the Engineering Accreditation Commission of ABET	<a href="http://www.abet.org/">http://www.abet.org/</a>

College of Engineering		The Civil Engineering, BSCE program is accredited by the Engineering Accreditation Commission of ABET	<a href="http://www.abet.org/">http://www.abet.org/</a>
College of Engineering		The Computer Engineering, BSCE program is accredited by the Engineering Accreditation Commission of ABET	<a href="http://www.abet.org/">http://www.abet.org/</a>
College of Engineering		The Electrical Engineering, BSEE program is accredited by the Engineering Accreditation Commission of ABET	<a href="http://www.abet.org/">http://www.abet.org/</a>
College of Engineering		The Mechanical Engineering, BSME program is accredited by the Engineering Accreditation Commission of ABET	<a href="http://www.abet.org/">http://www.abet.org/</a>
College of Engineering		The Construction Engineering and Management, BS CEAM program has applied for accreditation by the Engineering Accreditation Commission of ABET	<a href="http://www.abet.org/">http://www.abet.org/</a>
College of Health Sciences	Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA)	Master of Physician Assistant	<a href="http://www.arc-pa.org/index.html">http://www.arc-pa.org/index.html</a>
College of Health Sciences	American Society of Exercise Physiologists	BS degree with major in Exercise Physiology	<a href="http://www.asep.org/">http://www.asep.org/</a>
College of Health Sciences	Commission on Accreditation in Physical Therapy Education (CAPTE)	Doctor of Physical Therapy	<a href="http://www.capteonline.org/home.aspx">http://www.capteonline.org/home.aspx</a>
College of Health Sciences	Commission on Accreditation of Athletic Training Education (CAATE)	Baccalaureate in Athletic Training	<a href="http://www.caate.net/imis15/caate/">http://www.caate.net/imis15/caate/</a>
College of Health Sciences	Council on Academic Accreditation in Audiology and Speech-Language Pathology (CAA) of the American Speech-Language-Hearing Association	MS in Speech-Language Pathology	<a href="http://www.asha.org/academic/accreditation/CAA_overview.htm">http://www.asha.org/academic/accreditation/CAA_overview.htm</a>
College of Health Sciences	National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)	BS degree with major in Clinical Laboratory Sciences	<a href="http://www.naacls.org/">http://www.naacls.org/</a>
Law School	Section of Legal Education and Admissions to the Bar of the American Bar Association	JD	<a href="http://www.americanbar.org/groups/legal_education.html">http://www.americanbar.org/groups/legal_education.html</a>
Nursing	Commission on Collegiate Nursing Education	-Bachelor of Science in Nursing -Master of Science in Nursing -Doctor in Nursing Practice	<a href="http://www.aacn.nche.edu/ccne-accreditation">http://www.aacn.nche.edu/ccne-accreditation</a>
Nursing	Accreditation Commission for Midwifery Education (ACME)	-Certificate in Nurse Midwifery -MS in Nursing with a specialization in Nurse Midwifery	<a href="http://www.midwife.org/">http://www.midwife.org/</a>

## Certification, Licensure, Credentialing and Other Recognitions

College/School	Name of Agency	Academic Programs	Website
Klingler College of Arts and Sciences	American Chemical Society	BS in Chemistry, Molecular Biology/biochemistry, Chemistry for the Professions	<a href="http://portal.acs.org/portal/PublicWebSite/about/governance/committees/training/acsapproved/index.htm">http://portal.acs.org/portal/PublicWebSite/about/governance/committees/training/acsapproved/index.htm</a>
College of Business Administration	Chartered Financial Analyst (CFA) Institute	BS in Finance, Applied Investment Management (AIM). The AIM program is a CFA Program Partner. The partnership designation means that Marquette University offers a degree program that covers at least 70 percent of the CFA Institute's Program Candidate Body of Knowledge, the CFA Institute Ethical and Professional Standards, and other requirements.	<a href="http://www.cfainstitute.org/partners/university/Pages/cfa_program_partners_overview.aspx">http://www.cfainstitute.org/partners/university/Pages/cfa_program_partners_overview.aspx</a>

College of Education	Wisconsin Department of Public Instruction	College of Education: -Licensure programs in administration:superintendent, director of instruction, principal, reading specialist -Licensure programs in teaching: middle childhood-early adolescence; early adolescence-adolescence Graduate Education: -Licensure programs in pupil services: school counselor -Licensure program in teaching: supplemental teaching-reading specialist Graduate Speech-Language Pathology -Licensure programs in teaching: special education - speech and language pathology -Licensure program in bilingual-bicultural (18 credit-hour minor)	<a href="http://tepd.dpi.wi.gov/epp/educator-preparation-program-providers">http://tepd.dpi.wi.gov/epp/educator-preparation-program-providers</a>
Graduate School	Commission on Accreditation of Allied Health Education Programs (CAAHEP)	Specialist in Blood Banking (SBB) portion of the Master's in Transfusion Medicine program. The Master's in Transfusion Medicine is a collaboration between Marquette University and the BloodCenter of Wisconsin. The first 18 credits, consisting of the SBB program, are completed at the BloodCenter of Wisconsin. An additional 21-22 credits are completed at Marquette University. Marquette University has no direct affiliation with the Council on Accreditation of Allied Health Education Programs (CAAHEP). The SBB Program is accredited by CAAHEP. CAAHEP provides the standards, assessors and accreditation with sponsorship from the American Association of Blood Banks (AABB). AABB does not conduct separate accreditation.	<a href="http://www.caahep.org/">http://www.caahep.org/</a>
College of Nursing	Wisconsin Board of Nursing	The State of Wisconsin Board of Nursing certifies that Marquette University College of Nursing fulfilled the requirements for an accredited school of professional nursing leading to a baccalaureate degree.	<a href="http://drl.wi.gov/profdetail.asp?pdetailid=2142&amp;profid=46&amp;locid=0">http://drl.wi.gov/profdetail.asp?pdetailid=2142&amp;profid=46&amp;locid=0</a>
Law School	Association of American Law Schools	JD	<a href="http://www.aals.org">http://www.aals.org</a>
College of Health Sciences	American Physical Therapy Association	Marquette, ProHealth Care, & Zablocki VA Medical Center Neurologic Residency Program (Credentialed)	<a href="https://www.apta.org/">https://www.apta.org/</a>
College of Health Sciences	National Strength and Conditioning Association	Exercise Physiology program; For successfully meeting established criteria, the National Strength and Conditioning Association officially recognizes Marquette University's Program in Strength and Conditioning.	<a href="http://www.nasca.com/Home/">http://www.nasca.com/Home/</a>

## Legal Disclosure

Marquette University does not discriminate in any manner contrary to law or justice on the basis of race, color, gender, age, sexual orientation, religion, disability, veteran's status or national origin in its educational programs or activities, including employment and admissions. At the same time, Marquette cherishes its right and duty to seek and retain personnel who will make a positive contribution to its religious character, goals, and mission in order to enhance the Jesuit, Catholic tradition. Federal laws (Titles VI, VII and IX; the Age Discrimination Act in Employment of 1967 as amended, the Rehabilitation Act of 1973 as amended, the Veteran's Readjustment Assistance Act of 1974, and the Americans With Disabilities Act of 1990) prohibit such discrimination.

Employee inquiries concerning the application of Section 503 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974 and Title I of the Americans with Disabilities Act of 1990 may be referred to the Office of Human Resources; Straz Tower; P.O. Box 1881; Milwaukee, WI 53201-1881; (414) 288-7305.

Student inquiries concerning Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act of 1990 may be referred to the Office of Student Educational Services; Alumni Memorial Union; P.O. Box 1881; Milwaukee, WI 53201-1881; (414) 288-1645.

Student and employee inquiries concerning the application of Titles VI, VII, the Age Discrimination in Employment Act of 1967, as amended, and Executive Order 11246, as amended, may be referred to Lynn Mellantine, Affirmative Action Officer: Straz Tower, P.O. Box 1881, Milwaukee, WI 53201-1881, (414) 288-3430. Student and employee inquiries concerning the application of Title IX may be referred to Christine Taylor, Title IX Coordinator: Alumni Memorial Union, Room 437, P.O. Box 1881, Milwaukee, WI 53201-1881, (414) 288-3151 **OR** to the Office for Civil Rights: 500 W. Madison St., Suite 1475, Chicago, IL 60661-4544, (312) 730-1560.

The Marquette University Board of Trustees approved the Affirmative Action Program, formalizing the university's position toward human rights. This program reaffirms and specifies action programs to continue the pledge of promotion and equal opportunity for all qualified persons.

State Authorization: Marquette University is registered as a Private Institution with the Minnesota Office of Higher Education pursuant to sections 136A.61 to 137A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

## Written Agreements

As per Federal Financial Aid regulations, the following is a list of the entities with which Marquette University has a written agreement that enables Marquette students to broaden their educational experience.

## Domestic Programs

Name	Location	Sponsoring Marquette Academic Unit	Portion of the Program that is delivered by the Entity/Institution	Method of Delivery	Costs Students May be Expected to Incur
Milwaukee Institute of Art and Design (MIAD)	Milwaukee, WI	College of Communication	Various; Fine Arts- Graphic Design minor 100%; Fine Arts-Photography minor 100%; Fine Arts-Studio Art minor 83%	In person	Students pay Marquette tuition for the MIAD courses; No additional tuition is charged; however, MIAD courses may have course-specific fees for supplies.
Medical College of Wisconsin (MCW)	Wauwatosa, WI	Graduate School	Master's in Healthcare Technologies Management-33%; Master's in Bioinformatics-up to 49%; Ph.D. in Biomedical Engineering with Functional Imaging Specialization-40%; all other full-time Ph.D. students- up to 6 credits.	In person	Students pay Marquette tuition; there are no additional costs to the students.
University of Wisconsin - Milwaukee	Milwaukee, WI	Graduate School	Up to 6 credits.	in person or on-line classes depending on method of delivery that UWM uses.	Students pay Marquette tuition; there are no additional costs to the students.
The Blood Center of Wisconsin	Milwaukee, WI	Graduate School	MS in Transfusion Medicine 18 out of 38-40 credits are awarded	In person	\$4,804.00 total for the entire 18 credits
General Electric (GE) Edison Systems Engineering Program	Waukesha, WI	Graduate School	Master's in Electrical and Computer Engineering-30%; Master's in Biomedical Engineering-18-20%; Master's in Mechanical Engineering-18-20%	In person	None; this training is required as part of the students' employment at GE.
General Electric (GE) Edison Healthcare Software Program	Waukesha, WI	Graduate School	Master's in Computing-33-40%	In person	None; this training is required as part of the students' employment at GE.
General Electric (GE) Edison Aviation Engineering Program	Grand Rapids, MI	Graduate School	Master's in Computing-33-40%	In person	None; this training is required as part of the students' employment at GE.
Midwest Catholic Graduate Schools Consortium	which includes various locations *	Graduate School	No more than 6 credits.	In person or online, depending on method of delivery that the host institution uses	Tuition is paid at the home institution; there are no additional costs to the students.



Jesuit Multilateral Agreement - Jesuit MBA	Participants are located throughout the United States **	Graduate School of Management Depends on the timing of when a student transfers to the new institution; however, it will be less than 50%.	It varies by school; most programs are in person	Students pay the tuition at the school into which they transferred; there are no additional costs to the students.
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\* Loyola University Chicago (Chicago, IL); Marquette University (Milwaukee, WI); Notre Dame University (South Bend, IN); Saint Louis University (St. Louis, MI), and any of these institutions international locations.

\*\* Boston College; Canisius College; Creighton University; Fairfield University; Fordham University; Gonzaga University; John Carroll University; Loyola Marymount University; Loyola University Chicago; Loyola University Maryland; Loyola University New Orleans; Rockhurst University; Saint Joseph's University; Saint Louis University; Santa Clara University; Seattle University; University of Detroit Mercy; University of San Francisco; University of Scranton; and Xavier University.

## Study Abroad Programs

Name	Location	Sponsoring Marquette Academic Unit	Portion of the Program that is delivered by the Entity/Institution	Method of Delivery	Costs Students May be Expected to Incur
Casa de la Mateada	Cordoba, Argentina	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$25,756 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Monash University	Melbourne, Australia	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,791 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University of Innsbruck	Innsbruck, Austria	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,150 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universiteit Antwerpen	Antwerp, Belgium	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$30,900 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Australian Catholic University	Sydney, Brisbane and Melbourne; Australia	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	Various	\$32,755 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Laval University	Quebec, Canada	Office of International Education	Students typically earn 6 credits in the summer term.	In person	Varies by session. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Marquette en Chile	Santiago, Chile	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$30,390 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universidad Diego Portales	Santiago, Chile	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">marquette.edu/abroad/where.shtml</a>
BIT (Beijing Institute of Technology)	Beijing, China	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$26,740 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Peking University	Beijing, China	College of Business Administration	Students typically earn 3-9 credits in the summer term.	In person	\$5,501 Varies by credit load. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Peking University, Guanghua School of Management	Beijing, China	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,853 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
The Beijing Center for Chinese Studies	Beijing, China	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$26,740 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Southwestern University of Finance and Economics	Chengdu, China	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$26,954 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">marquette.edu/abroad/where.shtml</a>
Tongji University summer	Shanghai, China	College of Business Administration	Students typically earn 5 credits in the summer term.	In person	\$8,473 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">marquette.edu/abroad/where.shtml</a>
Tongji University	Shanghai, China	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$33,603 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>

Xiangtan University-Law School China	Xiangtan, China	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Additional information is found here: <a href="http://marquette.edu/abroad/where.shtml">marquette.edu/abroad/where.shtml</a>
Sun Yat-Sen University	Zhuhai, China	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$29,796 Additional information is found here: <a href="http://marquette.edu/abroad/where.shtml">marquette.edu/abroad/where.shtml</a>
Danish Institute for Study Abroad	Copenhagen, Denmark	College of Business Administration	Students earn one semester worth of credit, typically 12-18 credits.	In person	\$32,095 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Danish Institute for Study Abroad Session	Copenhagen, Denmark	Office of International Education	Students typically earn 3-10 credits in the summer term.	In person	Varies by credit load; students pay the program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University of Copenhagen	Copenhagen, Denmark	Office of International Education	For graduate students only; Students earn one semester's worth of credit, typically 6-9 credits.	In person	\$34,694 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University of Southern Denmark	Sonderborg, Denmark	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,568 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
American University in Cairo	Cairo, Egypt	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$27,574 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
American University in Cairo	Cairo, Egypt	Office of International Education	Students typically earn 6 credits in the summer term.	In person	\$9,834; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Casa de la Solidaridad	San Salvador, El Salvador	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$25,277 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Casa de la Solidaridad	San Salvador, El Salvador	Office of International Education	Students typically earn 6 credits in the summer term.	Various	\$6,511 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University of Birmingham	Birmingham, England	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$27,720 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University of Kent	Caterbury, England	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$30,155; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
City University	London, England	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$33,019 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Kings College	London, England	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,219 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Kings College Summer Program	London, England	Office of International Education	Students typically earn 3-6 credits in the summer term.	In person	Varies by credit load; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
St. Mary's-Twickenham	London, England	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$30,039 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
ENSEIRB	Bordeaux, France	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits	In person	\$33,479 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
European Summer Program at Lille Catholic University	Lille, France	Office of International Education	Students typically earn 5-9 credits in the summer term.	In person	Varies by credit load/subjects studied; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universite Catholique de Lille	Lille, France	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$28,554 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universite Catholique de Lyon (ESDES)	Lyon, France	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,390 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universite Catholique de Lyon (ESDES)	Lyon, France	College of Business Administration	Students typically earn 6 credits in the summer term.	In person	\$7,867 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>

Institut Catholique de Paris	Paris, France	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$31,490 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Institut Catholique Paris Summer Program	Paris, France	Office of International Education	Students typically earn 6-9 credits in the summer term.	In person	Varies by credit load/subjects studied; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Pole, ESG	Paris, France	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,953 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Sciences-Po	Paris, France	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$33,554 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universite de Poitiers	Poitiers, France	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$30,154 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
EM Strasbourg	Strasbourg, France	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,890 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
EM Strasbourg	Strasbourg, France	College of Business Administration	Students typically earn 7 credits in the summer term.	In person	\$7,631 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Institut fur Internationale Kommunikation (IIK)	Dusseldorf or Berlin, Germany	Office of International Education	Students typically earn 6-9 credits in the summer term.	In person	\$4,957; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Catholic University of Eichstatt/Ingolstadt	Eichstatt, Germany	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,228 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Catholic University of Eichstatt/Ingolstadt summer program	Eichstatt, Germany	Office of International Education	Students typically earn 6 credits in the summer term.	In person	\$6,925 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">marquette.edu/abroad/where.shtml</a>
Goethe University	Frankfurt, Germany	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$29,320 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Phillipps Universitat	Marburg, Germany	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$28,904 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Hong Kong Institute of Education	Tai Po, Hong Kong	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$26,729 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Management Development Institute	Gurgaon, India	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$28,805 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University College Dublin	Dublin, Ireland	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,269 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University College Dublin Nursing	Dublin, Ireland	Office of International Education	Students typically earn 6 credits in the summer term.	Various	\$8,882 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
National University of Ireland	Galway, Ireland	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$27,318 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
National University of Ireland, Galway Summer Program	Galway, Ireland	Office of International Education	Students typically earn 6 credits in the summer term.	In person	\$6,401 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Gonzaga in Florence Summer Program	Florence, Italy	Office of International Education	Students typically earn 6 credits in the summer term.	In person	\$12,600 students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>

Gonzaga University	Florence, Italy	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,187; students pay the program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universita Cattolica del Sacro Cuore	Milan, Italy	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$31,019; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Università Cattolica del Sacro Cuore	Milan, Italy	Office of International Education	Students typically earn 3-9 credits in the summer term.	Various	Varies by credit load; students pay the program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
John Cabot University	Rome, Italy	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,494 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
John Cabot University Summer Program	Rome, Italy	Office of International Education	Students typically earn 3-12 credits in the summer term.	In person	Varies by credit load; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
John Felice Rome Center	Rome, Italy	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$31,232 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Loyola Rome Center	Rome, Italy	Office of International Education	Students typically earn 3-12 credits in the summer term.	In person	Varies by credit load; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
LUISS Università Guido Carli	Rome, Italy	College of Business Administration	Students earn on semester's worth of credit, typically 12-18 credits.	In person	\$35,108 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Nagasaki University	Nagasaki, Japan	Office of International Education	Student's earn on semester's worth of credit, typically 12-18 credits.	In person	Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Sophia University	Tokyo, Japan	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$30,869 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Sophia University Summer Program	Tokyo, Japan	Office of International Education	Students typically earn 6 credits in the summer term.	In person	\$9,831 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
AMIDEAST	Amman, Jordan	Office of International Education	Students typically earn 6-12 credits in the summer term.	Various	Varies by credit load; students pay the program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
University of Jordan	Amman, Jordan	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universidad Iberoamericana	Mexico City, Mexico	College of Business Administration	Students typically earn 3-6 credits in the summer term.	In person	Varies by credit load; students pay the program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Tecnologico de Monterrey	Various cities, Mexico	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Varies by location. \$26,038 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
AMIDEAST Rabat	Rabat, Morocco	Office of International Education	Students typically earn 5 credits in the summer term.	In person	\$6,979 (3 credits) or \$11,279 (6 credits); students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
EGE Rabat	Rabat, Morocco	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$26,849 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Casa Bayanihan	Manila, Philippines	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$25,756 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Ataneo de Manila University	Manila, Philippines	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In Person	\$26,069 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
South Africa Service Learning Program	Bellville, Republic of South Africa	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$28,690 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Sogang University	Seoul, South Korea	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$28,554 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>

Sogang University Summer Program	Seoul, South Korea	Office of International Education	Students typically earn 6-9 credits in the summer term.	In person	Varies by credit load. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
IQS-Universitat Ramon Llull	Barcelona, Spain	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,228 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universidad Loyola Andalucia-Cordoba	Cordoba or Seville, Spain	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$32,405 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Saint Louis University-Madrid Campus	Madrid, Spain	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In Person	\$30,335 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universidad Pontificia Comillas	Madrid, Spain	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$37,290 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universidad Pontificia Comillas Summer Program	Madrid, Spain	Office of International Education	Students typically earn 6 credits in the summer term.	In person	\$7,417 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Universidad de Duesto	San Sebastian, Spain	College of Business Administration	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$36,750 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Fu Jen Catholic University	New Taipei City, Taiwan	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$27,044 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Fatih University	Istanbul, Turkey	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	\$27,245 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
Center for Education Abroad at Arcadia University	Various locations	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Varied by program; students pay the program directly. Additional information is found here: <a href="http://arcadia.edu/abroad/">http://arcadia.edu/abroad/</a>
Center for Education Abroad at Arcadia University	Various locations	Office of International Education	Students typically earn 3-9 credits in the summer term.	In person	Varies by program; students pay program directly. Additional information is found here: <a href="http://www.arcadia.edu/abroad/">www.arcadia.edu/abroad (http://www.arcadia.edu/abroad/)</a>
ISU Hessen	Various locations	Office of International Education	Students typically earn 6 credits in the summer term.	In person	Varies by location; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
NARETI Biomedical Engineering Exchange	Various locations	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Varies by location. \$31,555 Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
School for International Training (SIT)	Various locations	Office of International Education	Students earn one semester's worth of credit, typically 12-18 credits.	In person	Varies by program; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>
School for International Training (SIT)	Various locations	Office of International Education	Students typically earn 3-9 credits in the summer term.	In person	Varies by program; students pay program directly. Additional information is found here: <a href="http://www.marquette.edu/abroad/where.shtml">http://www.marquette.edu/abroad/where.shtml</a>

# Health Sciences Professional

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Health Sciences Professional is the Professional Programs division of the College of Health Sciences

## From the Dean

College of Health Sciences website (<http://www.marquette.edu/chs/index.shtml>)

Welcome!

The College of Health Sciences features nationally recognized and ranked professional and graduate programs in Physical Therapy, Physician Assistant Studies, Speech and Language Pathology, Clinical and Translational Rehabilitation Health Science, and Neuroscience. From state-of-the-art research laboratory and teaching facilities to many health profession and service organizations, our students find abundant opportunity to interact with faculty scholars who are passionate about teaching, research and service.

Our mission to provide distinctive and rigorous educational programs is complemented by our location in the heart of the city of Milwaukee, where opportunities to take advantage of first rate health and medical settings abound. Moreover, you can expect excellence from our faculty, and will be in elite company among our academically talented students. Whether through outstanding professional programs of study or in exceptional graduate education, our dedicated faculty and committed students have created a truly vibrant academic environment that's waiting for you.

Sincerely,

William E. Cullinan, Ph.D.  
Dean, College of Health Sciences

## College Mission Statement

The College of Health Sciences has the mission of preparing students for careers in the health sciences and as health care providers. It is dedicated to improving health care by educating excellent, ethical health care professionals through a program of teaching, research and service. Students are instilled with the Jesuit ideals of concern for the spiritual, emotional and physical development of the individual as well as a lifelong commitment to leadership in the advancement of their personal skills and profession.

# Academic Regulations

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## Academic Integrity

Academic integrity is the foundation of learning, research, and scholarship. To that end, it is imperative that all members of the university community adhere to a shared understanding of the standards outlined in this policy. All faculty, staff, and students are required to recognize, respect and uphold:

- The Statement on Academic Integrity
- The Honor Pledge
- The Honor Code
- Best Practices
- Academic Misconduct Policy

## Statement on Academic Integrity

We, the scholars of Marquette University, recognize the importance of personal integrity in all aspects of life and work. We commit ourselves to truthfulness, honor, and responsibility by which we earn the respect of others. We support the development of good character in our academic community, and commit to uphold the highest standards of academic integrity as an important aspect of personal integrity. Our commitment obliges us as students, faculty, and staff to conduct ourselves according to the Marquette University Honor Code set forth below. We do this in pursuit of Marquette University's mission, which is the search for truth, the discovery and sharing of knowledge, the fostering of personal and professional excellence, the promotion of a life of faith, and the development of leadership expressed in service to others.

Students are asked to commit to academic integrity through the following *honor pledge*. Faculty may require students to sign the pledge in their courses or for any individual assignment.

## Honor Pledge

I recognize the importance of personal integrity in all aspects of life and work. I commit myself to truthfulness, honor, and responsibility, by which I earn the respect of others. I support the development of good character, and commit myself to uphold the highest standards of academic integrity as an important aspect of personal integrity. My commitment obliges me to conduct myself according to the Marquette University Honor Code.

## Honor Code

*The honor code obliges students:*

1. To fully observe the rules governing exams and assignments regarding resource material, electronic aids, copying, collaborating with others, or engaging in any other behavior that subverts the purpose of the exam or assignment and the directions of the instructor.
2. To turn in work done specifically for the paper or assignment, and not to borrow work either from other students, or from assignments for other courses, unless approved by the faculty member.
3. To give full and proper credit to sources and references, and to acknowledge the contributions and ideas of others relevant to academic work.
4. To report circumstances that may compromise academic honesty, such as inattentive proctoring or premature posting of answers.
5. To complete individual assignments individually, and neither to accept nor give unauthorized help.
6. To accurately represent their academic achievements, which may include their grade point average, degree, honors, etc., in transcripts, in interviews, in professional organizations, on resumes and in the workplace.
7. To report any observed breaches of this honor code and academic honesty.

Academic integrity is a matter of great importance to the entire Marquette community and as such the honor code obliges others on campus as well.

*The honor code obliges instructors:*

1. To monitor and design exams and assignments so that honest students will not be disadvantaged by other students who might choose to cheat if given the opportunity.
2. To report circumstances that may compromise academic honesty, such as inattentive proctoring or premature posting of answers.
3. To follow all published procedures regarding cases of academic misconduct.
4. To report any observed breaches of this honor code and academic honesty.

