

Victory University

ERRATA for 2010-2011 Academic Catalog

*The updates below have been made in the 2010-2011 Online Catalog.
June 8th, 2011*

Section 3, Admissions

- Effective April 8, 2011, “Students applying to Victory University with a GPA less than 2.0 will be considered for probationary acceptance and must meet the requirements for probationary acceptance.”
- INTERNATIONAL STUDENT ADMISSION REQUIREMENTS, #2. Updated Policy.
Effective April 8, 2011, “**Final Official Transcripts:** Official copies received from institutions outside of the United States must be in English and approved by Admissions to be evaluated by Victory University or be accompanied by an evaluation from an approved international transcript evaluation service. Approved evaluation services include, but are not limited to, World Education Services (WES) and AACRAO International Education Services. The minimum equivalent to a US GPA of 2.00 on a 4.00 scale is required. Official copies of all transcripts must be mailed to Victory University, Attn: Admissions Office. Transcripts submitted by a student are not acceptable for admission and are not considered official documents.”
- SPECIAL CATEGORIES OF ADMISSIONS, Readmission. Clarified Policy.
Students who have been previously admitted to Victory University are required to reapply to the university if one of the following situations occurs:
 - Student has not registered for a course with Victory for a period of one (1) from their last application
 - Student has not attended coursework with Victory University for more than a period of (1) year from their last date of attendance
 - Student had officially withdrawn from the university
 - Student was academically suspended due to Academic Probation Failure

Students who apply for readmission are not guaranteed readmission. Students readmitted to the university are subject to the policies and program requirements at the time of the readmission. In order to be considered for readmission, students must adhere to the following criteria:

- 1. Application for readmission:** This form is available in Admissions (no fee is required). The re-applicant must be cleared through the Business Office, Student Finance Center, and the Registrar in order to be considered for re-acceptance. Final clearance and acceptance will be determined by the Director of Admissions. Students re-entering Victory University with a GPA less than 2.0 will be considered for probationary acceptance and must meet the requirements for probationary acceptance.
- 2. Final Official Transcripts:** Transcripts must be requested from every institution attended by

the applicant since leaving Victory University. An official transcript must be mailed directly from the institution attended to Victory University, Attn: Admissions Office. Transcripts submitted by a student are not acceptable for admission and are not considered official documents. A re-applicant cannot be reviewed for acceptance to Victory University until all official transcripts are received.

3. Additional items and information requested by the Office of Admissions.

- SPECIAL CATEGORIES OF ACCEPTANCE, Probationary Acceptance. Updated Policy. Effective April 8, 2011. Students who are applying for admission or readmission and do not meet the GPA requirement of a 2.0 or higher must appeal for a probationary acceptance. In addition to admission or readmissions requirement, students must submit an appeal letter of no more than two (2) pages to the Admissions Committee. The letter should be professionally written and contain the following details:
 - Include an explanation for past academic performance
 - Include measures the Applicant has taken while not attending VU to improve his or her academic performance (I.e. attending community college, completed writing class, etc.)
 - Include the Applicant's plan for future academic success at VU

Students who are granted a probationary acceptance will be placed on academic probation and allowed to register for a maximum of twelve (12) credit hours. At the completion of the twelfth credit hour students will be reviewed to determine if the academic probation will be lifted or dismissed from the university.

- Effective May 3rd, 2011 added: Effective May 3rd: Students applying to Victory University who meet all admission's requirements but are unable to submit their official transcripts in the timeframe required by Admissions and the Registrar's Office may apply for Provisional Acceptance. Provisional Acceptance allows the student to register for one term or semester for a maximum of six (6) semester hours. Depending on the length of the class, Victory University will allow up to the end of the students first term or semester for all official documents to be received by the institution. If such documents are not received, the student may be Administratively Withdrawn.

