LIU Brentwood

2017 - 2018

Undergraduate and Graduate Bulletin
Notice to Students: The information in this publication is accurate as of September 1, 2017. However, circumstances may require that a given course be withdrawn or alternate offerings be made. Therefore, LIU reserves the right to amend the courses described herein and cannot guarantee enrollment into any specific course section. All applicants are reminded that the University is subject to policies promulgated by its Board of Trustees, as well as New York State and federal regulation. The University therefore reserves the right to effect changes in the curriculum, administration, tuition and fees, academic schedule, program offerings and other phases of school activity, at any time, without prior notice.

The University assumes no liability for interruption of classes or other instructional activities due to fire, flood, strike, war or other force majeure. The University expects each student to be knowledgeable about the information presented in this bulletin and other official publications pertaining to his/her course of study and campus life. For additional information or specific degree requirements, prospective students should call the campus Admissions Office. Registered students should speak with their advisors.
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Accreditation and Program Registration

Long Island University is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104; 267-284-5000; website: www.msche.org. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and by the Council for Higher Education Accreditation. The degree and certificate programs are approved and registered by the New York State Department of Education.
ABOUT LIU BRENTWOOD

Mission Statement

The mission of LIU Brentwood supports the goal of the university in providing access and excellence in education to people from all backgrounds to meet the needs and expand the horizons of each student. LIU Brentwood enhances the University’s educational outreach, serving students located in Suffolk County by providing course offerings in various degree programs primarily to adult, working professionals. LIU Brentwood utilizes the resources of a multi-campus university to provide faculty, administrative support, and other services.

Overview

LIU Brentwood has served the diverse communities of western Suffolk County with premier undergraduate and graduate programs since 1959, providing an exciting environment for learning on the Michael J. Grant Campus of Suffolk County Community College. Since LIU Brentwood is primarily a teaching institution, classroom instruction is its top priority. Small class sizes and comprehensive, personalized academic advising ensure that each student is given the direction and guidance needed for a successful academic experience that will help them make transformative changes in their lives and careers. Faculty members are involved in research, scholarly writing, or creative activities appropriate to their discipline and all are measured against the highest standards of teaching excellence.

As one of two Suffolk County regional campuses of Long Island University, LIU Brentwood utilizes the resources of one of the country’s largest multi-campus universities to provide superior educational opportunities to a population comprised of a great variety of students including adults and working professionals. Many of LIU Brentwood’s innovative degree programs are designed and delivered for individuals who wish to complete their degree quickly, yet maintain a full-time work schedule.

Undergraduate transfer students can take advantage of late afternoon and evening courses in the bachelor degree programs in criminal justice, health care administration, nursing (for RNs only), psychology, business administration or social work. These programs are designed around the needs of the working professional and provide a unique opportunity to earn a four-year undergraduate degree without leaving Suffolk County.

The teacher education and counseling programs at LIU Brentwood are among the most celebrated and comprehensive in New York State. Graduate programs include early childhood education, childhood education, childhood/special education, childhood/literacy, special education, literacy education, clinical mental health counseling and school counseling. A specialization in autism is also offered within the single and dual certification programs in special education. Courses are available in teaching English to speakers of other languages and adolescent education.

Other graduate degree programs offered at LIU Brentwood include the Master of Public Administration in Health Care Administration, the Master of Science and Advanced Certificate in Family Nurse Practitioner, the Master of Social Work and LIU Post's Palmer School of Library and Information Science Master of Science degree in Library and Information Science. The innovative Fast Track Master of Science degree in Criminal Justice is completed in only four semesters and at a discounted tuition rate that remains frozen for the length of the program.

We are proud to provide professional and pre-professional programs that are valuable in the job market, and are also committed to giving students the general education needed for continued personal and professional growth. A committed and expert faculty oversees the academic quality of all programs.

University Policies

Long Island University does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs. The following person has been designated to handle inquiries regarding the non-discrimination policies:

Ronald Edwards
Title IX Coordinator
Long Island University
700 Northern Boulevard
Brookville, New York 11548
Phone: (516) 299-4236

For further information on notice of non-discrimination, visit https://wdcrscgolp01.ed.gov/CFAPPS/OCR/contact.cfm for the address and phone number of the office that serves your area, or call 1-800-421-3481.
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*These programs are LIU Post programs offered at LIU Brentwood. Students must take a minimum of 3 credits at LIU Post to satisfy the residency requirement. Student's financial aid is administered by LIU Brentwood. Students in these programs earn an LIU Post degree. Contact the LIU Brentwood Office of Admissions for details by calling 631-287-8500.
ACADEMIC CALENDAR 2017-2018

Fall 2017

Classes Begin
Add/Drop and Late Registration (instructor permission required to add Lab Science courses as of 9/13)
Award of September Degrees
Columbus Day - Administrative Offices Open - No Classes
Registration Begins for Spring 2018 (tentative)
Last Day to File for January 2018 Degree
Election Day - classes in session
Last Day to Opt P/F or Withdraw from full-semester course(s)
Thanksgiving Recess - No Classes
Last Day of Regular Classes
Study/Snow Days/Alternate Class Days
Final Examination/Final Class Meetings
Final Exam Make-Up Day (in the event of snow closure)
Term Ends
Conferall of January Degrees

All classes must meet during the Final Examination period (for either a final exam or regular class meeting) in order to meet minimum contact hours required by NYSED.

Winter 2018

Classes Begin
Add/Drop and Late Registration
MLK Day - Administrative Offices Open; NO CLASSES
Classes End

Spring 2018

Classes Begin
Add/Drop and Late Registration (instructor permission required to add Lab Science courses as of 1/30)
Last Day to File for May 2018 Degree
Presidents' Day - No Classes
Registration Begins for Summer 2018 (tentative)
Spring Recess - No Classes
Registration Begins for Fall 2018 (tentative)
Last Day to Opt P/F or Withdraw from full-semester course(s)

Summer 2018

SUMMER SESSION I
Classes Begin
5 week Session May 21
10 week Session May 21
12 week Session May 21
Add/Drop and Late Registration for 5 Week Session
Add/Drop and Late Registration for 10 and 12 Week Session
Memorial Day Holiday - No Classes (Make-up Day - May 29)
Make Up Day for Memorial Day
Last Day to Opt P/F or Withdraw for Five Week Session*
Summer I Five Week Session Ends

SUMMER SESSION II
Classes Begin - 2nd 5 Week Session
Independence Day Holiday - No Classes (Make up July 7)
Make Up Day for Independence Day
Last Day to file for September 2018 Degree
Last Day to Opt P/F or Withdraw Five Week Session*
Ten Week Session Ends
Summer II Five Week Session Ends

SUMMER SESSION III
Classes Begin - 3rd 5 Week Session
Add/Drop and Late Registration
Twelve Week Session Ends
Last Day to Opt P/F or Withdraw Five Week Session*
Summer III Five Week Session Ends

*Last day to withdraw from a class or elect Pass/Fail option is:
5 week session: One week prior to end of session
10 week session: Two weeks prior to end of session
12 week session: Two weeks prior to end of session
UNDERGRADUATE ADMISSION

General Information

Students interested in applying for undergraduate admission to LIU Brentwood may do so online at liu.edu/Brentwood/Admissions, or may request application materials by mail at the following address:

Office of Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Road LIU Bldg.
Brentwood, NY 11717
brentwood-info@liu.edu
631-287-8500
Fax: 631-287-8575

Be sure to include your name, address, e-mail address, telephone number, intended major, most recent school attended, and date of graduation.

Programs of Study

LIU Brentwood is registered with the New York State Education Department as a campus that offers upper-division undergraduate programs. Transfer students from two-year or four-year institutions may complete the B.A. in Criminal Justice, LIU Post’s B.S. in Nursing (for RNs only), B.S. in Social Work, B.A. in Psychology, B.S. in Business Administration or the B.S. in Health Care Administration.

Application Procedure

To apply for undergraduate admission, an applicant must submit a completed application for undergraduate admission and one official transcript from each college/university previously attended. Individuals may also apply online at liu.edu/Brentwood/Admissions by selecting the "Apply Now" link.

Notification of Application Status

All students are notified promptly of the receipt of their applications and are advised which, if any, of their credentials have not been received by the Office of Admissions. After all required credentials are received, the applications are reviewed, and the applicants are advised of their status, which will be one of the following:

1. Acceptance: for students whose credentials meet admissions standards of LIU Brentwood and for whom a place is available.
2. Pending: for students who have submitted additional information before a decision can be made.
3. Wait List: for students to whom admission may be offered at a later time when a place becomes available.
4. Denial: for students whose admission cannot be approved.

When a candidate has been offered admission, he or she is encouraged to accept the offer as soon as possible, particularly if scholarships have been offered. An applicant is asked to notify LIU Brentwood of acceptance of an offer of admission by returning a non-refundable, tuition deposit of $200 by May 1 or two weeks from date of acceptance, whichever is later.

Transfer Admission

For admission as a transfer student, the Office of Admissions generally considers a minimum cumulative GPA of 2.0 on the college record. The minimum cumulative GPA for students applying to the B.S. in Social Work is 2.75. The minimum cumulative GPA for students applying to the B.S. in Nursing is 3.0.

Transfer students are evaluated primarily on the basis of their college work. However, students with fewer than 24 credits of previous college work, or those who enrolled in college courses prior to completing high school, must be prepared to submit secondary school records and test scores from either the SAT or ACT.

LIU Brentwood does not admit first-time freshmen.

Transfer Credit

Upon acceptance, transfer students receive an official transfer credit evaluation. Students transferring directly to LIU Brentwood with a conferred associate's degree from an accredited two-year institution can receive a maximum of 72 credits. Those transferring from four-year institutions can receive a maximum of 96 transfer credits.

Applicability of transfer credits and actual length of time required to complete a bachelor’s degree are finalized in consultation with an enrollment services counselor. Questions concerning transfer credits should be directed to the Office of Admissions at 631-287-8500.

LIU Brentwood has developed an articulation agreement with Suffolk County Community College. This agreement enables qualified students to benefit from automatic admission and guaranteed transfer credit toward their bachelor’s degree. For further information, contact the LIU Brentwood Office of Admissions at 631-287-8500.

Articulation Agreements

LIU Brentwood has an agreement with Suffolk County Community College. This agreement allows students to benefit from automatic admission and guaranteed transfer credit toward their bachelor’s degree. For further information, contact the LIU Brentwood Office of Admissions at 631-287-8500.

Joint Admissions Agreement with Suffolk County Community College

Any student interested in attending LIU Brentwood after completing his/her associate degree at Suffolk County Community College may do so with one application to both SCCC and LIU Brentwood through the ExpressSuccess Joint Admissions Agreement. Students who take advantage of this agreement receive several benefits including academic counseling and access to LIU Brentwood facilities. For further information, contact the LIU Brentwood Office of Admissions at 631-287-8500.

Academic Residence Requirements

In order to complete a bachelor’s degree, students must be in academic residence at LIU Brentwood for at least the final 32 credits; none of those credits must be completed in the student’s major concentration.

International Baccalaureate Program (IB) Credit

LIU Post awards six to eight college credits for each score of 4 or higher on IB. Higher Level examinations.

Advanced Placement (AP) Credit

Advanced Placement credit is awarded to entering students who meet required scores in an Advanced Placement Examination of the College Board. The number of credits and course equivalents, as determined by LIU Post faculty, varies according to subject area.

College Level Examination Program (CLEP) Credit

LIU Brentwood awards introductory level college credit to students who achieve required scores on approved CLEP examinations. Credits earned for foreign language exams may be used for elective credit only.

Test scores should be forwarded to LIU Brentwood Office of Admissions. For more information about advanced standing credits, contact LIU Brentwood Office of Admissions at 631-287-8500.

College Credits for Military Service

Joint Services Transcript

LIU Brentwood awards college credits to eligible veterans and active members of the military. The Army, Coast Guard, Marine Corps, and Navy use the centralized Joint Services Transcript (JST) system. Students may receive college credits for military training and specific occupational training. Official Joint Services Transcripts must be submitted electronically to LIU Brentwood Admissions.

Community College of the Air Force

Veterans and active members of the Air Force may be eligible to receive college credits upon an admissions review of official CCAF transcripts.

Life Experience Credits

Life Experience credits may be awarded in recognition of knowledge obtained in ways other than study at an accredited college. Students must have completed six credits at LIU Brentwood and demonstrate knowledge equivalent to what would be learned in a specific LIU Brentwood degree. For further information, contact the LIU Brentwood Office of Admissions at 631-287-8500.
undergraduate course. Life experience credits are not awarded for accountancy or criminal justice courses.
For more information contact Office of Admissions at 631-287-8500.

Visiting Students

Visiting students are advised to obtain permission from the college or university at which they are enrolled prior to enrolling at LIU Brentwood. Visiting students are permitted to register for only one semester unless they have authorization for extended enrollment.

Readmission

Students who stopped attending LIU Brentwood for one or more regular semesters (fall or spring) and wish to return must file an application for readmission. Applications can be obtained from the Office of Admissions. If a student has been out of attendance for more than five years, official transcripts from previous colleges may be required. If readmission is approved, students return subject to the academic requirements as posted in the bulletin in effect at the time of readmission.

Students who have been suspended or dismissed are required to:
- Register for 6 credits (suspended) or 12 credits (dismissed) in one academic semester or one summer at another accredited institution outside the LIU system
- Earn a cumulative GPA of 2.75 or better in those 6 or 12 credits
- Submit an official transcript from that institution
- Submit a personal letter of intent, indicating your desire to continue your studies at LIU Brentwood
- Submit a written letter of support from the chairperson of their major department indicating eligibility to pursue that major

Applications for reinstatement and supporting documentation must be received by the Office of Academic Standing no later than two weeks prior to the first day of classes for the semester for which students are seeking readmission.

Academic Forgiveness

Students who have not enrolled for at least five years have the option to be readmitted with the following provisions:
1. The student must follow the bulletin in effect at the time they were readmitted.
2. All courses and grades received prior to the date of readmission will remain on the student’s permanent record, but will not be computed into the student’s academic average.
3. Only courses completed prior to readmission in which a “C” or better was earned will count toward the student’s graduation requirements. However, these grades will not be computed into the student’s academic average.
4. Courses completed prior to readmission in which a “C-” or lower was earned will not count toward graduation requirements nor will they be included in the computation of the student’s academic average.
5. This option, once chosen, cannot be rescinded.

New York State Immunization Law

The New York State Health Department requires college and university students born on or after January 1, 1957 to be immunized against measles, mumps and rubella. All full-time and part-time students intending to register for 6 or more credits, including matriculants and non-degree students, must show proof of immunity if they wish to register for classes. In addition, New York State requires that LIU Brentwood maintain a record of each student’s response to the meningococcal disease and vaccine information. The form must be signed by the student and contain either a record of meningitis immunization within the past 10 years OR an acknowledgement of meningococcal disease risk and refusal of meningitis immunization.

For information on student procedures for complying with this law, please contact the Office of Student Services at 631-287-8500.
Admission Status

A student may be admitted to LIU Brentwood for graduate study in one of the following categories:

1. A Standard Admit is a student who has submitted all required documentation and meets all eligibility requirements for his or her degree program.

2. A Limited Admit is a student who does not meet all academic requirements or has not submitted all required credentials for standard admission. A limited admit must submit any missing application credentials by the end of the first semester he or she is enrolled. Any student accepted as a limited admit because of academic deficiencies must satisfy all conditions outlined in the acceptance letter to be considered for full matriculation. If the conditions of limited matriculation are not satisfied, the student may be permanently reclassified as a non-degree admit. Once all deficiencies are removed, the student must submit a written request to the Office of Admissions to be re-classified as a standard admit. 

3. A Non-Degree Admit is a student who is not a candidate for a degree and is taking a limited number of courses for certification, professional advancement or personal enrichment. Any non-degree admit who wishes to be considered for a degree program must apply for a change of status and satisfy all admission eligibility requirements for his or her area of interest. Certain graduate programs do not allow visiting students. Please consult with the Office of Admissions for further information at 631-287-8500 or brentwood-info@liu.edu.

Admission to Class

A complete application for graduate admission must be submitted before admission to LIU Brentwood may be granted by the Office of Admissions. This form must be approved and signed by the appropriate academic department. Students out of attendance for more than five years must submit a new graduate application and all supporting credentials required for admission. If readmission is approved, student's return is subject to the academic requirements posted in the graduate bulletin in effect at the time of readmission.

New York State Immunization Law

The New York State Health Department requires college and university students born on or after January 1, 1957 to be immunized against measles, mumps and rubella. All full-time and part-time students intending to register for 6 or more credits, including matriculants and non-degree students, must show proof of immunity if they wish to register for classes. In addition, New York State requires that LIU Brentwood maintain a record of each student’s response to the meningococcal disease and vaccine information. The form must be signed by the student and contain either a record of meningitis immunization within the past 10 years OR an acknowledgement of meningococcal disease risk and refusal of meningitis immunization.

For information on student procedures for complying with this law, please contact the Office of Student Services at 631-287-8500.
Grading and Quality Points

Credits are granted for courses completed with the grade of A excellent, A- very good, B+ very good, B good, B- good, C+ above average, C average, C- Below average, D below average, or P passed. The grade of F signifies failure. A grade of incomplete (INC) indicates that some of the course requirements have not been completed. W indicates a student initiated withdrawal from a course after the change of program period through the last day for grade change options (as noted in each semester’s schedule of classes), UW indicates an unauthorized withdrawal with no penalty.

Students who receive grades of W (withdrawal), UW (unauthorized withdrawal), INC (incomplete) or pass/fail in the fall or spring semester are not eligible for inclusion on the Dean’s List or the Honor’s List for that academic year.