*The honor code obliges researchers:*

1. To give full and proper credit to sources and references, and to acknowledge the contributions and ideas of others relevant to research.
2. To conduct research experiments according to professional standards of objectivity, conscientiousness, reliability and transparency.
3. To conduct all experiments according to professional ethical standards, and, when applicable, to submit all proposed investigations to the relevant oversight bodies.

4. To provide sufficient documentation of research methodology so that other researchers in the field may replicate work.
5. To observe all duties required by copyright, trademark, patent and/or other applicable laws or regulations.
6. To follow all published procedures regarding cases of personal and academic misconduct.
7. To report any observed breaches of this honor code and academic honesty.

*The honor code obliges staff:*

1. To interpret procedures and regulations in the spirit of furthering the highest standards of personal and academic integrity.
2. To report circumstances that may compromise academic honesty, such as inattentive proctoring or premature posting of answers.
3. To follow through on reporting, punishment, and record-keeping on all incidents of personal and academic misconduct.
4. To follow all published procedures regarding case of personal and academic misconduct.
5. To report any observed breaches of this honor code and academic honesty.

## Academic Integrity Best Practices

In addition to the honor code, members of the Marquette University community commit to the following set of best practices.

**As students** we strive to come to class on time and to be prepared for the material at hand. This includes all readings and assignments. We strive to devote our full attention to the class proceedings and to be fully engaged in class discussions and activities. We recognize the importance of asking questions about material we don't understand, as it helps other students who may not have thought of the question but need to hear the answer, and it gives the instructor valuable feedback. We respect the views of classmates and instructors, and we avoid distracting the class and instructor with irrelevant conversations or behavior. We strive to prepare for exams in a timely manner, and to seek help from the instructor when necessary during the preparation. We start preparing papers, projects, and homework assignments early enough to have sufficient time to do the best we can.

**As instructors** we strive to be prepared and current with respect to the content and conduct of our courses, and to plan the course and class sessions to achieve the course objectives effectively. We strive to answer questions honestly and completely, and to acknowledge when we do not have an answer. We strive to give all students equal opportunity to participate in class discussions and activities. We respect students' views on issues of judgment, and we clearly distinguish between our personal opinions and our professional expertise. We are available during office hours or at arranged times to work with students individually to help them to master course material. We strive to develop and update exams and assignments so that they are meaningful tests of understanding and progress toward achieving course objectives. Finally, we give due and careful consideration to students' answers and submissions when evaluating them and assigning grades.

**As researchers** we strive to be honest, accurate, efficient, ethical, objective, and accountable in conducting and reporting our research efforts. Where applicable, we aim to publish in outlets accessible to other professionals in the field for the greatest possible dissemination of creative scholarly research.

**As staff** we strive to serve all faculty and students within the confines of Marquette University's policy and procedure. We recognize the importance of serving all faculty and students fairly and on a timely basis, while maintaining confidentiality. We respect teaching and learning, and support faculty and students in this endeavor every day.

### Academic Integrity Tutorial

All undergraduate, graduate and health science professional students must successfully complete an Academic Integrity tutorial during their first term of enrollment, or be subject to a registration hold for the following term.

## Academic Misconduct Policy

### Definitions of Academic Misconduct

Academic misconduct includes, but is not limited to, individual violations, helping another student with any form of academic misconduct, failing to report any form of academic misconduct, or intentionally interfering with the educational process in any manner. Faculty, staff or students who are aware of academic misconduct and fail to report it are considered complicit in these actions. The following sections provide representative examples of academic misconduct. If a student is in doubt as to whether an action or behavior is subject to the academic misconduct policy, he/she should consult an appropriate member of the Academic Integrity Council, faculty or staff.

### Cheating

1. Copying from others for an assignment and/or during an examination, test or quiz.
2. Obtaining, or attempting to obtain, an assignment, examination, test, quiz or answer key without authorization.
3. Using unauthorized electronic devices or materials for an assignment, during an examination, test or quiz.
4. Communicating answers or providing unauthorized assistance for an assignment, examination, test or quiz.
5. Using unauthorized answers or assistance for an assignment, examination, test or quiz.
6. Offering one's own work to another person, or presenting another person's work as one's own.



7. Completing an assignment and/or taking an examination, test or quiz for another student, or having someone complete an assignment, take an examination, test or quiz for oneself.
8. Tampering with an assignment, examination, test or quiz after it has been graded, and then returning it for additional credit.
9. Outsourcing assignments, papers, examinations, tests, quizzes to fellow students or third parties.

## Plagiarism

Plagiarism is intellectual theft by the unethical use of sources. It means use of another's creations or ideas without proper attribution. Credit must be given for every direct quotation, for paraphrasing or summarizing any part of a work and for any information that is not common knowledge. Plagiarism is further addressed in the Academic Integrity Tutorial.

## Academic Fraud

1. Altering or forging documents including forms, letters, grade reports, medical reports, transcripts, and verifications.
2. Submitting substantial portions of the same work for credit in more than one course, or from previous institutions, without receiving permission from all instructors involved.
3. Using purchased answers, or selling answers to assignments, examinations, quizzes or papers.
4. Attending class for another, or having others attend class for oneself.
5. Falsifying the records of clients or patients.
6. Falsifying one's own clinical, co-op, field placement or internship records.
7. Misrepresenting oneself, degree(s), areas of study, coursework and/or grade point average.

## Research Misconduct

The University Research Misconduct Policy ([http://www.marquette.edu/orsp/documents/ResearchMisconductPolicy1\\_09.pdf](http://www.marquette.edu/orsp/documents/ResearchMisconductPolicy1_09.pdf)) applies to faculty, staff, students, and others who are employed by or affiliated with Marquette University. Research misconduct is defined as fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.

## Procedures for Incidents of Academic Misconduct

When a faculty member or other member of the Marquette community has reason to suspect or receives notification of a student's alleged academic misconduct, he or she must complete the Academic Misconduct Report form and submit it to the Academic Integrity Council Director within five business days of obtaining information about an alleged violation. The reporter must include a summary and attach evidence, if any, of the alleged misconduct.

The Academic Integrity Council Director will notify the student and select an Investigating Officer to review the materials, interview the student and the reporter of the alleged misconduct. Within six business days of receiving the Academic Misconduct Report form, the Investigating Officer will determine if the case warrants further action or is to be dismissed and inform the Academic Integrity Council Director of same. Once the Investigating Officer informs the Academic Integrity Council Director of the decision, the Academic Integrity Council Director or designee will review the Investigating Officer's summary and notify the student within two business days of the disposition. For cases moving forward, the Academic Integrity Council Director will determine whether the case is eligible for expedited review or must be referred for a full hearing.

A student who withdraws from a class or the University, and is later found to have violated the Academic Integrity Policy the withdrawal may be changed to an administrative or failing grade.

## Expedited Procedure

If the student has no record of academic misconduct at Marquette University and the alleged misconduct is relatively minor and does not involve graduate students, or Health Science Professional courses, the Academic Integrity Council Director may offer the student an expedited review specifying the maximum penalty that could be assigned. The student has two business days to respond to the Academic Integrity Council Director. If the student accepts responsibility and the penalty, the Academic Integrity Council Director will send a final letter to the student summarizing the finding and the penalty. At the same time, the Academic Integrity Council Director, will send a letter specifying the penalty to the student's college/school office, and the faculty member in whose class the misconduct occurred.

If the student does not accept the expedited review option, the case will move to a full hearing.

In all cases, a copy of the file relating to the alleged misconduct including all correspondence will be forwarded to the Office of the Registrar to be held in the student's permanent confidential file.

## Full Hearing

A Hearing Board will be convened by the Academic Integrity Council Director for cases that are ineligible for expedited review, all cases in which students request a hearing or cases the Academic Integrity Council Director deems appropriate. The Board, will generally consist of two faculty, two students and the Dean's Office Designee from the student's college/school. A faculty member will normally be assigned the role of board facilitator.

- On being formed, the Hearing Board will review all documents and material related to the alleged misconduct
- A hearing will normally occur within ten business days of the Board's formation. The hearing may be delayed by up to 30 business days if the Board cannot be convened.
- The Board will determine whether there are witnesses it wishes to call in addition to the student under investigation. The student under investigation may also request additional evidentiary witnesses and provide additional information for consideration to the board facilitator at least two business days prior to the hearing.
- The student may bring an individual for support. This person is not allowed to contribute to the proceedings. If the support person is an attorney, a representative from the Office of the General Counsel at Marquette must also be present. In these cases the hearing may need to be rescheduled to allow a member of the Office of the General Counsel to attend.
- Prior to deliberation, the Board will excuse all non-Board members from the meeting.
- Within three business days of the hearing, the Academic Integrity Council Director will send a letter to the Office of the Dean in the student's home College/School. The Dean's office has three business days to review the finding and inform the Academic Integrity Council Director of any changes to the recommended penalty.
- At the same time, a copy of the file relating to the alleged misconduct including all correspondence will be forwarded to the Office of the Registrar to be held in the student's permanent confidential file, and if applicable, the maximum grade penalty allowed will be forwarded to the faculty member in whose class the misconduct occurred.
- Within six business days of the hearing, the Academic Integrity Council Director will inform the student summarizing the finding and the outcome (i.e., any penalty).

## Student Appeals

A student has the right to appeal the hearing board's determination if he/she believes the determination was unfounded, biased or capricious or there is new information available that was not available at the time of hearing which affects the disciplinary decision. In this case the student should submit a formal written appeal stating the grounds for appeal and relevant documentation to the Academic Integrity Council Director within five calendar days of the notification of the decision. Upon receipt of the appeal the Academic Integrity Council Director will convene a review of the student's actions by the Academic Integrity Council Executive Committee. The committee reviews the details of the student's actions and may ask to speak to the student, the instructor, the chair of the department offering the course, associate deans and others. The Academic Integrity Executive Committee will review the appeal and, make a determination within five business days of receipt of the appeal. The Academic Integrity Council Director will provide a written statement to all parties concerned. The decision of the Academic Integrity Executive Committee is final. A copy of the decision will be placed in the student academic file located in the Office of the Registrar. The disciplinary response and procedure for incidents of academic dishonesty that do not lead to suspension or expulsion concludes at this step.

For actions involving campus-wide sanctions, such as suspension or expulsion, the student has the right of appeal to the Office of the Provost. A formal written appeal stating the grounds for appeal and available documentation is to be submitted to the Office of the Provost within five business days of the notification of the hearing board's decision. The provost or designee will conduct a review of the appeal materials, may seek additional information, and may consult with the student, faculty, chair(s), associate dean(s), deans and others. The final decision to uphold or modify the action of the hearing board will be provided to the student and to the dean and associate dean of the student's assigned college within fifteen business days of receipt of the appeal. A copy of the provost's decision will be placed in the student academic file located in the Office of the Registrar. The decision of the provost is final.

## Maintenance of Disciplinary Records

Records relating to academic misconduct will be maintained by the Office of the Registrar in perpetuity. The university will not release a student's disciplinary records to any person and/or entity unless authorized to do so by the student in question or when allowed by law.

## Professional Ethics and Standards

These procedures do not supersede or take the place of procedures established for students who violate professional standards applicable to a particular program, college or school. Separate procedures and/or outcomes may be invoked when students are found in violation of professional standards or codes of ethics related to special programs, licensure or certification as determined by the program's external or internal professional requirements. It is the student's responsibility to know and follow these standards/codes of ethics, which are part of the student's academic program. These special expectations and procedures, including the appeals process, will be provided to the student upon enrollment in the program and are available in published form in the administrative offices overseeing these programs.

## Academic Advising

### The University's Advising Philosophy

Advising fosters intellectual, moral, and personal growth in students. It is informed by the teachings of Ignatius Loyola, who advocated that Jesuit schools should educate students who will lead and be a leaven for good. This requires that students obtain both a firm base of knowledge and a strong sense of personal responsibility. Thus, Marquette seeks to educate on both the intellectual and moral level. The mark of academic success is the ability of students to function as well-educated, responsible members of society.

## Goals for Advising

The primary purpose of advising is to enhance the academic performance of students. The result of this process should be graduates who are demonstrably committed to academic excellence and who assume responsibility for their own actions. Their growth toward this goal can be observed in their ability to make sound personal and academic choices.

Advising is much more than class scheduling, although that is obviously a regular component. In the same way that formal study affects a student's intellectual growth, advising is an ongoing developmental process that helps students discern their life/career goals, and contribute to their values, their personal fulfillment and the educational plans for reaching those goals. As part of this process, advisers can give attention to matters relating to academic performance and also be watchful for non-academic issues that could have an impact on student academic performance.

## Academic Probation and Dismissal

See respective program for specific academic probation and dismissal policies.

## Academic Programs Defined

An academic program is a combination of courses and related activities organized for the achievement of specific learning outcomes as defined by the University. This includes programming at both the undergraduate, graduate and professional level and consists of degrees, majors, minors, concentrations, specializations and certificates.

### Degree Program

An academic program of study leading to a bachelor's, master's, Ph.D. or professional degree. All degree programs require a minimum number of semester credit hours, as referenced in the official bulletins of the University that are produced each academic year.

### Major

A comprehensive course of study in a given discipline at the undergraduate level. A minimum of 30 semester credit hours must be earned in the major.

### Minor

A course of study in a discipline or interdisciplinary cluster at the undergraduate level that is other than the student's major area of study. A minimum of 18 semester credit hours must be earned in the minor.

### Concentration

A sub-set of a discipline organized in clusters of focused courses taken within an undergraduate major. A minimum of 9 semester credit hours must be earned in the concentration.

### Specialization

An integrated, coherent set of courses that define a limited topic or field of study at the graduate level that is taken within the degree program. A minimum of 12 semester credit hours must be earned in the specialization.

### Certificate

A post-baccalaureate or post-master program of study offered at the graduate or professional level, in which a specific skill set is demonstrated at the end of the program, usually culminating in a capstone course. In order to earn a certificate, the program of study must be offered apart from a degree; however, the courses in a certificate program may be applied toward a graduate or professional degree program. A minimum of 12 semester credit hours must be earned in a certificate program.

## Annual Bulletin

The 2015-16 Marquette University Health Sciences Bulletin governs curricular requirements for all Health Sciences Professional students entering Marquette University during the 2015-16 academic year. The curricular requirements for all active academic programs are outlined herein, and are applicable to new students and readmitted students who have stopped out for more than one year. All academic policy and course additional/revisions will apply to all students as of the date they become effective, regardless of whether they were in effect at the time the student initially enrolled at Marquette. Students are responsible for all content contained herein and are encouraged to consult with their advisers throughout their tenure at Marquette. This bulletin will be archived at the end of the academic year and will continue to be available online. The university reserves the right to amend any of its academic programs, requirements for degrees, tuitions, fees, etc., at any time, in its sole discretion.

## Attendance

The undergraduate/health science professional attendance policy specifies the role of the student, the instructor and university administrators in cases when students are absent from one or more classes. The policy aims to clarify several aspects of attendance, including, but not limited to the following five. Read the entire policy for full details.

1. No distinction is made between excused and unexcused absences, except for the three exceptions listed below.
2. Instructors determine if work (including tests and examinations) may be made up as a result of one or more absences.
3. University offices do not provide documentation of absences.
4. Students may be withdrawn from a course as a result of excessive absences.
5. Lack of participation in an online course may lead to the recording of an absence for the student.

Students are responsible for attending all class meetings for courses in which they are registered. Any absence, regardless of the reason, prevents students from getting the full benefit of the course and as such, no distinction is made between excused and unexcused absences, with the following exceptions (see below for further guidance):

1. Absences resulting from legal obligations (such as jury duty).
2. Absences due to religious observances.
3. Absences resulting from university sanctioned activities and related travel.

Instructors should determine and notify students in writing the first day of class, preferably in the course syllabus, if any component of the grade is based on attendance and/or participation, and whether or not the opportunity to make up missed work, including assignments, quizzes, examinations and so forth, will be provided. If so, instructors should specify the conditions students must meet to be given the opportunity to make up missed work. The opportunity to make up work is considered a privilege, not a right.

Since it is up to each student to understand and abide by each instructor's policy on issues related to attendance, students should consult the instructor if any portion is not understood. If an instructor does not provide information about make up work in writing, students can expect to be given a reasonable amount of time to complete work this is missed as a result of being absent.

The Marquette University Student Health Service does not provide documentation of illness, or of a visit to the Student Health Service. Likewise, college and other university offices (e.g., Office of the Dean, Counseling Center and Student Affairs) do not provide documentation of an absence on behalf of the student. When an extended absence of a week or more is expected or occurs, the student, or a family member if the student is unable, should communicate with the college office as soon as possible, after which the college office may notify faculty and others, as appropriate.

Regardless of the reason for the absence, students are responsible for learning what happened in class. Students who anticipate missing one or more class periods should contact the instructor ahead of time, just as they should contact their instructor as soon as possible after an absence. Students are responsible for monitoring their absences during the term.

Since attendance is taken at the discretion of the faculty member, the following distinction is made for withdrawals that occur in courses where attendance is regularly taken, and withdrawals that occur in courses where attendance is not regularly taken:

1. For courses in which attendance is regularly taken, an instructor or college office may withdraw a student from a course due to excessive absences and assign a grade of WA (Withdrawn-Excessive Absences). In these cases, instructors must document the dates of absenteeism.

Such action may be initiated, for example, in a 16-week course when the number of class hours missed exceeds twice the number of course credits. As such, a student may be assigned the grade of WA when more than 6 classes have been missed in a 3 credit course, when more than 8 classes have been missed in a 4 credit course and when more than 10 classes have been missed in a 5 credit course.

As examples: students who miss more than 6 classes in a 3 credit course that meets 50 minutes, 3 times per week, will be considered to have excessive absences and may be assigned a WA. Likewise, students who miss more than 4 classes in a 3 credit course that meets 75 minutes, 2 times per week, will be considered to have excessive absences and may be assigned a WA.

Students assume all consequences that ensue as a result of receiving a WA grade. These consequences include, but are not limited to: a delay in graduation, loss of eligibility for certain scholarships or financial aid, loss of full-time student status.

2. For those courses in which attendance is not taken on a regular basis, an instructor or college office may withdraw a student when it becomes apparent that the student has excessive absences.

In such cases, a student's last date of attendance is determined by the last date of participation in an academically-related activity for the course including, but not limited to: an exam or quiz, a submitted assignment, participation in a lab activity, or in computer-assisted instruction.

## Online Courses and Attendance

Online courses at Marquette University are designed to be highly interactive and collaborative, as authentic learning takes place within a social context. To help ensure an effective learning experience, all students in online courses are expected to participate on a regular basis. Participation is defined as "submitting required work as assigned; being an active contributor and responder to fellow students and the instructor in a timely basis, as set forth by online discussion guidelines in each course." Failure to participate may be counted as an absence. If technical circumstances prevent a student from entering the course site for a period of time, it is the student's responsibility to contact the instructor in a timely manner if the student wishes to receive credit for any missed online activities.

The above two sections represent university attendance standards. Each undergraduate college may enforce additional attendance policies for certain courses; consult your college handbook, college section of the current bulletin, or the individual course syllabus/attendance policy for more information.

## **Absences Related to Legal Obligations, Religious Observances or University Activities**

Students who fulfill a legal obligation such as jury duty, practice a religious observance or participate in an officially sanctioned university activity, should be given the opportunity to make up class examinations or other graded assignments that are missed as a result of this participation or related travel.

It is recognized that sometimes an exam or graded assignment is impossible to make up. Some faculty may assign collaborative projects that depend on other classmates, or oral presentations that incorporate questioning by the entire class, or may use evaluative methods that cannot easily be replicated by the instructor. This policy does not prohibit any member of the faculty from making the determination that certain course work cannot be made up. Faculty who intend to deny the opportunity to make up certain exams or projects because of absences resulting from legal obligations, religious observance or university sanctioned activities and related travel, must inform the student of these consequences (reduced grade or otherwise) in writing, at the beginning of the class (preferably in the course syllabus).

Other than the above situations, examinations or other assignments missed as a result of legal obligations, religious observance or university sanctioned activities and related travel, may be made up. The manner in which the work will be made up is left to the discretion of each individual faculty member.

The following responsibilities are outlined in order to minimize the difficulties for both students and instructors caused by absences due to legal obligations, religious observance or university sanctioned activities and related travel:

Students:

- Make every effort to schedule classes that will minimize conflicts caused by these activities and related travel.
- Provide written notification, including a schedule of all activities and related travel to all their instructors within the first week of each semester, or as soon as possible for non-scheduled events.
- Obtain any class notes or other course material missed due to these absences, prior to taking any subsequent examinations or submitting any subsequent graded assignments.
- Make arrangements with the instructor to make up any missed work, prior to any of these absences.

Faculty:

- Consult the Office of Campus Ministry's list of major religious holidays (<http://www.marquette.edu/cm/about/religious-observances-calendar.shtml>) likely to affect Marquette students. Please note that this is not an exhaustive list. Faculty are encouraged to accommodate students who are participating in bona fide religious observances whether or not the observance is included on the Campus Ministry list.
- Develop with the student, an agreed upon and mutually acceptable resolution as to how missed classroom activities and missed work will be handled as a result of these activities, if make-up work is allowed in the faculty policy.

The above section represents university standards for absences due to legal obligations, religious observances and university sanctioned activities and related travel; each undergraduate college may have additional requirements for students enrolling in its courses.

## **Audit**

Students who wish to audit courses without earning credit must present evidence of their preparation for the course or courses in which they wish to enroll. Auditors are required to attend all classes but are not required to complete written course assignments or examinations.

Students must first register for the course via CheckMarq, then request the audit option from the student's college office with the Audit Request form located at the Marquette Central ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)) academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). The deadline to request the audit option for each session is the last day to register for the class as listed on the Academic Calendar (p. 76).

## **Awarding Diplomas and Certificates**

This policy defines and outlines the process for approval and distribution for official Marquette University certificates and diplomas.

### **Programs of Study Defined**

1. A degree program is defined as an approved academic program of study, outlined in a Marquette University bulletin, that contains a degree and, in the case of an undergraduate, at least one major, and leads to an official diploma and notation of such on the University's official transcript.
2. A certificate program is defined as an approved academic program of study, outlined in a Marquette University bulletin that includes the specialized study of a subject area and leads to an official certificate and notation of such on the University's official transcript.
3. An official diploma or certificate is defined as one on which the university seal is affixed and is released only by the Office of the Registrar.

## Policy

1. Structuring of degree and certificate programs requires approval through the appropriate Marquette University curriculum process.
2. Requirements for all Marquette academic programs of study are to be documented in the appropriate Marquette University bulletin by the college/school/department offering the degree or certificate program. No official diploma or certificate will be awarded that does not first appear in the appropriate bulletin.
3. The college/school offering the degree or certificate program bears the responsibility for authenticating completed program requirements. Changes or exceptions in course requirements for individual students must be documented in the academic record of the student, either online, when the program of study requirements are in the University degree audit system (Academic Advisement), or, on paper when not.
4. Diplomas and certificates will be ordered and issued only by the Office of the Registrar, in consultation with the appropriate college/school of the student and the Office of the Provost.
5. Diplomas and certificates cannot be earned retroactively. Students must first apply for graduation, satisfy all applicable degree/course/credit requirements and appear on the Trustee's List before a diploma or certificate will be produced or posted to the student's official academic record. Students may not appear on the Trustee's List until all applicable degree/course/credit requirements are satisfied. The posting date of the diploma or certificate will be the earliest available diploma/certificate date after the student appears on a Trustee's List.
6. No student will be allowed to officially declare a degree or certificate program once it has been discontinued, except those who entered the university in an academic year prior to the discontinuation and maintained continuous enrollment on the same academic level as the discontinued program (i.e., undergraduate, graduate, etc.) until completion of his/her program of study. Once a student fails to register for one term (except summer), or graduates from a program of study, he/she has failed to maintain continuous enrollment on that academic level, even if readmitted to the same academic level.
7. When certification of a specific skill or acknowledgement of completion of a learning experience is needed, university administrators and deans are authorized to prepare and issue a letter acknowledging completion of such program on official letterhead, or produce a document recognizing the experience; however, the document must include the name of the issuing college/school and the University seal may not be used on these documents.
8. A letter or other document certifying completion of a course is not considered an official diploma or certificate; and therefore, will not be posted to the student's official academic record.

## Commencement

Commencement at Marquette is a symbolic ceremony provided for students, faculty and families in celebration of our students' accomplishments. Following is the policy regulating participation in the University Commencement.

1. Marquette offers one Commencement per year. Commencement is held in May, following the Spring term.
2. Spring Graduates:
  - a. Undergraduate/Master's/Health Sciences Professional students: students who are in good academic standing, have met the appropriate graduation application deadline and will complete all degree requirements, including the official recording of any transfer work/credit by the end of the spring term, may participate in Commencement held in the same calendar year.
  - b. Dental students: students who are in good academic standing, have met the appropriate graduation application deadline and will complete all degree requirements, including the official recording of any transfer work/credit by the end of the spring term, will participate in Commencement held in the same calendar year.
  - c. Doctoral students: candidates must have met the appropriate graduation application deadline, have any transfer work/credit officially recorded, successfully defended their dissertation, received approval by their Dissertation Committee for any required revisions, submitted their dissertation to the Graduate School and received approval of the dissertation format by the Graduate School before the published deadline in order to participate in the Commencement held in the same calendar year.
  - d. Law students: students who are in good academic standing, have met the appropriate graduation application deadline and will complete all degree requirements, including the official recording of any transfer work by the end of the spring term, will participate in Commencement and be hooded and honored at the May Law School Hooding Ceremony of the same calendar year.
3. Summer and Fall Graduates:
  - a. Undergraduate/Master's/Health Sciences Professional students: students who are in good academic standing, have met the appropriate graduation application deadline and will complete all degree requirements, including the official recording of any transfer work/credit after the Commencement of a given year, may participate in Commencement held in the same calendar year, or may choose to participate in the Commencement held in the following calendar year.
  - b. Doctoral students: candidates who complete their degree/dissertation (see 2c above) after Commencement of a given year, may be hooded and honored at a December Hooding Ceremony hosted by the Graduate School, or may choose to participate in Commencement held in the following calendar year.

