

**2026 Sullivan University
Catalog
Addendum/Errata**

See 2025 Sullivan University Catalog Supplement A Addendum/Errata for any updates to financial information.

p. 11 – Edit to “Jump Start Students”

Jump Start Students

Jumpstart students are typically high school seniors who may earn a maximum of 20 general education credit hours as a non-degree seeking student. A ~~2.50~~ minimum 3.00 high school GPA is required. ~~but a GPA of 2.00 to 2.49 may be considered with the submission of one letter of recommendation from a guidance counselor and a completed interview by an Admission Advisor.~~

Upon enrollment, Jumpstart students must obtain a grade of “C” or higher to continue in subsequent quarters. Failure to meet this requirement due to extenuating circumstances should be directed to the Executive Director of Academic Operations & Institutional Effectiveness, and approval may be granted for one additional quarter. Should a course(s) have prerequisites or co-requisites that have not been met, approval to register must be obtained from the Vice President/Provost, or President. Credits earned as a Jumpstart student are not guaranteed to be credited toward a Sullivan University degree seeking program. After application for admission, such credits will be evaluated as to applicability to the specific degree in which the student wishes to enroll. All courses completed as a Jumpstart student, regardless of grade attained, are applied and configured into a student’s satisfactory academic progress.

p. 13 – Addition to Transfer Credit regarding Paralegal Studies programs

Transfer Policy for Legal Specialty Coursework Completed at Another Institution

Sullivan University’s Legal Studies Program may award transfer credit for any legal specialty course on a case-by-case basis determined by the Program Director. Any student seeking transfer credit for any legal specialty course must first submit the following information to the Office of the Registrar:

1. A transcript showing the course title, course grade, and year completed;
2. The course syllabus or a course description from the institution's course catalog, reflecting the description of the course at the time the course was taken; and confirmation of the instructional format (synchronous or asynchronous).

Upon receipt of this documentation, the Office of the Registrar will forward it to the Program Director who shall determine whether transfer credit will be given for the course(s) requested. In

determining whether or not transfer credit can be given, the Program Director shall consider the following:

1. Transfer credit may be awarded for substantially similar courses completed with a grade of “D” or higher, in an ABA-approved, or other post-secondary academically accredited academic paralegal education program within five years of the date of the request. To be considered “substantially similar”:

a. the course must have incorporated the same or similar topics and assignments as the PLS course sought to be credited as evidenced by a catalog description or detailed syllabus; and

b. For credit for PLS 134 Legal Research, PLS 144 Legal Writing, PLS 224 Litigation, and PLS 262 Basic Legal Ethics, the course must have been completed in a synchronous format (in person or via live virtual instruction e.g., via Zoom or Microsoft Teams.)

2. The maximum number of legal specialty credits allowed for transfer shall not exceed twelve (12) semester credit hours, or the equivalent eighteen (18) quarter credit hours.

The award of legal specialty credit by examination or portfolio will not be given for paralegal courses.

*Notwithstanding the provisions detailed above: a student will not be awarded a paralegal studies (PLS) degree or certificate unless at least 13.5 quarter credit hours of legal specialty coursework has been completed at Sullivan University in a synchronous class format.

p. 67 – Correction for missing Course Credit Hours

MNE 104 ITIL Foundations 4

p. 90 – Update for College of Hospitality Studies programs

Sullivan University is not currently accepting new enrollments for the Professional Baker Diploma at the Lexington location.

p. 117 Add to “Financial Obligation” section

Students on financial hold are eligible to receive their transcript upon graduation. However, Sullivan University will not release the diploma until the institutional balance is paid in full.