Incomplete grades earned in undergraduate courses will automatically convert to “F” at the conclusion of the semester following the one in which the grade was assigned (i.e., an outstanding INC earned in a fall course will automatically change to an “F” at the conclusion of the next spring term). The grade “I” is printed on the transcript along with the final earned grade and the date the work was completed. Students with an excessive rate of unexcused absences may receive a grade of F or UW for the semester. Except as noted below, any grade may be removed from the student’s cumulative average by repeating the course at LIU Brentwood.

Students have the option to repeat any course. Credits will be earned only once, and although the original grade remains on the student’s permanent record, the second grade (whether higher or lower) will be used in computing the grade point average (GPA). No student who has taken a course and received a passing grade in it may repeat that course for credits after he or she has taken a related course containing content of a higher level. No course may be repeated more than once, except with the prior approval of the Academic Standing Committee. If a course is taken more than twice, all grades after the first will be computed into the student’s GPA. To be considered for graduation with honors, the student’s average shall include only the grade given to that student the first time he or she has taken any specific course.

Grades of P will not be computed into the student’s overall GPA and major average, but will count toward graduation credits. The grade of F will be computed in the student’s overall GPA and major average. Grades for courses taken at another college or university do not enter into the computation of either the cumulative or major averages. All LIU courses taken at any branch campus will be computed into the student’s cumulative and major averages. The average grade in the major field is computed from all of the courses the student has taken in the major.

Required courses in which a grade of F was earned must be repeated within one year. Students are encouraged to repeat such courses, provided they are offered, during the subsequent semester; this applies particularly to those students who are on academic probation. The Academic Standing Committee will evaluate the status for any student who fails the same required course twice.

Students are responsible for monitoring their major and cumulative averages to ensure they are meeting their requirements for graduation, as well as the requirements for satisfactory academic progress.

Pass/Fail Option

Students may take a maximum of two courses on the pass/fail basis per academic year (which includes winter and summer sessions and weekend college sessions, and all other newly created sessions, for a total of not more than 24 credits in a student’s resident undergraduate program). This restriction does not apply to courses offered only on the pass/fail basis. A grade of “P” (pass) will be posted on the student’s transcript only if the actual grade earned is a “D” or better. Only elective courses may be taken on a pass/fail basis. Core courses may not be taken on a pass/fail basis. If a grade of “F” is earned, the F is calculated into the GPA.

Core courses, courses in a student’s major or minor and co-related courses may not be taken as pass/fail without the written permission of the major or minor department chair or program director.

Students who opt for a pass/fail during the fall or spring semester are not eligible for inclusion on the Dean’s List or the Honor’s List for that academic year.

Students may choose the pass/fail option up to 3 weeks before the last day of classes as specified in the academic calendar. Changes will not be considered after the deadline date.

To graduate with honors, a student must take at least 56 credits at LIU, not including courses taken pass/fail or life experience credits. Students in the Program for Academic Success (PAS) may not take courses on a pass/fail basis.

Quality Points and Grade Point Average (GPA)

Each student must satisfactorily complete at least 129 credits for a baccalaureate degree (except those transfer students exempted from 1 credit of First Year Seminar); in some departments more credits are required. The student must achieve an overall grade point average (GPA) of 2.00, and in some departments requirements may be higher (see departmental requirements). In the major area, the student must achieve an average of at least 2.25; in certain programs the minimum major average may be higher.

A credit is defined as 50 minutes of classroom work per week, completed on one 15-week semester, or its equivalent, plus appropriate out-of-class assignments and readings. As of fall 2012, quality points are computed by multiplying the number of credits in a course by: 4.000 for grade A, 3.667 for grade A-, 3.333 for grade B+, 3.000 for grade B, 2.667 for grade B-, 2.333 for grade C+, 2.000 for grade C, 1.667 for grade C-, 1.000 for grade D. Grades of C- and D cannot be awarded in graduate courses.

For courses in which the grade of F has been earned, no quality points are assigned. To determine the quality points for a specific course, multiply the corresponding quality points (see above) for the grade received in the course by the number of credits awarded for the course.

To determine the total quality points, add all quality points for all courses. To compute the grade point average (GPA), divide the total quality points by the total number of credits, including those of failed courses. The grades W, UW and P are not counted in the GPA computation nor are the
grades for courses taken at another college or university.

GPA computations are carried to the third decimal place from which rounding takes place to the second decimal place. For example, a computed GPA of 2.994 will be rounded down to 2.990. A computed GPA of 2.995 will be rounded up to 3.000. On all official LIU transcripts, a GPA will be displayed to three decimal places with the third decimal place always being zero due to rounding.

For example:
In a semester, a student earns an A- in a 4-credit biology 1 course (3.667 x 4 = 14.668), a B- in a 3-credit English 1 course (2.667 x 3 = 8.001), a B in a 3-credit history 2 course (3.000 x 3 = 9.000), a C+ in a 3-credit math 4 course (2.333 x 3 = 6.999), and an F in a 3-credit art 1 course (0.000 x 3 = 0.000).

The student has earned 38.668 total quality points based on 16 total credits. Dividing 38.668 by 16 yields a cumulative GPA for this semester of 2.417 before rounding. Based on the rounding policy, the cumulative GPA for this semester will be reported on the student's official LIU transcript as 2.420.

Dean's and Honor's Lists

Eligibility for the Dean’s List and the Honor’s List is evaluated after each fall and spring term and is determined by grades earned in the regular academic semesters (fall and spring). Summer session grades are not considered. Students who receive grades of incomplete (INC or I), failure (F), withdrawal (W), unauthorized withdrawal (UW), or pass/fail (P/F) are not eligible. In addition, students repeating courses are not eligible. An average of 3.50 in 12 or more completed credits is required for inclusion on the Dean’s List. An average of 3.50 for part-time students who have completed 6 - 11 credits in an academic semester is required for inclusion on the Honor’s List.

Attendance

It is expected that students will attend all class sessions scheduled for the courses in which they are enrolled. Regulations concerning attendance in a particular course are at the discretion of the instructor. Responsibility for class attendance rests with the student.

Absences from classes or laboratories may affect the final grade. Ordinarily, the work missed through absence must be made up. However, permission to make up such work is not automatic, and is given at the discretion of the instructor.

When a student’s attendance in classes is unsatisfactory to his/her instructors or to the dean, the university reserves the right to exclude the student from an examination, course or program.

Absence from Final Examination

Students who are absent from a final examination must:
1. notify their professor or department chair within 24 hours of the reason for the absence, and
2. request permission from the professor to take a deferred final examination.

A deferred final examination is a privilege that may be granted only to a student who complies with the notification regulations outlined above, whose work during the semester is satisfactory and whose reason for missing the scheduled examination is an authorized excuse. If a rescheduled final exam is given after the final day of the term, an initial grade of INC will be assigned.

Academic Probation, Suspension and Dismissal

Students will be placed on academic probation in any one of the following circumstances:
1. the student’s cumulative average (LIU courses only) falls below 2.00
2. the student’s major average falls below the minimum required by the major department or program.
3. the student’s semester average falls below 2.00
4. the student does not complete at least half of the credits for which he or she originally registered in any given semester.

A student who remains on probationary status for two semesters will be suspended from the university by the Academic Standing Committee. Students on probation must comply with the following stipulations:
1. they may not register for 12 credits; or for 13 credits if one of the courses includes a laboratory science;
2. they may register for only three credits per summer session;
3. they may not receive a grade of UW or F in any course(s);
4. they must raise their major and cumulative averages to at least the required minimum by the time they have completed 12 more credits. Students who have attempted 24 credits, and achieve a GPA of 1.0 or below, will be suspended from the university.

Generally, the Academic Standing Committee will determine suspensions and dismissals after the spring semester. Students may appeal their suspension or dismissal to the Academic Standing Committee. Students who are suspended/dismissed at that time may not attend summer sessions or the following fall semester at LIU Brentwood, and must observe the following procedure when seeking readmission:
1. Submit an application for readmission to the Office of Admissions.
2. Provide a formal statement of permission from the chair of their major department or program indicating their eligibility to pursue that major.
3. Submit a letter of appeal to the LIU Post Academic Standing Committee.

If readmitted, they will be permitted to return to LIU Brentwood for one semester on probation. Any student who is readmitted on probation after suspension must comply with the stipulations outlined by the Academic Standing Committee to return to good standing. Failure to comply with these stipulations will result in the student’s academic dismissal from the institution.

Final Dismissal

Students who are placed on dismissal deferred status and who are then dismissed are required to register for 12 credits at another accredited institution and earn a 2.75 before they can return to LIU Brentwood. Students who need more than the one semester allotted to raise their cumulative average to the university minimum of 2.0 will now be dismissed permanently from the university.

This includes, among others, students who have attempted 24-48 credits with 1.0 or lower and students who have attempted 49 or more credits with a 1.5 or lower.

Graduation and Diplomas

Students who meet all requirements for their degrees in September or January are considered to be in the graduation class of the following May. Diplomas are dated three times a year: September, January, and May. Candidates for graduation are required to notify the Office of Enrollment Services of their intended date of graduation by filing a degree application on-line at least three months in advance. Please consult the academic calendar, which is available at liu.edu/Brentwood/Services/Registrar/Academic-Calendar, for deadline dates.

Assuming they clear for graduation, students who file their degree application after the specified graduation date will automatically have their degree awarded at the following conferral, regardless of the date of completion of requirements.

The final 32 hours of credits earned must be in academic residence (regular attendance), 9 of those 32 hours being in the student’s major program. Full-time students should complete degree requirements within five years. Full-time students should complete degree requirements within five years.

The Academic Standing Committee is the final arbiter of all matters of academic standing, such as waivers of and substitutions for graduation requirements.

General Requirements for Graduation

• 2.00 cumulative average (higher in some areas)
• 2.25 major subject average (higher in some areas)
• 120 credits (more in some departments)


Academic Conduct Policy

In cases of academic irregularities or dishonesty in examinations or class work, responsibility for disciplinary action is assigned to the appropriate academic dean. Plagiarism and cheating are not only serious violations of the rules, but also may reflect adversely on the student’s reputation as well as on the reputation of the campus. Faculty, administrators, and the student body share responsibility for academic integrity.

A student in violation of accepted academic procedures may be subject to disciplinary action, up to and including expulsion from the campus. Faculty members will report to the appropriate academic dean any case of irregular or dishonest behavior that occurs in the class or in his or her observation. Students may likewise make such a report to the faculty member or academic dean. The academic dean will decide what disposition is to be made of the charges. Requests for appeals may be made to the Student Faculty Appeals Board. In the case of a minor infraction that is the student’s first disciplinary offense, the academic dean may authorize the faculty member to dispose of the charges, limiting the maximum penalty to failure in the course. The faculty member will make a report of the incident and the action taken to the academic dean and the dean for LIU Brentwood. In the case of a major infraction, or in the case of repeat academic offenses, the student may be subject to suspension or expulsion from the campus. If current non-academic disciplinary action is pending for a student, further disciplinary action may result, up to and including expulsion from the campus.

Respective academic departments may have additional academic policies. Exceptions to academic policy provisions may be made only with written permission from the appropriate dean.

Disciplinary Action

Disciplinary action involving academic matters (academic irregularities, plagiarism, faculty-student disputes, grading issues, etc.) are the responsibility of the appropriate academic dean. Actions involving non-academic conduct (including but not limited to verbal or physical harassment, sexual harassment, violence or threat of violence, forgery or falsification of records, theft, possession or use of weapons, illegal possession of keys or unlawful entry, vandalism, violation of smoking, parking or fire safety regulations, soliciting, gambling, unauthorized use of computers, violation of alcohol and drug policies, failure to cooperate, etc.) are the responsibility of the associate dean and director of campus operations at LIU Brentwood. Decisions on disciplinary matters are the responsibility of the associate dean and director of campus operations for LIU Brentwood. Appeals of any disciplinary decision of LIU Brentwood must be made in writing to the dean (within five days), whose decision is final.

Academic Integrity

Plagiarism is the use or presentation of ideas, works, or work that is not one’s own and that is not common knowledge, without granting credit to the originator. Plagiarism is a practice that is not only unacceptable, but which is to be condemned in the strongest terms possible on the basis of moral, educational and legal grounds.

Cheating includes, but is not limited to the following: falsification of statements or data; listing sources that have not been used; having another individual write your paper or do your assignments; writing a paper or creating work for another student to use without proper attribution; purchase of paper or research work for one’s submission as his/her own work; using written, verbal, electronic or other sources of aid during an examination (except when expressly permitted by the instructor depending on the nature of the examination); or knowingly providing such assistance to aid other students.

All students are required to read the Post Pride Student Handbook, where you will find the Academic Conduct Policy regarding A.) Academic Respect for the Work of Others, B.) Academic Self-Respect, C.) Academic Honesty, D.) Academic Originality and E.) Academic Fairness. The Post Pride Student Handbook can be found at url: www.liu.edu/post/studenthandbook

Appeals Process

Level One

A student accused of any academic violation has the right to an appeal. However, the student must be aware that for Level One violations, only the grade can be appealed. An appeal will automatically create a first offense even if the instructor had decided that no institutional awareness of this incident was necessary.

1. If the student disputes the instructor’s decision, s/he can seek a solution from the chair of the department involved.

2. If still not satisfied, student meets with appropriate dean or the dean’s designee for a solution. The student will be notified in writing of the dean’s decision within seven (7) business days.

3. If the student wishes to request an appeal to the outcome of his or her case, the student must submit an Appeal Request Form (pdf, doc) to the chair of the Faculty Student Appeals Board (FSAB) within three (3) business days after receiving the dean’s letter.

4. The Faculty Student Appeals Board shall convene a meeting, in a timely fashion, to consider the appeal. Statements from both the student and the professor will be heard. The decision of this board is final.

5. The outcome of the decision will be communicated to the student, the instructor, the appropriate chair and dean, and (if applicable) the Office of Registrar within seven (7) business days.

6. A copy of the decision of the Faculty Student Appeals Board shall be forwarded to the Office of Student Conduct and Community Education.

Level Two

A student accused of any academic violation, that warrants further institutional awareness or action beyond the assignment of a grade, has the right to an appeal. A student found to have committed a Level Two violation has the right to appeal the decision of the FSAB to the Vice President of Academic Affairs.

Student complaints brought to the Office of Academic Affairs are investigated and responded to only when the complaint has been addressed at the campus level.

Criminal Background and Drug Testing

A criminal conviction and/or the use of illegal drugs may impede or bar your entry into your chosen field of study. Students seeking entrance into many fields of study including counseling, education, and health and human services professions should be aware that a criminal record can result in the refusal of licensing / certification / registration agencies to issue the credential needed to practice in that field of study. Prospective
students are urged to contact the pertinent state and/or federal licensing agency to inquire whether a criminal record will have an impact on licensure or certification eligibility.

Many clinical / field experience affiliates now require the completion of criminal background checks and/or drug testing for employees, volunteers and students affiliated with the site. Therefore, students who plan to participate in a clinical / field experience may be asked to undergo a criminal background check, and/or a drug screen. Students should be aware that our clinical/field affiliates can reject or remove a student from the site if a criminal record is discovered or if a drug test is positive. In the event that a student is rejected from a clinical/field site due to information contained in the criminal background check or drug screen, the student may be unable to complete a required clinical/field experience. In such an event, the student, may be advised to withdraw from the program.

Related Curricular Matters

Cross-Referenced Courses

Cross-referenced courses may be applied only once to a student’s program; students may choose under which discipline a cross-referenced course will be listed. The course designation may not be changed once the course appears on the student’s permanent record. For example, a student majoring in finance and taking FIN 65 (cross-referenced as ECO 65) cannot also receive credit for ECO 65, which is a liberal arts requirement.

Course Numbers

Odd-numbered courses are usually offered in the fall semester, even-numbered courses in the spring. A few courses are offered each term without regard to this numbering code. Courses numbered from 1 to 299 are for undergraduates only. Courses numbered 300 to 399 are Honors College courses. Courses numbered 400 to 499 are special, undergraduate multidiscipline courses. Courses 500 and above are for graduate students and are described in this bulletin.

Course Frequency

Course descriptions, in the academic section of this bulletin, indicate the frequency with which each course is offered. A schedule of classes is published online each semester at www.liu.edu/brentwood. This schedule lists all courses available for that term and their days and times.

Public Information Policy

The Family Educational Rights and Privacy Act (FERPA) of 1974 specifically provides that a school may provide what they deem "directory information," without the student's consent or as provided by the law. Directory information at Long Island University includes the following: the student's name, enrollment status, class, major field of study, dates of attendance, degrees and awards received, past and present participation in officially recognized sports and non-curricular activities, physical factors (height, weight) of athletes and the most previous educational agency or institution attended. Students who wish to have their directory information withheld can make this election by filing the appropriate form at Office of Enrollment Services.
GRADUATE ACADEMIC POLICY

Please refer to individual departmental listings in this bulletin for policies which may be specific to each academic discipline.

Graduate Degrees

LIU Brentwood awards the M.S., M.P.A. and M.S.Ed. degrees and Advanced Certificates in Clinical Mental Health Counseling and Students with Disabilities (SWD) Grades 7-12 Generalist. LIU Post awards the M.A. and M.S. degrees and the Advanced Certificate in Family Nurse Practitioner, offered at LIU Brentwood.

Course Load

Graduate students are considered to have registered full-time with nine or more credits per semester. Eligibility for some financial aid programs may require enrollment for a minimum of 12 credits. Further information is available from the Office of Financial Aid. Graduate students are encouraged not to take more than two consecutive courses in a single day.

Grading and Quality Points

Credit is granted for courses completed with the grade of (A), (A-), (B+), (B), (B-), (C+), (C) or (P). A grade of (F) signifies failure, and a grade of (W) indicates a student-initiated withdrawal from a course that occurred some time after the add/drop period through the final day to select the pass/fail option.