## c. Law students:

- Summer graduates: students who are in good academic standing, have met the appropriate graduation application deadline and will complete all degree requirements, including the official recording of any transfer work in the summer term after Commencement of a given calendar year, may participate in Commencement of the same calendar year, or may choose to participate in the Commencement held in the following calendar year.
- Fall graduates: students who are in good academic standing, have met the appropriate graduation application deadline and will complete all degree requirements, including the official recording of any transfer work by the end of the fall term may be hooded and honored in the December Hooding Ceremony, hosted by the Law School in the same calendar year; or, may choose to participate in Commencement and be hooded and honored at the May Hooding Ceremony, hosted by the Law School in the following calendar year.

4. Students' names/degrees will appear in the Commencement Program in which they participate; however, those students who are in degree programs that award graduation honors and choose to participate in commencement before completion of all degree requirements, will not have honors noted in the program.

5. Degree conferral is certified by the official Marquette transcript noting the degree completion. Receipt of a diploma or participation in the commencement ceremony does not constitute certification of degree conferral.

6. Any exceptions to this policy must be approved by the provost.

## Commencement Notification

The Office of the President sends one invitation/announcement to the name indicated on the Graduation Application each graduating student submits online via the Student Center in CheckMarq (<https://checkmarq.mu.edu>). However, there is no limit to the number of family members and friends who may attend the university-wide Commencement exercises; tickets are not needed. For further information on the university-wide ceremony, contact University Special Events at (414) 288-7431 or visit the Commencement website (<http://www.marquette.edu/commencement>). College Commencement ceremony, if occurring, may require tickets. For further information on college ceremonies, contact the appropriate college office.

## Course Levels

Courses numbered 7000-7999 are professional level courses.

## Conferral of Degree/Certificates

The process for determining diploma or certificate conferral dates and the distribution of diplomas, certificate and transcripts with degrees posted is outlined below. Refer to the Academic Calendar (p. 76) for the exact dates for all of these processes.

### The Friday after May Commencement-the Friday before the end of summer term graduation

1. Students may have degrees or certificates conferred every Friday, as long as all required grades are recorded in CheckMarq and all degree requirements are completed according to the college/school's schedule.
2. Colleges/Schools will verify degrees/certificates and must submit a list of those graduating to the Provost's Office **by noon** of the appropriate Friday.
3. The Office of the Registrar will post the degrees/certificates of all students who appear on the graduation list, the following week.
4. Diploma or certificate conferral date = the Friday the list is submitted.
5. Transcripts with degrees/certificates posted are available the week after the graduation list is submitted.
6. The Office of the Registrar will order diplomas or certificates for these students **after** the graduation list is submitted.
7. These diplomas and certificates are available for mailing or pick-up 4-6 weeks **after** the graduation list is submitted.

### September-November and January-April

1. Students may have degrees or certificates conferred the last business day of the month, as long as all required grades are recorded in CheckMarq and all degree/certificate requirements are completed according to the college/school's schedule.
2. Colleges/Schools will verify degrees/certificates and must submit a list of those graduating to the Provost's Office **by noon** of the last business day of the month.
3. The Office of the Registrar will post the degrees/certificates of all students who appear on the graduation list the following week.
4. Diploma or certificate conferral date = the last business day of the month.
5. Transcripts with degrees/certificates posted are available the week after the graduation list is submitted.
6. Office of the Registrar will order diplomas or certificates for these students **after** the graduation list is submitted.
7. These diplomas and certificates are available for mailing or pick-up 4-6 weeks **after** the graduation list is submitted.

### May, December and the end of summer term graduation in August

1. Students may have degrees or certificates conferred as long as all required degree/certificate requirements are completed according to the college/school's schedule.

2. Colleges/Schools will verify degrees/certificates and submit graduation lists to the Provost's Office. Refer to the Academic Calendar (p. 76) for the exact date.
3. Refer to the appropriate academic calendar for the diploma or certificate conferral date.
4. The Office of the Registrar will post the degrees/certificates of all students who appear on the graduation list.
5. Refer to the Academic Calendar (p. 76) for the exact date diplomas and certificates are available for pick-up at Marquette Central or for mailing from the Office of the Registrar.
6. Refer to the Academic Calendar (p. 76) for the exact date transcripts with degrees or certificates posted are available from the Office of the Registrar.

## Credit

The semester hour is the unit of academic credit used by Marquette University. Following is the minimally required contact hours for classes and is based on a 15-week semester:

1. Classroom Based Courses: must meet a minimum of 50 minutes per credit per week. In addition, it is assumed that an additional workload will be assigned to equal 2 hours of coursework outside the classroom for each 50 minutes of meeting time (e.g., a total of 170 minutes per credit, per week).
2. Blended and Non-Classroom Based Courses: must include some form of instruction, and/or homework, and/or activity that equals a minimum of 170 minutes per credit, per week.
3. Those courses that meet in a compressed format (i.e., fewer than 15 weeks), must make up the minimum of 170 minutes per credit, per week within the timeframe of the course offering.

Semester hour credit is given only in accordance with descriptions for individual courses, as published in the Health Sciences Professional Bulletin. No credit is given for a course in which a student has not registered

Credit for courses pursued at another educational institution while simultaneously enrolled at Marquette (concurrent registration) will not be allowed unless specifically authorized by the dean. See "Study at Other Institutions" in this section of the Health Science Professional Bulletin.

## Enrollment Status

The enrollment status of Health Sciences Professional students is based on enrolled credit hours each semester. A full-time enrollment status means a student is enrolled in a minimum of 12 credits; a half-time academic load means a student is enrolled in 6-11 credits; enrollment in fewer than 6 credits is considered less than half-time status for the student.

## Faculty Grading

All official grades are entered by the primary instructor of the course into CheckMarq, (not D2L), by the grading deadline for each session, as published in the University Academic Calendar and are based on the work students completed during the session in which the class was offered. Once a final permanent grade is assigned, no additional work may be submitted. While other approved personnel of the university may assist the faculty in grade submission on the university's course management system (D2L); only the primary instructor may enter and approve the grades in CheckMarq. **Note:** Students other than TAs assigned to either teach or assist in a particular class are not considered 'approved personnel' for assisting with grades, even if trained on FERPA.

## Family Education Rights and Privacy Act (FERPA)

In compliance with the Family Educational Rights and Privacy Act, Marquette University notifies its students each term of their rights to inspect, amend and prevent disclosure of their education records. In addition, Marquette's FERPA policy regarding education records is published on the Marquette Central academic policies website. ([http://www.marquette.edu/mucentral/registrar/policy\\_index.shtml](http://www.marquette.edu/mucentral/registrar/policy_index.shtml))

## Grade Appeals

Health Science Professional students may appeal any final course grade that the student believes to be in significant violation of clearly established written policies, a result of improper procedures or discriminatory. Before initiating a formal grade appeal, the student must consult with the instructor assigning the grade and present evidence why the student believes the grade to be in error. If this does not lead to resolution, the student may initiate, in writing, a formal grade appeal. To be considered, the written appeal must be submitted no later than the deadline for the removal of incompletes, as noted in the Academic Calendar (p. 76). However, it may be in the student's best interest to appeal sooner than this deadline if his/her academic progress is dependent on the outcome of the appeal. In addition, the student should consult with the college or school offering the course for which the grade is being appealed to determine if other requirements for the written appeal are in force.

The written appeal must be submitted to the chair of the department offering the course or, in schools or colleges with no departmental structure, to the associate dean. The written appeal must provide the reason(s) the student believes the recorded grade is incorrect. The student may present evidence of his/her performance and may also request that all other pertinent materials be supplied by the instructor. The chair, or associate dean, will collect and analyze the evidence in a timely manner. Evidence will be gathered through consultations with the instructor, the student and any witnesses. These consultations may be in person, by phone or by electronic means. Hard copies of relevant documents may also be requested. The chair, or



associate dean, will evaluate the appeal or choose to designate an ad hoc committee for this purpose. The chair, associate dean, or ad hoc committee will consider the appeal and evidence and make one of the following decisions: the assigned grade should remain, the course instructor is asked to reconsider the grade in light of information collected and the reconsidered grade will stand, or a grade change is warranted. The decision will be communicated in writing within thirty days to the student and the instructor with copies of the formal response placed in the student's file and forwarded to the dean and any indicated grade changes filed with the registrar.

The student has the right to appeal the decision of the chair, associate dean, or ad hoc committee, to the dean. This appeal must be submitted in writing no later than fourteen days from the date of the formal response. The dean will review the procedural evidence, which now includes all the evidence previously gathered, the student's appeal letters and the formal response from the chair, associate dean or ad hoc committee, and will render the final decision on the grade appeal. The decision will be communicated in writing within thirty days to the student and the instructor with copies of the formal response placed in the student's file and any indicated grade changes filed with the registrar.

## Grading System

Marquette uses the grade point system to determine a student's academic grade point average, academic censure and his/her eligibility to graduate (see Graduation Requirements section of this bulletin.) Each grade (A through F) earned in a course carries a specified number of grade points. The grade points earned in any given course equal the grade point value of the grade multiplied by the total number of semester hours credited. A student's grade point average is found by dividing the total number of grade points earned by the total number of semester hours credited in those courses for which grade points have been assigned. The official Marquette GPA of all students is calculated by the student information system and this GPA will not be rounded up or down for any reason.

All Health Science Professional students must maintain a cumulative grade point average, as outlined in the Health Science Professional Academic Censure policies in this bulletin.

Letter grades with or without grade points are used, by Marquette faculty to evaluate a student's performance in a course. All grades described below, with the exception of I, IC and IE grades are permanent grades. **No additional work may be submitted by the student once permanent grades are assigned during final grading for the session in which the class is offered. Likewise, no additional work may be submitted once the deadline to submit work for the removal of the temporary grades of I, IC or IE has passed.**

Grade	Achievement	Grade Points
A	Superior	4.0
AB		3.5
B	Good	3.0
BC		2.5
C	Satisfactory	2.0
CD		1.5
D		1.0
F	Failing	0

Former students who are applying for readmission should consult their respective deans for information concerning the application of any new grading policy to their earlier academic records.

The following letter grades do not have associated grade points:

Grade	Defined
ADW	Administrative Withdrawal; a permanent grade indicating student was withdrawn from the course by the university for administrative reasons.
AU	Audit; a permanent grade indicating course is excluded from attempted credits.
AUA	Audit; a permanent grade indicating course is included in attempted credits for Satisfactory Academic Progress purposes.
CR	Credit; a permanent grade indicating equivalent work of C or better in the course.
I	Incomplete; a temporary grade indicating inability to complete the course and/or take the final exam, due to circumstances beyond the control of the student; and, therefore, completion of assignments/exam will be allowed after the term has ended.
IC	Course Incomplete; a temporary grade indicating the course is not completed by the end of the term in which the course is scheduled; assigned to all students enrolled in the course.
IE	Incomplete Extension; a temporary grade indicating an extension to the I grade removal deadline; assigned by the college office to those students who, due to circumstances beyond their control were unable to complete the required work by the I grade removal deadline.
NC	NNo Credit; a permanent grade indicating equivalent work of less than C in the course.
SNC	SaSatisfactory completion; a permanent grade indicating equivalent work of C or better in a course bearing no credit.
UNC	Unsatisfactory completion; a permanent grade indicating equivalent work of less than C in a course bearing no credit.
S	Satisfactory completion; a permanent grade indicating equivalent work of C or better in a credit bearing, competency-based course.

SY	Satisfactory completion; a permanent grade indicating equivalent work of C or better in the first term of a series of year-long courses, where grades are assigned only in the final course in the series.
U	Unsatisfactory completion; a permanent grade indicating equivalent work of less than C in a credit bearing, competency-based course.
UW	Unexcused withdrawal; a permanent grade indicating withdrawal initiated by the faculty or college office when a student registered for a course, never attended and failed to officially withdraw.
UY	Unsatisfactory completion; a permanent grade indicating equivalent work of less than C in the first term of a series of year-long courses, where grades are assigned only in the final course in the series.
W	Official withdrawal; a permanent grade indicating withdrawal initiated by the student and approved by the college office.
WA	Withdrawn-Excessive Absences; a permanent grade indicating withdrawal initiated by the faculty or college office due to excessive absences in the course.

## Clarifications of Grades

### ADW Grade

This grade is initiated by the university and indicates that the student was withdrawn from the courses for administrative reasons, as determined by approved personnel of the university, including, but not limited to the dean, or members of a committee involved in a formal hearing and/or an appeal process.

Any student who is administratively withdrawn from the university will receive this grade in all classes for the term/session. Likewise any student who is administratively withdrawn from a single class, will receive this grade in the class. Administrative withdrawal is an action normally taken by the university for disciplinary, conduct, lack of professional competence or academic reasons other than low grades or lack of degree progress. This grade is assigned by the college office or the Office of the Registrar depending on the reason and the office requesting the administrative withdrawal. This grade will take precedence over any other grade assigned to the student. Students assume responsibility for all consequences that ensue as a result of receiving these grades. The consequences may include, but are not limited to: a delay in graduation, external institutions viewing these grades as failure; loss of eligibility for certain scholarships and/or financial aid, loss of full-time status and loss of the 100% refund.

### CD and D Grades

The policy on these grades earned in courses taken at Marquette University differs for students in the various colleges, schools and programs. See the pertinent sections of this bulletin for statements of individual policy.

### CR/NC Option

This grade is initiated by the student. For enrichment purposes, Health Science Professional students are given an option to elect independent study courses for which only a CR or NC grade is assigned. Arrangements to take a course under the CR/NC option must be made no later than the end of registration, as indicated on the Academic Calendar (p. 76), by completing the appropriate form available online at Marquette Central academic forms website. ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml))

After the end of registration, the student does not have the option of changing from CR/NC to regular grading or from regular grading to the CR/NC option.

### I Grade

This grade is initiated by the student and must be approved by the instructor and may not be approved any earlier than two weeks prior to the end of the term in which the class is offered. These grades must be assigned by the instructor prior to the final grading deadline for the term/session in which the class is offered. The student must have a circumstance beyond his/her control in order to be assigned this grade. In addition, the student's performance in the course must merit this exception, otherwise, the instructor will assign a grade that reflects both the quality of the work completed and the significance of the work/exam that has not been completed.

This grade is cleared through the college office of the college offering the course. If not cleared or changed to the grade of IE by the date specified in the Academic Calendar (p. 76) the grade will automatically become a grade of F. Because these grades denote that the student did not fulfill all course requirements and/or the final exam, the university views these grades with the same seriousness as the grade of F.

Any exception to the assignment of this grade must be approved by the college offering the course.

### IC Grade

This grade is assigned by the faculty and is not the result of any action or inaction by the student. This grade will be changed to a permanent letter grade by the faculty at the time the course is completed and no initiation is needed by the student. The permanent grade must be assigned within one year of the assigned IC grade.

## IE Grade

This grade is initiated by the student and must be approved by the college office of the college offering the course and cleared by that same office. If not cleared by the date specified in the I-grade extension notification sent to the student the grade will automatically become a grade of F. In no case can the I grade extension extend beyond one year after the original I grade was assigned.

## UW Grade

This withdrawal grade is initiated by the faculty or college office when a student registered for a course, never attended and failed to officially withdraw.

Students assume responsibility for all consequences that ensue as a result of receiving these grades. The consequences include, but are not limited to: a delay in graduation, external institutions/agencies viewing these grades as failure; loss of eligibility for certain scholarships and/or financial aid, loss of full-time status and loss of the 100% refund. Refund calculation for this grade will be based on the date the university is first informed of the non-attendance.

## W Grade

This withdrawal grade is initiated by the student. Students assume responsibility for all consequences that ensue as a result of receiving any withdrawal grade. These consequences include, but are not limited to: a delay in graduation, external institutions/entities viewing these grades as failing grades, loss of eligibility for certain scholarships and/or financial aid, loss of full-time status and/or loss of a refund.

## WA Grade

This withdrawal grade is initiated by the faculty or college office and is assigned due to excessive absences in the course or when the student is found to be in violation of the Attendance Policy section of this bulletin; once assigned, the WA grade cannot be overwritten by the W grade.

Students assume responsibility for all consequences that ensue as a result of receiving these grades. The consequences include, but are not limited to: a delay in graduation, external institutions/agencies viewing these grades as failure; loss of eligibility for certain scholarships and/or financial aid, loss of full-time status and loss of the 100% refund.

## Graduation

### Graduation Requirements

A student is required to graduate at the end of the term in which he/she completes all degree requirements. Normally Health Science Professional students must meet the graduation requirements which are stated in the Health Science Professional Bulletin issued for the year in which they entered Marquette. Substitutions or waivers for specific courses required for degree completion may occur, as determined by the college. It is to be expected that these course exceptions will occur in the case of any student whose enrollment period extends for more than eight years. Students whose enrollment is interrupted for two or more consecutive terms normally must meet the requirements in the bulletin issued for the year in which they return to the university. The college may determine that a readmitted student will fall under a different set of degree requirements than the academic year in which he/she is readmitted. Students are responsible for keeping themselves informed of the requirements which apply in their particular cases. Every student has available faculty advisers who will assist in planning and implementing the student's plan of studies; however, it is ultimately each student's responsibility to know and fulfill the requirements for graduation specified for the selected plan. A candidate for a professional degree must meet the following graduation requirements:

#### 1. Health Sciences Professional Requirements:

- The Master in Physician Assistant Studies: degree candidates must earn a minimum of 128 credits with a minimum GPA of 2.800.
- Doctor in Physical Therapy: degree candidates must earn a minimum of 126 credits with a minimum GPA of 2.200.

2. The student must attend any course of lectures, or any other exercises which have been or may be required, even though such courses receive no recognition in terms of credit hours.

3. The student must file a formal application for a degree by the deadline published in the academic calendar; however, because students are required to graduate at the end of the term in which all degree requirements are complete, the university reserves the right to graduate a student without a graduation application on file.

4. Commencement is held in May, after the spring term. Participation in commencement does not mean the student has graduated. See the Commencement Policy (p. 21) in this bulletin for further details.

5. All exceptions to this Graduation Requirements policy must be approved by the Office of the Provost, except:

- the course and bulletin year exceptions listed in paragraph 1 (approved by the college)
- number 2 (approved by the college)

## Graduation Honors

The grade point system is used to compute graduation honors. The computation is made by dividing the total number of grade points earned at Marquette University by the total number of grade point hours earned. A candidate whose average is 3.500 graduates cum laude; one whose average is 3.700 magna cum laude; and one whose average is 3.900 summa cum laude. Graduation honors are recorded on diplomas, noted in the published lists of graduates at Commencement and recorded on the student's transcript.

## Medical Withdrawal

The Medical Withdrawal policy is effective for all undergraduate and health science professional students. The Dental School, Graduate School, Graduate School of Management and Law School have independent policies. Marquette University students may apply for a medical withdrawal for health reasons. A medical withdrawal is recommended when a student's health condition significantly impairs his/her ability to function successfully or safely as a student. The following conditions may warrant a medical withdrawal:

- A terminal condition.
- A traumatic victimization.
- A medical/psychological condition that requires intensive treatment or an extended hospital stay.

### Process

A student who wishes to withdraw for health related reasons may complete the Medical Withdrawal Request and Healthcare Provider Release forms located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). This must be done by the standard withdrawal deadline published in the Academic Calendar ([http://www.marquette.edu/mucentral/registrar/cal\\_index.shtml](http://www.marquette.edu/mucentral/registrar/cal_index.shtml)). In addition, a licensed healthcare provider must submit a letter substantiating the condition and supporting the withdrawal. These forms must be submitted within the term of illness/injury. If the student is unable to participate in the medical withdrawal process and an official medical withdrawal is needed, the student's college office, parent, spouse, partner, or other designee may do so on behalf of the student, once the incapacitation of the student is documented or power of attorney is provided. The university will not grant retroactive medical withdrawals of any kind for previous sessions/terms. In addition, all classes in session at the time of the request for medical withdrawal will remain on the student's record. A student who takes a standard withdrawal during the term may not convert that standard withdrawal to a medical withdrawal at any time.

- A student whose request is approved to withdraw for medical reasons will receive final grades of W in all classes except when grades have already been posted, or when grades of ADW (administrative withdrawal) are warranted. A medical withdrawal does not appear as a specific reason for withdrawal on the student's official transcript.
- A student whose request for medical withdrawal is denied will receive a standard term withdrawal with final grades of W in all classes except when grades have already been posted, or when grades of ADW (administrative withdrawal) are warranted, as long as the request is received prior to the published deadline in the Academic Calendar.

All requests for medical withdrawal must be received by the latest deadline to withdraw in the session/term in which the student is enrolled. Thereafter, students will be assigned grades earned to date unless other arrangements are made with faculty for incomplete grades.

Federal regulations require the University to submit notification of all changes in status (full-time to half-time, etc.), to the U.S. Department of Education via the National Student Loan Data System within a certain period of time. The University therefore reserves the right to withdraw a student from a class or classes when it is evident the student did not start the class (grade of UW); stopped attending the class (grade of WA); or, due to incapacity must be withdrawn from the class (grade of W). This policy is in effect for all students.

The completed Medical Withdrawal Request forms are to be submitted per the instructions on the form by the student, the student's designee, or the student's college office, and must include all relevant documentation as described on the form. The form and all documentation will be confidentially forwarded to the Medical Withdrawal Committee for review. All documents must be received within 20 days of the initial request, or the request will be denied and converted to a standard withdrawal, as long as the request is received prior to the published deadline in the Academic Calendar.

An approved medical withdrawal will exempt a student from academic censure, though a student may still be subject to review by the Office of Student Financial Aid as required by federal regulations. A medical withdrawal will result in a registration hold placed on the student's record until such time he/she is cleared to return. (See the Return to the University after Medical Withdrawal section below)

Because a medical withdrawal can affect so many aspects of academic progress at Marquette University, the student is encouraged to first consider other options that might enable the student to remain enrolled. Each student is encouraged to consult his/her college office, the Office of Student Financial Aid, the Office of International Education and other offices as appropriate. In addition, it is also recommended each student consult his/her health insurance company and other service providers as appropriate.

### Medical Withdrawal Committee

The Medical Withdrawal Committee is comprised of five to six members. Permanent members include representatives from the Counseling Center, Marquette University Medical Clinic, undergraduate college representatives, a Health Sciences Professional representative as needed, and ex officio members from the Offices of the Registrar and Student Financial Aid. The Medical Withdrawal Committee reserves the right to consult with individuals from the student's college office, as well as additional personnel, the Counseling Center, Marquette University Medical Clinic and/or Student Affairs on a

case by case basis. The Medical Withdrawal Committee will carefully review each request for medical withdrawal and determine the action to be taken, including any refund, if appropriate. Note: No refunds will be issued after the tenth week of the term.

### The Right to Appeal

A student has the right to appeal the Medical Withdrawal Committee's determination by writing to the Office of Student Affairs within five business days of the date of the Committee's decision letter. The student must state at least one of the following specific bases for the appeal followed by an explanation:

1. The Medical Withdrawal policy was not fairly followed.
2. There is new information available that was not available at the time of the submitted request which could affect the committee's decision.

An appeal cannot be based solely on the fact that a Medical Withdrawal request was submitted after the published deadline. Once an appeal is received, the Office of Student Affairs will notify the student that the appeal was received. The administrator hearing the appeal will, at his/her discretion, consult with the student's college office, members of the Medical Withdrawal Committee, other university offices, and/or the student submitting the appeal, as appropriate. The administrator hearing the appeal will typically reply to the student within five business days of receiving the appeal. Possible appeal outcomes include: upholding the committee's decision; overturning the committee's decision; modifying the committee's decision; and returning the case to the committee with new information for reconsideration. The determination of the Office of Student Affairs is final.

### Return to the University after Medical Withdrawal

It is expected the time a student takes away from the university for a medical withdrawal be used for treatment and recovery. To that end, a student may not return to the university the term immediately following a medical withdrawal. A student who withdraws during the fall term may appeal for return the following summer term, or any term thereafter. A student who withdraws during the spring term may appeal for return the following fall term, or any term thereafter. A student who withdraws during the summer term may appeal for return the following spring term, or any term thereafter.

The Medical Withdrawal Committee must approve a student's return to the university and the student's college must subsequently approve readmission to the college (if applicable). Approval to return to the university following a medical withdrawal is not guaranteed. Because of the documentation required, and the various decisions that must be made by university officials, it is necessary that the process to return, as outlined above, begin well in advance of the session/term in which the student wishes to re-enroll. At a minimum all required forms and documentation must be submitted no later than 30 days prior to the start of the session/term in which the student desires to return to the university. Failure to meet the 30 day deadline may result in deferment of medical clearance and readmission.

	<b>Standard University Withdrawal*</b>	<b>Medical Withdrawal*</b>
Grade(s) Issues	Withdrawal (W) grades for each course in the semester with the exception of any courses in which final grades have already been posted, or the grade of ADW (administrative withdrawal) is warranted.	Withdrawal (W) grades for each course in the semester with the exception of any courses in which final grades have already been posted, or the grade of ADW (administrative withdrawal) is warranted.
Official Transcript	No notation on the transcript	No notation on the transcript
Tuition Refund	Follows normal withdrawal schedule, as posted on the Marquette Central website.	Slightly extended refund schedule.; No refund provided after the tenth week of the term.
Academic Censure	Student is subject to the university censure (RWAR) and college academic censure (probation and CAA).	Student is not subject to university academic censure (RWAR) or college academic alert censure (CAA).
Financial Aid	Student is subject to financial aid satisfactory academic progress (SAP) requirements.; Any additional financial aid implications (loan repayment, scholarship eligibility, etc.) are based on the students's aid package and should be confirmed through Marquette Central.	Student is subject to financial aid satisfactory academic progress (SAP) requirements.; Any additional financial aid implications (loan repayment, scholarship eligibility, etc.) are based on the students's aid package and should be confirmed through Marquette Central.
Withdrawal Paperwork	Withdrawal from All Courses and/or the University form.	Medical Withdrawal form, which includes: student's personal statement outlining the rationale for the request; and a licensed health care provider's statement on letter head confirming the need for withdrawal and dates of the medical condition.; Medical Withdrawal-Healthcare Provider Release information form.