Once the university receives all documentation, students will be reviewed for regular or probationary admission. Regular or Probationary Admission must be granted in order for a student to register for subsequent coursework. All costs accrued by the student during provisional acceptance are the responsibility of the student regardless whether regular or probationary admission is granted.

- Effective May 18th, 2011: TRANSFER STUDENT ADMISSIONS REQUIREMENTS
- Effective June 8th, 2011: General Admissions Requirements and Stipulations change, International Student Admissions Requirements-

Proof of financial responsibility: Prospective international students who wish to attend courses at the campus must submit financial proof for one academic year's expenses. This amount will be determined during the admissions process for each individual

student and includes, but is not limited to, tuition, housing, books, insurance and living expenses.

Final Official Transcripts: Applicants must request transcripts from or submit a Transcript Relinquishment Form for each college, university, and/or institution attended. These transcripts must be sent by US Mail to: Victory University, Attn: Admissions Office. Transcripts submitted by an applicant are not acceptable for admission and are not considered official documents. An applicant cannot be reviewed for regular acceptance to Victory University until all official transcripts are received. A minimum 2.0 cumulative Grade Point

Average (GPA) is required for regular admission. It is possible that some credits earned at the applicant's former institution(s) may not substitute for courses required at Victory University. These credits will transfer to Victory University as electives, where appropriate. Students who submit a Transcript Relinquishment Form in lieu of a college transcript will be placed on academic probation for the first twelve (12) semester hours of their degree program. At the completion of the first eight (8) week term or sixteen (16) week semester the student will be reviewed for Satisfactory Academic Progress. Students will be subject to the Academic Failure policy. Students utilizing Title IV financial aid will have their packaging completed after their first satisfactory academic progress check.

- Updated May 18, 2011: Special Categories of Acceptance, Provisional Acceptance

Students using Title IV financial aid will not be disbursed funds to their account until they have been fully admitted.

- Effective June 8th, 2011: General Admissions Requirements and Stipulations change, International Student Admissions Requirements-

Proof of financial responsibility: Prospective international students who wish to attend courses at the campus must submit financial proof for one academic year's expenses. This amount will be determined during the admissions process for each individual student and includes, but is not limited to, tuition, housing, books, insurance and living expenses.

Section 8, Financial Information

- FINANCIAL AID SERVICES AND QUESTIONS. Updated Information.
"Stafford" is now "Direct"
"Direct and Plus Loan Facts", DIRECT LOAN, Added "Repayment begins six months after you graduate, leave school, or fall below half-time status."
- FREQUENTLY ASKED QUESTIONS. Updated Information.
"Will I be required to pay any fees?", Updated Response. "Yes, you may pay up to 1.00% in fees (this is deducted by the federal government). Any fees charged are deducted from the gross amount borrowed. For example, if you borrow \$3,500, your loan could be subject to \$35.00 in fees, so the net amount you would receive would be \$3,465.00."
- OTHER FORMS OF FINANCIAL AID. "Employer Tuition Assistance"

Effective April 8, 2011, "Employer Tuition Assistance is defined as reimbursement of education costs by an employer to a student when the terms of reimbursement outlined by the employer are met. Proof of successful course completion may be required and is the student's responsibility to provide the employer with such proof, i.e. grade or bill. Students are responsible for their eligibility and the process, through their employer, prior to registering for courses at Victory University. Students who wish to utilize Employer Tuition Assistance for funding their education must select this finance option in conjunction with another method of payment. Tuition and fees must be paid in accordance with a primary finance option."