A grade of (INC) is assigned at the discretion of the professor and indicates that some of the course requirements have not been completed. A student has until the end of the following semester to make up incomplete coursework. When, due to extenuating circumstances, a student needs additional time to complete the course, he or she must submit a written request to the appropriate faculty member, chairperson and dean for an extension. After completion of an incomplete (INC) course, a grade of (I) is retained on the transcript along with the final earned grade and the date.

Quality Points and Grade Point Average (GPA)

A credit is defined as 50 minutes of classroom work per week, completed on one 15-week semester, or its equivalent, plus appropriate out-of-class assignments and readings. As of fall 2012, quality points are computed by multiplying the number of credits in a course by: 4.000 for grade A, 3.667 for grade A-, 3.333 for grade B+, 3.000 for grade B, 2.667 for grade B-, 2.333 for grade C+, 2.000 for grade C.

For courses in which the grade of F has been earned, no quality points are assigned. To determine the quality points for a specific course, multiply the corresponding quality points (see above) for the grade received in the course by the number of credits awarded for the course. To determine the total quality points, add all quality points for all courses. To compute the grade point average (GPA), divide the total quality points by the total number of credits, including those of failed courses. The grades W, UW and P are not counted in the GPA computation nor are the grades for courses taken at another college or university.

GPA computations are carried to the third decimal place from which rounding takes place to the second decimal place. For example, a computed GPA of 2.994 will be rounded down to 2.990. A computed GPA of 2.995 will be rounded up to 3.000. On all official LIU transcripts, a GPA will be displayed to three decimal places with the third decimal place always being zero due to rounding.

For example:

In a semester, a student earns an A- in a 4-credit biology course (3.667 x 4 = 14.668), a B- in a 3-credit biology course (2.667 x 3 = 8.001) and a B in another 3-credit biology course (3.000 x 3 = 9.000).

The student has earned 31.669 total quality points based on 10 total credits. Dividing 31.669 by 10 yields a cumulative GPA for this semester of 3.167 before rounding. Based on the rounding policy, the cumulative GPA for this semester will be reported on the student’s official LIU transcript as 3.170.

Unsatisfactory Grades

A student’s cumulative grade point average in his or her approved program of study may be no less than 3.00. Any student who receives grades below (B) in two graduate courses is considered to have an academic deficiency. A student who earns a third grade below (B) may lose his or her matriculated status or may be dismissed from the graduate program. Academic standards vary and may be more stringent in select departments.

Complete information is found in the specific department listings.

Attendance

A student is expected to attend all class sessions scheduled for the courses in which he or she is enrolled. The instructor establishes the attendance policy for each respective course. Absences from classes or laboratories may affect the final grade. Permission to make up work missed through absence is not automatic and is given at the discretion of the instructor.

The university reserves the right to exclude a student from an examination, courses, or program if his or her class attendance record is unsatisfactory. Excessive rates of unexcused absences may result in grades of (F) or (UW) for the course(s) in question.

Absence from Final Examination

Any student who is absent from a final examination must:

1. Notify his/her professor or department chairperson within 24 hours and provide a reason for the absence.

2. Request the professor’s permission to take a deferred final examination. A deferred final examination is a privilege that may be granted only to a student who complies with the notification regulations outlined above, whose work during the semester is satisfactory and whose reason for missing the scheduled examination is an authorized excuse.

Oral Qualifying of Comprehensive Examination

Some departments require a student to take examinations in his/her major field. These examinations include:

Comprehensive Examination: Some academic departments give a comprehensive examination after students complete a minimum of 24 semester unit hours. This examination is designed to test the candidate’s knowledge of both general concepts and their area of concentration. The examination may be oral or written.

Oral Examination (and defense of thesis): academic departments that require a degree candidate to write a thesis may require the candidate to defend his or her thesis through an oral examination. The examination is designed to test the candidate not only on the thesis project but also on ancillary areas. Students must be fully matriculated and must have completed the minimum number of semester credit hours (set by the department) to be admitted to these examinations. Students must register and attend LIU Brentwood classes or maintain matriculation during the semester they apply to take the examination.

Graduation and Diplomas

A graduation candidate is required to file an online degree application well in advance of commencement. Deadline dates can be found in the academic calendar available on the LIU Brentwood website at liu.edu/Brentwood/Services/Registrar/Academic-Calendar. A student who meets all requirements for his or her degree in September or January will have their degree conferred at that time but participate in the following May’s Commencement ceremony.

Degrees are conferred by the faculty of LIU. Diplomas are dated three times a year: September, January, and May. Students who file their degree applications after the specified graduation submission date will have their degrees awarded at
the next conferral regardless of the date of completion of requirements.

Student Conduct

Discipline in the classroom is the responsibility of the faculty member in charge of the class. Misbehavior that interferes with the educational efficiency of a class is considered sufficient cause for suspension of a student from class. A student who is suspended from class for disciplinary reasons must first attempt to resolve the problem with the faculty member. If this is not possible, the problem will be referred to the department chairperson and if not resolved at the department chairperson level, then the academic dean. A record of the disposition of the case will be sent to the dean for LIU Brentwood.

Academic Conduct Policy

In cases of academic irregularities or dishonesty in examinations or class work, responsibility for disciplinary action is governed by the Academic Conduct Policy.

Please see our website at www.liu.edu/post/academicconduct. Plagiarism and cheating are not only serious violations of the rules, but also may reflect adversely on the student’s reputation as well as on the reputation of the campus. Faculty, administrators and the student body share responsibility for academic integrity. A student in violation of accepted academic procedures may be subject to disciplinary action, up to and including expulsion from the campus. Faculty members will report to the academic dean any case of irregular or dishonest behavior that occurs in the class or in his or her observation. Students may likewise make such a report to the faculty member or dean. The academic dean will decide what disposition is to be made of the charges. Requests for appeals may be made to the Student/Faculty Appeals Board.

In the case of a minor infraction that is the student’s first disciplinary offense, the dean may authorize the faculty member to dispose of the charges, limiting the maximum penalty to failure of the course. The faculty member will make a report of the incident and the action taken to the dean and the Judicial Affairs Coordinator.

In the case of a major infraction, or in the case of repeat academic offenses, the student may be subject to suspension or expulsion from the campus. If current non-academic disciplinary action is pending for a student, further disciplinary action may result, up to and including expulsion from the campus.

Disciplinary Action

Disciplinary action involving academic matters (academic irregularities, plagiarism, faculty-student disputes, grading issues, etc.) are the responsibility of the appropriate academic dean. Actions involving non-academic conduct (including but not limited to verbal or physical harassment, sexual harassment, violence or threat of violence, forgery or falsification of records, theft, possession or use of weapons, illegal possession of keys or unlawful entry, vandalism, violation of smoking, parking or fire safety regulations, soliciting, gambling, unauthorized use of computers, violation of alcohol and drug policies, failure to cooperate, etc.) are the responsibility of the associate dean and director of campus operations at LIU Brentwood. Decisions on disciplinary matters are the responsibility of the associate dean and director of campus operations for LIU Brentwood. Appeals of any disciplinary decision of LIU Brentwood must be made in writing to the dean (within five days), whose decision is final.

Academic Integrity

Plagiarism is the use or presentation of ideas, works, or work that is not one’s own and that is not common knowledge, without granting credit to the originator. Plagiarism is a practice that is not only unacceptable, but which is to be condemned in the strongest terms possible on the basis of moral, educational and legal grounds.

Cheating includes, but is not limited to the following: falsification of statements or data; listing sources that have not been used; having another individual write your paper or do your assignments; writing a paper or creating work for another student to use without proper attribution; purchase of paper or research work for one’s submission as his/her own work; using written, verbal, electronic or other sources of aid during an examination (except when expressly permitted by the instructor depending on the nature of the examination); or knowingly providing such assistance to aid other students.

All students are required to read the Post Pride Student Handbook, where you will find the Academic Conduct Policy regarding A.) Academic Respect for the Work of Others, B.) Academic Self-Respect, C.) Academic Honesty, D.) Academic Originality and E.) Academic Fairness. The Post Pride Student Handbook can be found at url: www.liu.edu/post/studenthandbook.

Appeals Process

Level One

A student accused of any academic violation has the right to an appeal. However, the student must be aware that for Level One violations, only the grade can be appealed. An appeal will automatically create a first offense even if the instructor had decided that no institutional awareness of this incident was necessary.

1. If the student disputes the instructor’s decision, s/he can seek a solution from the chair of the department involved.
2. If still not satisfied, student meets with appropriate dean or the dean’s designee for a solution. The student will be notified in writing of the dean’s decision within seven (7) business days.
3. If the student wishes to request an appeal to the outcome of his or her case, the student must submit an Appeal Request Form (pdf, doc) to the chair of the Faculty Student Appeals Board within three (3) business days after receiving the dean’s letter.
4. The Faculty Student Appeals Board shall convene a meeting, in a timely fashion, to consider the appeal. Statements from both the student and the professor will be heard. The decision of this board is final.
5. The outcome of the decision will be communicated to the student, the instructor, the appropriate chair and dean, and (if applicable) the Registrar within seven (7) business days.
6. A copy of the decision of the Faculty Student Appeals Board shall be forwarded to the Office of Student Conduct and Community Education.

Level Two

A student accused of any academic violation, that warrants further institutional awareness or action beyond the assignment of a grade, has the right to an appeal. A student found to have committed a Level Two violation has the right to appeal the decision of the Committee on Academic Misconduct to the Faculty Student Appeals Board.

1. The student submits an Appeal Request Form to the chair of the Faculty Student Appeals Board within three (3) business days after receiving the decision of the Committee on Academic Misconduct.
2. The chair of the Faculty Student Appeals Board shall convene a meeting, in a timely fashion, to consider the appeal. The decision of this board is final.
3. The outcome of the decision will be communicated to the student, the instructor, the appropriate chair and dean, and (if applicable) the Registrar within seven (7) business days.
4. A copy of the decision of the Faculty Student Appeals Board shall be forwarded to the Office of Student Conduct and Community Education. Student complaints brought to the Office of Academic Affairs are investigated and responded to only when the complaint has been addressed at the campus level.

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4. The Faculty Student Appeals Board shall convene a meeting, in a timely fashion, to consider the appeal. Statements from both the student and the professor will be heard. The decision of this board is final.

5. The outcome of the decision will be communicated to the student, the instructor, the appropriate chair and dean, and (if applicable) the Registrar within seven (7) business days.

6. A copy of the decision of the Faculty Student Appeals Board shall be forwarded to the Office of Student Conduct and Community Education.

**Level Two**

A student accused of any academic violation, that warrants further institutional awareness or action beyond the assignment of a grade, has the right to an appeal. A student found to have committed a Level Two violation has the right to appeal the decision of the FSAB to the Vice President of Academic Affairs. Student complaints brought to the Office of Academic Affairs are investigated and responded to only when the complaint has been addressed at the campus level.

**Criminal Background and Drug Testing**

A criminal conviction and/or the use of illegal drugs may impede or bar your entry into your chosen field of study. Students seeking entrance into many fields of study including counseling, education, and health and human services professions should be aware that a criminal record can result in the refusal of licensing / certification / registration agencies to issue the credential needed to practice in that field of study. Prospective students are urged to contact the pertinent state and/or federal licensing agency to inquire whether a criminal record will have an impact on licensure or certification eligibility.

Many clinical / field experience affiliates now require the completion of criminal background checks and/or drug testing for employees, volunteers and students affiliated with the site. Therefore, students who plan to participate in a clinical / field experience may be asked to undergo a criminal background check, and/or a drug screen. Students should be aware that our clinical/field affiliates can reject or remove a student from the site if a criminal record is discovered or if a drug test is positive. In the event that a student is rejected from a clinical/field site due to information contained in the criminal background check or drug screen, the student may be unable to complete a required clinical/field experience. In such an event, the student, may be advised to withdraw from the program.

**Related Curricular Matters**

**Course Numbers**

Courses numbered 600 and above are generally open only to those who qualify for graduate standing. Courses numbered 500 to 599 are designed primarily for those who qualify for graduate standing, but may be taken by advanced undergraduate students.

**Course Frequency**

The frequency with which fall and spring courses are offered is indicated after every department course description. A complete listing of courses is available at www.liu.edu/brentwood. Summer and weekend course frequency is not always indicated. Information on course offerings during these sessions is available by contacting the appropriate academic department.

**Change of Major**

In order to change majors and transfer from one academic department to another, a graduate student’s application for admission must be formally accepted by the new department chairperson. Before leaving the academic department, the graduate student is expected to notify the department chairperson. If the student has a grade point average of less than 3.00, the appropriate dean must approve the proposed change. Application forms are available in the Office of Admissions or with the appropriate academic counselor.

**Time Limit**

Degree requirements for a master’s degree must be completed within five years from the term for which the candidate is admitted and enrolled (exclusive of time spent in military service). Any request for an extension must be in writing and submitted to the appropriate academic dean for approval.

**Public Information Policy**

The Family Educational Rights and Privacy Act (FERPA) of 1974 specifically provides that a school may provide what they deem “directory information,” without the student's consent or as provided by the law. Directory information at Long Island University includes the following: the student's name, enrollment status, class, major field of study, dates of attendance, degrees and awards received, past and present participation in officially recognized sports and non-curricular activities, physical factors (height, weight) of athletes and the most previous educational agency or institution attended. Students who wish to have their directory information withheld can make this election by filing the appropriate form at Enrollment Services.
UNDERGRADUATE CORE CURRICULUM

Designed by faculty of LIU Post, the core curriculum equips students with broad-based knowledge to prepare them to succeed in their academic studies and future careers. Each course emphasizes the development of the student’s critical thinking, oral, visual and written communication skills. Through this high-quality curriculum students will have the opportunity to reach their intellectual potential, to contribute to society in meaningful ways, and to face the challenges of an increasingly complex world.

The core curriculum ranges from 39 to 45 credits, depending on the student’s major. Courses are distributed over ten core knowledge areas and aim collectively to provide proficiency in ten fundamental skill areas.

The core curriculum will provide proficiency in the following ten skill areas:

• **Written Communication**: Skilled written communication entails the clear, sophisticated, and well-organized development of ideas in a style appropriate to the purpose of the writing. It includes competence in a range of conventions appropriate to different disciplines and audiences and the ability to work with different writing technologies developed through iterative experiences across the curriculum.

  Learning Objective: Students will express clear, sophisticated, and well-organized ideas in a style consistent with the purpose of the writing and through conventions appropriate to discipline and audience.

• **Oral Communication**: Oral communication entails either the formal or informal presentation of information or ideas in clear, compelling, and systematic ways that engage the audience and promote full understanding. A skillful presentation offers audiences a clear argument about the presentation’s significance that is delivered intelligibly and confidently and selects relevant and vivid material that changes or reinforces listeners’ attitudes, values, beliefs, or behaviors.

  Learning Objective: Students will present information or ideas in clear, compelling, and systematic ways that engage an audience and promote full understanding.

• **Quantitative Reasoning**: Quantitative reasoning entails the skilled application of basic numerical fluency to a wide array of authentic contexts and everyday issues and involves competency and comfort in working with numerical data. It includes solving quantitative problems, decoding and evaluating the data presented in charts, graphs, and tables, understanding and creating sophisticated arguments supported by quantitative evidence and clearly communicating those arguments in a variety of formats.

  Learning Objective: Students will demonstrate numerical fluency in a wide array of authentic contexts and everyday issues by analyzing data presented in charts, graphs, and tables, and creating sophisticated arguments supported by quantitative evidence.

• **Critical Thinking**: Critical thinking is a habit of mind characterized by the careful and comprehensive exploration and analysis of issues, opinions, ideas, texts, and events before accepting or formulating a position. Critical thinking includes understanding and evaluating various perspectives and their underlying assumptions, analyzing a situation within its social context and appreciating the complexities endemic to human affairs in order to arrive at greater knowledge and understanding.

  Learning Objective: Students will carefully and comprehensively understand and analyze issues, opinions, ideas, texts, and events before accepting or formulating a position.

• **Ethical Reasoning**: To engage in ethical reasoning means to think critically about right and wrong human conduct. It requires students to be able to assess their own ethical judgments, the judgments of others and the prevailing values and norms of their time and place. It includes an open-minded but critical assessment of how different ethical problems might be viewed from various perspectives; understanding the extent to which ethical choices and values are embedded in social contexts; and recognizing the ramifications of alternative courses of action before arriving at a judgment.

  Learning Objective: Students will evaluate their own ethical judgments, the judgments of others, and the prevailing values and norms of their time and place by considering various perspectives and formulating reasoned positions about ethical issues.

• **Information Literacy**: Information literacy entails the ability to recognize when more information is needed, to locate reliable sources for that information, and to understand and interpret the information found in the sources fully and accurately.

  Learning Objective: Students will recognize when more information is needed, locate reliable sources for that information, and understand and interpret information found in the sources fully and accurately.

• **Technological Competency**: Technological competency entails the skilled use of computers and other technologies appropriate to many business, organizational, and private settings. For instance, computer users understand the fundamentals of how relevant technology works, exhibit competence with common programs like word processing and data management, are conversant with a variety of social media, understand the need to protect data privacy and guard against malware, and adhere to the etiquette of communication in business and professional settings.

  Learning Objective: Students will retrieve, manage and communicate information while adhering to the etiquette of business and professional settings.

• **Creative Capabilities**: Creative thinking is demonstrated by combining or synthesizing existing ideas, images, or disciplines in original ways. It includes thinking and working in an imaginative way characterized by innovation, divergent thinking, and risk-taking and developing original ideas or forms of cultural expression.

  Learning Objective: Students will combine or synthesize existing ideas, images, or disciplines in original ways and develop original ideas or forms of cultural expression.