**Eligibility for return to MU**

Student is eligible to enroll in the term immediately following, unless he/she is subject to academic or other censure.; No paperwork is required.; If student stops out more than 2 terms, excluding summer, see the Readmission section of this bulletin.

Student is not eligible to return to the university in the term immediately following the medical withdrawal (including summer).; Submission of required paperwork at least 30 days prior to return. Paperwork includes the Medical Withdrawal Return to Marquette University form, Healthcare Provider Report forms, and Request for Readmission.

\* After the close of registration.

All forms, withdrawal refund schedule and the academic calendar can be located on the Marquette Central web site at: <http://www.mu.edu/mucentral>

**Readmission**

Application for readmission is requested using the Health Sciences Readmission form found on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). Readmission requests will only be considered for those students who left the college in good standing and had prior approval of the department chair; however, readmission will not be considered for any former student with an outstanding balance of \$3,000 or more already owed the university, or who has an active Student Affairs/Development or Office of the Registrar registration hold on his or her record. In all cases the student must be fully readmitted to the university prior to the term/session in which he/she wishes to register (see the Academic Calendar (p. 76) for published deadlines).

**Registration**

Normally, advising is required for all students prior to registration each term. Students who register for course work without adviser approval assume full responsibility for their registration. Courses that do not satisfy the requirements of their plans of study will not be applied toward the degree.

Students complete class registration via an Internet-based system known as CheckMarq (<http://checkmarq.mu.edu>). Students are responsible to ensure that their class schedule for each term/session accurately reflects the classes they plan to attend. Students may not attend classes in which they are not officially registered. Students must be registered by the deadline to register for each session, as outlined in the Academic Calendar (p. 76). The university does not retroactively register students for classes after the deadline to register for a session, or after a term is completed and reserves the right to deny credit to any student who fails to officially register in any course within these time limitations. All classes for which the student is registered are subject to tuition and in some cases, additional fees. The student is responsible for any payment due for all officially registered classes, regardless of attendance.

Students who do not plan to attend the university are responsible for dropping classes through CheckMarq (<http://checkmarq.mu.edu>), before the end of registration for the session/term and notifying their respective department office. All courses for which a student is officially registered as of the close of registration are subject to fee assessment and payment, and as such will appear as part of the student's permanent record even if the student does not attend any sessions of the class. To avoid unnecessary fee charges and unnecessary courses with punitive grades on the student's permanent record, it is the student's responsibility to review his/her official registration prior to the end of registration and make any corrections needed.

**Reinstatement to the University**

A student who is academically dismissed (RWAR - required to withdraw for academic reasons) at the end of a term may appeal the decision in writing to the college office. If the appeal is granted for the term immediately following the dismissal (or, in the case of the spring term, for the fall term), the student is not required to apply for readmission. Instead, the student will be reinstated to the university on probation status. The official transcript will reflect both the academic dismissal and the reinstatement on probation.

A student who is academically dismissed at the end of a term and leaves the university for one or more terms must apply for readmission. As part of the readmission application, the student must also request reinstatement to the university via the Academic Censure Appeal form, located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). If the return to the university is approved, the official transcript will reflect both the academic dismissal and the reinstatement on probation.

**Repeated Courses**

Health Science Professional students who repeat a course, may do so under certain conditions:

1. Courses in which a passing grade is earned may be repeated only once.
2. Normally, the repeated course is taken at Marquette.
3. The repeated course is identical to the original course in subject, catalog number, title, subtitle and credits.
4. The repeated course is graded with the same grading options as the original, e.g., students may not exercise the CR/NC option for a repeated course, unless it was originally taken with this option.
5. Courses in which a grade of AU, AUA, ADW, NC, W, WA, UW, U, UNC, UY or F has been earned may be repeated until a passing is assigned; and once assigned, the course may be repeated only one more time, regardless of the grade earned.

6. A passing grade is determined as the grade required by the university grading policy, i.e., the minimum grade it takes to earn credit for the course. (See Grading System in this bulletin - where D, CR, S, SNC or SY are considered passing grades, thus a D or above, a CR, S, SNC, or SY are all considered passing grades for the purposes of this policy.)
7. As an exception to the regulation, these courses allow unlimited repeats: colloquiums, continuation placeholder, co-ops, independent study/research, internships, practicums/clinicals/field work experience, seminar/reading, studio/workshops, study abroad and variable title courses (e.g., topics).

Credit hours earned in a repeated course are only awarded once; however, all previous courses and grades remain on the student's permanent academic record. The last grade earned is included in the cumulative GPA and the grade in the original course is excluded from the cumulative GPA calculation; however all grades remain on the academic record. The cumulative GPA is adjusted at the time the repeated course is graded. If a student receives an AU, AUA, ADW, W, WA or UW in the repeated course, the earlier grade will remain in the cumulative GPA. If a student repeats a course that was transferred to Marquette, only the Marquette course/grade will be reflected in the total credits earned and the cumulative GPA.

At the time of registration, the repeat process in CheckMarq will allow the repeat of a course only once, unless the course is an unlimited repeat course (see #7 above). If a student needs to repeat a course and that repeat is allowed under the policy, he/she must petition this action via the Repeat Course Permission form, located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). This petition will be granted only if the request is in adherence to all the repeat criteria listed above.

## Study at Other Institutions

Students who plan to study at another institution must obtain written approval for each course prior to enrollment in the course. If prior approval is not obtained, the university reserves the right to not accept the credits earned at the other institution. Course approval forms may be obtained from the student's college office.

Credit for courses pursued at another institution while simultaneously enrolled at Marquette (concurrent registration) will not be allowed unless specifically authorized by the dean/dean designee of the college of the student's degree.

Upon completion of the approved course work, it is the student's responsibility to have an official transcript sent directly from the institution to the Office of the Registrar. Transcripts routed by the student will not be accepted. Transfer credits will not be reviewed or posted to the student's Marquette academic record until the official transcript from the external institution has been recorded in the Office of the Registrar.

## Transcripts-Official

An official transcript is a complete and unabridged copy of all academic work attempted at Marquette and includes only those courses attempted at Marquette. Partial official transcripts are never produced. Transfer and test credits accepted toward a Marquette degree are recorded, but the grades earned are not on the Marquette transcript. Course and grade information contained on the transcript is released only upon written consent from the student, as required by the federal Family Educational Rights and Privacy Act of 1974, or as required by law. See Marquette's FERPA policy on the Marquette Central academic policies website ([http://www.marquette.edu/mucentral/registrar/policy\\_index.shtml](http://www.marquette.edu/mucentral/registrar/policy_index.shtml)).

The University accepts only official transcripts for the purposes of posting transfer credit or courses to the Marquette record and/or verification of a degree, diploma or certificate completion at another institution. Official transcripts are those that are printed on security paper and come directly via U.S. Mail from another institution's record/registrar office to the Office of the Registrar (OTR) or are delivered electronically directly to the OTR via a secured third party method that has been verified by the sending institution. All other transcripts are considered unofficial and will not be accepted or processed. Once an official transcript is received by the OTR, the transcript will be submitted for review to the college office of the primary degree/major of the student for determination of those courses and/or credits that are transferable to Marquette.

The following notations will appear on the permanent academic record of the student, including the official transcripts of the university:

1. **Required to Withdraw for Academic Misconduct:** Student was dismissed due to academic dishonesty. "Required to Withdraw for Academic Misconduct" appears on both unofficial and official transcripts. If the student is allowed to return after this dismissal, "Reinstated to University" will permanently appear on both the official and unofficial transcript.
2. **Required to Withdraw for Academic Reasons:** Student was dismissed due to academic performance. "Required to Withdraw for Academic Reasons" appears on both unofficial and official transcripts. If the student is allowed to return after this dismissal, "Reinstated on College Probation" will permanently appear on both the unofficial transcript.
3. **Required to Withdraw for Non-Academic Reasons-Expulsion:** Student was dismissed due to student conduct violation. "Required to Withdraw for Non-Academic Reasons: Expulsion" appears on both unofficial and official transcripts. Expulsion is the most serious university disciplinary action and involves the permanent exclusion of the student from the university.
4. **Required to Withdraw for Non-Academic Reasons-Suspension:** Student was dismissed due to student conduct violation. "Required to Withdraw for Non-Academic Reasons: Suspension" appears on both unofficial and official transcripts. If the student is allowed to return after this dismissal, "Reinstated to University" will permanently appear on transcript.
5. **Required to Withdraw for Professional Integrity Reasons:** Student was dismissed due to lack of integrity in a professional setting, such as a clinical or field placement. "Required to Withdraw for Professional Integrity" appears on both unofficial and official transcripts. If the student is allowed to return after this dismissal, "Reinstated to University" will permanently appear on transcript.

6. **Required to Withdraw for Professional Performance Reasons:** Student was dismissed due to poor performance in a professional setting, such as a clinical or field placement. "Required to Withdraw for Professional Performance" appears on both unofficial and official transcripts. If the student is allowed to return after this dismissal, "Reinstated to University" will permanently appear on transcript.
7. **Required to Withdraw for Unsatisfactory Degree Progress:** Student was dismissed due to lack of degree progress. "Required to Withdraw for Unsatisfactory Degree Progress" appears both unofficial and official transcripts. If the student is allowed to return after this dismissal, "Reinstated to University" will permanently appear on transcript.

## Transfer Credit

Transfer credits for students in Health Sciences Professional programs will be considered only for fulfillment of basic science requirements. Transfer credits will not be accepted for any required PHTH or PHAS courses. Students who feel they have completed equivalent course work towards basic science requirements must submit a complete course syllabus to the department office for review. Once reviewed, if a course is acceptable for transfer credit, students will be asked to have an official copy of their transcript sent to the department office, if one was not required at the time of application (i.e. students that had completed degrees at time of application and submitted transcripts through CASPA). The department office then submits a "Transfer of Credit Form" to the college office for final approval and forwarded to the Office of the Registrar for entry on the student record.

## Withdrawals

This section applies to three sections below: From Classes, From the University and Unexcused

A student who drops any class before the end of the last day to register for the session in which the class is scheduled, will have the class removed from the academic record. Once the last day to register for the session has passed, as published in the Academic Calendar (<http://bulletin.marquette.edu/undergrad/academiccalendar>), classes will remain permanently on the record and may not be removed. Once a permanent grade is assigned, it will not be changed except for institutional error or policy.

Students assume responsibility for the consequences that ensue as a result of any withdrawal grade. These consequences may include but are not limited to: a delay in graduation, denial of readmission (in the case of an administrative withdrawal, ADW, the student must be cleared by the academic dean and/or the dean of students before the readmission request will be processed), external institutions/entities viewing these grades as failing, loss of eligibility for certain scholarships and/or financial aid, loss of full-time or part-time status and/or loss of a refund.

Federal financial aid regulations require that the University submit notification of all changes in status by students (full-time to half-time, etc.) to the U.S. Department of Education via the National Student Loan Data System within a certain period of time. The University therefore reserves the right to withdraw a student from any class when it is evident the student did not start the class (grade of UW); stopped attending the class (grade of WA); or, due to incapacity, must be withdrawn from the class (grade of W). **This policy is in effect for all students, regardless of any financial aid award.**

Failure to officially withdraw from classes, or the University, according to established deadlines in the Academic Calendar, (<http://bulletin.marquette.edu/undergrad/academiccalendar>) the procedures referenced below, and the timelines, as published by the Bursar's Office ([http://www.marquette.edu/mucentral/bursar/withdrawal\\_index.shtml](http://www.marquette.edu/mucentral/bursar/withdrawal_index.shtml)), will not relieve the student of responsibility to pay for any tuition/fees owed for such classes. In addition, the student's financial aid may be adjusted as required by federal and state refund calculations and institutional policy based on the official withdrawal date. The student's withdrawal will be reported to the National Student Loan Data System should any loan deferments need to be canceled at the time of withdrawal. Finally, the date on which all withdrawal forms are submitted to the University will be the date used for any refund calculations.

The period for withdrawing from classes, or the term, if registered, is the day after the end of registration until the withdrawal deadline for each session in which classes are scheduled, as specified in the Academic Calendar (<http://bulletin.marquette.edu/undergrad/academiccalendar>). **After this deadline, a student will no longer be given permission to withdraw from classes.**

## From Classes

A student who wishes to withdraw from one or more classes, but still attend at least one other class during the term, must officially withdraw from classes using the Health Sciences Professional Single Course Withdrawal Form located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). The student is not officially withdrawn from any class until the completed withdrawal form is submitted to the office of the academic dean.

Additionally, as indicated in the Withdrawal section above, failure to follow the outlined procedures and timelines and to officially withdraw from classes, will not relieve the student of responsibility to pay for any tuition/fees owed for such classes. It is the student's responsibility to determine, prior to the withdrawal from any class, if there will be financial aid and/or scholarship consequences to this withdrawal.

If a student, at any time, fails to manifest those qualities judged to be appropriate and necessary to the professional field for which he or she is preparing, withdrawal from the program may be initiated by the college and grades of ADW will be assigned if the administrative withdrawal action is taken during the term.

## From the University

A student who is enrolled for one or more classes and decides to withdraw from all of them in a given term (even if enrolled in just one class), or decides to discontinue his/her study at Marquette after a term is complete, must formally withdraw from the university. The withdrawal process is accomplished via the Withdrawal for All Students form or the official Medical Withdrawal (p. 27) forms and process, depending on the circumstance



necessitating the withdrawal. These forms are located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)).

A complete term withdrawal will not be processed by the university or considered official until the completed withdrawal form is submitted to the college office. In addition, as indicated in the Withdrawal section above, failure to follow the outlined procedures and timelines and to officially withdraw from classes will not relieve the student of responsibility to pay for any tuition/fees owed for such classes. It is the student's responsibility to determine, prior to the withdrawal from a term, if there will be financial aid and/or scholarship consequences to this withdrawal.

## **Unexcused**

Students who register, never attend and fail to officially withdraw from a class, will be withdrawn because of non-attendance. This action results in a permanent grade of UW on the academic record that may not be replaced with any other grade. The date that the college office or other university official first learns of the non-attendance will be the date used by the University to calculate all necessary actions. In addition, failure to follow the outlined procedures and timelines as listed in the Withdrawal section above and to officially withdraw from classes, will not relieve the student of responsibility to pay for any tuition/fees owed for such classes. It is the student's responsibility to determine if there will be financial aid and/or scholarship consequences to the grade of UW.

## **Medical**

Refer to the Medical Withdrawal Policy (p. 27) in this bulletin.

# Student Resources and Facilities

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## Student Resources

### Disability Services

Marquette University strives to integrate qualified students with disabilities as fully as possible into all aspects of university life. The Office of Disability Services, has been designated to coordinate this process in accordance with the university's compliance responsibilities under the law. Accommodations determinations for all students with identified and documented disabilities will be made on a case-by-case basis. Examples of possible accommodations or services provided to students with disabilities include: lecture notes, testing arrangements, alternative texts, interpreting, self-advocacy guidance, etc.

More detailed information about accessibility for all students at Marquette can be found at the Disability Services website (<http://www.marquette.edu/disability-services>). The Office of Disability Services is located in the 707 building, Room 503; P.O. Box 1881, Milwaukee, WI 53201-1881; P (414)288-1645; F (414) 288-5799.

### Email Policy

Marquette University utilizes email as one of the official means of communication with students to keep them informed of important information such as financial aid and billing data; college deadlines, events and updates; and important campus news. Each student is issued an official eMarq email account for use while he or she is enrolled. For more information, see the University Email Policy (<http://www.marquette.edu/its/about/official.shtml>).

### Marquette University Police Department

With the Marquette community located in downtown Milwaukee, students need to be aware of the realities of city living. Recognizing this, the university strives to educate students about personal safety and crime prevention through a wide variety of safety programs and services.

Marquette operates its own commissioned police department (<http://www.marquette.edu/mupd/about.php>), which works closely with the Milwaukee Police Department to ensure the security and safety of the university community. Located on the first floor of the 16th Street Parking Structure, 749 N. 16th St. (between Wisconsin Avenue and Wells Street), the department houses its administration, officer operations, the Command Information Center, preventive services, and Student Safety Programs. MUPD operates 24 hours a day, every day. Services can be obtained by calling (414) 288-6800. In cases of emergency, students and employees should contact MUPD's emergency line by dialing (414) 288-1911 from any campus extension or (414) 288-1911 from any off-campus phone.

MUPD employs police, public safety and university service officers. The police officers' primary role is to prevent crime and the breach of public order. Primary responsibilities include protecting students, faculty, staff, campus visitors, property and facilities from accidents, bodily harm, fire, theft, vandalism and illegal entry; enforcing laws and traffic and parking regulations; apprehending violators; providing general information and assistance to the public; conducting criminal investigations; and participating in community-oriented policing efforts. Public safety officers are responsible for preventing and suppressing crime, protecting life and property, and preserving peace throughout the Marquette community. University service officers are responsible for protecting the Marquette community and securing Marquette's property. They conduct walking patrols of campus buildings and grounds, provide authorized after-hours access to buildings, and assist public safety officers, as well as campus community members, who have locked keys in cars, need jump-starts or require other assistance.

To provide members of the Marquette and surrounding community with a direct means of contacting MUPD, the university maintains Blue Light and Service phones, as well as a Blue Light smartphone app (<http://marquette.edu/apps>). Blue Light Phones, most frequently recognized by blue lights on the top of the phones, and Service Phones, most frequently recognized by red labels, are placed in university buildings, apartments, parking areas and near-off-campus areas. Video cameras are located throughout campus and in the near-campus neighborhood. They are linked to the Command Information Center in MUPD and are used to help monitor suspicious behavior and document activity in a given area.

A wide variety of crime prevention and safety awareness programs (<http://www.marquette.edu/mupd/safety-tips.php>) are made available to groups that are interested in promoting safety. Popular topics include self-defense, personal safety, sexual assault prevention and alcohol awareness. Numerous brochures, a newsletter and crime statistics are readily available to provide information.

Any member of the Marquette community who becomes involved in a crisis situation can receive the benefits of the Victim/Witness Services program. The program provides resources for those in need of counseling or support services in addition to providing escorts to and from all necessary court-related appearances.

MUPD complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act through the publication of the Safety Resource Guide, which includes campus crime statistics and crime prevention strategies. Copies of the Safety Resource Guide are available from MUPD (<http://www.marquette.edu/mupd>) or by calling (414) 288-7320.

## Schedule of Classes (Snapshot)

Snapshot is an online Schedule of Classes (<http://www.marquette.edu/mucentral/registrar/snapshot>)s students access to determine what courses to take each term. In addition, Snapshot will provide a list of those classes that meet certain degree requirements or are of special interest, such as: University Core of Common Studies (UCCS) courses, Interdisciplinary courses or online courses.

## Student Educational Services

The Office of Student Educational Services (OSES) offers a range of academic support services at no charge to students. Services include tutoring, college success strategies, time management and workshops to campus groups. OSES sponsors two special programs: The Urban Scholars Program, a four-year scholarship program providing ongoing leadership and service opportunities for high achieving low-income, first generation college students and the Freshman Frontier Program which provides interested freshmen with a five-week summer program and specialized advising during the first year of college-- OSES also provides ongoing personal and academic support for students experiencing academic challenges. For more information, visit the Student Educational Services website (<http://www.marquette.edu/tutoring>).

## Student Handbook

The Student Handbook, is online (<http://www.marquette.edu/osd/policies/index.shtml>) and issued annually. It contains information and regulations on housing, conduct and student activities. Rules governing eligibility for membership and participation in student organizations, as well as descriptions of all recognized student organizations, also are contained in the Student Handbook.

Many colleges and departments issue a student handbook unique to their majors. Students in these majors are also governed by the rules and regulations of their individual college handbook.

## Student Information System (CheckMarq)

Marquette students obtain up-to-the moment information, monitor their academic record, view courses, register and update their address/phone numbers online by using the CheckMarq system (<http://checkmarq.mu.edu>). Students can access CheckMarq from any computer with Internet access. CheckMarq requires both a user name and password. Information Technology Services assigns user names and passwords to all new students for the duration of their studies at Marquette.

## Transcript of Academic Record

A Marquette University official transcript is the complete and unabridged copy of all academic work attempted at Marquette University. Partial official transcripts are never produced. Course and grade information contained on the transcript are released pursuant to the Family Educational Rights and Privacy Act of 1974 (as amended).

A student may obtain a transcript of his or her Marquette record by completing a Transcript Request form available on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)) and submitting it as indicated on the form, or submitting an online request via the National Student Clearinghouse (<http://www.studentclearinghouse.org>). Current students may request a transcript online via their CheckMarq account. All transcript requests should be submitted a minimum of one week in advance of the date the transcript is needed.

The fee for this regular service is \$7 per transcript. The fee for a rush or immediate transcript service is \$10 per transcript. All transcript fees are payable at the time of the request.

Every transcript that is issued directly to a student is clearly marked. Because most institutions will not accept a transcript that has been in the student's possession, we strongly recommend the student request the Office of the Registrar to mail a transcript directly to the institution involved. Students who fail to follow this recommendation are liable for any further charges when additional transcripts are ordered.

## Veterans Benefits

The Office of the Registrar acts as liaison between the student and the Veterans Administration, the Wisconsin Department of Military Affairs and the Wisconsin Department of Veterans Affairs. Any student eligible to receive educational benefits under one of the various federal Veterans Administration programs must, at the beginning of each term for which he or she is registered, complete and/or submit the Marquette Application for Certification of VA Educational Benefits. First time VA benefit applicants or transfer students may need to furnish additional documentation. For more information on how to apply for Veterans' educational benefits, visit the Marquette Central Veteran's Benefits website ([http://www.marquette.edu/mucentral/registrar/vet\\_index.shtml](http://www.marquette.edu/mucentral/registrar/vet_index.shtml)). Information or consultation regarding Veterans educational benefits is available at any time during regular Marquette Central (<http://www.marquette.edu/mucentral>) office hours.

Marquette participates in the Yellow Ribbon Program ([http://www.marquette.edu/mucentral/registrar/vet\\_yellowribbon.shtml](http://www.marquette.edu/mucentral/registrar/vet_yellowribbon.shtml)); which is a Post-9/11 GI Bill enhancement program for students who qualify for 100% of the Post-9/11 GI Bill. This program allows institutions of higher learning in the United States to voluntarily enter into an agreement with the VA to fund some or part of the tuition expenses and fees of these students.

Federal Law requires that educational assistance benefits to Veterans and other eligible students be discontinued when these students cease to make satisfactory progress toward their degree objective. Individuals who wish to receive veterans' educational benefits must qualify and meet the published academic standards and requirements of the university in order to be certified for Veterans educational benefits. Only courses that apply to a

degree program may be certified for VA Educational benefits; and students must inform the Office of the Registrar of changes to their enrollment after certification is submitted for the term.

## Facilities

### Haggerty Museum of Art

Opened in 1984, the Haggerty Museum of Art serves as a laboratory for learning focused on the visual arts by collecting, exhibiting and interpreting works of art in the context of Marquette University and Milwaukee. The museum's exhibitions and educational programs are designed to contribute to transformational lifelong learning and enjoyment of the arts.

The Haggerty features approximately eight to nine exhibitions each year. Representing the diversity of work in the permanent collection of over 4,500 objects, the museum has offered exhibitions celebrating the contributions of the Italian Renaissance "Petite Masters", American self-taught artists, works addressing social change issues, modern American printmaking and photography, and contemporary art by regional, national and international artists.

The Haggerty seeks to enhance the undergraduate educational experience by engaging students in various disciplines to think about the world and their subject matter through the lenses of the visual arts. The museum also works collaboratively with elementary and middle school teachers, local artists, and College of Education faculty and students to design programs that engage children and youth in educational activities. Additional educational opportunities for the campus and community include free tours, lectures, workshops and performances. For more information, visit the Haggerty Museum of Art website ([http://www.marquette.edu/haggerty/permanent\\_collection.shtml](http://www.marquette.edu/haggerty/permanent_collection.shtml)).

### Hartman Literacy and Learning Center

The Hartman Literacy and Learning Center is a facility within the College of Education, which supports undergraduate literacy-related programs. The center library houses a children's literature collection, which is used by College of Education students as well as children participating in the Marquette University Family Literacy Project, a collaboration between the university and neighborhood elementary schools. Students enrolled in EDUC 4964 (Practicum in Reading) participate in the Family Literacy Project by tutoring small groups of children in reading and writing after school. The Hartman Literacy and Learning Center provides faculty and staff to support and conduct research regarding the project. For more information, visit the Hartman Center website ([http://www.marquette.edu/education/centers\\_clinics/hlc.shtml](http://www.marquette.edu/education/centers_clinics/hlc.shtml)).

### Instructional Media Center

The Kenneth Shuler Instructional Media Center (IMC) provides a range of multimedia creation and presentation services for the Marquette University community. The IMC's primary obligation is to support and enhance Marquette's classroom and online instruction through technology. The IMC is responsible for technical support to presentation classrooms throughout the campus. In addition, the IMC produces media that augment the university's public communication goals.

IMC's modern facilities include two television studios, video editing suites, audio studios, computer workstations and digital distribution systems. Our facilities are also an important component of the J. William and Mary Diederich College of Communication's curriculum, serving as classrooms and laboratories for digital media and other communication students. The studios are also used by MUTV (<http://marquettewire.org>) and WMUR (<http://marquettewire.org>), Marquette's student-operated campus television and radio stations. For more information, visit the Instructional Media Center website (<http://www.marquette.edu/imc>).

