

2026 Sullivan University
Catalog
Addendum/Errata

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

p. 3 – Updated Accreditation Statement

~~Sullivan University’s Medical Assistant Diploma program offered in Louisville is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB).~~

~~— Commission on Accreditation of Allied Health Education Programs~~

~~— 9355 — 113th St. N. #7709 | Seminole, FL 33775~~

~~— Telephone: (727) 210-2350~~

The [Medical Assisting Program] is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

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.~~

Students with a GPA of 2.50 to 2.99 may be considered with the following requirements:

- Submission of a letter of recommendation from a guidance counselor that discusses why the candidate should be considered for admission to the Jump Start program.
- The student has shown continued satisfactory progress in their high school junior and/or senior year.
- 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. 23 – Correction to Scholarship

The Sullivan University Southeast Christian Church Collaborative Scholarship

In January, 2007, Chancellor A.R. Sullivan, the founder of Sullivan University and Pastor David Stone, Senior Minister of Southeast Christian Church, worked collaboratively and established the formation of two scholarships, to be awarded at the discretion of Southeast Christian Church, immediately following the semi-annual commencement exercises of Sullivan University. The scholarships recognize Southeast Christian Church, an organization which has given and continues to give a great deal to the Louisville community and seeks to help those who receive the scholarship with defraying the cost of higher education.

Application Procedure: Scholarships are awarded at the discretion of Southeast Christian Church.

Basis for Selection: Selection is left to the discretion of Southeast Christian Church leadership.

Recipients must meet regular admission requirements and standards.

Deadline: Not applicable

Term: Award is paid quarterly for all tuition, books, and fees for one calendar year.

Eligibility: Must maintain continuous enrollment. Recipients have to be at least half-time, unless the required courses are not offered/available or the student has a less than half-time course load to complete the scholarship. Any exceptions need to be submitted to Financial Aid for approval.

Number of Students: ~~Up to 1 awarded annually~~ Two are awarded at the discretion of Southeast Christian Church following each University commencement ceremony.

Amount: Full tuition and fees for one calendar year. A student may receive subsequent scholarships of up to a year, thereby granting additional years until completion of an associate, bachelors, or master's degree.

p. 26 – Course Changes

Natural Sciences and Mathematics Courses

~~CHM 211 Introduction to General, Organic, and Biological Chemistry~~

CHM 212 Introduction to General, Organic, and Biological Chemistry

CHM 212L Introduction to General, Organic, and Biological Chemistry Lab

Social and Behavioral Sciences Courses

~~PSY 299 Abnormal Psychology~~

PSY 295 Psychopathology and Behavioral Health

p. 51 – Correction to terminology

Business Administration

BACHELOR OF SCIENCE (B.S.) DEGREE (CIP Code 52.0201)

The purpose of this program is to prepare graduates for the more advanced positions in business. **Concentrations** **Tracks** are available in Finance, Healthcare Management, Logistics and Supply Chain Management, Management, and Marketing to enable students to customize their preparation in key areas of specific interest and expertise.

Upper division courses may be offered in the day, evenings, weekends, and/or online. Some evening, weekend and/or online courses are required to complete the B.S. degree.

For employment information related to the Classification of Instructional Programs (CIP Code) visit <https://www.onetonline.org/crosswalk/CIP/>

For information about employment and occupational related items published by the U.S. Bureau of Labor Statistics visit <https://www.bls.gov>

REQUIREMENTS FOR THE BACHELOR'S DEGREE

180 Credit Hours

Length: 48 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Titles	Credit Hours
Core Courses		64
ACT 204	Principles of Financial Accounting I	4
ACT 205	Principles of Financial Accounting II	4
ACT 212	Principles of Managerial Accounting	4
BUS 204	Introduction to Business Law and Ethics	4
BUS 424	International Business	4
CMM 401	Principles of Conflict Management	4
CMM 402	Managing Diversity	4
CMM 403	The Manager as Negotiator	4
CMM 405	Restorative Justice Philosophy and Process	4
FIN 324	Financial Management	4
MGT 304	Principles of Management	4
MGT 330	Information Systems for Managers	4
MGT 344	Organizational Behavior	4
MGT 434*	Operations Management	4
MGT 464	Business Policy	4
MKT 304	Principles of Marketing	4
General Education Courses		56
ECO 201	Microeconomics	4
ECO 202	Macroeconomics	4
ENG 101	Composition I	4
ENG 102	Composition II	4
ENG 204	Advanced Writing	4
GEC 220	Essential Strategies for Applied Communications	4
MTH 115	Principles of Mathematics	4
MTH 202	Introduction to Statistics	4
MTH 301	Quantitative Methods	4
PHL 464	Ethics	4
Elective	Humanities/Fine Arts Elective	4
Elective	Natural Sciences/Mathematics Elective	4