- TUITION AND FEE SCHEDULE. Added Information

EFFECTIVE May 3rd, 2011:

STUDENT FEES:

Non-refundable application fee	\$25.00
ID badge replacement fee	\$5.00
Student fee (Courses taken on campus)	\$19.00/ Sem. Hour
Technology fee (Courses taken online)	\$19.00/ Sem. Hour
Graduation fee	\$125.00
Post-Baccalaureate Certificate fee	\$30.00
Diploma Replacement	\$25.00

Credit Assessment and Testing:

Credit for Prior Learning (CPL) Credit Evaluation	\$100.00/ Eval
CPL Credit	\$25.00/ Credit

MISCELLANEOUS FEES:

Library overdue fines	\$.50/ Day
Returned check fee (Per check)	\$37.00

TESTING AND test ADMINISTRATION Fees

Test Type:	Testing Fee*	Test Administration Fee**
ACT Residual	\$33.00 per exam	\$20.00
DSST	\$80.00 per exam	\$20.00 (VU students) \$30.00 (non-VU students)
CLEP	\$77.00 per exam	\$20.00 (VU students) \$30.00 (non-VU students)
COMPASS and Other Test Proctoring N/A		\$30.00 (non-VU students)

*The testing fee is required by the testing agency and must be paid directly to the exam agency prior to be admitted to taking the exam.

**Students who are required to pay a testing fee must pay the fee directly to Victory University via an approved payment method. Test administration fees will be waived for active duty service men and women who are eligible for funding through DANTES.

All fees associated with the exam must be paid prior to taking exams. Students who have not paid test administration fees prior to their scheduled exam will not be admitted to their scheduled testing.

- FINANCIAL AID SERVICES AND QUESTIONS. Updated Information

EFFECTIVE May 3rd 2011: Students MUST meet the aforementioned attendance requirement for funds to be disbursed to the student's account.

- REFUND POLICY FOR ADD/DROP OR TOTOTAL WITHDRAWAL FROM SCHOOL. Added Bullet #4

EFFECTIVE May 3rd, 2011 Students approved for course withdrawal for military obligations, will be administratively dropped from the course and any payment that was made for the course will be refunded to the originating source. All Title IV rules will still apply if funds were selected as a payment method.

- OTHER FORMS OF FINANCIAL AID.
Added "Employer Direct Bill, Employer Direct Bill is defined as an arrangement between Victory University and approved organizations to bill the employer directly for costs accrued by a student. Direct Bill is only approved for organizations which the Business Office has established a billing relationship and has placed on an Approved Direct Bill list. Students who utilize this payment option must complete all appropriate documentation with the Business Office and may register for one term or semester with a balance owed to Victory University. The Business Office must approve subsequent terms or semesters when a balance is owed to the University prior to registration. If at any time the employer denies payment to the University for any reason, it is the student's responsibility to pay the balance accrued with another payment option."

May 3rd, 2011 Removed:

Students With Disability

- Applicants for this type of assistance should contact their state Office of Vocational Rehabilitation. Benefits are determined according to individual need.
- OTHER FORMS OF FINANCIAL AID. Updated Information

EFFECTIVE May 3rd, 2011:

Payment Plan

Payment plans are available only for students in approved programs and at the discretion of the Business Office. Students must complete the required payment plan documentation and abide by the

outlined conditions in order to be eligible for subsequent registration. Students who fail to meet payment obligations must consult the Business Office to fulfill any outstanding balance in order to continue in their program.

Vocational Rehabilitation

Students who wish to use Vocational Rehabilitation must contact their Vocational Rehabilitation Office within their state to determine their eligibility. Once eligibility is determined, the student must contact the Business Office to make appropriate arrangements with their vocational rehabilitation counselor.