## Libraries Overview

The University's libraries support the teaching, research and service mission of Marquette University by providing access to recorded knowledge through collections, services, cooperative programs and connections to worldwide resources. The libraries combine state-of-the-art technologies with a repository of information in an atmosphere of service and learning. A full description of resources, hours, news and services is found at the Raynor Memorial Libraries website (<http://www.marquette.edu/library>).

Collections of more than 2 million volumes and more than 2,170 print subscriptions are housed in the John P. Raynor, S.J., Library and the adjoining Memorial Library; the Law Library is separately described below. The libraries' shared online catalog, MARQCAT, includes all book and periodical holdings, locations and circulation status.

### Raynor Memorial Libraries

The Raynor Library, built in 2003, holds a commanding position at the physical and intellectual center of the campus. Raynor Library, seating 1,100, is designed around the needs of its users, preserving the university's extensive traditional collections, while expanding its capacity for incorporating digital technology into access and delivery of information. The library offers over 578,000 books in digital format, an ever-growing (over 44,000 titles) collection of full-text online newspapers, journals and magazines, as well as an expanding collection of unique digital materials produced by Marquette's own scholarly community. The primary service point in Raynor is the two-level Learning Commons, with over 240 networked PCs and Macs, multimedia hardware and software and comfortable small group study spaces.

The Information Desk is open 100 hours weekly and, in addition, offers research consultations by appointment, and phone, IM, email and 24/7 "chat" assistance through its AskUs! services. The Digital Media Studio offers equipment, software, and basic instruction for digital media projects. Video cameras, iPads, laptops, sound recorders, digital cameras and tripods are available for checkout.

Raynor's first and second level and the bridge are open 24/7 when classes are in session, offering access to workstations and comfortable, safe late-night study space. Library hours during the summer, intercessions and holidays are posted and updated regularly on the library website.

Additional features of Raynor Library include: Class Reserves and Media Services Desk, the Funding Information Center, as well as reference, browsing, spirituality, and local music collections. Group study rooms are available for collaborative projects and can be reserved via an online reservation system. All rooms feature whiteboards and many have large LED panels to better facilitate group work. A conference center accommodating large groups and video conferencing, the Writing Center and the Center for Teaching and Learning are also located in the facility. The second-level bridge entrance to Memorial Library features a 4,800 square foot café with casual seating, popular reading materials and wired and wireless network connections.

Memorial Library, renovated top-to-bottom in 2004 and entered via the 2nd level bridge, houses the majority of the book and journal collections. The library is open 100 hours weekly and offers a variety of seating choices for over 1,050 studiers. An open stack arrangement presents over six linear miles of compact shelving for bound journals on the lower level, plus book shelving on five floors. The facilities in this library include a circulation desk, a cluster of PCs, and assigned research carrels for faculty and graduate students.

Most library services and online research databases are available to students 24/7 from both on- and off-campus locations. Class reserve readings are digitized for online access whenever possible. Interlibrary Loan provides both books and journal articles from other libraries on request and a variety of other cooperative programs assure library privileges for Marquette students at other libraries in Southeastern Wisconsin. The Milwaukee County Federated Library System, including the Central Library just four blocks from campus, also lends to Marquette students. Above all, service-oriented staff members are committed to guiding and teaching users throughout the research process.

## Special Collections and University Archives

Raynor Library also houses the Department of Special Collections and University Archives and its research/exhibit area on the third floor. Its archival and manuscript collections and over 7,000 rare books include the archives of Marquette University; the papers of faculty, students, staff, and alumni; and major collections relating to Christianity among Native Americans and 20th-century Catholic social action. These include research collections for the following individuals and organizations: the Bureau of Catholic Indian Missions, Dorothy Day and the Catholic Worker movement, the National Catholic Conference for Interracial Justice, and the National Catholic Rural Life Conference. J.R.R. Tolkien's original manuscripts form a unique and notable research collection.

### For more information on Raynor Memorial Libraries:

- Raynor Memorial Libraries website (<http://www.marquette.edu/library>).
- Campus map (<http://www.marquette.edu/contact/documents/CampusMap.pdf>) showing campus libraries.
- AskUs! (<http://www.mu.edu/library>) Phone, email, IM, or text information services.
- Library hours (<http://www.mu.edu/library/#hours>) on our website or a 24-hour recorded message (414) 288-1530.

## Law Library

The primary mission of the Marquette University Law Library is to support the research activities of the Marquette University Law School students and faculty. The law librarians hold both law and library degrees and provide reference service to the entire campus for law-related projects. The law librarians teach a variety of law-related courses within the law school and legal research sessions for various departments on campus.

The Law Library is located in Eckstein Hall. The Law Library maintains a comprehensive electronic and a selective print collection of primary legal materials from all federal and state jurisdictions as well as a growing collection of international and comparative legal materials. In addition, the Law Library provides the entire campus with electronic subscriptions to Proquest federal legislative history materials, to HeinOnline, and to Loislaw. The Law Library is a selective depository of federal government law-related resources.

The Law Library maintains a comprehensive electronic and print collection of primary legal materials from all jurisdictions in the United States as well as a growing collection of international and comparative legal materials. In addition, the Law Library subscribes to BNA, the online CIS Serial Set, Hein Online, Lexis-Nexis, Loislaw, Westlaw and Wisconsin CLE materials, and is a depository of federal government information resources.

## Research Centers and Institutes

In order to foster and enhance research and study at Marquette University, a number of units on campus have established thematic research centers and institutes. These centers and institutes offer the opportunity for active collaboration and research in a variety of categorical areas.

The centers generally are designed to bring an interdisciplinary focus to the study of complex problems and involve the participation of several faculty members. Opportunities are available for student participation in the programs of several of the centers and institutes.

The Office of the Provost maintains a list of currently active centers and institutes (<http://www.marquette.edu/research/centers.php>).

# Student Financial Aid

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Financial aid is monetary assistance to help students meet the expenses of going to college. Financial aid is not intended to cover all of a student's expenses. The primary financial responsibility belongs to the student and his/her family. The Office of Student Financial Aid at Marquette University attempts to help bridge the gap between the costs of attending the university and the ability of a student and his/her family to meet those costs.

A student's financial aid award may include one or a combination of scholarships, assistantships, or student loans to help meet the costs of a graduate or professional program. Scholarships and assistantships are awarded by each school or program (dental, law, health sciences or graduate). Questions concerning scholarships and assistantships should be directed to the admissions or dean's office of the school or program in which you plan to enroll.

The most current and accurate information can be obtained by visiting the Marquette Central website (<http://www.marquette.edu/mucentral/financialaid/index.shtml>). Marquette Central professional staff is available for assistance Monday through Friday, 8:00 a.m. to 4:30 p.m. at (414) 288-4000. Although care is taken to ensure the accuracy and timeliness of information contained in this bulletin, the information is subject to change and/or deletion without notice due to unintended error and/or ongoing changes in federal and state legislation.

## Eligibility Requirements

To receive federal financial aid from federal and state programs students must meet the following requirements:

- Be a U.S. citizen or an eligible non-citizen. Students with F1, F2, J1, or J2 visas are not eligible.
- Be registered with Selective Service (<https://www.sss.gov/default.htm>), if required.
- Be working toward a degree or certificate.
- Be enrolled at least half-time. Audit, repeat and other non-credit classes do not apply.
- Half-time: 4 credits per semester for Graduate; 6 credits per semester for Dental, Law, and Health Sciences.
- Be making Satisfactory Academic Progress ([http://www.marquette.edu/mucentral/financialaid/resources\\_elig\\_standards.shtml](http://www.marquette.edu/mucentral/financialaid/resources_elig_standards.shtml)).
- Complete the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.gov](http://www.fafsa.gov) (<http://www.fafsa.gov>).
- Demonstrate financial need, if applying for need-based aid.
- Not be in default on any loan or owe a refund on any grant made under Title IV of the Higher Education Act of 1965, as amended, at any institution.

## Application Procedures

The first step a prospective student must take is to complete the Marquette University online application for admission. A student needs to be formally admitted into the university before they will be considered for financial aid assistance. Students may apply for financial aid if they are currently enrolled or are applying for admission to Marquette University.

To apply for financial aid a student must complete the Free Application for Federal Student Aid (FAFSA). The FAFSA website is [www.fafsa.gov](http://www.fafsa.gov) (<http://www.fafsa.ed.gov>) and Marquette's Title IV School code is 003863. It is important for a student to file their FAFSA between January 1 and February 15 in order to receive consideration of all types of financial aid. FAFSAs received March 1 or later for continuing students will result in a reduced financial aid award. The student's Expected Family Contribution (EFC) is calculated from information provided on the FAFSA and is listed on the Student Aid Report (SAR). The EFC is an indicator of the family's financial strength and is used along with the Cost of Attendance (COA) to determine a student's eligibility for financial aid.

During the application process, students may be asked to verify the information reported on the FAFSA. Any aid offer will be contingent upon completion of the verification process.

## Satisfactory Academic Progress Policy

Marquette University is required by federal regulation to apply qualitative and quantitative standards in measuring academic progress for financial aid purposes. The complete Satisfactory Academic Progress Policy can be found on the Office of Student Financial Aid website ([http://www.marquette.edu/mucentral/financialaid/resources\\_elig\\_standards.shtml](http://www.marquette.edu/mucentral/financialaid/resources_elig_standards.shtml)).

## Office of Student Financial Aid - Available Programs

### Scholarship Assistance - Private Scholarship Opportunities

Information on Private Scholarship Opportunities can be found on the Office of Student Financial Aid website ([http://www.marquette.edu/mucentral/financialaid/resources\\_pvt\\_scholar.shtml](http://www.marquette.edu/mucentral/financialaid/resources_pvt_scholar.shtml)).

### Loan assistance

A loan is a type of financial aid that has to be repaid upon graduation or when no longer enrolled in school on a full- or half-time basis (depending upon the terms of the individual loan program). A promissory note (legal agreement to repay) must be signed before a loan will be disbursed. The promissory note contains detailed information about terms, responsibilities and repayment of the loan. There are no penalties for prepaying principal or interest in

any student loan program. Federal regulations require all first-time Stafford Loan and Grad PLUS Loan borrowers to participate in loan counseling before disbursement of the loan.

## Federal Loan Programs

The principal loan programs administered by Marquette for Health Sciences Professional students are the William D. Ford Federal Direct Unsubsidized Stafford Loan, the William D. Ford Federal Direct Grad PLUS Loan and the Federal Perkins Loan.

Additional information about loans can be found on the Office of Student Financial Aid website ([http://www.marquette.edu/mucentral/financialaid/grad\\_loans\\_types.shtml](http://www.marquette.edu/mucentral/financialaid/grad_loans_types.shtml)).

## Truth in Lending Act Disclosures

Students borrowing any non-federal loans (e.g., institutional or private loans) must sign and acknowledge disclosure forms acknowledging the specific terms of each loan and stating that the student is aware of lower cost Federal loan alternatives. The disclosure forms will be sent out by the lending institution when appropriate. Each disclosure form clearly states what steps the students must take next and in what timeframe those steps must be made.

## Private Alternative Loans

Alternative Loans are non-federal **educational** loans available from a variety of national lending institutions. Minimums and maximums vary for these loan programs, but all require a satisfactory credit history. The Alternative Loan Lender Chart ([http://www.marquette.edu/mucentral/financialaid/ugrad\\_loans\\_alt.shtml](http://www.marquette.edu/mucentral/financialaid/ugrad_loans_alt.shtml)) provides an alphabetical list of all lenders that Marquette students have used in the past five years. This is in no way exclusive or exhaustive of all existing lenders. The Office of Student Financial Aid will honor requests to certify other alternative **educational** loans that do not appear on this chart.

## Student Employment Assistance

The primary function of Student Employment Services, located within the Office of Student Financial Aid, is to assist students in securing employment on campus or off campus within businesses in the area. Many students help finance their education through part-time employment.

Marquette lists part-time on and off campus positions on the web-based job posting site, JobConnection (<https://jobconnection.mu.edu/interfase.htm>).

Students wishing to work must comply with the Immigration Reform and Control Act of 1986. This means that NEW student employees need to complete an I-9 form with the Office of Student Employment on their first day of employment. Students must provide original documentation (i.e., Social Security card and driver's license or U.S. passport); copies or faxes of documents are not acceptable. Be sure to check the last page of the I-9 form for a list of acceptable documents to complete the I-9 process. Student may view the I-9 requirements on the Student Employment Services website ([http://www.marquette.edu/mucentral/financialaid/ses\\_i9.shtml](http://www.marquette.edu/mucentral/financialaid/ses_i9.shtml)). Contact Student Employment at [studentemployment@marquette.edu](mailto:studentemployment@marquette.edu) with questions.

## For more information

For more information please visit our Marquette Central website (<http://www.marquette.edu/mucentral/financialaid/index.shtml>). Contact us with questions at [marquettecentral@marquette.edu](mailto:marquettecentral@marquette.edu), (414) 288-4000, or visit Zilber Hall, Suite 121. When contacting Marquette Central please provide student's Marquette University ID (MUID) and four-digit Marquette Central Access Number (MCAN) (<http://www.marquette.edu/mucentral/mcan.shtml>). Marquette Central's office hours are 8:00 a.m. to 4:30 p.m. Monday through Friday CST.

# Tuition, Fees and Housing

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The staff in Marquette Central is dedicated to providing service to our students and families in a professional and friendly manner while following the policies and procedures set forth by the university. The office provides accurate and timely information about each student's bursar account while encouraging our students to be active participants in managing their account.

Marquette University sends a monthly electronic billing statement to each student while the student has an account balance. A student may also view his/her e-bill via CheckMarq. Payment due dates are available on the Marquette Central website (<http://www.marquette.edu/mucentral>). The final step to complete a student's registration is payment in full of all fees for the term. It is the student's responsibility to pay tuition, fees and housing by the published due date whether he/she receives a bill or not.

Students who do not plan to attend the university are responsible for dropping classes through CheckMarq and notifying their respective college office. All courses for which a student is officially registered as of the close of registration are subject to tuition, fee assessment and payment, and as such will appear as part of the student's permanent record even if the student does not attend any class periods. To avoid unnecessary charges and permanent failing or withdrawn grades on the student's permanent record, it is the student's responsibility to review his/her official registration prior to the end of registration for the session in which the course is scheduled and ensure it accurately reflects the courses in which the student plans to be enrolled. Students assume responsibility for the consequences that ensue as a result of any failed or withdrawal grade. These consequences include, but are not limited to: a delay in graduation, dismissal from the degree program, denial of readmission, external institutions/entities viewing these grades as failing grades, loss of eligibility for certain scholarships and/or financial aid, loss of full-time status and/or loss of a refund.

A student's registration is not considered complete until all tuition and fees are paid, enrolls in the Marquette Month Payment Plan ([http://www.marquette.edu/mucentral/bursar/payment\\_plans\\_index.shtml](http://www.marquette.edu/mucentral/bursar/payment_plans_index.shtml)), or submits a billing authorization from an approved sponsor. Students whose accounts reflect that the payment has not been made, or that are otherwise delinquent will have a registration block, transcript block and diploma block placed on their accounts. There will be a \$100 fee for the removal of the block. Failure to pay any balance when due may result in the cancellation of a student's registration for the current academic term, referral of the account to a collection agency, legal action to collect any balance due or any combination thereof. If the university must take legal action to collect any unpaid balance, the student will be responsible for all fees and costs incurred by the university to collect the unpaid balance.

## Payment Options

### Traditional Semester Payment

Payment of all tuition and other billed charges is due in full prior to the beginning of each term.

- Cash and checks ([http://www.marquette.edu/mucentral/bursar/payment\\_index.shtml](http://www.marquette.edu/mucentral/bursar/payment_index.shtml)) are acceptable methods of payment.
- Electronic payment ([http://www.marquette.edu/mucentral/bursar/payment\\_index.shtml](http://www.marquette.edu/mucentral/bursar/payment_index.shtml)) (direct debit from checking or savings account) may be made by accessing the link on the Make a payment page on the Marquette Central website.
- Credit card payment ([http://www.marquette.edu/mucentral/bursar/payment\\_index.shtml](http://www.marquette.edu/mucentral/bursar/payment_index.shtml)) is available through a third party provider. The service fee for using this service is variable depending on the amount of the charge. This service may be accessed through the link on the Make a payment page of the Marquette Central website or by calling (866) 893-4518.

### Marquette Monthly Payment Plan

Marquette offers a payment plan ([http://www.marquette.edu/mucentral/bursar/payment\\_plans\\_index.shtml](http://www.marquette.edu/mucentral/bursar/payment_plans_index.shtml)) administered by Tuition Management Systems Inc. The Marquette Monthly Payment Plan allows students and their families to pay tuition, fees, university housing and/or meal charges in five equal monthly installments. There is a \$35 semester enrollment fee, but there are no interest charges involved.

### Payment by a University Approved Third Party Sponsor

The Office of the Bursar works with students who receive tuition assistance through a third party. The third party will be billed for all or part of a student's financial account charges after the university registration add/drop date. **Note:** If your employer requires grades prior to paying for a class, we cannot set them up as a third party sponsor.

### 2015-16 Tuition (per fall and spring semesters)

Program	Cost
Doctoral Physical Therapy (DPT) this rate applies to program years four through six	\$19,775.00
Physician Assistant (PHAS)	\$18,360.00

## Housing

The Office of University Apartments and Off-campus Student Services (<http://www.marquette.edu/offcampus>) (UAOCSS) exists to assist current and prospective Marquette students in their search for apartment housing on and around the Marquette campus. Our office provides a comprehensive,



searchable website to help you locate appropriate housing around the Marquette campus. This website is the primary resource students use to find housing in the near-Marquette neighborhood. In order to be listed on our site, a property must be located within the Department of Public Safety patrol area. The site not only lists a majority of the properties located in the immediate Marquette neighborhood, but it also offers useful information on safety, budgeting, and campus and community resources. In addition to the website, the UAOCSS is located at 1500 W. Wells Street and is open Monday through Friday from 8:00 a.m. to 4:30 p.m.

## Meal Plans

Meal plans are available for purchase through the Office of Residence Life, and are automatically renewed for the second term unless cancelled through the office. Prices are per term.

Meal	Cost
Commuters	\$385.00

## Refunds and Adjustments

Students who have prepaid charges but do not register for classes will be given a full refund, less applicable non-refundable deposits. Students who register for classes and subsequently change their course load through either a partial withdrawal from courses or a complete withdrawal from the university will have adjustments made to their student accounts. The date on which the Withdrawal form is submitted to the university will be the date used for any refund calculation. Students assume responsibility for the consequences that ensue as a result of any withdrawal grade. These consequences include, but are not limited to: a delay in graduation, dismissal from degree program, external/entities viewing these grades as failing grades, loss of eligibility for certain scholarships and/or financial aid, loss of full-time status and/or loss of a refund. See this bulletin for a full description of withdrawal procedures. (p. 31)

After the first class, laboratory and special course fees are non-refundable. Tuition deposits are non-refundable but are applied toward first term tuition charges.

Refunds for tuition and board will be given based on the following schedules:

Refund	Condition
100%	Through registration
80%	During second week
60%	During Third week
40%	During fourth week
20%	During fifth week
No Refund	After fifth week

# Physical Therapy

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## Vision

The Physical Therapy Department at Marquette University will be among the best educational programs in preparing graduates who excel in academics, leadership, clinical practice, and service to others.

## Mission

To graduate entry-level physical therapist professionals who are knowledgeable of current practices and trends, skillful in applying their knowledge, motivated to address the needs of the underserved community, self-directed lifelong learners who will become leaders in their profession and community.

Furthermore, in an effort to meet the current health care needs in under-served areas, the department is committed to supporting programs of outreach that will enhance the enrollment and training of disadvantaged students and service to disadvantaged populations.

## Philosophy

The teaching-learning process is recognized as a dynamic interaction of shared responsibility among the academic faculty, clinical faculty, and students. The Department of Physical Therapy supports the educational view that students learn in a multitude of ways, necessitating a variety of learning experiences. These experiences are important for the development of a life-long autonomous learner who is self-motivated and self-directed. The departmental faculty are a resource and role model in the development of these traits by providing quality instruction, contributing to the general body of knowledge through an active research agenda, maintaining personal clinical competence including the operation of on-campus Physical Therapy clinic, showing professionalism, respecting the dignity of others and being advocates for patient and professional causes. It is the goal of the faculty to help students to become educated members of society, active members of their profession and role models for peers and future physical therapists.

## Expected Global Student Outcomes

Graduates of the Physical Therapy program will be able to:

1. Demonstrate the skills necessary to practice autonomously within a direct access environment in essential practice areas as defined by the *Guide for Physical Therapist Practice*.
2. Screen individuals through testing and differential diagnosis, to determine a physical therapy diagnosis which is within the scope of physical therapy, and/or to determine the need for referral to other health professionals.
3. Apply evidence based decision making in planning patient care.

Students admitted to the Physical Therapy program are enrolled in a curriculum that culminates in a doctor of physical therapy degree. This is a six-year curriculum for a student admitted at the freshmen level. The student first will earn a baccalaureate degree of his or her choice and then be awarded the Doctor of Physical Therapy (D.P.T.) degree at the end of the professional course work. Students admitted with a bachelor's degree will earn the Doctor of Physical Therapy degree after completing the three-year professional program.

## Undergraduate Admission Requirements

Students may be admitted to the program as freshmen with a guaranteed admission to the professional phase beginning fall of 2018 if the student successfully meets all requirements for advancement. Guaranteed admission cannot be extended if requirements are not successfully completed in the pre-professional phase.

High school applicants to the Department of Physical Therapy are expected to fulfill the general admissions requirements listed in the university section of this bulletin. In addition, the following specific items should be noted for admission to the Department of Physical Therapy:

1. One year of high school chemistry and biology is required. Applicants should include trigonometry among the three required units in mathematics because trigonometry is a prerequisite for General Physics 1 and 2 at Marquette.
2. Freshman class enrollment is limited. College entrance exam results, transcripts and the application must be received at Marquette by Dec. 1 of the preceding academic year for which the student is applying.
3. The sequence of courses in the professional phase begins in August of each academic year.
4. Advanced Placement (AP) and/or International Baccalaureate (IB) credits may be applied toward D.P.T. pre-requisite courses with the exception of CHEM 1002 and PHYS 1002. These two pre-requisite courses must be completed at an accredited 4-year institution. **Note:** AP and IB credits awarded by MU are credit-bearing only and are not included in grade point average (GPA) calculations.

Marquette students who were not admitted as freshmen may apply to transfer into the program. Further details of entrance requirements are available from Marquette's Office of Undergraduate Admissions.

## Physical Therapy Observation Hours Policy

Currently enrolled Marquette students, who have a health care major with a clinical component in their undergraduate course work, may complete up to 40 hours of the required minimum 80 hours of PT observation as part of their clinical component in their undergraduate major. Clinical hours completed in the undergraduate major must be documented by their undergraduate academic adviser. The remainder of the 80 hours must be completed under the supervision of a physical therapist and documented on one or more of the Marquette clinical hour's assessment and verification forms prior to June 1 preceding fall enrollment in the professional phase.

## Transfer Applicants

Pre-physical therapy students (PREP) applying for transfer admission into Year Four, are subject to spaces available. To apply for this internal window of admission, students need to complete at least 12 of the physical therapy prerequisite credits at Marquette University and meet or exceed all requirements for the undergraduate phase. External transfer students with degrees and pre-reqs from other institutions may also make application to the professional phase of the program and may be enrolled as space allows. As the program is primarily direct freshmen admittance, transfer enrollment is extremely competitive. All external transfer applicants apply via the national Physical Therapist Centralized Application Service. ([www.PTCAS.org](http://www.ptcas.org) (<http://www.ptcas.org/home.aspx>))

D.P.T. prerequisite courses must be completed at an accredited four-year institution and cannot be completed through online courses. D.P.T. prerequisites required before admission to the professional phase:

Area	Credit Hours
Biology	3
General Chemistry 1 and 2	8
Introduction to Physical Therapy*	1
General Physics 1 and 2	8
Statistics	3
<b>Total**</b>	<b>23</b>

Advanced Placement (AP) and/or International Baccalaureate (IB) credits may be applied toward D.P.T. pre-requisite courses with the exception of CHEM 1002 General Chemistry 2 and PHYS 1002 General Physics 2. These two pre-requisite courses must be completed at an accredited 4-year institution. **Note:** AP and IB credits awarded by MU are credit-bearing only and are not included in grade point average (GPA) calculations.

\* Waived for accepted transfer students but will need to document proficiency in medical terminology in lieu of Intro to PT Class. Completion of a programmed text and written departmental test in medical terminology would meet this requirement and is offered to the students accepted into the professional phase of the program.

\*\* External transfer students will need 12 credits of social sciences and/or humanities in addition to the DPT prerequisites. Three credits of cognitive and motor learning are strongly recommended, but not required.

## Essential Functions

Students are made aware as freshmen and prior to entering the professional phase that all students must be able to carry out the basic duties of a generalist physical therapist with or without reasonable accommodation(s). A generalist P.T. is one who is capable of treating patients across the lifespan. Specifics of the essential functions are included in the Physical Therapy Student Handbook.

## Absences

Students who are ill or anticipate absence for a family emergency must contact the physical therapy office immediately. All students must consult with the instructor of the course(s) missed for makeup if necessary. Absences of two or more weeks during the fourth, fifth or sixth years of the program may be considered as grounds for repeating the entire term.

Anticipated absences from full-time clinic must be approved in advance by one of the directors of clinical education at Marquette University and the center coordinator of clinical education at the clinical site. Unapproved absences are not acceptable and may lead to dismissal from the clinical site. Emergency absences, illness, etc., are circumstances usually considered to be acceptable absences if they are substantiated by the coordinators.