Elective	Social/Behavioral Sciences Elective	4
Elective	Any General Education Elective	4
Concentration Track Courses		16-20

Finance		
FIN 334	Investments	4
FIN 344	Analysis of Financial Statements	4
FIN 354	Security Analysis and Portfolio Management	4
FIN 364	International Finance	4

Credit Hours 16

Healthcare Management		
HCA 301	Principles of Healthcare Management	4
HCA 302	The Legal Aspects and Compliance of Healthcare	4
HCA 401	Principles of Healthcare Finance	4
HCA 402	Senior Seminar in Healthcare Topics	4

Credit Hours 16

Logistics and Supply Chain Management		
SCM 301	Introduction to Logistics and Systems Support	4
SCM 302	Overview of Procurement Practices	4
SCM 401	Managing Warehouse Operations	4
SCM 402	Supply Chain Inventory Planning	4
SCM 403	Logistics and Distribution Management Externship	4

Credit Hours 20

*MGT 434 is not required for the Logistics and Supply Chain Management Track Concentration.

Management		
MGT 324	Human Resource Leadership	4
MGT 364	Analysis of Management Systems	4
MGT 404	Management Decision Making	4
MGT 424	Senior Seminar in Management Topics	4

Credit Hours 16

Marketing		
MKT 324	Marketing Research	4
MKT 334	Sales Management	4
MKT 444	Building a Brand	4
MKT 465	Senior Seminar in Marketing Topics	4

Credit Hours 16

Free Electives 44

Elective courses are selected in consultation with the student's advisor to balance the program in keeping with the student's personal objectives or associate degree.

Total Quarter Credit Hours 180

180 quarter hours is equivalent to 120 semester hours.

Important note: If the Associate Degree or other transfer credit does not include prerequisite courses for the required courses listed, those courses must also be completed for the Bachelor's Degree.

p. 52 – Correction to terminology

Interdisciplinary Business Studies

BACHELOR OF SCIENCE (B.S.) DEGREE (CIP Code 52.0101)

The purpose of this program is to provide the opportunity for adult learners to individualize their college education by working closely with an advisor to co-design individualized degree programs that include the study of two business or business-related disciplines that most effectively support their desired goals. Generally, personalized programs may draw upon the combined strengths of the College of Allied Health, College of Business and Technology, College of Hospitality Studies, and/or General Education.

The degree program requires 180 total quarter hours, of which 56 must be at the upper division (300/400) level coursework. A minimum of 25% of credit hours must be completed through Sullivan University. Up to 75% of the degree requirements can be met via a combination of credits transferred from other institutions and through prior learning assessment (e.g., credit by examination, credit for military/corporate training, and/or credit by prior learning portfolio).

For employment information related to the Classification of Instructional Programs (CIP Code) visit <https://www.onetonline.org/crosswalk/CIP/>

For information about employment and occupational related items published by the U.S. Bureau of Labor Statistics visit <https://www.bls.gov>

REQUIREMENTS FOR THE BACHELOR'S DEGREE

180 Credit Hours

Length: Varies depending on quarterly class load

Time length for program completion will vary depending upon the number of courses taken per term, developmental courses when required, transfer credit accepted, lack of continuous enrollment, etc.

	Credit Hours
Business/Management Core	16
MGT 304 Principles of Management	4
MGT 330 Information Systems for Managers	4
MGT 340 Budget Analysis	4
MKT 304 Principles of Marketing	4
General Education	48
ENG 101 Composition I	4
ENG 102 Composition II	4
Humanities and Fine Arts (2 additional courses)	8
Natural Sciences and Mathematics (4 courses)	16
Social and Behavioral Sciences (2 courses)	8
General Studies Electives (2 courses)	8
300 or Higher Level Track Concentration Area #1*	20
300 or Higher Level Track Concentration Area #2*	20
Free Electives	76
Total Quarter Credit hours	180

180 quarter hours is equivalent to 120 semester hours.