• **Intercultural Knowledge**: Intercultural knowledge is a set of cognitive, affective, and behavioral skills connected to viewing oneself as a member of a world community and being aware that we share the future with others. It includes not only exposure to culturally different others and aesthetic appreciation of their artistic achievements, but also the capacity to meaningfully engage with them, to place social justice in historical, social and political contexts, to identify our own cultural patterns, and to adapt empathetically and flexibly to unfamiliar ways of being.

  Learning Objective: Students will place social justice in a historical, political and social context and exhibit empathetic and aesthetic understanding of culturally diverse ways of life.

• **Inquiry and Analysis**: Inquiry is a systematic process of examining objects and events (including natural and social phenomena), theories, issues, and works through the collection and analysis of evidence that results in informed conclusions or judgments. Analysis is the process of breaking complex topics or issues into parts to gain a better understanding of them.

  Learning Objective: Students will systematically analyze objects, events, theories, issues, and works through the collection of evidence and draw informed conclusions about them.
Most students complete the core curriculum requirements during the first two years as preparation for more advanced study within their major during the junior and senior years. The courses are divided into the following major areas:

- Competency Requirements
- Laboratory Sciences
- History and Philosophy
- Literature or Foreign Language
- Arts
- Economics or Political Science
- Anthropology, Geography, Psychology or Sociology
- Mathematics

Students select from a variety of courses in these areas. Each of the courses also treat two or three core skills. The following guidelines should be used in selecting courses:

1. Unless indicated otherwise, the courses should be in one discipline in each area (e.g., two courses in anthropology; not one course in anthropology and one course in geography).
2. Courses in the core curriculum may not be taken on a Pass/Fail basis.
3. Students should see their academic counselors to develop a plan of study.
4. Transfer students only: Previous college coursework may substitute for core courses with academic counselor’s approval.
5. Students in the Honors College may take the Honors College equivalent of these courses to satisfy their core curriculum requirements.

### Core Courses

#### English Composition
All students must satisfactorily complete

ENG 1, 2.

#### (1) Laboratory Sciences
8 credits required in sequence from one discipline; astronomy, biology, chemistry, earth science, geology, physics or psychology*

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AST 9</td>
<td>Introductory Astronomy I (with AST 9A)</td>
<td>4</td>
</tr>
<tr>
<td>AST 10</td>
<td>Introductory Astronomy II (with AST 10A)</td>
<td>4</td>
</tr>
<tr>
<td>BIO 1</td>
<td>Foundations of Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 2</td>
<td>Foundations of Biology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 7</td>
<td>Human Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 8</td>
<td>Human Anatomy and Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIO 103</td>
<td>General Biology I</td>
<td>4</td>
</tr>
<tr>
<td>BIO 104</td>
<td>General Biology II</td>
<td>4</td>
</tr>
<tr>
<td>CHM 1</td>
<td>Introduction to Forensic Chemistry I</td>
<td>4</td>
</tr>
<tr>
<td>CHM 2</td>
<td>Introduction to Forensic Chemistry II</td>
<td>4</td>
</tr>
<tr>
<td>ERS 1</td>
<td>Earth Science I</td>
<td>4</td>
</tr>
<tr>
<td>ERS 2</td>
<td>Earth Science II</td>
<td>4</td>
</tr>
<tr>
<td>GLY 1</td>
<td>The Dynamic Earth</td>
<td>4</td>
</tr>
<tr>
<td>GLY 2</td>
<td>History of the Earth</td>
<td>4</td>
</tr>
<tr>
<td>PHY 9</td>
<td>Introductory Astronomy I</td>
<td>4</td>
</tr>
</tbody>
</table>

*Students with appropriate backgrounds may obtain permission to substitute more advanced chemistry or physics courses to satisfy the laboratory science requirement. Students in all B.F.A. and B.M. programs are required to complete 4 rather than 8 credits in laboratory science.

*Students may not take both PSY 1, 2 (see section 6 below) and PSY 3, 4 (see above) to satisfy core requirements.

#### (2) History and Philosophy
6 credits required; at least 3 credits from each discipline

- History
  - Any HIS course excluding HIS 197, 198 | 3 or 6 |
- Philosophy
  - Any PHI course excluding PHI 81 | 3 or 6 |

#### (3) Literature/Writing or Foreign Language/World Literature in Translation
6 credits required (6 credits of English or 6 credits in one foreign language sequence or world literature in translation)

- Literature/Writing
  - Any ENG courses numbered 3 or higher excluding ENG 85, 90, 95, 99, 101, 151, 207, 251, 303, 304, 385, 386, 389, 390, 421, 422 | 4 |
- Foreign Language/World Literature in Translation
  - Any FRE, GER, HEB, ITL, JPN, RUS, SPA or WLT courses excluding courses numbered 1C, 2C, 7, 51, 52, 53, 54 and WLT 20, 21, 22, 23, 24 | 4 |

*Students seeking a theatre arts degree may use THE 142 and/or 143 to satisfy this requirement.

#### (4) Arts
3 credits required; art, cinema, dance, media arts, music or theatre

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 1</td>
<td>Introduction to Visual Arts</td>
<td>3</td>
</tr>
<tr>
<td>ART 5</td>
<td>Introduction to Basic Drawing</td>
<td>3</td>
</tr>
<tr>
<td>ART 17</td>
<td>Introduction to Basic Design (Two-Dimensional)</td>
<td>3</td>
</tr>
<tr>
<td>ART 18</td>
<td>Introduction to Basic Design (Three-Dimensional)</td>
<td>3</td>
</tr>
<tr>
<td>ART 31</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course</td>
<td>Credits</td>
<td>Description</td>
</tr>
<tr>
<td>--------</td>
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</tr>
<tr>
<td>ART 101</td>
<td>3</td>
<td>Interpreting Art in the 21st Century</td>
</tr>
<tr>
<td>CIN 3</td>
<td></td>
<td>Cinema</td>
</tr>
<tr>
<td>CIN 5</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CIN 11</td>
<td>3</td>
<td>History of World Cinema</td>
</tr>
<tr>
<td>DNC 1</td>
<td>3</td>
<td>Beginning Movement 1</td>
</tr>
<tr>
<td>DNC 108</td>
<td>3</td>
<td>History of Dance</td>
</tr>
<tr>
<td>DNC 109</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CMA 4</td>
<td></td>
<td>Media Arts</td>
</tr>
<tr>
<td>CMA 9</td>
<td>3</td>
<td>Introduction to the Media Arts</td>
</tr>
<tr>
<td>MUS 1</td>
<td>3</td>
<td>Introduction to Musical Concepts</td>
</tr>
<tr>
<td>MUS 2</td>
<td>3</td>
<td>Elementary Musicianship</td>
</tr>
<tr>
<td>MUS 24</td>
<td></td>
<td></td>
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<tr>
<td>MUS 46</td>
<td></td>
<td></td>
</tr>
<tr>
<td>THE 1</td>
<td>3</td>
<td>The Art of Theatre – Introduction to Acting</td>
</tr>
<tr>
<td>THE 142</td>
<td>3</td>
<td>Modern Theatre History</td>
</tr>
<tr>
<td>ECO 10</td>
<td>3</td>
<td>Introduction to Microeconomics</td>
</tr>
<tr>
<td>ECO 11</td>
<td>3</td>
<td>Introduction to Macroeconomics</td>
</tr>
<tr>
<td>POL 2</td>
<td>3</td>
<td>Introduction to American Politics</td>
</tr>
<tr>
<td>POL 3</td>
<td>3</td>
<td>Introduction to Political Science</td>
</tr>
<tr>
<td>ANT 1 or any Sociology course excluding 85, 91, 53</td>
<td></td>
<td>Geography**</td>
</tr>
<tr>
<td>GGR 1</td>
<td>3</td>
<td>Human Geography: Man, Environment and Technology</td>
</tr>
<tr>
<td>GGR 2</td>
<td>3</td>
<td>Human Geography: The Cultural and Demographic Environment</td>
</tr>
<tr>
<td>GGR 11</td>
<td>3</td>
<td>Introduction to Environmental Sustainability</td>
</tr>
<tr>
<td>GGR 27</td>
<td>3</td>
<td>Sustainable Cities and Suburbs</td>
</tr>
<tr>
<td>GGR 29</td>
<td>3</td>
<td>Human Dimension of Climate Change</td>
</tr>
<tr>
<td>GGR 43</td>
<td>3</td>
<td>Geography of the United States of America and Canada</td>
</tr>
<tr>
<td>GGR 45</td>
<td>3</td>
<td>Geography of Latin America</td>
</tr>
<tr>
<td>GGR 52</td>
<td>3</td>
<td>Geography of Western Europe</td>
</tr>
<tr>
<td>GGR 56</td>
<td>3</td>
<td>Geography of Eastern Europe and Russia</td>
</tr>
<tr>
<td>GGR 61</td>
<td>3</td>
<td>Geography of Africa</td>
</tr>
<tr>
<td>GGR 65</td>
<td>3</td>
<td>Geography of the Middle East</td>
</tr>
<tr>
<td>GGR 70</td>
<td>3</td>
<td>Geography of The People's Republic of China and Taiwan</td>
</tr>
<tr>
<td>GGR 76</td>
<td>3</td>
<td>Geography of Southern and Eastern Asia</td>
</tr>
<tr>
<td>SOC 1</td>
<td>3</td>
<td>Introduction to Sociology</td>
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<tr>
<td>Any Sociology course excluding 85, 91, 53</td>
<td></td>
<td>Sociology***</td>
</tr>
<tr>
<td>PSY 1</td>
<td>3</td>
<td>General Psychology I</td>
</tr>
<tr>
<td>PSY 2</td>
<td>3</td>
<td>General Psychology II</td>
</tr>
</tbody>
</table>

*Students in the Honors College may also take POL 303 and 304 to satisfy this requirement.

*For the Anthropology discipline to satisfy core requirements, ANT 2 must be taken with ANT 1 or any Sociology course excluding 85, 91, and 53.
**For the Geography discipline to satisfy core requirements, students must take at least one of the following: GGR 1, GGR 2.
***For the Sociology discipline to satisfy core requirements, SOC 1 must be taken with any Sociology course excluding SOC 85, 91, and 53.
****Students may not take both PSY 1, 2 (see above) and PSY 3, 4 (see section 1 above) to satisfy core requirements.

(6) Anthropology, Geography, Sociology or Psychology* 6 credits required in one discipline

<table>
<thead>
<tr>
<th>Anthropology*</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANT 2</td>
<td>3</td>
</tr>
</tbody>
</table>

(7) Mathematics

Minimum of 3 credits required; depending on major, more than one of the following courses will be completed:
Requirements for Transfer Students

Effective Fall 2010

1. Students transfer to LIU Brentwood as "core complete" if they have received A.A. or A.S. degrees from institutions with which we have articulation agreements, or other accredited institutions granting Liberal Arts degrees. Students with degrees from technical institutions would not qualify as core complete.

2. No student who transfers to LIU Brentwood without an approved A.A. or A.S. degree may graduate without a minimum of:
   a. Math - 3 credits
   b. Science - 4 credits
   c. Fine Arts - 3 credits
   d. Humanities* - 9 credits
   e. Social Sciences** - 6 credits
   f. English Composition (ENG 1 and 2) - 6 credits

*Humanities courses include:
   • English
   • Foreign Language
   • History
   • Philosophy
   • World Literature

**Social Science courses include:
   • Anthropology
   • Economics
   • Geography
   • Political Science
   • Psychology
   • Sociology

3. Students who transfer to LIU Brentwood with less than 24 completed college credits must satisfy standard (freshman) core curriculum requirements.

4. No two-credit courses in transfer may be applied to the core without department consent and Academic Standing approval. Three-credit science courses in transfer must have a laboratory component to be applied to the core laboratory science requirement.

Writing Across the Curriculum Program

The campus' Writing Across the Curriculum program is based on a conviction that thought and language are inextricably allied – that one cannot properly claim to know any subject matter unless one can organize clear and coherent statements about it. In keeping with this belief, the program aims to ensure that all graduates can write persuasively in a disciplinary appropriate manner and employ writing as a means to further intellectual and professional efforts.

Beyond the required First Year Composition sequence (English 1 and 2), students must produce substantial written work throughout their academic careers, taking courses defined as “writing intensive” offered by departments. These courses are designed to build upon the skills and rhetorical strategies developed in First Year Composition, adapting them to the specific expectations of each academic field. Students are required to take English 1 and 2 and at least three writing intensive courses, preferably one each in the Sophomore, Junior, and Senior years.

Student who take eight or more writing intensive courses (including First Year Composition) and achieve at least a cumulative GPA in those courses of 3.60 or higher will receive a Certificate of Achievement in Writing Intensive Studies.

If they have completed the required six credit First-Year Composition sequence or its equivalency, transfer students take one writing intensive course for each year of residence; transfer students entering as Freshman or Sophomores (59 credits or fewer) take three writing intensive courses; transfer students entering as Juniors (60 to 89 credits) take two writing intensive courses; transfer students entering as Seniors (90 credits and above) take one writing intensive course.

Transfer students must have completed the six credit first-year writing sequence or its equivalency in addition to their other writing-intensive course requirements in order to fulfill the WAC requirement for graduation. Transfer equivalencies for ENG 1 and ENG 2 may not be used to meet additional remaining WAC requirements.

LIU Brentwood Bulletin 2017 - 2018
REGISTRATION

Program Changes

Students who have completed their first term of study at LIU Brentwood are eligible to select and register for classes through their My LIU (my.liu.edu) account. Students with academic and financial restrictions may not be able to register online and must meet with their enrollment services counselor. Information about course offerings, closed and cancelled classes, and Writing Across Curriculum classes is available through My LIU and the online Schedule of Classes. The Office of Enrollment Services emails a registration reminder notice to all My LIU accounts prior to the start of the summer/fall and the winter/spring semester registration periods. The registration dates are also noted on the academic calendar and on the MyLIU account under “Enrollment Dates”. Students are encouraged to meet with their Enrollment Services Counselor prior to the start of registration. The Student Services Office is located in suite 119 of the LIU Brentwood Building. During the academic year, the office hours are Monday through Thursday 9 a.m.-7 p.m.; Friday 9 a.m.-5 p.m.

Students may drop and add courses, transfer from one section of a course to another, or change from a credit to an audit status (or vice versa) in one or more courses by either doing so in the student portal (my.liu.edu) or filing an official change of program card with the Student Services Office during the drop/add period at the start of each term. The deadline for program changes is specified in the academic calendar.

Visiting Student Authorization (VISA)

Any LIU Brentwood student who wishes to be a visiting student at another college or university must consult with and receive approval from their enrollment services counselor in advance of taking all classes. If eligible, the student must complete the Visiting Student Authorization (VISA) form. The following regulations are observed regarding eligibility to attend another institution:

1. Students may not take a course at another institution on Long Island if the course is being offered at LIU Brentwood or LIU Post.
2. If a required course is not being offered at LIU Brentwood or LIU Post, or the student lives outside the Long Island area, then permission can be considered.
3. Students must be in good academic standing; students on academic probation cannot be granted permission to attend other institutions.
4. The VISA authorization becomes automatically invalid if, by the conclusion of the term during which it is granted, the student is placed on academic probation.
5. Only letter grades of C- or above are acceptable for transfer credit. Grades of D or F are not transferable. Grades earned at another institution are not used in the computation of either the student’s major or cumulative average, they do not remove F grades earned at LIU Brentwood, nor do they count toward fulfillment of residence requirements or the requirements for graduation with honors.
6. VISA authorizations are granted for a maximum of nine credits.
7. A maximum of 72 credits may be transferred from two-year colleges.
8. All students must complete their final 32 credits in residence, nine of which must be in their major. Furthermore, students in the ASORAD program (students who transferred to LIU Brentwood with two-year degrees) must complete 56 credits in residence.

Upon completion of coursework, an official transcript of all VISA approved summer courses must be forwarded directly to the student’s enrollment services counselor.

Individual Instruction Classes

Only fully matriculated students can enroll in individual instruction-based classes. Full-time university employees receiving tuition remission are not eligible for these classes.

Audit Policy

With the dean’s permission, selected courses may be taken on a non-credit, audit basis.

Class Size

Every effort is made to provide an optimal learning environment by limiting the number of students in each course section. The LIU Brentwood class size average is 16 students.

Class Schedules

Most courses convene once a week during the fall and spring semesters. Specifically scheduled days and times are outlined in the online schedule of classes at www.liu.edu/brentwood. Weekend classes are available in select academic disciplines.

Leave of Absence

LIU Brentwood permits students to interrupt their studies when appropriate. If granted, a leave of absence allows a student to continue under the requirements in effect when his/her was initially admitted.

A student who wants to interrupt their studies at the University for a temporary period may maintain degree status and ensure that his/her degree requirements will remain the same by taking a leave of absence for a maximum total of 180 days in any 12-month period. A degree candidate who is granted a leave of absence does not need to be readmitted to the University upon returning to their program of study. Students are not permitted to attend another college or university while on an official leave of absence.

A student must meet the following requirements to be eligible for a leave of absence:

• Be a degree seeking undergraduate or graduate student
• Be registered for the semester immediately prior to the beginning of the Leave of Absence
• Be in good academic standing, on probation, or on continuing probation with his/her college
• Have no holds (i.e. disciplinary or financial) which would restrict registration
• Submit a formal written and signed Leave of Absence application form, which specifies the reason for the student’s leave

The Leave of Absence Application is available in the Office of Student Services. Leave of Absence are granted for future terms only, and are not granted retroactively or in the middle of a term. In such exceptional cases where unforeseen circumstances occur after the start of a term, students are permitted to officially withdraw from the University according to the University's Official Withdrawal policy and appeal any charges assessed to their accounts, or receive incomplete grades that can be made up with the instructor(s).