Section 9, Academic Information

- **WITHDRAWAL FROM A COURSE.** Updated Information.
EFFECTIVE May 3rd, 2011: Students who must withdraw from a course due to military obligation may request to drop up to the last week of the course. Along with the “Withdrawal from Course” form, students must provide a copy of orders, letter from the Base education Office, or letter from the Commanding Officer or appropriate superior as proof of their military obligation. Documentation must contain student name and dates for which the military obligation will start (if appropriate).
- **TRANSFER CREDIT, #7.** Clarified Policy.
“No more than forty-five (45) semester hours of credit from community colleges will be accepted by Victory University as credit toward an Associate’s degree.”
- **TRANSFER CREDIT, “Credit for Military Training”.** Updated Policy.
Effective April 8, 2011, “Service members and veterans who are admitted to Victory University may be granted credit for their military schools and experience. For transfer credit to be considered, one of the below documents must be submitted to the university for evaluation.
 - **DD214 or NGB22/23** Students will be granted a maximum of four (4) semester hours of credit with a submission of their DD 214 showing discharge from military service. Credit will be transferred as two (2) semester hours for PE- 2202: Health and Hygiene, and another two (2) semester hours for Physical Education activity courses.
 - **American Council of Education (ACE)** Students who provide an official AART or SMART will be granted credit based on the ACE credit recommendations for all schools and experience. Credit will be granted for the highest level/rank for each MOS/RATE held to include “Pass but Not Advanced” (PNA), Secondary MOS and Duty. ACE credit recommendations that require additional documentation will not be granted unless the conditions of ACE are met, i.e. ITSS METMAP.
 - **Coast Guard Institute (CGI)** Coast Guard Institute credit will be granted based on the CGI transcript and the corresponding ACE recommendations for all schools and experience. Credit will be granted for the highest rank for each rate held to include “Pass but Not Advanced” (PNA).
 - **Community College of the Air Force (CCAF)** CCAF credit is granted based on the provisions of accredited community colleges.

At any time in a degree program, students serving on active duty, reserves or National Guard may submit one of the aforementioned options above to the Registrar's Office for re-evaluation if the student has a change in occupation or pay grade or has taken additional courses that are recognized as additional credit."

Section 10, Academic Departments

- Admission to the Post-baccalaureate and Alternative Licensure Program Secondary (7-12) Education Programs has ended as of April 8, 2011.
- Admission to the Post-baccalaureate and Alternative Licensure Program Middle Grades (4-8) Education programs has been suspended as of April 8, 2011.
- Department of Behavioral Science, *William L. Chaney, Ed.D.* Remove and replaced with "Vacant" on May 3rd, 2011
- Department of Education, *Joseph M. Blackburn, Ph.D.* . Remove and replaced with "Vacant" on May 3rd, 2011
- Effective May 3rd, 2011: Course Sequence and Progression for All Undergraduate Programs

- Updated May 3rd, 2011: CS 1100/1101: Foundations for Christian Learning requirement
Removed Freshman and Sophomore level students must complete this course for 3 semester hours. Junior or higher transfer students with an admission GPA of at least 2.0 must complete this course for 1 semester hour during their first semester of enrollment at Victory.

- Removed May 3rd, 2011: CS 1100: Foundations for Christian Learning requirement Students must complete this course for 3 semester hours before the end of their third semester at Victory. Effective March 11, 2011, CS 1100 is one of the Institutional Core courses and must be completed for graduation by all associate degree students. Combined with CS1100/1101.

- Updated May 3rd, 2011: Departments Removed names and added vacant to Behavioral Science Department Chair and Department of Education Department Chair.

- Effective May 18th, 2011: Course sequence and Progression for all undergraduate Programs

Foundations For Christian Learning Requirement

All students admitted into an undergraduate certificate or degree program must register for CS 1100 or CS 1101 in the first term. The following criteria will determine which course a student will be required to start:

CS 1100 FOUNDATIONS FOR CHRISTIAN LEARNING REQUIREMENT

- All students who enroll into an undergraduate program may start in CS 1100.
- Students are required to enroll who transfer into their program:
 - less than twenty-four (24) semester hours or equivalent.
 - less than sixty (60) semester hours or equivalent with a cumulative transfer GPA lower than 3.0 are required to register for CS 1100.

CS 1101 FOUNDATIONS FOR CHRISTIAN LEARNING REQUIREMENT

- CS 1101 may be taken in lieu of CS 1100 when a student transfers into their degree program:
 - greater than twenty-four (24) semester hours or equivalent with a cumulative transfer GPA of 3.0 or greater.
 - Greater than sixty (60) semester hours or equivalent.