More than 180 credit hours may be required if prerequisites are required for completion of courses in the selected track concentration.

Examples of concentration areas tracks chosen by previous students have included, but are not necessarily limited to, the following:

- Accounting
- Finance
- Healthcare Management
- Hospitality Management
- Human Resource Leadership
- Information Technology
- Criminal Justice

- Logistics and Supply Chain Management
- Management
- Marketing

*See Graduate Program Application Procedures for information on taking graduate-level courses to fulfill required electives in this program.

p. 57 – Associate of Science in Paralegal Studies edits

REQUIREMENTS FOR THE ASSOCIATE DEGREE

92 Credit Hours minimum

Length: 18-24 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Title	Credit Hours
Core Courses		48
PLS 114	Introduction to Law and the Legal System	4
PLS 134	Legal Research	4
PLS 144	Legal Writing	4
PLS 154	Tort Law	4
PLS 160	Criminal Law and Procedure	4
PLS 184	Business Organizations and Commercial Practice	4
PLS 214	Estate Planning and Administration	4
PLS 224	Litigation	4
PLS 234	Real Estate Law	4
PLS 244	Domestic Relations/Family Law	4
PLS 262	Basic Legal Ethics	2
PLS 272	Paralegal Externship or Research Project	2
PLS 285	Law Office Management and Technology	4
Support Courses		12
BUS 224	Professional Development	4
CSC 118	Computer Applications I	4
CSC 218	Computer Applications II	4
MGT 274	Basic Supervision	4
MGT 284	Human Resource Fundamentals	4
General Education Courses		32
ENG 101	Composition I	4
ENG 102	Composition II	4
GEC 220	Essential Strategies for Applied Communications	4
FYE 105	Foundations for Student Success	4
MTH 101	College Mathematics	4
Elective	Humanities/Fine Arts Elective	4
Elective	Natural Sciences/Mathematics Elective	4
Elective	Social/Behavioral Sciences Elective	4
Total Quarter Credit Hours		92

92 quarter hours is equivalent to 61.33 semester hours. Coursework must be completed within the past five years for acceptance of transferability or counting toward degree completion for returning students. Exceptions to this requirement may be waived by the Dean of Legal Studies.

p. 58 – Bachelor of Science in Paralegal Studies edits

REQUIREMENTS FOR THE BACHELOR'S DEGREE

182 Credit Hours minimum

Length: 36-48 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Title	Credit Hours
Core Courses		70
PLS 114	Introduction to Law and the Legal System	4
PLS 134	Legal Research	4
PLS 144	Legal Writing	4
PLS 154	Tort Law	4
PLS 160	Criminal Law and Procedure	4
PLS 184	Business Organizations and Commercial Practice	4
PLS 214	Estate Planning and Administration	4
PLS 224	Litigation	4
PLS 234	Real Estate Law	4
PLS 244	Domestic Relations/Family Law	4
PLS 262	Basic Legal Ethics	2
PLS 272	Paralegal Externship or Research Project	2
PLS 285	Law Office Management and Technology	4
PLS 302	Applied Legal Ethics	2
PLS 304	Administrative Law	4
PLS 314	Advanced Legal Writing with Computer Applications	4
PLS 404	Advanced Litigation and Appellate Practice	4
PLS 414	Advanced Real Estate Law	4
PLS 434	Contemporary Legal Topics	4
Support Courses		32
ACT 204	Principles of Financial Accounting I	4
BUS 224	Professional Development	4
BUS 424	International Business	4
CSC 118	Computer Applications I	4
CSC 218	Computer Applications II	4
MGT 274	Basic Supervision	4
MGT 284	Human Resource Fundamentals	4
MGT 304	Principles of Management	4
MGT 344	Organizational Behavior	4
MKT 304	Principles of Marketing	4
General Education Courses		52
ECO 201	Microeconomics	4
ECO 202	Macroeconomics	4
ENG 101	Composition I	4
ENG 102	Composition II	4
ENG 204	Advanced Writing	4
FYE 105	Foundations for Student Success	4
GEC 220	Essential Strategies for Applied Communications	4
MTH 101	College Mathematics	4