In all such cases where an official leave of absence is not granted, the University is required to perform a return of federal funds calculation for students receiving Title IV federal financial aid.

A student is expected to return from an approved leave of absence within 180 days from the date of the approved leave. Students who have taken a Leave due to medical reasons might be required to submit documentation before being eligible to re-enroll. When a student fails to return from a leave of absence, the student’s withdrawal date will be reported to the National Student Clearinghouse and NSLDS as the date the student began the leave of absence. Upon returning from a leave of absence, the student may register for classes accordingly. No financial aid or additional fees will be assessed during the leave of absence period.

Maintenance of Matriculation

Unless they have obtained an official leave of absence, undergraduate and graduate students must register for consecutive semesters (excluding summer sessions). Although students typically proceed toward their degrees by enrolling in classes, they may apply for “maintenance of matriculation” status provided that they are engaged in some sort of academic activity, such as working on a thesis.

Students approved for maintenance of matriculation are entitled to avail themselves of campus facilities and services (e.g., computer labs, library resources). Maintenance of matriculation does not, however, extend the time limits specified
under “time limits” in the Graduate Academic Policy section of this bulletin and students should be aware that such status may affect their eligibility for financial aid.

Students must apply to an enrollment services counselor for maintenance of matriculation prior to or during the registration period in a given semester. The fee is $100, and this matriculation status will be recorded on their transcript as a class without credits. Maintenance of matriculation is generally limited to two semesters. An extension beyond two semesters, due to extenuating circumstances, may be approved by the appropriate academic dean. Otherwise, students will have to apply for readmission to their academic program in accordance with procedures and policies stated elsewhere in this bulletin.

Maintenance of matriculation is particularly important for international students, who must either attend classes or else maintain matriculation through suitable academic activity in order to maintain their visa status.

**Withdrawal**

**Official Withdrawal from Courses**

An official withdrawal refers to an action taken by a student to discontinue enrollment after the drop period has expired. The course is recorded on the transcript with a grade of W.

- **Course Withdrawals/Partial Withdrawals** - when a student withdraws from one or more classes, but remains enrolled in at least one class.
- **Term/Session Withdrawals/Complete Withdrawals** - when a student drops or withdraws from all of his/her courses in a current term. This can occur at one time or over a period of time within a term.

**Unofficial Withdrawal**

An unofficial withdrawal refers to a student who fails to attend or ceases to attend one or more classes without officially withdrawing from the university. The course is recorded on the student’s transcript with a grade of UW.

**Course Drop**

A course drop is an action taken by a student prior to the start of, or during the term. The dropped course does not appear on his/her transcript. Please refer to the University Add/Drop Policy for details on course drops.

**Official Withdrawal Deadlines**

- **Withdrawal from full-semester courses** - Students may officially withdraw from one or more courses through the 10th week of the term for full-term courses during the fall and spring semesters.
- **Withdrawal from Summer Session courses or courses meeting for shorter sessions within the regular fall/spring semesters** - Students may officially withdraw according to the schedule below:
  - 12 week sessions – withdrawals permitted through the 8th week
  - 10 week sessions – withdrawals permitted through the 4th week
  - 7 week sessions – withdrawals permitted through the 3rd week
  - 6 week sessions – withdrawals permitted through the 2nd week
  - 5 week sessions – withdrawals permitted through the 1st week
  - 2 week sessions – withdrawals permitted through the end of the term

**Withdrawal Methods**

The University permits students to withdraw from a course, session, or term in the following manner:

- **Process through MyLIU** - Students should use their MyLIU portal to withdraw from courses online until the withdrawal deadlines as detailed in the “Official Withdrawal Deadlines” section above.

**Submit Completed Withdrawal Application Form**

- Students who are unable to withdraw online must submit a signed and completed Withdrawal Application Form to the Office of Enrollment Services by the withdrawal deadline.

**Withdrawal Impacts**

Effective Date of Withdrawal

The withdrawal date for a student who withdraws is the earlier date of:

- The date the student began the withdrawal process; or
- The date the student otherwise provided the University with official notification of the intent to withdraw; or
- The date the institution becomes aware the student ceased attendance; or
- The midpoint of the payment period or period of enrollment for which Title IV assistance was disbursed if the student ceases to attend without official notification and withdrawal.

**Tuition Liability and Refund Policy**

- **Official Withdrawals and Drops** - The effective date of drops and/or withdrawal will determine the student tuition liability due or refund due to the student. See Tuition Liability Policy for additional details, including refunds for room and/or board charges. The university has a published Appeals Policy for students who wish to appeal tuition charges and fees due.
- **Unofficial Withdrawals** - The student is responsible for all associated tuition charges and fees.

**Transcript/Grades**

- **Official Withdrawals** - A grade of W will be assigned for the course or courses and will appear on the student's transcript.
- **Unofficial Withdrawals** - A grade of UVW will be assigned for the course or courses and will appear on the student’s transcript.
- **Drops** - The course will not appear on, or will be removed from the student’s transcript.

**Credits Attempted/Earned**

- **Official Withdrawals**: The course or courses will be considered attempted but not earned.
- **Unofficial Withdrawals**: The course or courses will be considered attempted but not earned.
- **Drops**: The course or courses will neither be considered attempted nor earned.

**Grade Point Average**

Withdrawn or dropped courses do not affect a student's grade point average.

**Financial Aid Adjustments**

- **Change in Student Status** - Students who change their enrollment status from full-time to part-time, or from full or part-time to below half-time, due to a partial drop or withdrawal, may have their federal, state, and/or university aid adjusted. The university may also be required to report the student's change in enrollment status to lenders, which can trigger the repayment of student loans. Students will be notified in these cases via writing.
- **Cancellation of Financial Aid** - Students will have their financial aid cancelled if the student drops all courses and does not incur any liability, or fails to meet satisfactory academic progress standards as a result of the withdrawal. Financial aid for future terms may also be cancelled. See Appeals Policy and SAP Policy for additional details.

**Return of Federal Funds**

- The university is required to return funds for students who stop attending all courses before completing 60% of the term. The student will be notified by mail of the unearned amounts returned to the federal financial aid programs. The return of federal funds may result in a balance due to the university, particularly if the student previously received and cashed a refund check. See Return of Federal Funds Policy for additional details.

**Future Enrollment**

- Students who withdraw from all courses may be subject to readmission. Students who withdraw from the university must be in good financial standing in order to register for future classes or have access to their official and unofficial transcript.

**Special Program Participation**

- **Veterans**: In accordance with VA regulations, students receiving veteran's benefits must notify the VA Certifying Official in Office of Enrollment Services when partially or fully withdrawing from the university.

**Alternatives to Withdrawal**

- **Schedule adjustments**
  - When contemplating a withdrawal due to scheduling conflicts, students should discuss their situation with their academic advisor, academic dean, or the Office of Enrollment Services to see if accommodations can be made.
- **Incomplete Grades**
  - For some students, receiving an incomplete grade and finishing the coursework at a later time may be a better option than withdrawing from the university. Students should be advised to discuss this option with their instructor, academic advisor
Refund of Tuition in Cases of Withdrawal

When a student withdraws from courses, the university refunds tuition as outlined in the Withdrawal Policy (please see the Tuition and Fee Schedule).

Transcript Requests

Official transcripts for professional and graduate schools, prospective employers and other institutions must be requested in writing. Please note: if you owe the university any funds or have certain blocks on your account, your request cannot be processed. The university adheres to the Family Education Rights and Privacy Act of 1974. A student's record will not be released without prior written consent from the student. Enrolled students may use the secure student portal (My LIU) (https://my.liu.edu) to check their financial and academic status. Students have the four following options to secure transcripts.

Option 1:
Currently Enrolled Students - Login to the My LIU portal and select "Order Transcripts Online." Cost: $15.00 per transcript.

Option 2:
Alumni or Students Not Currently Enrolled - Order transcripts online (Credentials, Inc.) through TranscriptsPlus. You can submit a transcript request 24 hours/day, 7 days/week. Be assured that TranscriptsPlus uses current web encryption technology and your information is secure. Cost: $7.00 per transcript.

Option 3:
Customer Service Telephone Requests - By calling the toll free customer service number at 1-800-646-1858, you can request a transcript over the phone. An additional $10 processing fee will be added to your order. ($25 total per transcript order.)

Option 4:
In-Person "On Demand" transcripts- You may come to the campus Enrollment Services Office, show picture ID, and official transcripts can be printed for you on the spot. Please call 516-299-2323 for office hours. Cost: $25.00 per transcript

If you wish to release your transcripts to a third party for pick up, you must provide signature authorization for that request. The third party will be required to show photo id.

Essential information to be furnished should include:

- Full name, address, social security number, dates of attendance
- Name while enrolled, if different from above.
- Complete name and address (written clearly) of recipient including institution, department name, address, city, state and zip code.

Many transcripts do not reach their proper destination in time because incomplete and inaccurate information is included in the original request.

Except during peak periods at the conclusion of each semester, requests are usually processed within two business days. If the transcript is to be held for completion of any courses in progress, processing will occur within 10 days after the grades are posted.

For more information, visit the LIU Post Enrollment Services' website at:
http://liu.edu/CWPost/Enrollment-Services/Registration/Transcript-Orders
UNDERGRADUATE AND GRADUATE
TUITION AND FEES

Students are billed for tuition and fees at the time of registration. Students must make satisfactory payment arrangements prior to the start of each term to remain in good financial standing.

Acceptable payment arrangements include:

• Payment in full using check or credit card;
• Approved financial aid covering all charges;
• Signed and approved University Payment Plan; and/or
• Participation in an approved third-party payment agreement.

A student who complies with any combination of the above shall be considered in good financial standing, so long as all conditions are met throughout the term. All payment arrangements must be completely satisfied or late payment fees and/or penalties will be applied to your account. Students who fail to make satisfactory payment arrangements on delinquent past due balances may be referred to an outside collection agency or attorney, where additional fees and penalties may be charged to their account (up to 30 percent of unpaid charges), including reasonable attorney’s fees, as permitted by applicable law. Accounts referred to outside collection agencies may also be reported to one or more of the national credit bureaus. All policies can be found online at www.liu.edu/enrollment-services.

Rate Schedule

<table>
<thead>
<tr>
<th>Rate Schedule</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (non-refundable)</td>
<td>$50</td>
</tr>
<tr>
<td>Tuition Deposit (non-refundable)</td>
<td>200</td>
</tr>
<tr>
<td>Bachelor’s Degree and Undergraduate Studies, 12+ credits, per term</td>
<td>17,519</td>
</tr>
<tr>
<td>Bachelor’s Degree and Undergraduate Studies, per credit</td>
<td>1,093</td>
</tr>
<tr>
<td>Undergraduate Audit Fee, per credit</td>
<td>547</td>
</tr>
<tr>
<td>Master’s Degree and Graduate Studies, per credit</td>
<td>1,201</td>
</tr>
<tr>
<td>Graduate Audit Fee, per credit</td>
<td>601</td>
</tr>
<tr>
<td>University Fee:</td>
<td></td>
</tr>
<tr>
<td>12+ credits, per term</td>
<td>920</td>
</tr>
<tr>
<td>Less than 12 credits, per term</td>
<td>460</td>
</tr>
<tr>
<td>Other Fees:</td>
<td></td>
</tr>
<tr>
<td>First and Second Late Payment Fee</td>
<td>150</td>
</tr>
<tr>
<td>Third Late Payment Fee</td>
<td>200</td>
</tr>
<tr>
<td>Maintenance of Matriculation Fee</td>
<td>100</td>
</tr>
<tr>
<td>Late Graduation Application Fee</td>
<td>50</td>
</tr>
<tr>
<td>Returned Check/Credit Card Chargeback Fee</td>
<td>25</td>
</tr>
<tr>
<td>Diploma Replacement Fee</td>
<td>35</td>
</tr>
<tr>
<td>Replacement Student ID Card</td>
<td>25</td>
</tr>
<tr>
<td>Official Transcript, on demand, per request</td>
<td>25</td>
</tr>
<tr>
<td>Official Transcript, online, per request</td>
<td>15</td>
</tr>
</tbody>
</table>

Financial Policies

Payment Due Dates

<table>
<thead>
<tr>
<th>Term</th>
<th>Bill Available</th>
<th>Bill Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>June 15</td>
<td>August 1</td>
</tr>
<tr>
<td>Winter</td>
<td>November 1</td>
<td>December 1</td>
</tr>
<tr>
<td>Spring</td>
<td>December 1</td>
<td>January 1</td>
</tr>
<tr>
<td>Summer</td>
<td>May 1</td>
<td>June 1</td>
</tr>
</tbody>
</table>

Please note that your invoice is subject to change. Charges are subject to change based on changes made to courses, credit loads, housing and meal selections. Charges may also change to reflect fees and fines. Anticipated aid and financial aid credits are not guaranteed. Students must meet and maintain all program eligibility requirements, complete all required procedures, and submit all requested documents. Financial aid is traditionally based on full-time status and is therefore subject to proration and/or termination if you are not enrolled full-time.

Your MyLIU portal makes it easy to manage your college finances and to pay your bills online, 24/7, so that you can concentrate on your studies and make the most of your education.

• To view your bill, log in to your MyLIU account. Your My LIU Student Center page will be displayed. Click on the “Account Inquiry” link from within the “Finances” section, and your balance will appear.
• To pay your bill online by using a credit card or check, click on the “Make a Payment” link from the Student Center home page, or from within the “Account Inquiry” section to access the My LIU Payment Gateway. The LIU Payment gateway a secure online terminal that allows you to make a deposit, pay your bill, or set up an online payment plan.

Late Payment Assessment

<table>
<thead>
<tr>
<th>Term</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Term</td>
<td></td>
</tr>
<tr>
<td>August 15</td>
<td>$150</td>
</tr>
<tr>
<td>September 15</td>
<td>150</td>
</tr>
<tr>
<td>October 15</td>
<td>200</td>
</tr>
<tr>
<td>Winter Term</td>
<td></td>
</tr>
<tr>
<td>1st Day of Classes</td>
<td>$150</td>
</tr>
<tr>
<td>Spring Term</td>
<td></td>
</tr>
<tr>
<td>January 15</td>
<td>$150</td>
</tr>
<tr>
<td>February 15</td>
<td>150</td>
</tr>
<tr>
<td>March 15</td>
<td>200</td>
</tr>
<tr>
<td>Summer Term</td>
<td></td>
</tr>
<tr>
<td>July 15</td>
<td>$150</td>
</tr>
</tbody>
</table>
Liability Calendar

Students are responsible for knowing that they are registered for classes, that they are expected to pay for these classes in a timely manner, and must understand and follow the correct procedures to withdraw from classes. **Non-attendance and/or non-payment do not constitute official withdrawal from the University.**

The calculation of your tuition and fee liability, if any, is based on the date of your official withdrawal or drop in accordance with University policy:

**Traditional Fall/Spring Terms**

<table>
<thead>
<tr>
<th>Withdrawal Date</th>
<th>Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>0%</td>
</tr>
<tr>
<td>Week 2</td>
<td>0%</td>
</tr>
<tr>
<td>Week 3</td>
<td>50%</td>
</tr>
<tr>
<td>Week 4</td>
<td>75%</td>
</tr>
<tr>
<td>Week 5+</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Summer and Other Sessions Seven Weeks or Greater**

<table>
<thead>
<tr>
<th>Withdrawal Date</th>
<th>Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week 1</td>
<td>0%</td>
</tr>
<tr>
<td>Week 2</td>
<td>50%</td>
</tr>
<tr>
<td>Week 3+</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Summer and Other Sessions Three to Seven Weeks**

<table>
<thead>
<tr>
<th>Withdrawal Date</th>
<th>Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day 1-2</td>
<td>0%</td>
</tr>
<tr>
<td>Day 3-5</td>
<td>50%</td>
</tr>
<tr>
<td>Day 6+</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Winter and Other Sessions Two Weeks or Less**

<table>
<thead>
<tr>
<th>Withdrawal Date</th>
<th>Liability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Day 1</td>
<td>0%</td>
</tr>
<tr>
<td>Day 2</td>
<td>50%</td>
</tr>
<tr>
<td>Day 3+</td>
<td>100%</td>
</tr>
</tbody>
</table>

Students requesting a review of their tuition and fee liability must complete the University’s Appeals Form for Student Withdrawals in accordance with University policy and submit all required supporting documentation.
Payment Plans

The University offers students and families the ability to pay your tuition bill in installments using our new online payment plan system. These plans can help families budget the cost of tuition and fees by spreading out the cost over a number of payments each term. Enrolling in a payment plan is easy - simply log into the LIU Payment Gateway, pick a plan that meets your needs, and enroll. You can pay online using a credit card or e-check, knowing your information is secured by industry-leading security features. The payment plan system will automatically notify you if your installments increase or decrease due to changes in your student account.