## Academic Regulations - Undergraduate Phase

Students admitted to the D.P.T. Program as freshmen must meet all requirements for advancement. These include:

1. A 2.400 or greater cumulative grade point average in the specified D.P.T. prerequisite course work consisting of BIOL 1001, CHEM 1001, CHEM 1002, PHYS 1001, PHYS 1002, PHTH 1001 and a statistics course (23 credits). Advanced Placement (AP) and/or International Baccalaureate (IB) credits may be applied towards DPT pre-requisite courses with the exception of Chem 1002 and Phys 1002. AP and/or IB credits awarded by MU are credit-bearing only and are not included in grade point average (GPA) calculations.
2. A grade of C or better in all D.P.T. prerequisite courses.

- All D.P.T. prerequisites must be completed at an accredited four-year institution, course work will not be accepted from a two-year school, community college, junior college or technical college. Online courses will not be accepted for D.P.T. prerequisites.
- Proof of completion of 80 volunteer and/or work related hours supervised by a physical therapist by June 1 after completion of the D.P.T. 3 academic year.
- A demonstrated plan for completion of a bachelor's degree at the end of the spring term of the DPT5 year in the professional phase (years 4, 5 and 6) of the program. Except for ATTR and EXPH students, students who do not complete their undergraduate degree in the traditional 4 years must submit a written plan to the PT department chairperson to complete their undergraduate degree within the required time frame.

Students failing to satisfy all requirements or students who are required to withdraw for academic reasons are not guaranteed admission to the professional phase of the program. Following acceptance into the professional phase of the program, students follow the curriculum as outlined for the three-year professional phase unless prior approval is received from the department chairperson.

## CR/NC Grade Option

University guidelines allow junior and senior students to elect one course per term (to a maximum of four courses) for which only a CR or NC grade is assigned, given certain requirements are met. Refer to the CR/NC option entry in the university section of this bulletin for the specific requirements. However, this CR/NC option is not available for any course that is part of the 23 prerequisite core credits nor any course normally required in the professional phase of the program.

## Course Sequence

Professional phase courses taken early while a student is in the pre-professional phase must be completed with a grade of C and a minimum 2.400 GPA for all professional phase courses completed in a given semester. (If only one professional phase course is taken in a given semester, a BC grade will be required to exceed the requirement of a 2.4 GPA per semester.) Taking courses early and out of sequence is discouraged. No online prerequisite courses are accepted. Students who fail to meet these requirements may be placed on academic probation and required to retake professional phase courses.

## Academic Regulations - Professional Phase

A student must complete the academic requirements of the D.P.T. program within four years of admission to the professional phase of the program in the fall semester of the D.P.T. 4 year, unless there are non-academic extenuating circumstances. Failure to complete the PT program requirements within the 4-year time limit may result in dismissal from the program. During the professional phase of the program a student will be considered in good academic standing if he/she complies with the academic standards printed in the Physical Therapy Student Handbook. Failure to meet the academic requirements will result in probation or dismissal from the program.

## Overview

There are certain categories of student performance problems that can lead to some form of censure. These problems may be identified at any point during the academic year, though a systematic review of all students' course grades is also conducted at the end of each academic term. The review of other, non-course grade problems is typically conducted on an individual basis as issues arise. A finding of significant problems in any of these areas can result in probation, suspension, or dismissal, depending on the nature and severity of the problems identified. All of these statuses are maintained permanently on the student's academic record; only dismissal, however, appears permanently on Marquette University's official transcript. If a student is reinstated following a dismissal, that notation will also permanently appear on the student's official transcript. The statuses that will appear permanently on a student's official transcript include those listed (in bold type) below:

**Required to Withdraw for Academic Reasons (RWAR)** – dismissal for deficient academic performance as described below.

**Reinstated on Probation** - following successful appeal of academic dismissal.

**Required to Withdraw for Professional Integrity Reasons (RWPI)** – dismissal for violation of Professional Integrity standards as described below.

**Required to Withdraw for Academic Misconduct (RWAM)** –dismissal for violation of the academic honesty policy as outlined in the Academic Regulation section of this bulletin.

## Academic Censure (Dismissal/Probation/Academic Alert)

### 1. Academic Dismissal – Required to Withdraw for Academic Reasons (RWAR):

Health Science Professional students (HESP) admitted to the Doctor of Physical Therapy program for fall 2015 or thereafter must maintain a cumulative GPA of at least 2.400 by the end of the second semester in the program, and each semester thereafter. In addition, students will be RWARd for any course attempted with a final grade below a C (CD, D, or F) or an unsatisfactory grade (U) in a clinical experience. The Office of the Registrar (OTR) and the Office of Student Financial Aid (OSFA) will monitor the program academic requirements at the end of each term (fall, spring and summer). A student who does not meet these academic requirements will be academically dismissed by the college (coded as RWAR by OTR) and his/her record coded as failure to maintain Satisfactory Academic Progress (SAP) by OSFA.

Health Science Professional students (HESP) admitted to the Doctor of Physical Therapy program before fall 2015 must maintain a cumulative GPA of at least 2.200 by the end of the second semester in the program, and each semester thereafter. In addition, students will be RWARd for any course

attempted with a final grade below a CD (D or F) or an unsatisfactory grade (U) in a clinical experience. The Office of the Registrar (OTR) and the Office of Student Financial Aid (OSFA) will monitor the program academic requirements at the end of each term (fall, spring and summer). A student who does not meet these academic requirements will be academically dismissed by the college (coded as RWAR by OTR) and his/her record coded as failure to maintain Satisfactory Academic Progress (SAP) by OSFA.

The college office will communicate the RWAR and the OSFA will communicate SAP via Marquette email. As per university email policy, it is the student's responsibility to monitor his/her email at all times. A RWAR/SAP student will be dropped from any classes in which he/she is subsequently registered.

An undergraduate student in the Physical Therapy program must meet the requirements listed above to continue in the Doctor of Physical Therapy program. A student that is not allowed to continue in the Physical Therapy program, but remains in good standing at the university as an undergraduate student, will be allowed to continue with their undergraduate degree course of study.

Satisfactory Academic Progress: there are other SAP conditions for which the student is responsible and will be applied to all students in the program, both professional and undergraduate. Refer to the complete SAP policy ([http://www.marquette.edu/mucentral/financialaid/resources\\_elig\\_standards.shtml](http://www.marquette.edu/mucentral/financialaid/resources_elig_standards.shtml)) on the OSFA website.

### **RWAR/SAP Appeal Process**

A RWAR/SAP student must appeal both RWAR/SAP by sending one form, which addresses both RWAR and SAP issues. This is done via the Academic Censure form located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). The form includes all of the required information the student must submit in order to have his/her appeal reviewed.

- The form is submitted to the College of Health Science main office for initial review for completeness of forms. Completed appeal forms are then forwarded to the chair of the Department of Physical Therapy. The department chair, in consultation with the Academic Standards Committee, has the final decision on all RWAR/SAP appeals. The Academic Standards Committee may require a hearing with the student. See appeal hearing procedures in the PT Student Handbook.
- If the appeal is approved, the student will be 'Reinstated on Probation' and the Academic Standards Committee will establish an academic probation plan for the student to regain his/her satisfactory academic and degree progress standing, and the student's eligibility for financial aid will be restored.
- The plan must be measurable and ensure that the student is able to meet Marquette's SAP standards by a specific point in time. Plans should include courses to be taken, expected grades and a timeframe to complete the outlined objectives.
- The plan will be monitored by the department (Academic Standards Committee).
- Should the student not fulfill all of his/her academic obligations as outline in the academic probation plan, the student's performance will be evaluated by the committee and a determination will be made as to whether the College Academic Alert (see below) process will be instituted; however, the student will again be coded with SAP for that term.

## **2. Physical Therapy Probation and College Academic Alert (CAA)**

### **Physical Therapy Program Probation Possibilities**

**a. Automatic probation based on GPA** – A student in the Physical Therapy program is allowed one instance of automatic probation for a **single semester grade point average (GPA) between 2.200 and 2.399** if all required courses are completed with a grade of C or better. To return to good academic standing, the average GPA of the semester resulting in automatic probation and the next graded semester must be equal to or greater than 2.400.

**b. Probation established by the Academic Standards Committee** - A probation hearing will be required for a student with a **single semester GPA below 2.200, or any grade below a C**. Refer to the probation hearing procedures in the PT Student Handbook.

Failure to meet the requirements of probation may lead to College Academic Alert (see below).

### **Physical Therapy Program College Academic Alert (CAA)**

Academic performance is monitored carefully by the Academic Standards Committee of the Department of Physical Therapy program, and students either not maintaining steady progress or not demonstrating adequate achievement will be barred from future registration in the program by College Academic Alert (CAA) action.

Conditions of probation may be prescribed in writing at the time of the student's admission or readmission. Conditions may also be prescribed in writing in the case of a student whose course performance or failure to follow academic advice warrants such action at any time during the program. All students where conditions of probation have been established will be subject to committee review and possible CAA action should they fail to fulfill the specific terms. It is possible that a student be barred from registration for academic reasons even though the student's cumulative GPA exceeds 2.400. Students concerned about their academic progress should consult the department office.

A student placed on College Academic Alert cannot register for subsequent courses in the Physical Therapy program and will be removed from any such classes for future terms in which he/she is registered. Students will be notified by letter or email of the committee's decision and of the appeal process.

Undergraduate students that are not allowed to continue in the Physical Therapy program, but remain in good standing at the university, will be allowed to continue in their undergraduate degree course of study.

### 3. Academic Dismissal – Professional Integrity

Students may be dismissed from the Physical Therapy program for failure to maintain professional integrity standards, which may include, but are not limited to:

- A. Failure to comply with the American Physical Therapy Association (APTA) Code of Ethics or the APTA Guide of Professional Conduct. ([www.apta.org](http://www.apta.org)) (<http://www.apta.org>)
- B. Failure to comply with learning objectives set forth in a professional behavior learning contract between the student and the program.
- C. Failure to complete their undergraduate degree by the end of the spring semester of year 5.
- D. Clinical misconduct, including, but not limited to:
  - a. Conduct that constitutes harassment, threats or abuse of, or discrimination against peers, faculty, patients or others.
  - b. Provision of physical therapy services, including laboratory experiences in courses, while under the influence of an illegal substance and/or alcohol.
  - c. Breach of patient/client confidentiality.
  - d. Failure to comply with the policies and procedures of the clinical facility during a clinical experience.
  - e. Failure to comply with the Physical Therapy Act for the state in which an internship experience is located

Violations of the professional integrity requirements will result in a hearing with the Academic Standards Committee. Findings of misconduct to self, faculty, the University clinical placements and/or patient may result in failure in the assignment, failure in the course or dismissal from the program. For instances of dismissal from the program, a notation of "Required to Withdraw for Professional Integrity Reasons" will be placed on the student's permanent academic record and transcript.

### 4. Academic Dismissal - Academic Misconduct:

Dismissal for academic misconduct (RWAM) is determined per the Academic Honesty policy found in the Academic Regulation section of this bulletin. Once this determination has been made, the student will be dismissed from the university. This action results in ineligibility to register at Marquette. Reinstatement criteria for the student who is dismissed, if applicable, will be outlined in the dismissal notice. If the student is allowed to return to the university, a permanent notation of 'Reinstated to the University' will appear on the student's academic record and Marquette's official transcript.

## Accreditation

The Commission on Accreditation in Physical Therapy Education (CAPTE) has granted accreditation to the current Doctor of Physical Therapy program. Initial accreditation of the D.P.T. program was granted in April of 2002. Current Accreditation Status: Accreditation. Five-year history: Accreditation. Students are free to contact CAPTE with questions or concerns by mail or phone at: CAPTE American Physical Therapy Association; 111 N. Fairfax St.; Alexandria, VA 22314; (703) 684-2782.

## Certification in Basic Life Support

Certification in basic life support that includes child, infant and both one- and two-person adult CPR along with AED (automatic external defibrillator) training is required of all students prior to beginning the fourth year of the D.P.T. program. Continued certification is required to be maintained by the student throughout the D.P.T. curriculum. Failure to maintain current certification may jeopardize enrollment in subsequent PHTH courses and/or clinical assignments. Students should contact their local Heart Association or Red Cross offices.

## Emergency Care and Safety

All clinical sites will provide the students with safety information including emergency procedures. There may be potential health risks at a clinical site. Students are required to complete yearly OSHA training. Students are not employees of the facility and are not covered by workman's compensation. Students provide proof of health insurance, but should also be aware that they are responsible for the cost of any emergency care, unless the injury or illness was due to negligence on the part of the facility. In non-emergency situations, students should expect to be responsible for their own medical care while off campus.

All D.P.T. students are required to attend and provide documentation of completion of yearly OSHA training sessions, which assure that they have received training on OSHA guidelines for blood borne pathogens and universal precautions.

## Patient Right to Refuse

Clinical Contracts state that patients have the risk-free-right to refuse to participate in clinical education and patients/clients provide informed consent to being involved in the clinical education experience.

## Examinations

A student who misses a final examination risks the loss of credit and the possibility of not being able to enroll in subsequent PHTH courses. All such cases will be judged by the department chairperson.

## Liability Insurance

Even though the university has liability insurance on students while they are in clinical practice situations, some facilities require the student to have an additional liability policy. This type of insurance can be obtained through the insurance company used by the American Physical Therapy Association by student members of the association.

## Policy for Students Requesting Accommodations

It is the responsibility of a student to request reasonable accommodations in the classroom or laboratory. Students are encouraged to discuss their needs with their instructors. It is expected that students will be proactive in addressing learning needs rather than reactive. Disability Services is a valuable resource to both students and faculty.

## Tuition/Financial Aid for Professional Phase

Students who enter physical therapy as freshmen are considered in the pre-professional phase for Years 1-3, and the D.P.T. professional phase for Years 4-6. Full-time students will be charged normal undergraduate rates of tuition for Years 1-3. Students are charged the higher professional phase tuition rate in years 4-6. There is no additional tuition payment for summer work. Even though undergraduate students in Year 4 are considered in the professional phase of the program, they may still apply for normal financial aid available to Marquette undergraduate students. When physical therapy students complete their undergraduate degree, they can no longer be considered for undergraduate sources of financial aid.

## Withdrawal from the Physical Therapy Program

Withdrawal from the program is achieved through a written request submitted to the chairperson of the Department of Physical Therapy. Any student considering withdrawing from the physical therapy program is encouraged to meet with the chairperson of the Department of Physical Therapy or his/her adviser prior to making a final decision.

## Physical Therapy

### Typical Professional Program — Physical Therapy Degree: D.P.T. †

#### DPT 4

First Term	Hours	Second Term	Hours	Summer Term	Hours
BISC 7130	5	BISC 4120	3	PHTH 7522	2
BIOL 3701 <sup>†</sup>	4	BISC 3150 <sup>***</sup>	3	PHTH 7539	3
PHTH 7503	3	PHTH 7504	2	PHTH 7549	2
PHTH 7512 (DC)	3	PHTH 7515	2	PHTH 7560	4
PHTH 7513	3	PHTH 7516	2	PHTH 7577	2
Medical Ethics <sup>**</sup>	1	PHTH 7525	3		
		PHTH 7528	2		
	<b>19</b>		<b>17</b>		<b>13</b>

#### DPT 5

First Term	Hours	Second Term	Hours	Summer Term	Hours
PHTH 7518	3	PHTH 7530	2	PHTH 7986 (section 1002)	10
PHTH 7523	1	PHTH 7533	4		
PHTH 7505	2	PHTH 7555	2		
PHTH 7532	4	PHTH 7558	4		

PHTH 7526	3	PHTH 7570	4	
PHTH 7986 (Section 1001)	4	PHTH 7667	2	
	<b>17</b>		<b>18</b>	<b>10</b>

**DPT 6**

First Term	Hours	Second Term	Hours	
PHTH 7668	4	PHTH 7986 (section 1003)	9	
PHTH 7675	4	PHTH 7986 (section 1004)	9	
PHTH 7682	3			
PHTH 7684	2			
PHTH 7674	3			
PHTH 7932	0-2			
	<b>16-18</b>		<b>18</b>	

**Total credit hours: 128-130**

- † Students admitted without a completed bachelor's degree must receive their bachelor's degree by the end of the spring term of the DPT5 year in the professional phase (years 4, 5 and 6) of the program.
- \* BIOL 3701 Human Physiology is required for physiological science majors. BISC 4145 Human Physiology may be taken in the spring of the DPT-third year by physical therapy students in other majors in lieu of BIOL 3701 Human Physiology.
- \*\* Students completing an undergraduate major in the College of Health Sciences must take PHIL 4336 Applied Ethics for the Health Sciences during or before the 4th year in order to meet the college requirement of 7 credits of PHIL. Students in other colleges who have met the medical ethics requirement prior to year 4 by taking PHIL 4336 Applied Ethics for the Health Sciences or THEO 4450 Medical Ethics may not need medical ethics in year 4.
- \*\*\* BISC majors take BISC 4160 Molecular Pathology during the 4th year and BISC 3150 General Pathology during the junior year.

## Courses

### **PHTH 1001. Introduction to Physical Therapy and Medical Terminology. 1 cr. hr.**

Lecture course with two components, medical terminology and introduction to the study of physical therapy and physical therapist practice. The study of medical terminology is pertinent to the health care professions, organized by body systems with a focus on prefixes, suffixes, word roots and their combining form. The medical terminology component primarily follows a self-guided study model. The introduction to Physical Therapy component provides career exposure to physical therapy and includes current topics of interest in the field with several guest speakers/lecturers. Prereq: Direct-Admit PT students; or EXPH major; or ATTR major; or cons. of instr.

### **PHTH 4512. Culture and Disability. 3 cr. hrs.**

The culture of disability, as a product of intrinsic factors of the person (spiritual beliefs and cultural practices) and those extrinsic factors in society (prejudice, stigma and discrimination) and the environment (architectural barriers) will be examined. The human dignity and civil rights of persons with disability, especially for the ever-expanding population of persons aged 65 and older, will be emphasized. Students will reflect on their own values, beliefs, and guiding life principles (Vocational Discernment) which shape their interactions and behaviors as professional health-care providers. The role of positive emotions, having choices, hope, and spiritual resolve as a foundation for the developing field of rehabilitation medicine called "Cardio-Psycho-Neuro-Immunology" will be a focus in this course. Prereq: Cons. of instr.

### **PHTH 7503. Patient Management 1. 3 cr. hrs.**

Lecture/laboratory course simulating patient interactions and discussing learning units that enforce application of course work to clinical practice. Prereq: PHTH major.

### **PHTH 7504. Patient Management 2. 2 cr. hrs.**

Lecture/laboratory course simulating patient interactions and discussing learning units that enforce application of course work to clinical practice. Patient Management course sequence cannot proceed if students have not successfully completed all required DPT4 coursework (preceding or concurrent). Prereq: PHTH major.

### **PHTH 7505. Patient Management 3. 2 cr. hrs.**

Lecture/laboratory course simulating patient interactions and discussing learning units that enforce application of course work to clinical practice. Prereq: PHTH major; and concurrent enrollment in PHTH 7986.



**PHTH 7512. Culture and Disability. 3 cr. hrs.**

The culture of disability, as a product of intrinsic factors of the person (spiritual beliefs and cultural practices) and those extrinsic factors in society (prejudice, stigma and discrimination) and the environment (architectural barriers) will be examined. The human dignity and civil rights of persons with disability, especially for the ever-expanding population of persons aged 65 and older, will be emphasized. Students will reflect on their own values, beliefs, and guiding life principles (Vocational Discernment) which shape their interactions and behaviors as professional health-care providers. The role of positive emotions, having choices, hope, and spiritual resolve as a foundation for the developing field of rehabilitation medicine called "Cardio-Psycho-Neuro-Immunology" will be a focus in this course. Prereq: PHTH major; or cons.of instr.

**PHTH 7513. Health Care Policy/Management. 3 cr. hrs.**

Contemporary Issues and Management Principles in physical therapy practice. Discussions of recent historical and current external environmental factors affecting the delivery of health care services are interwoven with discussions of business, management, and supervisor/leadership principles applicable to the health care service industry. Particular attention is focused on the delivery of physical therapy services under changing environmental conditions. 7000 level course contains enhanced content. Open to practicing Physical Therapists. Prereq: PHTH major; or cons. of instr.

**PHTH 7515. Pathophysiology. 2 cr. hrs.**

Lecture/clinical observations course presents the pathophysiology of cardiovascular, respiratory, renal, endocrine and immune system disorders. Prereq: Physiology; and current enrollment in BISC 3150.

**PHTH 7516. Geriatric Rehabilitation. 2 cr. hrs.**

Lecture/lab course discusses the implications of aging, disease, physical therapy assessment and interventions and rehabilitation approaches. The laboratory portion includes psychological, sociological and economic aspects of aging plus selected pathological conditions that affect communication, compliance and functional performance. Provides opportunities to refine clinical and problem solving skills in supervised laboratory sessions and supervised clinical experiences in senior center environments. Prereq: PHTH major.

**PHTH 7518. Physiology of Activity. 3 cr. hrs.**

This lecture/laboratory course will concentrate on the assessment of activity tolerance in, and basic principles of, exercise prescriptions for normal healthy individuals through the life span who are either trained or untrained. A functional approach will be emphasized and factors that enhance or impede performance will be examined. Various training strategies will be introduced. Prereq: PHTH major and PHTH 7515; or enrolled in Health Sciences - Professional and PHTH 7515; and current certification in CPR for the health care provider.

**PHTH 7522. Introduction to Evidence Based Decision Making in Clinical Practice. 2 cr. hrs.**

Teaches physical therapy students how to provide the best possible care for patients according to an evidence based practice model, which integrates clinical experience, external evidence, and patient expectations. Students will learn how to formulate answerable clinical questions, use online databases to access research evidence, critically evaluate clinical and scientific literature related to patient care, integrate and apply the best evidence for practice, and use these skills to become life long learners. Instruction methods include lectures, in class discussions, hands on activities, and student presentations. Prereq: Major in Physical Therapy.

**PHTH 7523. Applied Evidence Based Decision Making. 1 cr. hr.**

Evidence-based practice applied to clinical content areas, including orthopedics. Web based assignments. Students will complete individual projects and present their work. Prereq: PHTH major and PHTH 7522; and concurrent enrollment in PHTH 7532.

**PHTH 7525. Kinesiology 1: The Upper Extremity. 3 cr. hrs.**

Anatomy of the muscular and joint systems in normal and abnormal conditions in the upper extremities. Course includes surface anatomy, the biomechanics of normal and abnormal muscle and joint action. Lecture, demonstration and laboratory practice. Prereq: PHTH major.

**PHTH 7526. Kinesiology 2: The Spine and Lower Extremity. 3 cr. hrs.**

Continuation of PHTH 7525 with emphasis on head, trunk and lower extremities, including an introduction to normal gait, posture, and surface anatomy. Lecture, demonstration and laboratory practice. Prereq: PHTH 7525.

**PHTH 7528. Physical Therapy Evaluation, Tests and Measures. 2 cr. hrs.**

Lecture and clinical laboratory course. The students will learn the general concepts and specific techniques of Physical Therapy evaluation including tests and measures including range of motion, flexibility and strength using diverse instrumentation. Prereq: PHTH major and BISC 7130 or BISC 2135 and BISC2136.

**PHTH 7530. Pain Mechanisms and Treatment. 2 cr. hrs.**

Lecture and clinical laboratory course (based on research evidence and/or best practice) that presents the principles and methods that lead to clinical outcomes related to pain conditions including the theoretical models for understanding the basis for pain. Content will include pain mechanisms, assessment and physical therapy management. Prereq: PHTH Major.

**PHTH 7532. Orthopedics 1. 4 cr. hrs.**

Lecture, demonstration and laboratory experiences. The elements of patient/client management (examination; evaluation; diagnosis; prognosis; and intervention) are applied to musculoskeletal conditions. Prereq: PHTH major and PHTH 7525; and concurrent enrollment in PHTH 7526.

**PHTH 7533. Orthopedics 2. 4 cr. hrs.**

Continuation of PHTH 7532 with an emphasis on the evaluation and treatment of specific musculoskeletal injuries/dysfunctions. Includes surgical, non-surgical, traumatic, chronic and sports-related conditions. 7000 level course contains enhanced content. Prereq: PHTH 7532 and PHTH 7526.

**PHTH 7539. Diagnostic Imaging Testing. 3 cr. hrs.**

Study of diagnostic imaging techniques as they relate to physical therapy practice areas. Includes study of common medical tests.

**PHTH 7549. Differential Diagnosis of Disease. 2 cr. hrs.**

Lecture course focusing on a broad range of medical diseases and their various clinical presentations. The focus is on the use of clinical decision making skills when analyzing a patient's medical history intake and the review of systems. The course addresses screening, to include referral for conditions or diseases that are not within a physical therapist's scope of practice. Prereq: PHTH major.

**PHTH 7555. Life Span Development. 2 cr. hrs.**

Lecture/discussion/lab. Normal growth and motor development from prenatal development to motor adaptation and functional changes in adult years. Special focus on motor behaviors across the life span and implications for the physical therapist, as well as potential influence of motor development in the presence of injury, disease, and disability. Opportunity for interaction with infants, toddlers, children, teens and adults. Prereq: PHTH major and BISC 7130.

**PHTH 7558. Neuroanatomy. 4 cr. hrs.**

Structure and function of the central nervous system (CNS). Lecture, clinical correlations, clinical problem solving to predict signs and symptoms in patients with PNS and CNS lesions. Prereq: PHTH major or PHAS major.

**PHTH 7560. Physical Technologies/Electrotherapy/Electrophysiological Testing. 4 cr. hrs.**

Lecture and clinical laboratory course (based on research evidence and/or best practice) that presents the physical and physiological basis and the principles and methods that lead to: 1. clinical outcomes following the therapeutic application of thermotherapy, cryotherapy, actinotherapy and mechanotherapy in the treatment of disorders involving the musculoskeletal, neuromuscular, cardiovascular and integumentary systems and 2. for electrotherapeutic interventions for clinical treatment of individuals with musculoskeletal dysfunction, motor control deficits, acute and chronic pain, and other selected conditions. Electrophysiological testing will include electromyography and nerve conduction velocity evaluation. Prereq: PHTH major.