MTH 201	College Algebra	4
Elective	Humanities/Fine Arts Elective	4
Elective	Humanities/Fine Arts Elective	4
Elective	Natural Sciences/Mathematics Elective	4
Elective	Social/Behavioral Sciences Elective	4
Free Electives		28
Elective courses are selected in consultation with the student's advisor to balance the program in <u>keeping with the student's personal objectives.</u>		
Total Quarter Credit Hours		182

182 quarter hours is equivalent to 121.33 semester hours. Coursework must be completed within the past five years for acceptance of transferability or counting toward degree completion for returning students. Exceptions to this requirement may be waived by the Dean of Legal Studies.

p. 59 – Edits to Post-Baccalaureate Certificate in Paralegal Studies

REQUIREMENTS FOR THE CERTIFICATE

56 Credit Hours minimum

Length: 9-15 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Title	Credit Hours
Core Courses		48
PLS 114	Introduction to Law and the Legal System	4
PLS 134	Legal Research	4
PLS 144	Legal Writing	4
PLS 154	Tort Law	4
PLS 160	Criminal Law and Procedure	4
PLS 184	Business Organizations and Commercial Practice	4
PLS 214	Estate Planning and Administration	4
PLS 224	Litigation	4
PLS 234	Real Estate Law	4
PLS 244	Domestic Relations/Family Law	4
PLS 262	Basic Legal Ethics	2
PLS 272	Paralegal Externship or Research Project	2
PLS 285	Law Office Management and Technology	4
Support Courses		8
CSC 118	Computer Applications I	4
CSC 218	Computer Applications II	4
MGT 274	Basic Supervision	4
MGT 284	Human Resource Fundamentals	4
Total Quarter Credit Hours		56

56 quarter hours is equivalent to 37.33 semester hours. Coursework must be completed within the past five years for acceptance of transferability or counting toward degree completion for returning students. Exceptions to this requirement may be waived by the Dean of Legal Studies.

p. 67 – Correction for missing Course Credit Hours

MNE 104 ITIL Foundations **4**

p. 68 – Course Updates in Bachelor of Science in Cybersecurity

REQUIREMENTS FOR THE BACHELOR’S DEGREE

180 Credit Hours

Length: 48 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Titles	Credit Hours
Core	Courses	92
CSC 105	Introduction to Programming	4
CSC 111	Introduction to Cybersecurity and Information Assurance	4
CSC 125	Offensive Scripting with Python and PowerShell	4
CSC 126	Introduction to Penetration Testing	4
CSC 128	Introduction to Governance, Risk Management, and Compliance (GRC)	4
CSC 129	Introduction to Threat Hunting	4
CSC 147	Forensics I	4
CSC 153	Technical Writing	4
CSC 207	Cybersecurity Threats, Attacks, and Defense	4
CSC 225	Principles of Information Security	4
CSC 251	Malware Analysis Fundamentals	4
CSC 252	AI/ML Foundations	4
CSC 253	Cryptography Fundamentals	4
CSC 255	MITRE ATT&CK Framework and Tactics, Techniques, and Procedures (TTPs)	4
CSC 310	Principles of Computing Systems	4
CSC 411	Cybersecurity Capstone: Applied Security Challenges	4
CSC 420	IT Project Management	4
MNE 104	ITIL Foundations	4
MNE 108	Computer Hardware Fundamentals	4
MNE 109	Computer Network Fundamentals	4
MNE 203	Introduction to Linux	4
MNE 213	Computer Security Fundamentals	4
MNE 220	Introduction to Cloud Foundations/ Cloud Security	4
Elective	Any IT Elective	4
Support Courses		12
ACT 204	Principles of Financial Accounting I	4
BUS 224	Professional Development	4
MGT 304	Principles of Management	4
General Education Courses		48
ENG 101	Composition I	4
ENG 102	Composition II	4