The University offers the following payment plans each semester:

<table>
<thead>
<tr>
<th></th>
<th>Fall Payment Plan</th>
<th>Spring Payment Plan</th>
<th>Summer Payment Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment Fee</td>
<td>$35</td>
<td>$35</td>
<td>$35</td>
</tr>
<tr>
<td>Enrollment Dates</td>
<td>Jun 15 - Oct 15</td>
<td>Nov 1 - Feb 28</td>
<td>May 1 - Jun 30</td>
</tr>
<tr>
<td>Balance Calculation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Payment</td>
<td>20% plus fee upon enrollment</td>
<td>20% plus fee upon enrollment</td>
<td>33% plus fee upon enrollment</td>
</tr>
<tr>
<td>Remaining Payments</td>
<td>Four equal installments due 30, 60, 90 and 120 days from your enrollment date</td>
<td>Four equal installments due 30, 60, 90 and 120 days from your enrollment date</td>
<td>Two equal monthly installments</td>
</tr>
<tr>
<td>Late Payment Fee</td>
<td></td>
<td>$25 if payment is not received within 5 days of the scheduled due date.</td>
<td></td>
</tr>
<tr>
<td>Payment Methods</td>
<td>Mastercard, Visa, American Express, Discover, or ACH/Checking Account; auto deduction options are also available.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>How to Enroll</td>
<td>Log into your MyLIU account and select &quot;Make a Payment.&quot; Then log into the LIU Payment Gateway and select &quot;Payment Plans.&quot;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Authorized User Access</td>
<td>Yes. You must first set up an authorized user.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Student Health Insurance

Long Island University has partnered with Gallagher Student Health & Special Risk to develop a cost-effective Student Health Insurance Plan that provides our students with robust medical coverage at school, back home, and while traveling or studying abroad. The plan is fully compliant with Federal Health Care Reform and offers students access to a network of doctors, hospitals, and pharmacies throughout the country. All international and clinical students are automatically enrolled in the Plan but can waive participation online at www.gallagherstudent.com/liu if they have comparable coverage under a family plan or other policy.

Students who enter during the spring and summer terms can also participate in the plan with shorter coverage period, reduced rates, and specific enrollment/waiver deadlines.

Beginning on July 1st, students can go to their MyLIU account and click on the “Student Health Insurance” link from the Student Center Home Page to enroll in the Plan, print ID cards, check claims, or waive coverage. Coverage begins on August 15, which represents the start of the plan year, and extends through August 14. Remember that if you have been automatically enrolled in the plan and wish to waive coverage, you must go online and receive confirmation by the waiver deadlines listed below. If you require additional assistance, please call the Office of Student Financial Services at 516-299-2553.

Enrollment Waiver Periods

Annual Plan: July 1 - September 30
Spring Plan: January 1 - February 15
Summer Plan: May 15 – July 15

Annual Rate

• Mandatory and Compulsory/Hard Waiver Students - $2,488

NOTES:

• New students who enter during the spring or summer terms will participate in the Plan with prorated coverage periods and rates.

• Please note that the rates listed above are subject to change based on claims paid in the current year.
FINANCIAL AID

Long Island University awards financial aid in an effort to help students meet the difference between their own resources and the cost of education. All awards are subject to availability of funds and the student’s demonstrated need. Renewal of assistance depends on annual reevaluation of a student’s need, the availability of funds, the successful completion of the previous year, and satisfactory progress toward completion of degree requirements. In addition, students must meet the published filing deadlines. Detailed information on financial aid is forwarded with the admission application and is also available on the LIU Brentwood website at http://liu.edu/brentwood.

Many awards are granted on the basis of scholastic merit. Others are based on financial need. However, it is also possible to receive a combination of awards based on both. Thus, University scholarships or fellowships may be granted by themselves or in conjunction with student loans. In order to receive the maximum amount of aid, students must apply for financial aid by the appropriate deadline.

It is the student’s responsibility to supply correct, accurate, and complete information to the Student Services Office on campus and to notify them immediately of any changes or corrections in his or her financial situation, enrollment status, including tuition remission benefits, outside scholarships and grants, and state-sponsored prepaid college savings plans.

A student who has received a financial aid award must inform the campus if he or she subsequently decides to decline all or part of that award. Failure to do so may prevent use of the award by another student. If a student has not secured his or her award by the close of the drop/add period, the award may be canceled, and the student may become ineligible to receive scholarship or fellowship aid in future years. Determination of financial need is also based on the student’s enrollment status – a change in registration therefore may result in an adjustment to his or her financial aid.

Application Process

Students must submit the Free Application for Federal Student Aid (FAFSA), and New York State residents must also complete the New York State Tuition Assistance Program (TAP) application. The TAP application is available on the web when a student completes the FAFSA online. The FAFSA (available online at www.fafsa.gov) is the basic form for all student aid programs. Be sure to complete all sections. Students should give permission on the FAFSA for application data to be sent directly to Long Island University (the LIU federal school code number is 002751 and our New York State code is 0403 for undergraduates and 5403 for graduate students). Entering freshmen should submit the application by February 15 for the fall term or by November 1 for the spring term. Returning students should apply no later than March 1. Students requiring summer financial aid must make an appointment with a financial aid counselor on campus in addition to completing the FAFSA and New York state application.

To be considered for financial aid, students must be classified either as US citizens or as eligible noncitizens, be officially admitted to LIU or matriculated in a degree program and making satisfactory academic progress toward degree requirements. Students in certain certificate or diploma programs may also be eligible for consideration. Generally, University-administered aid is awarded to full-time students. Part-time students (fewer than 12 but at least 6 credits per semester) may be eligible for Federal loans but must also maintain satisfactory academic progress. Part-time undergraduate students may also be eligible for Aid for Part-Time Study (APTS) (New York State residents only)—separate application is necessary) or for Pell Grants.

RENEWAL ELIGIBILITY

Financial aid awards are not automatically renewed each year. Continuing students must submit a FAFSA each year by the LIU deadline, continue to demonstrate financial need, make satisfactory progress toward degree requirements, and be in good academic standing. For institutional scholarships, students must generally maintain full-time enrollment and a cumulative GPA of 3.0 to have their awards renewed. Any break in enrollment without an approved deferment on file with the campus will result in a loss of your scholarship. Please visit our renewal policy on the web at www.liu.edu/enrollment-services.

WITHDRAWAL

Those receiving federal aid who withdraw completely may be billed for remaining balances resulting from the mandatory return of funds to the U.S. government. The amount of federal aid “earned” up to that point is determined by the withdrawal date and a calculation based on the federally prescribed formula. Generally, federal assistance is earned on a pro-rata basis.

AWARDS

UNIVERSITY-SPONSORED AND ADMINISTERED PROGRAMS

Through the generosity of its alumni and other concerned donors, as well as from funds supplied by the federal government, the University is able to provide an extensive financial aid program for its students. Awards are competitive and based on academic achievement, test scores, and, in most cases, financial need.

SCHOLARSHIPS AND GRANTS

Long Island University maintains an extensive program of scholarships and grants-in-aid based on academic merit and demonstrated financial need. Awards are made during the admissions process. Institutional scholarships may be combined with government supported grants and loans into a single financial aid package. Scholarships and grants are normally applied to tuition and fees; they can range from $500 to full tuition and fees and do not require repayment. Need-based scholarships do not automatically renew for the same amount in subsequent years.

Long Island University’s scholarships programs are designed to reward students who demonstrate outstanding academic achievement. We are committed to providing you with an affordable, high-quality education. Awards are given to students who demonstrate academic achievement, athletic talent, or strong leadership as well as performers and artists. Aid is also awarded based on financial need.

LOAN PROGRAMS

Federal Perkins Loan Program

The University administers the Federal Perkins Loan Program, supported by the federal government. The University determines eligibility for a Perkins Loan based on a student’s financial need and availability of funds; students are considered for this loan when they apply for financial aid. Long Island University generally awards Perkins Loans to the neediest full-time students only. Perkins Loans are made possible through a combination of resources: an allocation from the U.S. Department of Education, a contribution from Long Island University, and repayments by previous borrowers. The annual interest rate is currently 5%, and interest does not accrue while the student remains enrolled at least half time. Perkins loans are no longer available for new borrowers.

ALL OTHER SOURCES OF AID

STATE GRANTS

New York State and other states offer a variety of grants and scholarships to residents. Although application is made directly to the state and grants are awarded by the state, the amount each student is expected to receive is estimated and taken into account by the University when assembling the student’s financial aid package. LIU’s New York State school code is 00403 for undergraduate students and 5403 for graduates. For complete information, contact the New York Higher Education Services Corporation (HESC) at 888-697-4372, or visit their website at www.hesc.ny.gov.

New York State Tuition Assistance Program (TAP)

Legal residents of the state of New York who are enrolled in a full-time undergraduate degree program of at least 12 credits per term, or the equivalent, may be eligible for awards under this program. The award varies, depending on income and tuition cost. Students applying for TAP must do so via FAFSA (see earlier “How to Apply” section). Submit the completed application as instructed. For more information about TAP, visit
**New York State Enhanced Tuition Awards (ETA)**
- Enhanced Tuition Awards of up to $6,000 are available for resident students enrolled in a private college in New York State. Awards will be phased in over three years, beginning for New Yorkers making up to $100,000 annually in the Fall of 2017, increasing to $110,000 in 2018, and reaching $125,000 in 2019. ETA recipients can receive up to $6,000 through a combination of their TAP award, ETA award and a match from their private college. Students are eligible to get an award for up to two years when pursuing an associate’s degree and up to four years when pursuing a bachelor’s degree. Students in an undergraduate program of study normally requiring five years (HEOP) are eligible to receive the award for five years. Award recipients need to earn a passing grade to maintain their Enhanced Tuition Awards, provided they earn a total of 30 credits over the course of a year. Students with disabilities under the ADA are allowed to attend on a part-time basis and their award will be prorated.

**Aid for Part-Time Study (APTS)**
- A financial aid program to help New York State residents pursuing part-time undergraduate degree study offers awards in amounts of up to $2,000 per academic year. The amount of an award is determined by Long Island University. To be eligible, the student must have filed a FAFSA and demonstrated financial need, must not have exhausted his or her TAP eligibility, must be otherwise eligible for financial aid, and must be enrolled for 3 to 11 credits per term. Applications and deadlines are available at the Student Services Office.

**Additional State Programs**
- **Flight 3407 Memorial Scholarship** - Provides financial aid to children, spouses and financial dependents of individuals killed as a direct result of the crash of Continental Airlines Flight 3407 on February 12, 2009.
- **Military Enhanced Recognition Incentive and Tribute - MERIT Scholarship**, also known as Military Service Recognition Scholarship (MSRS) - Provides financial aid to children, spouses and financial dependents of members of the armed forces of the United States or of a state organized militia who, at any time on or after Aug. 2, 1990, while a New York State resident, died or became severely and permanently disabled while engaged in hostilities or training for hostilities.
- **NYS Math and Science Teaching Incentive Scholarship** - Provides grants to eligible full-time undergraduate or graduate students in approved programs that lead to math or science teaching careers in secondary education.
- **NYS Memorial Scholarship for Families of Deceased Firefighters, Volunteer Firefighters, Police Officers, Peace Officers, and Emergency Medical Service Workers** - Provides financial aid to children, spouses and financial dependents of deceased firefighters, volunteer firefighters, police officers, peace officers, and emergency medical service workers who have died as the result of injuries sustained in the line of duty in service to the State of New York.
- **NYS Scholarships for Academic Excellence** - Awarded to outstanding graduates from registered New York State high schools. Awards are based on student grades in certain Regents exams. For up to five years of undergraduate study.
- **NYS World Trade Center Memorial Scholarship** - Guarantees access to a college education for the families and financial dependents of the victims who died or were severely and permanently disabled in the Sept. 11, 2001 terrorist attacks and the resulting rescue and recovery efforts.
- **Senator Patricia K. McGee Nursing Faculty Scholarship** - The Senator Patricia K. McGee Nursing Faculty Scholarship program seeks to increase the number of educators and adjunct clinical faculty teaching nursing education in New York State.
- **New York State Achievement and Investment in Merit Scholarship (NY-AIMS)** - The New York State Achievement and Investment in Merit Scholarship provides high school graduates who excel academically with $500 in merit-based scholarships to support their cost of attendance.
- **NYS Aid to Native Americans** - Provides aid to enrolled members of tribes listed on the official roll of New York State tribes or to the child of an enrolled member of a New York State tribe.
- **NYS Regents Awards for Children of Deceased and Disabled Veterans** - Provided to students whose parent(s) have served in the U.S. Armed Forces during specified periods of war or national emergency.
- **Segal AmeriCorps Education Award** - Provided to New York State residents interested in high quality opportunities in community service.
- **Veterans Tuition Awards - Vietnam, Persian Gulf, Afghanistan, or other eligible combat veterans matriculated at an undergraduate or graduate degree-granting institution or in an approved vocational training program in New York State are eligible for awards for full or part-time study.**
- **States Other Than New York**
  - Some students from outside New York State may qualify for funds from their own state scholarship programs that can be used at Long Island University. Contact your state financial aid agency (call the Federal Student Aid Center at 1-800-433-3243 for the address and telephone number) for program requirements and application procedures. When you receive an eligibility notice from your state program, you should submit it to the campus in advance of registration.

**FEDERAL GRANTS AND BENEFITS**

**Pell Grant Program**
- The Federal Pell Grant Program provides assistance to undergraduate students who demonstrate financial need according to economic criteria and program requirements established by the federal government. To be eligible, you must enroll in a degree or approved certificate/diploma program and be matriculated for your first bachelor’s degree. (You are not eligible if you have already completed a bachelor’s degree.) By submitting the Free Application for Federal Student Aid (FAFSA), you also apply for a Federal Pell Grant.

**Federal Supplemental Educational Opportunity Grants (SEOG)**
- These federally funded grants are awarded to undergraduates whose financial need is substantial. All FAFSA filers who meet our published deadlines and qualify are automatically considered for this grant. However, funds for this program are very limited.

**Veterans Benefits**
- Various programs provide educational benefits for spouses, sons, and daughters of deceased or permanently disabled veterans as well as for veterans and in-service personnel who served on active duty in the United States Armed Forces after January 1, 1955. In these programs, the amount of benefits varies. Applications and further information may be obtained from the student’s regional office of the Department of Veterans Affairs. The University is also an annual participant in the Yellow Ribbon Program. Additional guidance may be obtained from your campus or at the US Department of Veterans Affairs website at www.benefits.va.gov/GIBILL/index.asp.

**SCHOLARSHIPS AND GRANTS FROM OTHER ORGANIZATIONS**
- In addition to the sources of gift aid described above, students may also be eligible for a private scholarship or grant from an outside agency or organizations. Some sources to explore are employers, unions, professional organizations, and community and special interest groups.

**FEDERAL LOANS**

**Federal Direct Student Loan Program**
- The Federal Direct Student Loan is obtained from the U.S. Department of Education. The total amount borrowed in any year may not exceed the cost of education minus the total family contribution and all other financial aid received that year. Interest rates are fixed at 4.45% for undergraduate loans and 6% for graduate loans.
- Direct loan payments are co-payable to LIU and the student, and funds are applied first to any outstanding balance on the student’s account. An origination fee will be deducted from the loan funds. Students may qualify for both subsidized and unsubsidized Direct loans. The interest on the Federal Direct Subsidized Loan is paid by the US government while the student is in school and remains enrolled at least half-time. The Federal

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To apply for these scholarships and grants, visit [www.hesc.ny.gov/pay-for-college/apply-for-financial-aid/nys-tap.html](http://www.hesc.ny.gov/pay-for-college/apply-for-financial-aid/nys-tap.html). For more information or assistance, contact the Student Services Office at 800-433-3243 for the address and telephone number of the federal student aid center or call 1-800-433-3243.
Direct Unsubsidized Loan terms and conditions are essentially the same as the subsidized loan except the federal government does not pay the interest while the student is in school. Instead, the interest is accrued and added to the principal of the loan. Subsidized Direct loans are based strictly on financial need. During the first year of study, a student may borrow up to a total of $5,500 (combined subsidized and unsubsidized), with no more than $3,500 as the subsidized amount. In subsequent years, the total is increased to $6,500 for sophomores (with no more than $4,500 as the subsidized amount), $7,500 for juniors and seniors (with no more than $5,500 as the subsidized amount), and $20,500 in unsubsidized loan proceeds for graduate students. For independent undergraduate students and some dependent undergraduate students whose parents do not qualify for a PLUS loan, the Federal Direct Unsubsidized Stafford Loan Program offers yet more borrowing eligibility.

For details about additional unsubsidized amounts available and the maximum aggregate limits for all Direct loans combined, visit the US Department of Education website at www.studentaid.ed.gov/sa/types/loans.

**Federal Direct PLUS Loan Program**

The PLUS loan enables qualifying parents of dependent undergraduate students and graduate students to borrow up to the full amount of an LIU education less other aid. There is no aggregate loan limit, and individual lenders will evaluate point history. The interest rate is fixed at 7%. An origination fee will be deducted from the loan funds. PLUS loan disbursements are made copayable to LIU and the student, and funds are applied first to the current term’s outstanding balance on the student’s account. To apply for a PLUS loan, log into www.studentloans.gov and select Apply for a PLUS Loan in either the parent borrowers or graduate/professional student section.

**PRIVATE LOANS**

A private (non-federal) loan may be a financing option for students who are not eligible for federal aid or who need additional funding beyond the maximum amounts offered by federal loans. These loans are not guaranteed by the federal government. LIU urges all students and parents to research any lender they are considering for this type of funding and to specifically ask a number of key questions, including: current interest rates; co-signer requirements; repayment options, both in school and out; and whether or not the loan may be sold to another provider.

The university does not have a preferred lender for private loans; each student has the right to select the educational loan provider of his or her choice. To see your choice of lenders, log onto www.elselect.com and select Long Island University.

If you have considered applying for a private loan, you may be required to complete the Free Application for Federal Student Aid (FAFSA) (see above for application instructions) in order for the University to certify your loan eligibility. Private loans that are used to cover prior semesters may require additional information for approval, such as letters certifying indebtedness, attendance verification, official transcripts, etc. As such, when requesting funding for prior terms, be sure to reference the correct academic year on your application.

The basic process involved with securing private loans is the electronic filing of an application, institutional certification, and approval information. Generally speaking, electronic filing processing requires at least 72 hours before a lender will respond. The University will assist you in this process and will determine for you the maximum loan amount you will be allowed to borrow based on your estimated cost of attendance and pre-existing financial aid awards. The complete process normally takes 7-14 business days.

**EMPLOYEE EDUCATION PLANS**

Many companies pay all or part of the tuition of their employees under tuition refund plans.