**PHTH 7570. Advanced Biomechanics and Kinesiology. 4 cr. hrs.**

Advanced analysis of human movement including gait, orthotics and prosthetics. Rehabilitation focuses on physical therapy interventions for patient/clients with chronic diseases and other conditions necessitating long-term therapeutic intervention. Prereq: PHTH major.

**PHTH 7577. Wound/Integumentary Physical Therapy. 2 cr. hrs.**

Lecture and clinical laboratory course (based on research evidence and/or best practice) that presents the physical and physiological basis and the principles and methods that lead to clinical outcomes related to the integumentary system. Content will include pathophysiology, diagnosis and management of chronic wounds, management of thermal injuries and edema. The course will also include infection control and aseptic technique. Prereq: PHTH major.

**PHTH 7667. Neurological Rehabilitation 1. 2 cr. hrs.**

Lecture and discussion-based course covering the pathology, etiology, and epidemiology of common neurological diseases. Clinical presentation, differential diagnosis, evaluation, and medical/surgical interventions for the diseases are the focus of the first of a 2 part course series. Prereq: PHTH major and successful completion or concurrent enrollment in PHTH 7558.

**PHTH 7668. Neurological Rehabilitation 2. 4 cr. hrs.**

Continuation of Neurological Rehabilitation 1. Lectures and labs focus on physical therapy interventions for specific impairments, disease-specific conditions, and overall function. Evidence-based practice guidelines are utilized when available, objective tests and measures are emphasized, and case studies are utilized to integrate and apply information. Prereq: PHTH major, successful completion of PHTH 7667 and PHTH 7558.

**PHTH 7674. Critically Appraising and Contributing to the Evidence for Clinical Practice. 3 cr. hrs.**

Course is a culmination of the skills and knowledge obtained in PHTH 7522 and 7523 and prepares students for leadership roles in physical therapy. Students hone their skills at reading and critically evaluating the clinical and scientific literature. In so doing, student become familiar with the evidence for practice in several emerging areas of physical therapy. Students also learn to lead and participate in journal clubs, provide effective peer review, contribute to the evidence for practice, and communicate novel ideas to the physical therapy community. Instruction methods include lectures, journal clubs, and writing workshops. As a capstone project students will author papers comparable to those seen in the journal of the American Physical Therapy Association and present their work to the physical therapy community. Prereq: PHTH major; PHTH 7522 and PHTH 7523.

**PHTH 7675. Pediatric Disorders and Intervention Strategies. 4 cr. hrs.**

Lecture/lab/discussion on developmental disabilities and other selected pediatric disorders. Concepts of physical therapy evaluation, assessment, goal setting and treatment of the pediatric patient; common treatment theories and techniques and their application to children. Current cultural, ethical, and legal issues related to health care and children. Prereq: Must be a 6th year PHTH major.

**PHTH 7682. Cardiovascular and Pulmonary Physical Therapy. 3 cr. hrs.**

Lecture/laboratory course will focus on recuperative/restorative management of clients having primary or secondary involvement of the cardiovascular and/or pulmonary systems. A total gas delivery approach will be emphasized through case presentations. Clinical skills to be taught will be consistent with nationally published Clinical Practice Guidelines that are evidence-based. 7000 level course contains enhanced content. Prereq: PHTH major; certification in Basic Life Support (CPR).

**PHTH 7684. Clinical Issues and Decision Making. 2 cr. hrs.**

Lecture course with occasional joint labs with the DPT-5 students during class time. The emphasis of this course is to examine and discuss current issues and trends in physical therapy practice, and to mentor DPT-5 students. Topics include patient and professional advocacy, autonomous practice, ethics, jurisprudence, reimbursement, applying the Guide to Physical Therapist Practice to a complex multi-system patient case, resume writing, interview skills, and assessment for learning. Additionally, a representative from the Department of Regulation and Licensing will address the licensing process. Prereq: PHTH 7523.

**PHTH 7932. Advanced Topics in Physical Therapy. 0-4 cr. hrs.**

Advanced clinical electives in specific areas of physical therapy practice. Prereq: PHTH major; or cons. of instr. 0 credit will be SNC/UNC grade assessment; 1-4 credits will be graded.

**PHTH 7986. Internship in Physical Therapy. 4-10 cr. hrs.**

Full time experiences supervised by clinical faculty that immerse students in various practice settings throughout the country Prereq: PHTH major; must be taken in PHTH course sequence.

**PHTH 7995. Independent Study in Physical Therapy. 1-3 cr. hrs.**

Independent study and research in special areas of interest in physical therapy under faculty supervision. No mid-term assessment assigned. Prereq: PHTH major, cons. of instr., and cons. of dept. chair.

# Physician Assistant Studies

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## Mission

Our mission is to develop physician assistants in the Jesuit tradition who realize their full potential as excellent clinicians and national leaders. We pursue this for *ad majorem Dei gloriam*, the greater glory of God, and the benefit of the human community.

An ideal graduate of our program is well-rounded, clinically and intellectually competent, committed to professional growth, spiritually centered, compassionate and dedicated to doing justice in generous service to others. Our graduates will be leaders in promoting health, wellness and preventing disease in diverse healthcare settings and in their communities.

## Educational Goals and Learning Outcomes

### Goal 1: Program Responsibilities

The program supports students academically during their physician assistant training in order for them to achieve their academic and professional goals.

- Students are challenged with a rigorous medical curriculum while being supported by the faculty and administration through a high faculty to student ratio, academic advising and support.
- Through the support provided to students and a thoughtful admission process, the program maintains a low attrition and deceleration rate.
- The PA program fosters a culture of leadership and service to others by crafting unique experiences and by the example of our faculty.
- The program recognizes students learn from a variety of teaching methods and employs these methods including: lectures, problem-based learning, small group experiences, standardized patient experiences, clinical rotations and self-reflection exercises.
- Graduates of the program strive for 100% employment rate by six months in each graduating class.

### Goal 2: Medical Knowledge

Prepare competent PAs using a rigorous curriculum that provides a strong biomedical sciences knowledge foundation.

- Graduates maintain first-time passing rates of 100% on the PANCE exam.
- Graduates maintain scores above the national average in each of the organ system subcategories of the PANCE exam.
- Students apply knowledge from didactic training across clinical disciplines with competent performance in the core clinical areas of Family Practice, Emergency Medicine, General Surgery, Women's Health, Behavioral Medicine and Internal Medicine.

### Goal 3: Interpersonal & Communication skills

Prepare students to effectively communicate interpersonally in a professional manner.

- Students demonstrate that they can communicate effectively and work collaboratively with all members of the healthcare team.
- Students establish clear communication and appropriate language when eliciting a history and providing education to patients.
- Students formulate appropriate written communication for medical documentation and scientific writing.

### Goal 4: Patient Care

Prepare patient-focused PAs who provide high quality care of patients within the scope of their practice.

- Students provide compassionate care for patients and respond sensitively to patients and the communities in which they live.
- Students acquire and refine patient evaluation skills.
- Students accurately interpret signs, symptoms, and relevant diagnostic studies to make sound patient management decisions.

### Goal 5: Professionalism

Prepare our graduates to promote the PA profession through their leadership, ethical practice, scholarship, and service.

- Graduates are leaders of the profession at the local, state, and national level.
- Provide compassionate, patient-centered care to a diverse population of patients.
- Foster integrity through accountability to patients, society, and the PA Profession.
- Graduates meet all regulatory requirements for licensure and maintain their professional certification through completion of ongoing professional development.
- Graduates function as effective and efficient members of the healthcare team by working up to their full potential.

### Goal 6: Practice-based learning

Prepare our graduates to work effectively both independently and with other members of the healthcare team to assess and improve patient care outcomes.

- Graduates recognize their personal biases, cognitive and physical limitations, and initiate steps required to make improvements in these areas.
- Graduates demonstrate oral and written proficiency in the presentation, synthesis, and critique of the latest evidenced based medical and scientific data using information technology for the purpose of practice-based improvements.
- Graduates partner with physicians and other professional colleagues to measure, critique and revise their practice outcomes.

### **Goal 7: Systems based practice**

Prepare our graduates to be advocates for quality patient care, promote safe medical practice, assist patients in dealing with system complexities, and address biases that contribute to health care disparities.

- Students recognize and address disparities in socioeconomic status and resources in rendering care to the disadvantaged.
- Students use evidenced based practice to provide patient centered care that honors individual characteristics and maximizes their scope of practice.
- Partner with their patients to navigate the intricacies of complex healthcare systems, cost-effective health care, and the ever-changing world of health insurance and reimbursement.
- Show accountability and initiative by promoting patient safety and taking steps to improve the healthcare system when deficiencies are identified.

## **Undergraduate Admission Requirements**

Students can apply for admission into the Physician Assistant Studies program as early as the fall term of their sophomore year. They are required to complete the two-year, pre-PA phase of the Physician Assistant Studies program and must complete the appropriate prerequisite courses that will make them eligible for a degree in biomedical sciences within the PA program (see BISC/pre-PA curriculum (<http://bulletin.marquette.edu/undergrad/collegeofhealthsciences/departmentofbiomedicalsciences/#majortext>) in the Biomedical Sciences Department). Following acceptance into the PA program, students follow the curriculum as outlined for the three-year Physician Assistant Program.

The intensity of the program and the skills necessary for practice as a physician assistant require the program to seek applicants with an excellent academic background, along with strong interpersonal skills and maturity. Prior health care experience is also an indicator of a career commitment to clinical practice. The program's admission process will consider each applicant's strengths and select for competitive candidates best qualified to meet the program's mission.

Selection factors considered in the admission process include the following:

1. Minimum cumulative GPA of 3.000 or greater, science GPA, and Science Quality Points (an assessment of quantity and performance in science coursework), as calculated by the centralized application system (CASPA).
2. Motivation, maturity, ability to work with people and suitability for clinical practice.
3. Minimum of two hundred patient contact hours or other health related experience. All hours must be submitted and documented on the CASPA application. Additional hours after submission will not be counted toward the total. (**Note:** healthcare shadowing does not count toward this requirement)
4. Knowledge of the PA profession and the profession's role in the health care system.
5. Graduate Record Exam scores for applicants who would enter the PA program with a completed bachelor's degree; SAT or ACT scores for applicants who would enter the program without a completed bachelor's degree.
6. Three letters of recommendation.
7. Personal interviews.

## **Academic Regulations**

### **Academic Progress**

To achieve satisfactory academic progress leading to promotion in the Physician Assistant Program, the student must achieve a GPA of 2.800 in each term (summer, fall, spring). In addition, the student may receive no single final grade in any course of less than a C. The PA program considers a grade below C to represent unsatisfactory academic progress. Unsatisfactory academic progress may result in conditional promotion, student-initiated withdrawal from the program, or dismissal from the program. Students who earn grades of CD, D, F or UNC in any course in the PA program may be dismissed. This may also lead to withdrawal of financial aid.

In the clinical portion of the program (third year) the semester GPA is compiled from an aggregate of clinical rotation grades completed in that semester (summer, fall, spring).

Students may not participate in Physician Assistant clinical rotations until they have successfully completed all the required courses in the didactic curriculum.

In addition, at intervals during each semester and at its conclusion, the Progress and Promotion Committee will review the progress of each student. The committee determines whether the student shall be promoted, conditionally promoted, (as described below); or be subject to other action as described earlier in this section. See the PA Program Didactic and Clinical Student Handbooks for the PA program's Policies and Procedures.

If remediation is required, students must satisfy all requirements of any remediation protocols in the defined timeframe. These protocols are defined in the PA Program Didactic and Clinical Student Handbooks. If a student does not meet the remediation requirements, s/he may be subject to dismissal with College Academic Alert (CAA).

## Counseling

Directing a student to seek appropriate counseling is within the purview of the Progress and Promotion Committee (P&P Committee). In such cases, referrals will be made to the PA Program's Academic Counseling Subcommittee. While it is advisable for students to seek assistance from instructors and faculty as a course proceeds, there may be circumstances where support is needed to understand certain concepts and to make up work lost for extraordinary reasons such as illness. The Academic Counseling Subcommittee can recommend the student establish a collaborative plan with the faculty to complete selected course objectives and incomplete work. Students will be notified of this recommendation by letter from the program director or the Academic Counseling Subcommittee. This letter will remain a part of the student's permanent file.

In specific situations involving financial or personal elements, the Progress and Promotion Committee may recommend outside resources be utilized to satisfy this category of promotion. When medical or psychiatric consultation is required or recommended, the P&P Committee will respect patient/provider confidentiality. However, documentation of enrollment and/or completion may be required by the committee.

## Warning Letter

A warning is a written letter to a student for non-acceptable academic progress during the semester (usually at mid-semester). A warning may come from the course instructor or the program director on behalf of the course instructor. The purpose of the warning letter is to make the student aware of impending academic jeopardy. Warnings are reported to the Progress and Promotion Committee and program director for informational purposes. Students may also be placed on College Academic Alert (CAA) upon receipt of the warning letter.

## Academic Censure (Dismissal/Probation/Academic Alert)

### Overview

There are certain categories of student performance problems that can lead to some form of censure. These problems may be identified at any point during the academic year, though a systematic review of all students' course grades is also conducted at the end of each academic term. The review of other, non-course grade problems is typically conducted on an individual basis as issues arise. A finding of significant problems in any of these areas can result in probation, suspension, or dismissal, depending on the nature and severity of the problems identified. All of these statuses are maintained permanently on the student's academic record; only dismissal, however, appears permanently on Marquette University's official transcript. If a student is reinstated following a dismissal, that notation will also permanently appear on the student's official transcript. The statuses that will appear permanently on a student's official transcript include those listed (in bold type) below:

**Required to Withdraw for Academic Reasons (RWAR)** – dismissal for deficient academic performance as described below.

**Reinstated on Probation** - following successful appeal of academic dismissal.

**Required to Withdraw for Professional Integrity Reasons (RWPI)** – dismissal for violation of Professional Integrity standards as described below.

**Required to Withdraw for Academic Misconduct (RWAM)** –dismissal for violation of the academic honesty policy as outlined in the Academic Regulation section of this bulletin.

### 1. Academic Dismissal – Required to Withdraw for Academic Reasons (RWAR):

Health Science Professional Students (HESP) in the Master of Physician Assistant Studies program must achieve a cumulative GPA of 2.800 by the end of the second semester in the program, and maintain a cumulative GPA of 2.800 each semester thereafter. In addition, students will be RWAR'd for any course attempted with a final grade below a C (CD, D or F) or an unsatisfactory grade (U/UNC). The Office of the Registrar (OTR) and the Office of Student Financial Aid (OSFA) will monitor the program academic requirements at the end of each term (fall, spring and summer). A student who does not meet these academic requirements will be academically dismissed by the college (coded as RWAR by OTR) and his/her record coded as failure to maintain Satisfactory Academic Progress (SAP) ([http://www.marquette.edu/mucentral/financialaid/resources\\_elig\\_standards.shtml](http://www.marquette.edu/mucentral/financialaid/resources_elig_standards.shtml)) by the Office of Student Financial Aid (OSFA).

The college office will communicate the RWAR and OSFA will communicate the SAP via Marquette email. As per university email policy, it is the student's responsibility to monitor his/her email at all times. A RWAR/SAP student will be dropped from any classes in which he/she is subsequently registered.

An Undergraduate student in the Physician Assistant Studies must meet requirements listed above to continue in the Physician Assistant Studies Program. A student that is not allowed to continue in the Physician Assistant studies program, but remains in good standing at the University as an undergraduate student, may be allowed to continue with his/her undergraduate degree course of study.

Satisfactory Academic Progress: there are other SAP conditions for which the student is responsible and will be applied to all students in this program, both professional and undergraduate. Refer to the complete SAP policy ([http://www.marquette.edu/mucentral/financialaid/resources\\_elig\\_standards.shtml](http://www.marquette.edu/mucentral/financialaid/resources_elig_standards.shtml)) on the OSFA website.

### **RWAR/SAP Appeal Process**

A RWAR/SAP student must appeal both RWAR/SAP by sending one form, which addresses both RWAR and SAP issues. The Academic Censure Appeal form is located on the Marquette Central academic forms website ([http://www.marquette.edu/mucentral/registrar/policy\\_forms.shtml](http://www.marquette.edu/mucentral/registrar/policy_forms.shtml)). The form includes all of the required information the student must submit in order to have his/her appeal reviewed.

- The form is submitted to the College of Health Science main office for initial review for completeness of forms. Completed appeal forms are then forwarded to the chair of the Department of Physician Assistant Studies. The department chair, in consultation with the Progress and Promotion Committee, has the final decision on all RWAR/SAP appeals.
- If the appeal is approved by the Progress and Promotion Committee, the student may be decelerated or 'Reinstated on Probation' and the Progress and Promotion Committee will establish an academic probation plan for the student to regain his/her satisfactory academic and degree progress standing, and the student's eligibility for financial aid will be restored.
- The plan must be measurable and ensure that the student is able to meet Marquette's SAP standards by a specific point in time. Plans should include courses to be taken, expected grades and a timeframe to complete the outlined objectives.
- The plan will be monitored by the department (Progress and Promotion Committee).
- Should the student not fulfill all of his/her academic obligations as outline in the academic probation plan, the student's performance will be evaluated by the committee and a determination will be made as to whether the College Academic Alert (see below) process will be instituted; however, the student will again be coded with SAP for that term.

## **2. Physician Assistant Studies Probation and College Academic Alert (CAA)**

### **Physician Assistant Studies College Academic Alert (CAA)**

Academic performance is monitored carefully by the Progress and Promotion Committee of the Department of Physician Assistant Studies program, and students either not maintaining steady progress or not demonstrating adequate academic progress at midterm as defined earlier in the bulletin will be barred from future registration in the program and placed on College Academic Alert (CAA).

Within a semester where remediation is required, students who fail to comply with the remediation standards outlined in the PA Didactic and Clinical Student Handbooks will be placed on College Academic Alert (CAA). All students where conditions of probation have been established will be subject to Progress and Promotion Committee review and possible CAA action should they fail to fulfill the conditions. It is possible that a student be barred from registration for academic reasons even though the student's cumulative GPA exceeds 2.800. Students concerned about their academic progress should consult the remediation protocol and academic progress section defined in the PA student handbook.

A student placed on College Academic Alert cannot register for subsequent courses in the Physician Assistant Studies program and will be removed from any such classes for future terms in which he/she is registered. Students will be notified by CAA letter via email of the Progress and Promotion Committee's decision and of the appeal process. Undergraduate students that are not allowed to continue in the Physician Assistant Studies program, but remain in good standing at the university, may be allowed to continue in their undergraduate degree course of study.

## **3. Academic Dismissal – Professional Integrity**

Students may be dismissed from the Physician Assistant Studies program for failure to maintain professional integrity standards, which may include, but are not limited to:

- A. Failure to comply with the Physician Assistant Studies Program Honor Code and Professional Code of Conduct.
- B. Failure to comply with learning objectives set forth in a professional behavior learning contract between the student and the program.
- C. Professional misconduct, including, but not limited to:
  - a. Conduct that constitutes harassment, threats or abuse of, or discrimination against peers, faculty, patients or others.
  - b. Provision of services at any point in the Physician Assistant Studies program while under the influence of an illegal substance and/or alcohol.
  - c. Breach of patient/client confidentiality.
  - d. Failure, during a clinical experience, to comply with the policies and procedures of the clinical facility.
  - e. Failure to comply with the Physician Assistant Studies program departmental Policies and Procedures outlined in the student handbook.
  - f. Failure to comply with the Physician Assistant Ethical Guidelines to Professional Conduct ([www.nccpa.net](http://www.nccpa.net) (<http://www.nccpa.net>) and [www.aapa.org](http://www.aapa.org) (<http://www.aapa.org>)).

Violations of the professional integrity requirements will result in a hearing with the Progress and Promotion Committee. Findings of misconduct to self, faculty, the program, the university clinical placements and/or patient may result in failure in the assignment, failure in the course or dismissal from the program. For instances of dismissal from the program, a notation of "Required to Withdraw for Professional Integrity Reasons" will be placed on the student's permanent academic record and transcript.

#### 4. Academic Dismissal - Academic Misconduct:

Dismissal for academic misconduct (RWAM) is determined per the Academic Honesty policy found in the Academic Regulation section of this bulletin. Once this determination has been made, the student will be dismissed from the university. This action results in ineligibility to register at Marquette. Reinstatement criteria for the student who is dismissed, if applicable, will be outlined in the dismissal notice. If the student is allowed to return to the university, a permanent notation of 'Reinstated to the University' will appear on the student's academic record and Marquette's official transcript.

#### Temporary Withdrawal from Program

Students who find it necessary to request a temporary withdrawal from the PA program must submit a written request to the program director.

The Progress and Promotion Committee may recommend, and must approve, the temporary withdrawal. The temporary withdrawal may be indicated under circumstances unique to specific problems of a given student, however, the temporary withdrawal shall extend no longer than a single calendar year.

Normally, a student will be readmitted to the program at the end of his/her leave if the Progress and Promotion Committee believes the purpose of the temporary withdrawal has been successfully achieved. The committee may require the student to repeat course work before reentry after a prolonged absence.

The Physician Assistant program must be completed in no more than four years. Therefore, if a second temporary withdrawal is requested, the student may be dismissed from the program or required to reapply to the program.

#### Re-entry Policy

Students who find it necessary to withdraw from the Physician Assistant program may reenter at that level only with concurrence of the P&P Committee and the program director and on a space-available and case-by-case basis.

#### Tuition/Financial Aid for Physician Assistant Studies program

Students enrolled in the Physician Assistant Studies program upon completion of their baccalaureate degree will be moved into the professional division of Health Sciences and will no longer be eligible for undergraduate financial aid.

### Physician Assistant Studies

#### Typical Three-Year Professional Phase - Master's of Physician Assistant Studies

##### First Year

First Term	Hours	Second Term	Hours	Summer Term	Hours
BISC 4340	3	BISC 3150	3	PHAS 7085	2
BISC 4145	4	PHTH 7558	4	PHAS 7091	3
BISC 7410	4	PHAS 7050	4	PHAS 7092	3
BISC 7130	5	PHAS 7095	2	PHAS 7115	3
PHAS 7080	2	PHAS 7245	2	PHAS 7200	2
PHAS 7117	2	PHAS 7270	4	PHAS 7265	1
	<b>20</b>		<b>19</b>		<b>14</b>

##### Second Year

First Term	Hours	Second Term	Hours	Summer Term	Hours
BISC 7120	4	PHAS 7118	2	PHAS 7997	0
PHAS 7093	4	PHAS 7220	4	PHAS 7986 Internships	8
PHAS 7094	4	PHAS 7230	2		
PHAS 7116	4	PHAS 7235	4		
PHAS 7260	3	PHAS 7250	4		



		PHAS 7255	3	
		<b>19</b>	<b>19</b>	<b>8</b>
<b>Third Year</b>				
First Term	Hours	Second Term	Hours	
PHAS 7997 Master's Capstone	3	PHAS 7997 Master's Capstone	3	
PHAS 7986 Internships	12	PHAS 7986 Internships	12	
		<b>15</b>	<b>15</b>	

**Total credit hours: 129**

A master's degree in physician assistant studies requires successful completion of minimum total credits of 129. This includes 32 credits of clinical clerkship experiences, in addition to a 6 credit master's capstone project. Required clinical clerkship experiences include family practice, internal medicine, emergency medicine, general surgery, pediatrics, women's health, behavioral medicine and electives. PHAS 7986 Internship in Physician Assistant Studies: may be offered for letter grade or S/U grading, as determined by the program.

## Physician Assistant Studies

### Typical Three-Year Professional Phase - Master's of Physician Assistant Studies

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medicine, emergency medicine, general surgery, pediatrics, women's health, behavioral medicine and electives. PHAS 7986 Internship in Physician Assistant Studies: may be offered for letter grade or S/U grading, as determined by the program.

## Courses

### **PHAS 7050. Introduction to Medical History and Physical Examination. 4 cr. hrs.**

Consists of two phases. The first portion of the course develops the student's interviewing skills eliciting a complete medical history. The second portion of the course instructs the student in the methods and modalities to complete an entire adult wellness exam. At the conclusion of the course, the student is expected to be competent in eliciting a complete medical history and physical exam, appropriately documenting the exam including all positive and negative findings. Medical terminology is reviewed throughout the course. Prereq: PHAS major; admitted to PA program.

### **PHAS 7080. Evidence-Based Medicine. 2 cr. hrs.**

Provides a practical approach to making sound medical decisions based on current evidence in medical literature. Using a series of didactic presentations, group exercises, independent inquiry and reading, students learn the basic principles of evidence-based medicine. Basic skills in accessing MEDLINE and other medical databases will be emphasized and practiced. Research principles, research ethics, and basic statistical analysis are introduced. Students use their foundation in EBM throughout their didactic and clinical education. Skills learned will be essential in formulating and completing the capstone project in the 3rd year of the physician assistant program. Prereq: PHAS major; admitted to PA program.

### **PHAS 7085. Science Writing. 2 cr. hrs.**

A study of the writing process and the fundamentals of effective scientific writing for physician assistants. Instruction will focus on the process of writing and publishing scientific manuscripts while expanding on knowledge and skills from PHAS 7080. Prereq: Admitted to the PA program.

### **PHAS 7091. Clinical Medicine 1. 3 cr. hrs.**

Provides a comprehensive presentation of the disease processes commonly encountered in clinical medicine, specifically the specialties of Cardiology and Dermatology. Organized by systems, clinical information is presented by core faculty and guest lecturers who work in a particular specialty, and are presented in conjunction with appropriate, correlative lectures and classes in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, nutrition and patient education. Whenever possible the course is coordinated with the concurrent Clinical Decision-Making courses. Prereq: Admitted to the PA program.