FYE 105	Foundations for Student Success	4	
GEC 220	Essential Strategies for Applied Communications	4	
MTH 101	College Mathematics	4	
MTH 201	College Algebra	4	
MTH 202	Introduction to Statistics	4	
PSY 214	Introduction to Psychology	4	
Elective	Humanities/Fine Arts Elective	4	
Elective	Social/Behavioral Sciences Elective	4	
Elective	Any General Education Elective	4	
Elective	Any General Education Elective	4	
Concentration Track Courses (Options Below)			16
Digital Forensics			
CSC 247	Forensics II	4	
CSC 248	Digital Forensic Analysis	4	
CSC 346	Cloud Forensics	4	
CSC 348	Mobile Forensics	4	
Credit Hours			16
Penetration Testing Ethical Hacking			
CSC 312	Web Application Penetration Testing	4	
CSC 313	Cloud Penetration Testing: Securing Cloud Infrastructure	4	
MNE 321	Penetration Testing Foundations	4	
MNE 361	Penetration Testing with Kali Linux	4	
Credit Hours			16
SOC/Incident Response			
CSC 314	Threat Hunting	4	
CSC 326 325	Incident Response and Disaster Recovery	4	
CSC 412	Malware Analysis	4	
MNE 311	Advanced Cybersecurity Analyst	4	
Credit Hours			16
Audit/GRC			
CSC 425	Security Audits and Risk Management	4	
MNE 312	Security Practitioners	4	
MNE 328	Governance, Risk, and Compliance	4	
MNE 440	Security Design and Compliance	4	
Credit Hours			16
Free Electives			8
Elective courses are selected in consultation with the student's faculty advisor to balance the program in keeping with the student's personal objectives or associate degree.			
Total Quarter Credit Hours			180

180 quarter hours is equivalent to 120 semester hours.

Important note: if the Associate Degree or other transfer credit does not include the prerequisite courses for the required courses listed, those courses must also be completed for the Bachelor's degree.

p. 71 – New Program

Data Analyst DIPLOMA (CIP Code 30.7101)

The purpose of this program is to prepare graduates with the analytical, technical, and critical thinking skills necessary to collect, process, and interpret data to support informed decision-making across a wide range of industries. Through a combination of theoretical instruction and hands-on experience, students will develop proficiency in data management, statistical analysis, data visualization, and the use of industry-standard tools such as Excel, SQL, Python, and business intelligence platforms.

Graduates of the program will be equipped to identify trends, generate actionable insights, and communicate findings effectively to stakeholders. Emphasis is placed on ethical data practices, problem-solving, and the ability to work collaboratively in data-driven environments. This diploma is ideal for individuals seeking to enter the field of data analytics or enhance their existing skill set to meet the growing demand for data-literate professionals.

For employment information related to the Classification of Instructional Programs (CIP Code) visit <https://www.onetonline.org/crosswalk/CIP/>.

For information about employment and occupational related items published by the U.S. Bureau of Labor Statistics visit <https://www.bls.gov>.

REQUIREMENTS FOR THE DIPLOMA

64 Credit Hours

Length: 18 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Titles	Credit Hours
Core Courses		40
CSC 105	Introduction to Programming	4
CSC 111	Introduction to Cybersecurity and Information Assurance	4
CSC 118	Computer Applications I	4
CSC 153	Technical Writing	4
CSC 210	Database Design	4
CSC 218	Computer Applications II	4
CSC 225	Principles of Information Security	4
CSC 252	AI / ML Foundations	4
CSC 256	Data Analysis	4
CSC 272	Principles of System Design	4
Support Courses		8
ACT 204	Principles of Financial Accounting	4

MGT 114	Business Organization and Management	4
General Education Courses		16
ENG 101	Composition I	4
FYE 105	Foundations for Student Success	4
MTH 115	Principles of Mathematics	4
MTH 202	Introduction to Statistics	4
Total Quarter Credit Hours		64

p. 75 – Correction to terminology

Information Technology

BACHELOR OF SCIENCE (B.S.) DEGREE (CIP Code 11.0103)

The purpose of this program is to provide graduates with the skills necessary for a career in information technology. In addition to communication skills, critical thinking skills, and technical competencies, the program includes a technical foundation in proficiency in web design, programming languages, systems analyst and design, operating systems, project management, and application software for business solutions. The courses include cybersecurity; network support administration and security; web design and application development; or system support and administration.

Graduates from this program may choose to apply to enter the Master of Science in Managing Information Technology (M.S.M.I.T.) degree program to enhance their skill set even further.