Employed students attending the University should ask their personnel officers or training directors about the existence of a company tuition plan.

Students who receive tuition reimbursement and LIU employees who receive tuition remission must notify the campus if they receive this benefit.

**Standards for Satisfactory Academic Progress (SAP)**

**Federal Financial Aid Programs**

Federal regulations require students to make satisfactory academic progress (SAP) toward the completion of a degree or certificate program in order to receive Title IV financial aid, which includes the Federal Pell Grant, Federal SEOG, Federal Perkins Loan and the Federal Direct Loan programs. Satisfactory academic progress is measured quantitatively and qualitatively by two components: a student’s cumulative grade point average (GPA) and the amount of credits they have earned relative to their year in school and enrollment status.

Satisfactory academic progress is measured annually, at the end of the spring semester, after all grades have been submitted. Students failing to meet the criteria stated below are eligible to appeal this decision if extenuating circumstances played a factor in their academic performance. Examples of such circumstances could include an illness, accident, separation or divorce, or the death of a relative. An appeal must be made in writing to the university and include an explanation of the circumstance(s) that may have adversely affected the student’s ability to meet the academic requirements, and the plan or changes that have occurred which will allow them to make SAP in the future. All appeals must be accompanied by supporting documentation, such as a letter from a doctor or attorney. If an appeal is granted, the student will either be placed on probationary status for one semester during which the student must meet SAP guidelines, or must successfully adhere to an individualized academic plan that was developed for them by their academic advisor as part of their appeal. Failure to meet these criteria will result in loss of eligibility for Title IV funds.

Students wishing to receive Title IV financial aid for summer semesters may have these awards evaluated and offered prior to a determination of SAP. All students receiving summer aid will have their SAP evaluated after all spring grades have been submitted. Students not making progress will have their summer aid cancelled, and the student will be liable for all tuition and fee charges incurred unless an appeal is filed and granted as outlined above.

The criterion below outlines the progress that is required for a full time undergraduate student to be considered in good standing:

<table>
<thead>
<tr>
<th>Credits Attempted</th>
<th>Credits Earned</th>
<th>Cumulative GPA Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-29</td>
<td>0 - 29</td>
<td>1.8</td>
</tr>
<tr>
<td>30-121</td>
<td>30 - 59</td>
<td>1.9</td>
</tr>
<tr>
<td>122-192</td>
<td>60 and above</td>
<td>2.0</td>
</tr>
</tbody>
</table>

The criterion below outlines the progress that is required for a full time graduate student to be considered in good standing:

- Completion Requirement: All students must earn at least 67% of their attempted hours.
- Students may not receive federal aid for coursework that exceeds 150% of their degree requirements.
- GPA Requirements: Students with fewer than 13 credits must maintain a 2.5 GPA, students who have earned 13 credits or more must maintain a 3.0 cumulative GPA.

**Notes:**

- Progress standards for part-time students are prorated based upon the criteria above.
- Qualifying transfer credits are counted as both attempted and earned credits but have no effect on the GPA.
- Grades of W (withdrawal), UW (unofficial withdrawal), and INC (incomplete) are counted as credits attempted but not completed, and do not effect the GPA.
- Repeated classes will count only once towards credits completed. A student may receive aid for a repeated class that has been successfully completed once.
- Students may not receive federal aid for coursework that exceeds 150% of their degree requirements.
- Any departmental requirements that exceed these standards must be adhered to for the purposes of evaluating SAP.

**New York State Awards**

**Tuition Assistance Program (TAP)**

To receive financial aid awards from New York State, including Tuition Assistance Program (TAP)
funding, students must meet the academic standing requirements established by the New York State Education Department. These requirements are different than those set forth by the federal government, and apply only to New York State awards.

The basic measures for good academic standing for New York State awards include the following:

- **Pursuit of Program:** A student must receive a passing or failing grade (A-F) in a certain percentage of courses each term.
- **Satisfactory Academic Progress:** A student must accumulate a specified number of credits and achieve a specified cumulative grade point average (GPA).

The requirements for meeting these standards increase as the student progresses, and are based upon the number of state awards that the student has already received. Students failing to meet the established criteria are eligible to request a one-time waiver of the academic and/or "C" average requirement(s) if extenuating circumstances played a factor in their academic performance. Examples of such circumstances could include an illness, accident, separation or divorce, or the death of a relative. An appeal must be made in writing to LIU and include an explanation of the circumstance(s) that may have adversely affected the student’s ability to meet the academic requirements, and the plan or changes that have occurred which will allow them to make SAP in the future. All appeals must be accompanied by supporting documentation, such as a letter from a doctor or attorney. If a waiver is granted, the student will be eligible for the state award for the semester for which they were granted the waiver. The student must continue to meet the academic progress and pursuit of program requirements to receive further awards.

The charts below outline the progress that is required for an undergraduate student to be considered in good standing:

### Standard Semester-Based Chart
Before being certified for payment:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Minimum credits accrued</th>
<th>Minimum GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2nd</td>
<td>6</td>
<td>1.5</td>
</tr>
<tr>
<td>3rd</td>
<td>15</td>
<td>1.8</td>
</tr>
<tr>
<td>4th</td>
<td>27</td>
<td>1.8</td>
</tr>
<tr>
<td>5th</td>
<td>39</td>
<td>2.0</td>
</tr>
<tr>
<td>6th</td>
<td>51</td>
<td>2.0</td>
</tr>
<tr>
<td>7th</td>
<td>66</td>
<td>2.0</td>
</tr>
<tr>
<td>8th</td>
<td>81</td>
<td>2.0</td>
</tr>
<tr>
<td>9th</td>
<td>96</td>
<td>2.0</td>
</tr>
<tr>
<td>10th</td>
<td>111</td>
<td>2.0</td>
</tr>
</tbody>
</table>

### Remedial Semester Based Chart
Before being certified for payment:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Minimum credits accrued</th>
<th>Minimum GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### Graduate Semester Based Chart
Before being certified for payment:

<table>
<thead>
<tr>
<th>Semester</th>
<th>Minimum credits accrued</th>
<th>Minimum GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2nd</td>
<td>6</td>
<td>2.0</td>
</tr>
<tr>
<td>3rd</td>
<td>12</td>
<td>2.5</td>
</tr>
<tr>
<td>4th</td>
<td>21</td>
<td>2.75</td>
</tr>
<tr>
<td>5th</td>
<td>30</td>
<td>3.0</td>
</tr>
<tr>
<td>6th</td>
<td>45</td>
<td>3.0</td>
</tr>
<tr>
<td>7th</td>
<td>60</td>
<td>3.0</td>
</tr>
<tr>
<td>8th</td>
<td>75</td>
<td>3.0</td>
</tr>
</tbody>
</table>

### Notes:
- A student who is not making progress, and/or is not meeting the "C" average requirement may request a one-time waiver if extenuating circumstances affected their academic performance.
- A student may only receive this waiver once for New York State awards.

### Enhanced Tuition Awards (ETA)
Award recipients must meet the following criteria to remain eligible for ETA awards. Failure to meet these requirements will also result in the conversion of the state portion of your grant into a loan.

- **Must meet annual income requirements** ($100,000 or below for Fall 2017, $110,000 or below for 2018, and $125,000 or below for 2019).
- **Must earn a passing grade in your coursework.**
- **Must be registered full time and earn at least 30 credits over the course of the year.**
- **Must continue to meet New York State residency requirements.**
- **Students in an undergraduate program of study normally requiring five years (HEOP) are eligible to receive the award for five years. Students with disabilities under the ADA are allowed to attend on a part-time basis and their awards will be prorated.**
STUDENT SERVICES, RESOURCES AND FACILITIES

LIU Brentwood supports all students in developing an individualized educational experience, allowing them to maximize their knowledge and skills and fulfill their personal, professional and academic goals. The Office of Student Services provides programs and services that are appropriate to each student’s stage of development and responsive to each student’s strengths, needs and abilities, and employs varied modes of delivering these programs and services to benefit a diverse student population. The Office of Student Services is located in suite 119 of the LIU Brentwood Building. During the academic year, the office hours are Monday through Thursday 9 a.m.-7 p.m.; Friday 9 a.m.-5 p.m.

Advisement

Every student at LIU Brentwood is assigned an enrollment services counselor. The enrollment services counselor is an important source of guidance and information and is available to assist students from their first semester at LIU Brentwood until graduation.

Students meet with their enrollment services counselors to discuss their plan of study, academic progress, and degree requirements. Registration for classes is conducted online through the MyLIU student portal.

It is each student’s responsibility to ensure that all degree requirements have been met. Consequently, students should consult regularly with their enrollment services counselors. Students with inquiries concerning the academic counseling program should contact the associate dean and director of campus operations at 631-287-8501.

Transfers

The LIU Brentwood Office of Admissions provides transfer students, as well as those considering transferring to LIU Brentwood, with academic guidance and optimum counseling services. All previous college-level study (including study at international and non-accredited institutions) is reviewed and appropriate transfer credits towards an LIU Brentwood degree are awarded. All questions regarding transfer credits should be directed to the Office of Admissions.

Upon acceptance, transfer students should make an appointment with their enrollment services counselor to select and register for classes. Enrollment services counselors assist new students in applying transfer credits and planning an educational program consistent with their needs, interests and abilities. Students will work with a professional enrollment services counselor from the time they transfer to LIU Brentwood until they complete their undergraduate degree.

Bookstore (through LIU Post)

LIU Brentwood’s online bookstore is managed by the LIU Post bookstore. Textbook requirements can be viewed via the online ordering system. Students may choose to purchase their textbooks through this system or take the International Standard Book Number (ISBN) and purchase their books from a different vendor. Textbooks purchased through the LIU Post online bookstore are delivered to LIU Brentwood at no charge. Textbook deliveries may be picked up in the Office of Student Services.

Visit the bookstore at liunet.bncollege.com.

Career Planning

Career Services

In collaboration with LIU Post, LIU Brentwood students may take advantage of résumé critiques, job interviewing workshops and an extensive online database of job openings and networking information.

The Office of Employer Relations at LIU Post is a full-service career office for students and alumni of LIU seeking career-related assistance. The office is located in the Winnick House at LIU Post. Call 516-299-2259 for an appointment or with a question.

LIU Career Connect’s (liu-csm.symplicity.com) Resume Builder provides easy to use resume templates, step by step resume building, and e-resume critiques. Log on to LIU Career Connect using your MyLIU email address and password.

Computer Lab

LIU Brentwood’s computer lab is located in room 121 of the LIU Brentwood Building. The lab is equipped with computers that are linked to the LIU networks and is available whenever class is in session. Occasionally the lab is scheduled for class use. When a class is in session, a sign will be posted on the lab entrance. Wireless connectivity is available throughout the LIU Brentwood Building.

Enrollment Services Counselors

At LIU Brentwood, special pride is taken in the outstanding service network offered to students. Professional enrollment services counselors as well as admissions and financial aid counselors are available during convenient day and evening hours. Each student is assigned an enrollment services counselor with whom they meet on a regular basis.

Office Hours

During regular academic semesters, LIU Brentwood Office of Student Services is located in Suite 119 of the LIU Building and is open as follows:

Monday through Thursday:

9:00 a.m. – 7:00 p.m.

Friday:

9:00 a.m.-5 p.m.

Information Technology

George Baroudi, Vice President for Information Technology & CIO

Technology access and support is high priority at LIU Brentwood. We recognize the ever-growing need for our students to have the newest, most efficient tools available at their disposal. For all of our programs, students have hardware and software support available both onsite and remotely. This comprehensive information technology infrastructure is essential to ensure that our students, faculty and staff can do their work with ease, have the advantages of cutting-edge technology and quickly and reliably exchange information. Students in our online programs have access to a 24/7 help desk.

My LIU

The university’s My LIU portal provides students with convenient access to information about their records including financial aid, billing, grades, class schedule, email account and more. All students will receive a letter from the Office of Student Services with details about how to login to my.liu.edu and access the resources available to them.

Student Emails

Each student is assigned a university email address to use for corresponding with university faculty and staff. Students can check their email by logging into https://my.liu.edu. If you have any trouble accessing your MyLIU account, please check with the Office of Information Technology at LIU Brentwood.

IT Website: http://it.liu.edu

IT Email: it@liu.edu

Learning Support Center (at LIU Post)

LIU Brentwood’s Learning Support Center provides support services and peer tutoring to LIU Brentwood students through its Office of Disability Support Services and its Peer Tutoring Program. Additional information is available on our website at: liu.edu/post/learningsupport.

Please contact us by calling 516-299-3057 or emailing Post-learningsupport@liu.edu.

LIU Post Peer Tutoring Program

The LIU Post Peer Tutoring Program provides trained, qualified peer tutors to work with students in need of academic assistance. Tutoring is available free of charge both individually and in small groups. The Peer Tutoring Program, which is internationally certified by the College Reading and Learning Association, is located on the LIU Post campus.

Disability Support Services (DSS)

Disability Support Services provides advocacy.
Determination of Eligibility

Contact the office of Disability Support Services by calling 516-299-3057 or going to the DSS website at www.liu.edu/post/dss.

A student may contact the office of Disability Support Services to determine if they have a disability and are eligible for accommodations. More specific information on an accommodation must establish the current need for the disability and includes the basis for the recommendation.

Policy for Students with Disabilities

In compliance with federal and state laws, LIU Post is committed to providing qualified individuals with disabilities the opportunity to participate in all university programs and activities, curricular and extracurricular, which are available to non-disabled individuals. Students with disabilities who desire accommodations must submit appropriate documentation of their disability to the Office of Disability Support Services (DSS) located in the Learning Support Center. Professional staff will review and evaluate this documentation, interview the student, and provide the student with completed accommodations forms for presentation to the teaching faculty. Campus departments will be notified, as necessary, of the need for additional accommodations noted in the student’s documentation. Accommodations forms must be obtained each semester, before the semester begins. DSS files are confidential.

Accommodations

Academic accommodations are provided to students with disabilities by their individual professors within the academic departments. Accommodations will be made by other campus departments as required for non-academic matters. Accommodations will be considered reasonable when they do not fundamentally alter the nature of a program, course or service or present an undue administrative burden on the university. Students requesting accommodations are required to submit documentation to verify eligibility under the Americans with Disabilities Act. As Amended (ADAAA), and Section 504 of the Rehabilitation Act of 1973. Appropriate documentation of the disability must be provided so that DSS can: 1) determine the student’s eligibility for accommodation; and 2) if the student is eligible, evaluate appropriate academic and/or non-academic accommodations. Disability documentation must include a written evaluation from a physician, psychologist or other qualified specialist that establishes the nature and extent of the disability and includes the basis for the diagnosis and the dates of testing. The documentation must establish the current need for an accommodation. More specific information on documentation requirements can be obtained by going to the DSS website at www.liu.edu/post/dss. A student may contact the office of Disability Support Services by calling 516-299-3057 or emailing post-learningsupport@liu.edu.

Determining Eligibility

Accommodations are determined on a case-by-case basis, taking into account the needs of the student, and the course standards. The determination of an appropriate and reasonable accommodation is based on approved documentation and through interaction with the student. Specifically, accommodations are determined by DSS in consultation with the student and with input from the faculty and staff, as needed.

In reviewing the specific accommodation requested by the student or recommended by the physician/evaluator, DSS may find that while a recommendation is clinically supported, it is not the most appropriate accommodation given the requirements of a particular student’s academic program. In addition, Disability Support Services may propose clinically supported accommodations that would be appropriate and useful for the student, but which neither the student nor the evaluator have requested.

Denial of Accommodations

The university reserves the right to deny services or accommodations in the event the request is not clinically supported. If the documentation provided by a student does not support the existence of a disability or the need for a requested accommodation, the student will be so advised. Students will be given the opportunity to supplement the initial documentation with further information from a physician, psychologist or other specialist.

The university is not required to provide an accommodation that compromises the essential requirements of a course or program, that is unreasonable, or that poses a direct threat to the health or safety of the student or others.

Student Appeal

A student who disagrees with a DSS determination of eligibility or accommodation is encouraged to meet with an administrator for DSS to resolve the matter informally. Students may appeal the denial of the DSS determination to the Dean of Students.

Public Safety

Public safety and security support for LIU Brentwood is provided by the Suffolk County Community College Public Safety Department. The Public Safety staff is available to assist students, faculty, and staff with safety and security issues and concerns. Public Safety will provide limited assistance to students experiencing difficulties with their cars and is charged with enforcing campus parking and other college policies. Blue light emergency phones are located at several locations on the campus. The Public Safety Office is located in North Cottage adjacent to Captree Commons. The office can be reaching by dialing 631-273-5112. The emergency phone is 631-451-4242 or 311 from any campus phone.

Section 485 of the Higher Education Act, the Federal Crime Awareness and Campus Security Act of 1990, provides for the availability of the annual report of statistics and security policies. A copy of annual security report for LIU Brentwood includes statistics for the previous three years concerning reported crimes that occurred on the campus; in certain off-campus buildings or property within, or immediately adjacent to and accessible from, the campus. You can obtain a copy of this report by contacting: LIU Brentwood Michael J. Grant Campus 1001 Crooked Hill Road LIU Bldg. Brentwood, NY 11717 Phone: (631) 287-8500 You may also access this information through the following web site: www.liu.edu/brentwood

Writing Center (at LIU Post)

LIU Brentwood students may take advantage of the services provided by the LIU Post Writing Center. The Writing Center staff work collaboratively with LIU Brentwood students on a one-to-one basis to help them develop the strongest texts possible. Students come to the Writing Center because all writers can improve their writing through feedback. The staff can help students brainstorm, plan, edit, revise and proofread texts.