Due to the unique content and purpose, CS 1100 and CS 1101 must be taken at Victory University. CS 1100 and CS 1101 are considered duplicative and students may not earn credit for both as part of their degree program.

- May 18th, 2011:
 - Department of Arts and Science: Removed

Dana L. Broughton, Ph.D. (2010), Assistant Professor of Chemistry B.S., Clemson University; Ph.D., University of South Carolina

Jack S. Coleman, M.Ed. (2005), Assistant Professor of Mathematics and Education, Director of Student Teaching B.S., Evangel University; M.Ed., University of Memphis

- Department of Behavioral Science Removed:

ASSISTANT PROFESSOR

Nikel A. Rogers Wood, Ph.D. (2010), Assistant Professor of Psychology, B.A., University of the South; M.S., Ph.D., University of North Texas

- Department of Business Removed

Cynthia Chargois Granby, Ph.D. (2010), Assistant Professor of Business

B.S., Albany State College; M.S., Troy State University; Ph.D., Old Dominion University

- Department of Education Removed

- Updated June 8th, 2011: Removed from General Education Core Requirements

* Freshmen and Sophomore transfer students are required to take nine (9) hours of Biblical and Theological Studies regardless of the number of hours transferred. Junior and Senior transfer students are required to take six (6) hours of Biblical and Theological Studies regardless of the hours transferred.

PROFESSOR

B.S., Mississippi State University; M.Ed., Central Missouri State College; Ph.D., Mississippi State University; Additional graduate studies, University of Kansas

Jack S. Coleman, M.Ed. (2005), Assistant Professor of Education and Mathematics, Director of Student Teaching B.S., Evangel University; M.Ed., University of Memphis

Michael R. McCrory, Ph.D. (2010), Assistant Professor of Education B.A., M.S., Ph.D., University of Mississippi

Kristy P. Myers, Ed.D. (2010), Assistant Professor of Education B.S., Brewton-Parker College; M.Ed., Wayland Bible University; Ed.S., Ed.D., Walden University

Jessica M. Smith (2007), Administrative Assistant to the NCATE Coordinator Undergraduate Studies, Victory University, Christian Brothers University and Colin County Community College

Section 11, Course Descriptions

- Updated course number for 1-hour CS-“1100” to “1101”.
- Removed prerequisite from CS-1101
- Added LE-0800 Writing Lab Intensive
- Updated LE-0102 BASIC GRAMMAR AND MECHANICS
- Updated LE-0112 ENGLISH GRAMMAR AND WRITING

Section 12, Graduate Studies

- Corrected Field Experience courses and hours.
“COUN 651, Practicum in Clinical Practice (3)”
“COUN 652 Internship in Clinical Practice (9)”
- Removed COUN 653 course option.

Section 13 Academic Calendars

- May 3rd, 2011 Added Three week term Schedule.

Section 14, Personnel

- BOARD OF DIRECTORS. Added Matthew Barnett
- ADMINISTRATION. Changed Executive Cabinet to President’s Cabinet