For employment information related to the Classification of Instructional Programs (CIP Code) visit <https://www.onetonline.org/crosswalk/CIP/>

For information about employment and occupational related items published by the U.S. Bureau of Labor Statistics visit <https://www.bls.gov>

REQUIREMENTS FOR THE BACHELOR'S DEGREE

180 Credit Hours Minimum

Length: 48 months

Time length for program completion will vary depending upon the number of courses taken per term, transfer credit accepted, lack of continuous enrollment, etc.

Course	Titles	Credit Hours
Core Courses		52
CSC 105	Introduction to Programming	4
CSC 118	Computer Applications I	4
CSC 200	Principles of Technology	4
CSC 210	Database Design	4
CSC 240	Visual Programming	4
CSC 272	Principles of System Design	4
CSC 310	Principles of Computing Systems	4
CSC 364	Systems Analysis and Design	4
CSC 414	Senior Seminar in Information Technology	4
CSC 420	IT Project Management	4
MNE 108	Computer Hardware Fundamentals	4
MNE 109	Computer Network Fundamentals	4
MNE 213	Computer Security Fundamentals	4

Information Technology/IT Academy Electives 48

Students must choose twelve additional courses, three of which are required at the 300/400 level. Elective courses are selected in consultation with the student's faculty advisor to meet the requirements for one or more **concentration track** areas.

Support Courses		20
ACT 204	Principles of Financial Accounting I	4
BUS 204	Introduction to Business Law and Ethics	4

BUS 224	Professional Development	4
MGT 114	Business Organization and Management	4
MGT 304	Principles of Management	4
General Education Courses		48
ECO 201	Microeconomics	4
ECO 202	Macroeconomics	4
ENG 101	Composition I	4
ENG 102	Composition II	4
ENG 204	Advanced Writing	4
FYE 105	Foundations for Student Success	4
GEC 220	Essential Strategies for Applied Communications	4
MTH 115	Principles of Mathematics	4
MTH 202	Introduction to Statistics	4
MTH 301	Quantitative Methods	4
	Humanities/Fine Arts Elective	4
	Social/Behavioral Sciences Elective	4

Free Electives 12

Elective courses are selected in consultation with the student's faculty advisor to balance the program in keeping with the student's personal objectives or Associate Degree.

Total Quarter Credit Hours 180

180 quarter hours is equivalent to 120 semester hours.

Important note: if the Associate Degree or other transfer credit does not include the prerequisite courses for the required courses listed, those courses must also be completed for the Bachelor's degree to be awarded.

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.

p. 121 – Update to Academic Technology Requirements

Academic Technology Requirements

All Sullivan University students are required to have access to a computer/laptop to complete assignments and/or for in-class activities and testing. Every student is also required to have access to a device capable of running the Microsoft Authenticator Application. Doctor of Pharmacy and Master of Science in Physician Assistant program students should refer to the College of Pharmacy and Health Sciences Student Handbook for “Student Technology Requirements.”

Students should have a device that meets or exceeds the below program requirements.

Standard Requirements (for all programs except those within Cybersecurity and Information Technology.)

- Operating System: Windows 11
- Processor: AMD Ryzen 3 or an Intel core i3 (AMD Ryzen 5 or an Intel core i5 recommended)
- Memory: 16GB
- Hard Drive: 128GB or greater SSD preferred (AMD Ryzen 5 or an Intel core i5 recommended)
- Antivirus Protection: Windows Defender and Windows Firewall are recommended to protect your device and are pre-installed on your Windows computer.

Information Technology Programs (for programs within: Cybersecurity, and Information Technology, & the IT Academy)

- Processor: AMD AI 5 or Intel i7 or higher
- RAM: 16 GB minimum, 32 GB is preferred
- Storage: 1 TB minimum

Tablets, phones, or Chromebooks are not supported and cannot be used in any program to ensure student success. Students also need to be able to potentially install/modify programs on their computers. Sullivan does not support nor recommend using a corporate-owned device as students will not be able to install required software as needed on them due to firewall issues.

• Operating System: Windows 11

• Processor: Intel i5 or an AMD Ryzen 5

• Memory: 16 GB

• Hard Drive: 256GB or greater SSD preferred

• Antivirus Protection: Windows Defender and Windows Firewall are recommended to protect your device and are pre-installed on your Windows computer.