### **PHAS 7092. Clinical Medicine 2. 3 cr. hrs.**

Provides a comprehensive presentation of the disease processes commonly encountered in clinical medicine, specifically the specialties of Pulmonology, EENT, Immunology, Oncology, and Medical Genetics. Organized by systems, clinical information is presented by core faculty and guest lecturers who work in a particular specialty, and are presented in conjunction with appropriate, correlative lectures and classes in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, nutrition and patient education. Whenever possible the course is coordinated with the concurrent Clinical Decision-Making course. Prereq: PHAS 7091 and admitted to the PA program.

### **PHAS 7093. Clinical Medicine 3. 4 cr. hrs.**

Provides a comprehensive presentation of the disease processes commonly encountered in clinical medicine, specifically the specialties of Hematology/Oncology, Gastroenterology, Neurology, and Psychiatry. Organized by systems, clinical information is presented by core faculty and guest lecturers who work in a particular specialty, and are presented in conjunction with appropriate, correlative lectures and classes in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, nutrition and patient education. Whenever possible the course is coordinated with the concurrent Pharmacology and Clinical Decision-Making courses. Prereq: PHAS 7092 and admitted to the PA program.

### **PHAS 7094. Clinical Medicine 4. 4 cr. hrs.**

Provides a comprehensive presentation of the disease processes commonly encountered in clinical medicine, specifically the specialties of Nephrology, Urology, Orthopedics, Rheumatology, and Endocrinology. Organized by systems, clinical information is presented by core faculty and guest lecturers who work in a particular specialty, and are presented in conjunction with appropriate, correlative lectures and classes in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, nutrition and patient education. Whenever possible the course is coordinated with the concurrent Pharmacology and Clinical Decision-Making courses. Prereq: PHAS 7093 and admitted to the PA program.

### **PHAS 7095. Public Health. 2 cr. hrs.**

Studies the overview of public health and commonly encountered chronic diseases that have public health implications. Topics include an overview of noncommunicable disease, violence, chronic stress, obesity/food-related health disorders, preventive medicine, food safety, antibiotic stewardship, exercise prescription, principles of addiction and environmental health. Prereq: PHAS major; admitted to PA program.

### **PHAS 7110. Clinical Medicine I. 4 cr. hrs.**

The first course in a 3-course Clinical Medicine series that provides a comprehensive presentation of the various disease processes commonly encountered in primary care across the spectrum of clinical medicine. Employs a system-oriented, problem based approach and clinical information is presented in conjunction with appropriate, correlative lectures or labs in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, and nutrition. Students acquire basic life support certification (CPR). Prereq: PHAS major; admitted to PA program.

### **PHAS 7111. Clinical Medicine II. 3 cr. hrs.**

The second course in a 3-course Clinical Medicine series that provides a comprehensive presentation of the various disease processes commonly encountered in primary care across the spectrum of clinical medicine. Employs a system-oriented, problem based approach and clinical information is presented in conjunction with appropriated, correlative lectures or labs in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, nutrition, and preventative approaches. Prereq: PHAS major; admitted to PA program.

**PHAS 7112. Clinical Medicine III. 3 cr. hrs.**

The final course in the three-course clinical medicine series, provides a comprehensive presentation of the disease processes commonly encountered in Clinical Medicine in specialties of Neurology, Psychiatry, Endocrinology, Dermatology, and Infectious Disease. The course is organized by systems. Clinical information is presented by core faculty and guest lecturers who work in a particular specialty, and are presented in conjunction with appropriate, correlative lectures and classes in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, nutrition and patient education. Whenever possible the course is coordinated with the concurrent Emergency Medicine, Geriatrics, and Clinical Therapeutics courses. Prereq: PHAS major.

**PHAS 7115. Clinical Decision Making 1. 3-4 cr. hrs.**

Focuses on developing a systematic approach to the process of solving clinical problems with emphasis on: 1) gaining familiarity with the differential diagnosis of commonly-encountered clinical problems, and 2) exercising the thought process used in clinical practice to work from a broad differential diagnosis to a single working diagnosis and treatment plan. This is accomplished largely by working through mock cases in small groups, individualized assignments and standardized patient encounters. The interpretation of historical, physical exam and diagnostic test data are addressed within the context of clinical case studies. The intent is to apply and integrate skills and competencies that have been introduced in previous and concurrent coursework: the basic sciences, pathophysiology, history taking, interviewing & physical examination skills, ordering and interpreting diagnostic tests, giving oral case presentations and documenting medical data in a written format. Prereq: PHAS major; admitted to PA program.

**PHAS 7116. Clinical Decision Making 2. 2-4 cr. hrs.**

This 4-credit course focuses on continuing to develop a systematic approach to the process of solving clinical problems. Emphasizes: 1) gaining familiarity with the differential diagnosis of commonly-encountered clinical problems, and 2) exercising the thought process used in clinical practice to work from a broad differential diagnosis to a single working diagnosis and treatment plan. Accomplished largely by working through mock cases in small groups, individualized assignments and standardized patient encounters. Also focuses on practical experience with commonly-encountered clinical problems in a community setting (Repairer's of the Breach Clinic) and developing skills for clinical practice. Intended to apply and integrate skills and competencies that students have been introduced to in previous and concurrent coursework: the basic sciences, pathophysiology, history taking, interviewing & physical examination skills, ordering and interpreting diagnostic tests, giving oral case presentations and documenting medical data in a written format. Course cases are linked with concurrent clinical medicine sections including Neurology, Psychiatry, Orthopedics, Rheumatology, Gastroenterology, Hematology, Endocrinology, Nephrology, and Urology. The interpretation of historical, physical exam and diagnostic test data are addressed within the context of clinical case studies. Prereq: PHAS major; admitted to the PA program.

**PHAS 7117. Cultural Diversity in Health Care. 2 cr. hrs.**

Introduction to healthcare delivery to diverse patient populations. Explores various culturally influenced perspectives on health and illness as well as identifying health disparities among certain cultural groups and minority populations. Students work toward becoming culturally competent practitioners by exploring their personal reactions to culturally based medical scenarios. Prereq: PHAS major; admitted to professional phase of Physician Assistant Studies.

**PHAS 7118. Clinical Decision Making 3. 2 cr. hrs.**

A 2-credit continuation of PHAS 7115 that focuses on application and further development of the student's approach to working-up and solving medical problems, as well as providing patient education and counseling. Intended to build upon, refine and integrate basic clinical skills, interpersonal skills and competencies that students have acquired in previous course work. Involves one practical experience in an acute-care clinical setting where students perform problem-focused histories and physical examinations, give oral case presentations, select appropriate diagnostic tests, and document medical data in a written format and case presentation. The pathophysiology of the disease, approach to developing a treatment plan, and discussion of specific pharmacological and other medical therapies are an added emphasis during the case presentation. Exercise builds upon the students' knowledge of primary medicine and the basic medical sciences, using a problem-oriented, case-based approach, to integrate information that has clinical relevance from these areas of study and to present this information to their peers in a structured format. Further develops a student's ability to provide patient counseling and effective patient education. In particular, addresses motivational interviewing and counseling as it relates to smoking cessation and weight loss. Reviews common causes of non-compliance and identifies strategies students can utilize to reduce non-compliance in their patient population. Students have the opportunity to practice these skills during hands-on classroom activities and with other IPE activities. Prereq: PHAS major; admitted to PA program.

**PHAS 7200. Interpersonal Communication. 2 cr. hrs.**

A 2-credit semester course intended to build upon basic interviewing skills that were introduced in PHAS 7050. Consists of a series of patient-encounters, classroom discussions and readings relevant to working constructively with problems in clinician/patient communications. Common types of difficult patient interactions will be addressed. Self-awareness is emphasized as the basis upon which clinicians develop an enhanced capacity for empathic listening and responsiveness. Prereq: PHAS major; admitted to PA program.

**PHAS 7220. Clinical Pharmacotherapeutics. 3-4 cr. hrs.**

A 4-credit clinical course that focuses on clinical pharmacotherapeutics designed specifically to develop an extensive understanding of the medications routinely used in inpatient and outpatient medical care. Presented in both lecture and case study format using patient scenarios to develop clinical pharmacology knowledge. Prereq: PHAS major, BISC 7120, and admitted to PA program.

**PHAS 7230. Geriatric Medicine. 2 cr. hrs.**

An introduction into the biological aspects of aging, latency of disease, clinical geriatric syndromes, atypical disease presentations, drug prescribing and long term care of the elderly. Students develop an understanding of the special considerations and knowledge needed for clinical assessment and management of this special patient population. Prereq: PHAS major; admitted to PA program.

**PHAS 7235. Emergency Medicine. 4 cr. hrs.**

A comprehensive introduction to diagnosis and treatment of common and life-threatening adult and pediatric problems in the Emergency Department. Information and skills are delivered and developed in a series of lectures, skills labs and small group case discussions led by an emergency medicine physician and EM PAs. Integrates prior and current developing knowledge of clinical medicine, history and physical exam taking, pediatrics, pharmacology, public health, surgery, and women's health. Students obtain certification in ACLS: Advanced Cardiac Life Support. Prereq: PHAS major; admitted to Physician Assistant Studies.

**PHAS 7245. Professional and Ethical Issues. 2 cr. hrs.**

Emphasizes current issues facing the profession, including legal and ethical problems, and the unique place of PAs within the health care system. Familiarizes students with the history and traditions of the PA profession. Complemented by information about certification, licensure, employment, professional organizations and political/legislative topics. A significant portion of the course confronts ethical issues facing today's Physician Assistants. Prereq: PHAS major; admitted to PA program.

**PHAS 7250. Surgical Principles and Procedures. 4 cr. hrs.**

An introduction to the role of the physician assistant in surgery and surgical procedures commonly performed in post-operative care. Employs a system-oriented, problem based approach and clinical information is presented in conjunction with appropriate, correlative lectures or labs in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, and nutrition. Prereq: PHAS major; admitted to PA program.

**PHAS 7255. Women's Health. 2-3 cr. hrs.**

Provides practical information on routine gynecologic and obstetric care for women. It explores various gynecological diseases, obstetric complications, and preventative care for women of all ages. Employs a system-oriented, problem based approach in which clinical information is presented to include basic anatomy, physiology, pharmacology, pathology, radiology, and laboratory diagnostics. Includes a physical exam lab practicum. Prereq: PHAS major; admitted to PA program.

**PHAS 7260. Pediatric Medicine. 3 cr. hrs.**

An introduction to pediatric medicine. Covers the well child exam from birth through adolescence, and common medical problems encountered in the pediatric setting. Employs a system-oriented, problem based approach and clinical information is presented in conjunction with appropriate, correlative lectures or labs in anatomy, physiology, pharmacology, pathology, radiology, laboratory diagnostics, and nutrition. Prereq: PHAS major; admitted to Physician Assistant Studies.

**PHAS 7265. Medical Coding and Health Care Systems. 1 cr. hr.**

Begins with and in-depth look at the medical coding system and teaches the students how and why to code properly. Students are familiarized with the Typhon system of patient documentation and practice using it in conjunction with cases done in PHAS 7115. The remainder of the course focuses on the ever changing health care marketplace. Various health care system models and reimbursement methods will be compared and contrasted. Students research and present various topics to include more information on specific local and regional programs influencing health care delivery. Prereq: PHAS major; admitted to PA program.

**PHAS 7270. Diagnostics Technology. 4 cr. hrs.**

Consists of three distinct class sections: a 12-Lead ECG interpretation section, a radiology section, and a laboratory section. Provides a broad introduction to these topics that are expanded upon in PHAS 7110, 7111, and 7115. The ECG interpretation section will provide students with a systematic methods of interpreting a 12-Lead ECG with respect to rate, rhythm and blocks, electrical axis determination, hypertrophy (atria and ventricles), ischemia/injury/infarction, and miscellaneous drug, electrolyte, disease, and pacemaker effects. The radiology section will provide students with a systematic method of interpreting common radiographic studies seen in primary care. The laboratory section emphasizes the utilization of laboratory methods for the diagnosis and treatment of disease. The content focuses on those aspects pertinent to the provision of ambulatory primary care. Prereq: PHAS major; admitted to PA program.

**PHAS 7931. Special Topics in Physician Assistant Studies. 1-6 cr. hrs.**

Used for special topics course.

**PHAS 7986. Internship in Physician Assistant Studies. 2-6 cr. hrs.**

May be offered graded or S/U. Prereq: PHAS major; admitted to PA program.

**PHAS 7995. Independent Study in Physician Assistant Studies. 1-6 cr. hrs.**

Prereq: Admitted to PA program.

**PHAS 7997. Master's Capstone Project. 0-8 cr. hrs.**

A unique yearlong Capstone course structured throughout the final year of the professional PA curriculum which provides the program with a final evaluation of the readiness and eligibility of every student to graduate. This on-going assessment process encompasses multiple components including: Observed Standardized Clinical Examinations (OSCEs), Case Presentations, a comprehensive summative examination, and the completion of a master's research paper or project which includes a presentation of findings. 0 credit will be SNC/UNC grade assessment; 1-8 credits will be graded. Prereq: PHAS major; admitted to PA program.

# University Directory

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Eng '69  
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Retired Vice Chairman, Ameritech Corp.

Wayne R. Sanders  
Grad '72  
Retired Chairman and CEO, Kimberly-Clark Corp.

Mary Ladish Selander  
Director of Development, Lyric Opera of Chicago

Mary Ellen Stanek  
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Managing Director and Director of Asset Management, Robert W. Baird Company

John J. Stollenwerk  
Sp '62, Grad '66

Hon. David A. Straz, Jr.  
Bus Ad '65  
Ambassador at Large  
Honorary Consul General of the Republic of Liberia  
Honorary Consul General of the Republic of Honduras

Cherryl T. Thomas  
Arts '68  
President and CEO, Ardmore Associates, LLC

Rev. Thomas H. Tobin, S.J.  
Professor of Theology, Loyola University Chicago

Rev. L. John Topel, S.J.  
Arts '73  
Pastor, St. Mary's Star of the Sea Parish

Rhona Vogel  
Bus Ad '76  
President, Vogel Consulting Group

Rev. Robert A. Wild, S.J.  
Retired President, Marquette University

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Assistant Secretary

Steven W. Frieder



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Corporate Vice President

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Daniel J. Myers, Ph.D.  
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Vice Provost for Strategic and Academic Planning

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Vice President for Research and Innovation

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James McMahon, Ph.D.  
Interim Vice President for Student Affairs

David Murphy  
Vice President for Marketing and Communication

Stephanie J. Russell, Ph.D.  
Vice President for Mission and Ministry

Bill Scholl  
Vice President and Director of Athletics

Michael VanDerhoef  
Vice President for University Advancement

## **Academic Senate 2015-16**

Cheryl Maranto, Ph.D. (Chair)  
College of Business Administration Annual

Daniel Myers, Ph.D. (Co-Chair)  
Provost Ex-Officio

Noreen Lephardt, Ph.D. (Secretary)  
College of Business Administration Annual

James Richie, Ph.D. (Vice Chair)  
Opus College of Engineering Annual

Richard Holz, Ph.D.  
Dean, Klinger College of Arts and Sciences Ex-Officio

Janice Welburn, Ph.D.  
Dean, Libraries Dean

Robert J. Deahl, Ph.D.  
College of Professional Studies Dean's Representative

Sarah Gendron, Ph.D.  
Klinger College of Arts and Sciences elected faculty-2017

Janier Ibanez-Noe, Ph.D.  
Klingler College of Arts and Sciences elected faculty-2016

Michael Wert, Ph.D.  
Klingler College of Arts and Sciences elected faculty-2016

Michael Dole, Ph.D.  
College of Business Administration elected faculty-2016

Cheryl Maranto, Ph.D.  
College of Business Administration elected faculty-2017

Kurt Gering  
Business Administration Part time faculty elected at large-2017

Noreen Lephardt, Ph.D.  
Business Administration Participating faculty elected at large-2018

Stephen Hudson-Mairet  
Diederich College of Communication elected faculty-2016

Timothy Melchert, Ph.D.  
College of Education elected faculty-2018

James Richie, Ph.D.  
Opus College of Engineering elected faculty-2016

Joseph Domblesky, Ph.D.  
Opus College of Engineering elected faculty-2017

Pradeep Bhagavatula, Ph.D.  
School of Dentistry elected faculty-2017

Allison Hyingstrom, Ph.D.  
College of Health Sciences elected faculty-2016

Mary Jo Wiemiller  
College of Health Sciences Faculty elected at large-2016

Ronda Hughes, Ph.D.  
College of Nursing elected faculty-2017

Rev. Michael Class, S.J.  
College of Professional Studies elected faculty-2016

Bruce Boyden, J.D.  
Law School elected faculty-2014

David Papke, Ph.D.  
Law School elected faculty-2016

William Fliss  
Academic Library Assembly elected faculty librarian-2015

Scott Mandernack  
Library faculty elected at large-2014

Katherine Reiter

Professional/Graduate School Student 2016

## **Academic Deans and Registrar 2015-16**

William E. Cullinan, Ph.D. (Dean)  
College of Health Sciences

Robert J. Deahl, Ph.D. (Dean)  
College of Professional Studies

Ana Garner, Ph.D. (Dean)  
Diederich College of Communication

Kevin Gibson, Ph.D. (Interim Dean)  
Graduate School

William A Henk, Ed.D. (Dean)  
College of Education

Richard Holz, Ph.D. (Dean)  
Klingler College of Arts and Sciences

Joseph D. Kearney (Dean)  
Law School

William K. Lobb, D.D.S. (Dean)  
School of Dentistry

Donna McCarthy, Ph.D. (Interim Dean)  
College of Nursing

Kristina (Kris) Ropella, Ph.D. (Opus Dean)  
Opus College of Engineering

Brian Till, Ph.D. (James H. Keyes Dean)  
College of Business Administration/Graduate School of Management

Janice Welburn (Dean)  
Libraries

Georgia McRae (University Registrar)  
Office of the Provost

## **University Board of Graduate Studies 2015-16**

Michael T. Johnson, Ph.D. (Chair)  
Opus College of Engineering 2018

Sumana Chattopadhyay, Ph.D.  
Senate Liason: Communication Annual

Alison Abbott, Ph.D.  
Klinger College of Arts and Sciences/Natural Science (sabbatical fall term 2015) 2017

Amy Blair, Ph.D.  
Klingler College of Arts and Sciences/Humanities (sabbatical replacement AY 2015-2016) 2016

Thomas Bradley, Dr.Med.Dent  
School of Dentistry 2016

Margaret Bull, Ph.D.  
College of Nursing 2018

Sharron Chubbuck, Ph.D.  
College of Education 2018

Kevin Gibson, Ph.D.  
Interim Dean of the Graduate School Ex-Officio

Robert J. Griffin, Ph.D.  
Diederich College of Communication 2016

Kim L. Halula, Ph.D.  
College of Health Sciences 2016

Heather Hathaway, Ph.D.  
Klingler College of Arts and Sciences/Humanities (sabbatical AY 2015-2016) 2016

Alison Julien, J.D.  
Law School 2016

Felissa Lee, Ph.D.  
College of Business Administration 2017

Stephen Merrill, Ph.D.  
Klingler College of Arts and Sciences/Natural Science (sabbatical replacement fall term 2015)

Stephen Saunders, Ph.D.  
Klingler College of Arts and Sciences/Social Sciences 2015

Kathleen McKeown  
Graduate Student (GSO) 2016

## **Faculty and Administration 2015-16**

### **Health Sciences Professional**

#### **Administrators**

William E. Cullinan, Ph.D.  
Dean, College of Health Sciences  
Professor of Biomedical Sciences

Kim L. Halula, Ph.D.  
Associate Dean

Michelle G. Schuh, P.T., M.S.  
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Chair, Physician Assistant Studies

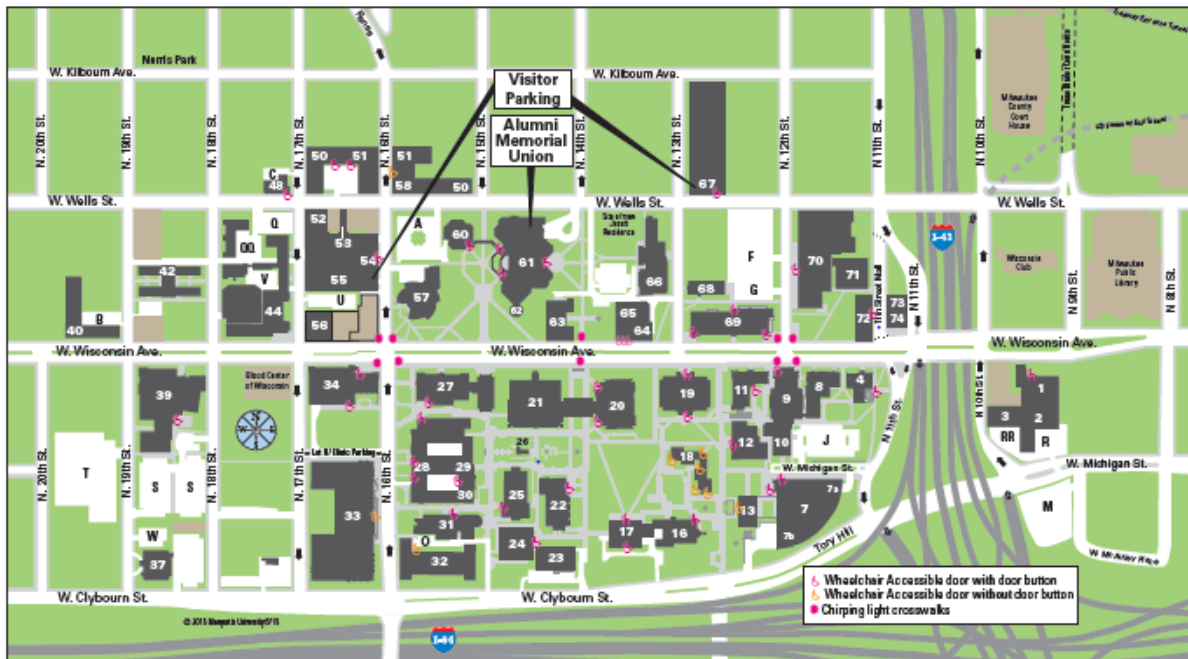
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Shayla Yoachim, Ph.D.  
University of Nebraska Medical Center  
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Maria Zanoni, P.T.  
Marquette University  
Adjunct Instructor of Biomedical Sciences

# Marquette University Campus Map



## Academic/Administrative Buildings

707 Building, College of Professional Studies	72
1700 Building	48
Carpenter Tower	73
Clark Hall, College of Nursing	31
Coughlin Hall	18
Cramer Hall	28
Cudahy Hall	19
Dentistry, School of	39
Eckstein Hall, Law School	7
Engineering, Opus College of	
Engineering Hall	34
Haggerty Hall and Olin Engineering Center	27
Grounds Maintenance Facility (not shown)	38
Haggerty Hall, and Olin Engineering Center	27
Holthusen Hall, Graduate School	64
Jesuit Residence	63
Johnston Hall, Diederich College of Communication	8
Krueger Child Care Center	37
Lalumiere Language Hall	17
Marquette Hall	11
Marquette University Medical Clinic	30
Marquette University Police Department	54
Schroeder Complex, College of Health Sciences, College of Education	29
Sensenbrenner Hall, Klingler College of Arts and Sciences	4
Service Building	23

Straž, Jr., David A., Hall, College of Business Administration, Graduate School of Management	12
Straž, Jr., David A., Tower	3
Todd Wehr Chemistry	22
Wehr Life Sciences	24
William Wehr Physics	25
Zilber Hall	
Undergraduate Admissions	69
<b>Churches/Chapels</b>	
Chapel of the Holy Family	62
Church of the Gesu, a Jesuit-sponsored parish	9
Gesu Parish Center	10
St. Joan of Arc Chapel	26
<b>Libraries</b>	
Law Library	7
Memorial Library	21
Raynor Library	20
<b>Parking Structures</b>	
16th Street Parking Structure	55
Eckstein Hall Parking	7a, 7b
Wells Street Parking Structure	67

<b>Art/Entertainment/Recreation Facilities</b>	
Alumni Memorial Union, University Information and Visitors Center	61
Campus Town	51
Gymnasium, Marquette	32
Haggerty Museum of Art	13
Helfaer Tennis Stadium and Recreation Center	33

Helfaer Theatre	16
Al McGuire Center	70
Rec Plex	2
Union Sports Annex	58
Valley Fields (not shown)	80
Varsity Theatre	65
Weasler Auditorium	60
<b>Residence Halls</b>	
Abbottsford Hall	68
Carpenter Tower Hall	74
Cobeen Hall	71
Humphrey Hall	44
Mashuda Hall	40
McCormick Hall	57
O'Donnell Hall	42
Schroeder Hall	66
Straž, Jr., David A., Tower Hall	1
<b>University Apartment Buildings</b>	
Campus Town Apartments	50
Frenn Building	53
Gilman Building	52
McCabe Hall	56

University Information – 414.288.7250



# Academic Calendar

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## Academic Calendar

Academic Calendar ([http://www.marquette.edu/mucentral/registrar/cal\\_index.shtml](http://www.marquette.edu/mucentral/registrar/cal_index.shtml))

# Index

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## A

About Marquette University .....	2
Academic Calendar .....	76
Academic Regulations .....	14

## H

Health Sciences Professional .....	13
------------------------------------	----

## P

Physical Therapy, Department of .....	41
Physician Assistant Studies, Department of .....	51

## S

Student Financial Aid .....	37
Student Resources and Facilities .....	33

## T

Tuition, Fees and Housing .....	39
---------------------------------	----

## U

University Directory .....	60
----------------------------	----

## V

Veterans Benefits .....	34
-------------------------	----