- ADMINISTRATION. Update title of James D. Jeremiah, B.S., Th.M., M.B.A., Ed.D., *Provost and Campus Director*
- ADMINISTRATION. Removed W. Donald Crump, B.S., M.Ed., Ph.D., Provost and Professor of Education
- ADMINISTRATION. Removed Carolyn S. Cates, B.S., M.S.W., *Executive Director of Enrollment Management*
- ADMINISTRATIVE OFFICES. Update title of James D. Jeremiah, B.S., Th.M., M.B.A., Ed.D., *Provost and Campus Director*
- PRESIDENT'S OFFICE. Removed W. Donald Crump, B.S., M.Ed., Ph.D., *Provost and added* James D. Jeremiah, B.S., Th.M., M.B.A., Ed.D., *Provost and Campus Director*
Darryl S. Tukufu, A.B., M.A., D.Min., Ph.D., *Vice President for External Affairs and Chief Diversity Officer*
Scott L. Robinson, B.A., M.S., *Athletic Director and Head Basketball Coach*
- BUSINESS OFFICE. Change title of Tracy L Cruse from Senior Accountant to Director of Business Services. Added May 3rd, 2011:
Deanna L. Black, B.S., *Director of Information Technology & Telecommunications*
Allen W. "Whit" Clark, Jr., B.B.A., *Computer Support Technician*
Lisa R. Crocker, B.A., *Operations & Public Safety Coordinator*
Mark H. Johnson, *Director of Facilities*
Morteis D. Johnson, *Environmental Technician*
Darrick M. Malone, *Environmental Technician Supervisor*
Virginia M. Samuels, *Environmental Technician*
- INSTITUTIONAL EFFECTIVENESS AND RESEARCH. May 3rd, 2011, Added James D. Jeremiah, B.S., Th.M., M.B.A., Ed.D., Provost and Campus Director. Removed Patti S. Hollifield, B.S. and replaced with "Vacant"
- OPERATIONS AND PUBLIC SAFETY. May 3rd, 2011. Removed entire department

Full-Time Faculty. May 3rd, 2011 Updated from Chair, Department of Behavioral Studies for William L. Chaney (1987), Professor of Psychology to Vice President for Academic Affairs. Removed:
Dana L. Broughton (2010), Assistant Professor of Chemistry
Department of Arts and Sciences
B.S., Clemson University; Ph.D., University of South Carolina

Kristy P. Myers (2010) Assistant Professor of Education
Department of Education
B.S., Brewton-Parker College; M.Ed., Wayland Baptist University;
Ed.S., Ed.D., Walden University

John S. Walker (1990), Assistant Professor of English
Department of Arts and Sciences
B.S., Liberty University; M.A.T., University of Memphis; Additional studies, University of
Mississippi

- May 3rd, 2011: Academic Affairs. Removed Jessica M. Smith, *Administrative Assistant to NCATES Coordinator*. Added Michael Foehrkolb, B.S., M.A., *Director of Policy and Implementation* and Ceia Rosenthal, *Administrative Assistant*
- May 3rd, 2011: ENROLLMENT MANAGEMENT. Changed title of La Tonya Branch from Director of Student Finance Center to Financial Aid Analyst. Removed James H. Heath. Replaced Phillip Thompson with Eric Bailey. *Added May 3rd, 2011*
Brian Corbett, Financial Aid Specialist
David E. Bradway, Academic Admissions Counselor
Sabrina R. Malone, Admissions Success Counselor
Angela L. Webster, Administrative Assistant
Matthew R. Walther, Academic Admissions Counselor
Theresy Williams, Direct Loan Coordinator
Kimberly Wortham, Administrative Assistant
Todd Williams, Director of Student Finance Center
Joe Altieri, Academic Admissions Counselor
- May 3rd, 2011: ADJUNCT FACULTY. Moved to Full Time Faculty and changed title of Jerry W. Chandler, Jr. from Adjunct Instructor to Assistant Professor of Department of Business. Moved to Full Time Faculty and changed title of Jerry W. Chandler Jr. from Adjunct Instructor of English, Department of Arts and Sciences.
- May 18th, 2011:
 - Changed title for Tracy L. Cruse
 - Removed:

Vacant, *Datatel Systems Analyst*

Terez D. Wilson, B.S., *Community Relations Specialist*

Cynthia C. Granby (2010) Assistant Professor of Business, Department of Business
B.S. Albany State College; M.S., Troy State University; Ph.D., Old Dominion University

Michael R. McCrory (2010), Assistant Professor of Education, Department of Education
B.A., M.S., Ph.D., University of Mississippi

Nikel A. Rogers Wood (2010), Assistant Professor of Psychology, Department of
Behavioral Sciences B.A., University of the South; M.S., Ph.D., University of North Texas