The above requirements are recommended for the best performance. Students can choose to bring a device that doesn't conform to the requirements, but their experience could be adversely impacted.

p. 128 – Updates to Policy

Withdrawal After Add/Drop

Students who wish to withdraw from individual course(s) or the University must notify a Director of Financial Aid the Registrar's Office in writing or orally. Withdrawing from all courses will constitute a University withdraw, and students are strongly encouraged to communicate with Financial Aid prior to withdrawing to ensure they understand all financial implications (see tuition reduction policy).

To begin the withdrawal process, a student must:

1. Notify a Director of Financial Aid the Registrar's Office by completing a withdrawal request form. The form is accessed by logging in to the Sullivan University Student Portal, navigating to

online classes, then forms, then withdrawal from class/university. Students opting not to complete a withdrawal form also have the options to e-mail online@sullivan.edu withdrawal@sullivan.edu or call 502-413-8580 to begin the withdrawal process.

2. After the form, e-mail, or oral notification is completed, follow up from a Director of Financial Aid-Executive Dean/Dean, Program Director, or Student Success will occur to discuss any financial implications. If contact is unable to be made with the student within 72 hours, then Financial Aid is unable to will make contact with the student within 48 72 hours, the withdrawal will be processed.

3. The withdrawal date will be the first date of official notification to a Director of Financial Aid the Registrar's Office. Students are notified once the request is completed, and Financial Aid will process an exit interview post-withdrawal.

4. Students requesting to retract their withdrawal must do so within three business days of the official notification. Requests to retract a withdrawal must occur in writing to a Director of Financial Aid the Registrar's Office and require approval from the Executive Director of Academic Operations and Institutional Effectiveness.

p. 131 – Updates to Policy

Re-Entering Requirements

A student who wishes to re-enter Sullivan University must contact Admissions to submit an application. During the re-entry process, student records will be reviewed and a determination made on the student's qualifications for re-entry. A re-entering student will be required to pay the current tuition rate for all remaining program courses, though no additional enrollment fee is required, and will return into the most current curriculum plan in effect at the time of re-entry. The deadline to apply for the next subsequent term is Friday before the start of the quarter. Exceptions to this policy may be made by the Office of the Provost. Service members who wish to re-enter Sullivan University should refer to the Military Student Policies listed in the Academic Policies.

Students who were previously dropped due to census (UF, NF, etc.) for non-engagement must submit a petition for reentry to the Registrar's Office by completing a Petition for Reentry form. The student must disclose the circumstances that led to their non-engagement and how their circumstances have changed that will allow success in future coursework. The petition for reentry must be approved by the Office of the Registrar, the Petition for Reentry Committee, the Bursar, and Financial Aid before the student may begin coursework. Students who were administratively dropped for non-engagement must petition for reentry no later than Monday prior to the start of the next term. Exceptions to this policy may be made by the Office of the Provost. Service members should refer to the Military Student Policies for additional information.

p. 155 – Course Code Correction

CHM 211 212 INTRODUCTION TO GENERAL, ORGANIC, AND BIOLOGICAL CHEMISTRY (4 Credits)

p. 160 – Update to Course Description

CSC 253 CRYPTOGRAPHY FUNDAMENTALS (4 Credits)

This undergraduate course provides a comprehensive introduction to the principles, techniques, and applications of cryptography **and blockchain technology**. Cryptography forms the cornerstone of secure communication and data protection in the digital age, while blockchain revolutionizes decentralized and trustless transactions. Through theoretical exploration and hands-on exercises, students will develop a foundational understanding of cryptographic algorithms, protocols, and their applications **in blockchain technology**. Prerequisite(s): CSC 111, CSC 207

p. 161 – New Course Description

CSC 256 DATA ANALYSIS (4 credits)

This course is designed to equip students with the essential skills and knowledge required for effective data analysis. This course provides students with practical and theoretical foundations in data collection, data cleaning, descriptive analysis, statistical analysis, and data visualization.

Prerequisites: CSC210, MTH202

p. 162 – Update to Course Description

CSC 326 325 INCIDENT RESPONSE **AND DISASTER RECOVERY (4 Credits)**

The course is designed to provide the skills to handle and respond to the computer security incidents in an information system. The course addresses various underlying principles and techniques for detecting and responding to current and emerging computer security threats. The course covers incident response teams, incident management training methods, and incident recovery techniques in detail. Students will learn how to handle various types of incidents, risk assessment methodologies, and various laws and policies related to incident handling. After attending this course, they will be able to create incident handling and response policies as well as deal with various types of computer security incidents. The course will provide an examination of the tools and methods for incident response. Topics include preparation data collection, incident analysis preserving data, and recovery. The legal and ethical aspects of incident response will also be covered. In addition, students will learn about computer forensics and its role in handling and responding to incidents. **The course is also intended to provide students with a strong understanding of incident response and disaster recovery principles, including conducting business impact analysis, assessing of risks, developing policies and procedures, and implementing a plan. It also teaches students how to secure data by putting policies and procedures in place; and how to recover and restore their organization's critical data in the aftermath of a disaster. The end product of this course is to prepare students for a career in the field of Incident Response.** Prerequisite(s): **CSC-111** CSC 129, CSC 153

p. 174-175 – Prerequisite Corrections

**MSS 144 MEDICAL LABORATORY PROCEDURES I
(4 Credits) – Undergraduate Non-Transferable (UN)**

This is a class designed to introduce the student to the clinical aspects of their profession. Some areas covered include training in vital signs, pulmonary function testing, asepsis/infection control, and sterile procedures in which third-party simulations will be utilized for application. Students will address nutrition and special dietary needs of patients in this course. Body systems specific to content will be reviewed and assessed. Prerequisite(s): **BIO 133**, **BIO 103**, **BIO 103L** or concurrent

**MSS 234 MEDICAL LABORATORY PROCEDURES II
(4 Credits) – Undergraduate Non-Transferable (UN)**

The primary focus of this course is for the student to learn and practice procedures used in the clinical setting to include first aid, ergonomics, electrocardiograms, methods of specimen collection, performance of CLIA waived testing in Hematology and Chemistry. Third-party simulations will be utilized for application and preparation for check offs included in medical boot camp section of this course. Body systems specific to content will be reviewed and assessed. Prerequisite(s): **BIO 133**, **BIO 103**, **BIO 103L**, MSS 144

**MSS 244 MEDICAL LABORATORY PROCEDURES III
(4 Credits) – Undergraduate Non-Transferable (UN)**

The primary focus of this course is for the student to learn and practice procedures used in the clinical setting to include demonstration of safety devices, specimen collection for CLIA waived testing in Urinalysis, Microbiology, and Serology. Third-party simulations will be utilized for application and preparation for check offs included in medical boot camp section of this course. Body systems specific to content will be reviewed and assessed. Prerequisite(s): **BIO 133**, **BIO 103**, **BIO 103L**, MSS 144

MSS 254 PHARMACOLOGY (4 Credits) – Undergraduate Non-Transferable (UN)

This course discusses the principles of pharmacy, drug action, and therapy based on body systems and disease. Also included are the classification of drugs and routes of administration, as well as regulatory standards, calculations and practice of drug administration. Third-party simulations will be utilized for application and preparation for check offs included in medical boot camp section of this course. Prerequisite(s): **BIO 133**, **BIO 103**, **BIO 103L**, MSS 144

MSS 275 CLINICAL ASSISTING EXTERNSHIP (4 Credits) – Undergraduate Non-Transferable (UN)

The student is assigned to a specific location to serve a minimum of 100 hours practicing clinical procedures. The location may be an ambulatory health care setting such as a physician's office, clinic, or allied health agency. Valuable work experience is gained, but the student is not permitted to receive remuneration for these efforts. The student will complete a certification examination review of clinical practices during this time as well. Prerequisite(s): **BIO 133**, **BIO 103**, **BIO 103L**, MSS 204, MSS 244, MSS 254

MSS 276 MEDICAL ASSISTING EXTERNSHIP (4 Credits) – Undergraduate Non-Transferable (UN)

The student is assigned to a specific location to serve a minimum of 100 hours practicing administrative duties of a medical assistant. The location may be an ambulatory health care setting such as a physician's office, clinic, or allied health agency. Valuable work experience is gained, but the student is not permitted to receive remuneration for these efforts. The student will complete a certification examination review of administrative medical practices during this time as well.

Prerequisite(s): ~~BIO 133~~ BIO 103, BIO 103L, MSS 204, MSS 214, MSS 234, MSS 244, MSS 254, MSS 274

p. 185 - Course Code Correction

PSY ~~299~~ 295 PSYCHOPATHOLOGY AND BEHAVIORAL HEALTH (4 Credits)