Students may schedule a 45-minute face-to-face or Skype writing workshop appointment by calling 516-299-2732, emailing Post-WC@liu.edu or coming to LIU Post Writing Center, Humanities Hall, Room 202. Students can schedule an appointment up to two weeks in advance. Walk-in/drop-in workshops are also available. An appointment is recommended to ensure the student receives immediate attention upon arrival.

LIU Brentwood
LIBRARY

The LIU Libraries system serves a combined total of more than 20,000 students and more than 500 full-time faculty members across residential and regional campuses. The university’s libraries share many online resources that can be accessed from anywhere at any time via remote access including subscriptions to more than 300,000 online journals; 240 online databases; 180,000 electronic books; and 150,000 files of streaming media. These resources may be accessed via www.liu.edu/post-library.

Collectively, the libraries house approximately 649,000 print books and more than 15,000 non-print media items. The collections of all LIU libraries are listed in LIUCAT, the library catalog. Books, journal articles and other library materials owned by LIU’s libraries not available at a particular campus can be requested through LIUCAT and supplied via the intralibrary loan service of the LIU libraries. Items not available at LIU libraries can also be requested through interlibrary loan and brought to campus or delivered electronically. In addition, the LIU Libraries system administers the Digital Commons @ LIU, an open access online repository that preserves, promotes, and disseminates the academic work of LIU students and faculty.
American University in Washington, D.C.
LIU alumni are law enforcement officers, federal agents, security officers, prosecutors, corrections counselors, judges, attorneys, private security professionals, homeland security agents, forensic technologists, crime lab technicians, emergency managers, FBI agents and social service professionals. Many of our graduates enroll in the Master of Science degree program in Criminal Justice at LIU Brentwood or attend law school.

Admission Criteria and Procedures
Applicants to the Bachelor of Arts in Criminal Justice must meet the following requirements for admission.

- Application for Admission
- Application Fee: non-refundable.
- Official copies of all undergraduate transcripts from any college(s) or universities you have attended.
- Applicants must have a minimum 2.0 undergraduate cumulative average.
- LIU Brentwood does not accept first-time freshmen. Transfer students must have completed 60 college credits. Please refer to the Undergraduate Admission section of this bulletin for details on admissions procedures.

Academic Policies
All non-Criminal Justice majors may take any criminal justice course without any prerequisites.

All Criminal Justice majors are required to take CRJ 11 and 23 as prerequisites or co-requisites for CRJ 20, 30, 37, 38, 41, 44, 68, 76 and 85. There are no prerequisites for Criminal Justice elective courses.

Criminal justice majors must take CRJ 85 in their senior year.

In-service students may substitute CRJ 85 by completing two advanced courses in Criminal Justice.

B.A. Criminal Justice

The Bachelor of Arts degree program in Criminal Justice is designed to meet the demands for professionals working in policing, corrections, prosecution and pretrial services, probation, parole, juvenile services, public safety, victim services, civil and family courts, homeland security, international security, and other related fields. The curriculum will expose you to the latest trends in theory and technology that impact criminal justice.

All students receive invaluable, hands-on training in the field of criminal justice in our experienced-based practica program. Students who perform at an outstanding level also will have the opportunity to attend the Justice Semester at
Criminal Justice Courses

CRJ 11 Introduction to Criminal Justice
This course covers agencies and processes involved in the administration of criminal justice. It surveys the roles of the police, district attorney, courts, probation, corrections and parole.
Credits: 3
Every Fall

CRJ 14 Courts and the Criminal Justice System
This course covers American Courts - what they do in practice; how they function and why. The dynamics of the courthouse is explored with emphasis on the trial courts for adult offenders. The question of guilt or innocence as defined by law, what penalties should be imposed, and the rules of criminal procedure to be followed are considered in the framework of functioning courts. Problems and reforms are probed.
Credits: 3
Every Fall

CRJ 16 International Criminal Justice Systems
This course examines the origins of law and its evolution over time and is an overview of criminal justice systems in selected countries ancient and modern. The comparative examination of American and foreign justice systems is covered.
Credits: 3
On Occasion

CRJ 20 Critical Issues in Criminal Justice
This course reviews contemporary issues in criminal justice. Issues such as court administration, fourth and fifth amendment rights, issues of due process, use of insanity plea, American women and crime, comparative studies in delinquency prevention, capital punishment, crime trends, sentence disparity, alternatives to incarceration, parole and probation, racism in the criminal justice system, etc. are included.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Spring

CRJ 21 Drug Scenes
This course covers social and psychological correlates of drug and alcohol abuse, with special emphasis on motivation, age, cohorts, functional consequences, and intellectual involvement. Special attention is paid to law enforcement, judicial, correctional involvement and treatment programs designed for alleviation of the problem.
Credits: 3
On Occasion

CRJ 22 Morality and the Law
Students are introduced to critical ethical concerns regarding the police, courts, punishment and corrections. There is discussion about the psychological, moral and ethical underpinnings of justice and the law.
Credits: 3
On Occasion

CRJ 23 Theories of Crime Causation
This course surveys major psychological, sociological, economic, anthropological and biological causative theories relating to crime and delinquency.
Prerequisite of CRJ 11 is required.
Credits: 3
Every Fall

CRJ 25 Family Court and Society
This course examines the role and place of family court in American society. The course covers family court involvement in juvenile delinquency, family offenses, neglect, support, etc.
Credits: 3
On Occasion

CRJ 29 Computer Crime
This course covers a comprehensive examination of illegal use and abuse of computer technology in the commission of crimes. The exploration of possible remedies to the increasing problem of computers and their use in crime is discussed.
Credits: 3
On Occasion

CRJ 30 Gender and the Law
This course examines the legal system in the United States as it affects women. Particular attention is paid to criminal law as it relates to: issues of privacy; marriage and family life; affirmative action progress; role of women in the criminal justice system; women as victims of crime; and women of color.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Fall

CRJ 31 Organised Crime in America
This course analyzes the origin, historical development and dimension of organized crime in America. Topics also include the effect of organized crime on law enforcement personnel in its relationship to possible corruption, prevention and prosecution of criminal offenders involved in organized crime and policy consideration.
Credits: 3
Every Spring

CRJ 32 Interviewing Techniques in Criminal Justice
This course covers the development of interviewing skills for work in criminal justice agencies; the demonstration and practice in the use of interviewing techniques; the integration of the criminal justice interview and utilization of significant personnel data and findings.
Credits: 3
On Occasion

CRJ 33 Deviant Behavior
This course discusses the forms of deviant behavior that relate to crime causation and criminal behavior.
Credits: 3
Every Spring

CRJ 34 Forensic Technology and Crime
This course analyzes forensic technological techniques used in the identification and apprehension of criminals including an in-depth evaluation of fingerprint and voice identification, lie detector tests, hypnosis and criminal profiling.
Credits: 3
On Occasion

CRJ 35 Forensic Psychology and the Violent Criminal
This course analyzes psychological theories relating to aggression and criminal violence; this course focuses on the incidence and forms of violent criminal behavior in all types of surroundings.
Credits: 3
On Occasion

CRJ 36 Forensic Psychology and the Criminal Justice System
This course is a comprehensive analysis of the relationship between psychology and the criminal justice system. The course focuses on the application of forensic psychology to people, policy and agencies within the system.
Credits: 3
On Occasion

CRJ 37 Foundations for Scholarship
This course develops tools for conducting research and for writing criminal justice papers. Tools include the following: approaches to writing a research paper, correct grammar usage, forms of documentation, library resources, data sources and computer usage. Topics cover various aspects within the field of criminal justice.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Fall

CRJ 38 Methods of Criminal Justice Research
This course discusses the descriptive and inferential function of statistics. Topics include measurement, measures of centrality, dispersion, correlation, regression, parametric and non-parametric measures. Multiple correlation and regression are also discussed.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Spring

CRJ 39 Sports Crime
This course is a survey of violence and other deviance in sports and how they relate to society and criminal law. Special attention is given to the reduction of violence in sports as well as its defense.
Hockey, baseball, football, soccer, basketball, boxing and horse racing are all discussed with respect to violence, drugs and gambling.
Credits: 3
On Occasion

CRJ 41 Criminal Law
This course examines the application of criminal law in the American judicial system specifically. Preservation and protection of life and property through the law is discussed. This course is a survey of historical and philosophical concepts.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Spring

CRJ 42 Criminology
This course is a study of methods and theories involved in the analysis of criminal behavior with emphasis on the adult offender: apprehension, court actions, punishments, and treatment techniques.
Credits: 3
On Occasion

CRJ 43 Juvenile Delinquency
This course covers the development of the scientific study of juvenile delinquency with emphasis on methods, theories and studies concerning causation, treatment and prevention.
Credits: 3
On Occasion

CRJ 44 The Police and Community Relations
This course discusses community tensions and conflicts and the special role of law enforcement agencies. Topics include the administrative responsibilities of the police and the social obligations of officers in the field.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Spring

CRJ 45 Political Aspects of the Criminal Justice System
Emphasis is placed on the behavioral aspects of the criminal justice system, including the legislative-judicial process through which relevant policy is made and applied. In addition, the role of protest and violence as a means of social change is examined. Case studies focusing on the administration of criminal justice in various cities are examined as a basis for comparison.
Credits: 3
On Occasion

CRJ 46 Police Organization and Management
This course examines the development of organization and management principles in policing including the organization and management of personnel, line operations, staff and auxiliary services. An analysis of organizational models, leadership styles, internal control, planning and policy formation and role definition in police performance are covered.
Credits: 3
Every Fall

CRJ 47 Arson Investigation
This course is the comprehensive study of the scientific principles involved in the investigation of arson and arson for profit. It includes the technical analysis of accidental and incendiary fires, evidence, motivation, behavior of the fire and laws pertaining to arson.
Credits: 3
On Occasion

CRJ 52 Criminal and Civil Investigation
This course is an overview of the role and functions of the investigator within current statutory and case law; an examination of the principles and processes relating to the crime scene, evidence, investigative techniques, and resources as they pertain to crime solvability.
Credits: 3
On Occasion

CRJ 60 Terrorism
This course is a survey of terrorism within the United States. Topics include the threat of domestic and international terrorism, terrorist groups, and counter-terrorism strategies, among other related topics.
Credits: 3
On Occasion

CRJ 68 Correctional Philosophy Theory and Practice
This course is an introductory survey of the philosophy, theory, and practice involved in the treatment of convicted law violators of all ages. The course also studies the effect of institutional treatment upon post-correctional behavior.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Fall

CRJ 71 Organization and Administration of Delinquency Prevention Programs
This course covers the historical development, present status, personnel and training of those involved in delinquency prevention programs. The relationship of such programs with other agencies is examined.
Credits: 3
On Occasion

CRJ 73 Administration of Juvenile Justice
This course is a survey of the administration and organization of the juvenile justice system such as the functions and jurisdictions of juvenile agencies, and the rights of juveniles. The course covers the formal and informal processing of juveniles through various agencies of the juvenile justice system and his or her processing, detention, disposition, diversion, de-institutionalization, and aftercare.
Credits: 3
On Occasion

CRJ 76 Criminal Procedure
This course surveys the Constitutional rights and safeguards of individuals from unlawful activities of investigative agencies. The rules of evidence and the protection of individual rights in the administration of criminal justice are examined.
Corequisite of CRJ 11 and 23 are required for all CRJ majors.
Credits: 3
Every Spring

CRJ 78 Administration of Justice
This course covers the organizational and management process involved in the administration of justice which sets forth the structure and function of justice agencies. The course surveys administrative and management patterns and concepts of administrative procedures, problem analysis, personnel selection and training, planning, budgeting, record keeping, research and community relations.
Credits: 3
On Occasion

CRJ 99 Independent Study
Individually tailored program of supervised research in a selected area of criminal justice.
Credits: 3
Every Fall and Spring

CSA 11 Introduction to Loss Prevention
This course coordinates public law enforcement with private security, links courses such as white collar crime and computer crime in criminal justice with the preventive strategies of the corporate enterprise.
Credits: 3
On Occasion
PSYCHOLOGY

Phone: 516-299-2377
Fax: 516-299-3105

Professors: Feindler (Director, Clinical Psychology Doctoral Program), Frye (Graduate Director), Keisner, Knafo, Matin, Rathus, Rossi
Associate Professors: Campbell, Diener, Goodman, Neill, Ortiz, Tepper, Vidair
Adjunct Faculty: 13

LIU Post Department of Psychology offers a B.A. in Psychology at LIU Brentwood. Courses explore the nature of personality, how people learn, how gender affects development and the different ways in which people interact. Elective courses will introduce you to interesting and relevant topics including forensic psychology, psychosomatics, neuroscience, social psychology, and industrial and organizational psychology.

The faculty's expertise spans many areas, including marriage and family, hypnosis, sexuality, adolescent behavior, neuroscience, psychotherapy, developmental disabilities and learning and memory.

Many psychology students become psychologists or enter related professions, but many others work in unrelated fields. Their knowledge of human behavior and development, learned as part of a broad-based liberal arts education, makes them excellent candidates for careers in a wide range of fields including social services, law, human resources, business and government.

B.A. in Psychology

The Bachelor of Arts in Psychology is a popular and versatile undergraduate degree. It can be applied to almost any area of work, including social services, law, human resources, business and government. Courses in this program explore the nature of personality, how people learn, how gender affects development and the different ways in which people interact. Elective courses will introduce you to interesting and relevant topics including forensic psychology, psychosomatics, neuroscience, social psychology, and industrial and organizational psychology.

As a psychology major, you will undertake a survey of current knowledge and viewpoints about the science of behavior and cognitive processes. You will learn the research methods by which such knowledge is obtained, and be given the opportunity to study basic psychological processes, their development, the nature of behavioral aberrations, their treatment, and selected applications of this knowledge. Our faculty’s expertise spans many areas, including marriage and family, hypnosis, sexuality, adolescent behavior, neuroscience, psychotherapy, developmental disabilities and learning and memory.

LIU Brentwood students must take a minimum of 3 credits in residency at LIU Post.

Transfer Admissions Requirements:
The upper-division B.A. in Psychology is open to students who hold an associate’s degree or have completed approximately 60 credits (freshman and sophomore years) of a liberal arts-based college degree program. Students with an associate’s degree from Suffolk County Community College may seamlessly transfer into the program. Students transferring from other colleges will be evaluated on a case-by-case basis, and may be required to complete additional specific course work. Students complete their freshman and sophomore years at a community college or four-year college and their junior and senior years at LIU Brentwood.

Admission to the upper-division B.A. in Psychology requires:
- Submit an Application for Transfer Admission
- Application fee (non-refundable)
- Submit official transcripts from any college or universities you have attended
- Applicants must have a minimum 2.0 undergraduate cumulative average

Transfer Policy
Transfer credit is awarded for academic courses successfully completed with a grade of C- or better at an accredited college or university. A student transferring to LIU Brentwood with a conferred associate degree from an accredited institution will receive a maximum of 72 credits including those with earned grades of (D) and better. A student transferring from a non-accredited institution must consult with his or her academic counselor to determine transfer credit eligibility.

B.A. in Psychology

[LIU Post Program Code: 07074]

Core Requirements*
*As an upper division B.A. in Psychology, the core requirements may have been met by associate degree requirements. Please consult your advisor for more information.

In addition to all major requirements, students pursuing the B.A. in Psychology must satisfy all core curriculum requirements as follows:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POST 101</td>
<td>General Psychology I</td>
<td>1</td>
</tr>
<tr>
<td>Economics/Political Science</td>
<td></td>
<td>6 credits</td>
</tr>
<tr>
<td>Fine Arts</td>
<td></td>
<td>3 credits</td>
</tr>
<tr>
<td>History/Philosophy</td>
<td></td>
<td>6 credits</td>
</tr>
<tr>
<td>Laboratory Science</td>
<td></td>
<td>8 credits (may be satisfied in major)</td>
</tr>
<tr>
<td>Language/Literature</td>
<td></td>
<td>6 credits</td>
</tr>
<tr>
<td>Mathematics</td>
<td></td>
<td>3 - 4 credits</td>
</tr>
<tr>
<td>Social Sciences</td>
<td></td>
<td>6 credits (may be satisfied in major)</td>
</tr>
</tbody>
</table>

For a more detailed listing of these requirements, see the Core Curriculum section of this bulletin.

B.A. in Psychology

Major Requirements

Required Introductory Psychology Sequence

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 1</td>
<td>General Psychology I</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 2</td>
<td>General Psychology II</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 3</td>
<td>Principles of Psychology I</td>
<td>4.00</td>
</tr>
<tr>
<td>PSY 4</td>
<td>Principles of Psychology II</td>
<td>4.00</td>
</tr>
</tbody>
</table>

Required Psychology Courses

All of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 21</td>
<td>Experimental Psychology I</td>
<td>4.00</td>
</tr>
<tr>
<td>PSY 22</td>
<td>Experimental Psychology II</td>
<td>4.00</td>
</tr>
<tr>
<td>PSY 53</td>
<td>Psychological Statistics I</td>
<td>4.00</td>
</tr>
</tbody>
</table>

Elective Psychology Courses

If PSY 1 and 2 are taken, eighteen credits of the following are required. If PSY 3 and 4 are taken, sixteen credits of the following are required.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 15</td>
<td>Critical Thinking</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 23</td>
<td>Behavioral Economics</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 24</td>
<td>Psychological Tests and Measurements</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 25</td>
<td>Developmental Psychology: Childhood</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 26</td>
<td>Developmental Psychology: Adolescence</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 27</td>
<td>Play and Play Therapy</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 28</td>
<td>Assessment of Stress and Coping in Children and Adolescents</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 29</td>
<td>Developmental Disabilities</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 30</td>
<td>Personality: Research and Theory</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 32</td>
<td>Social Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 34</td>
<td>Advanced Issues in Social Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 35</td>
<td>Trauma and Disaster Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 36</td>
<td>Environmental Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 37</td>
<td>Neuroscience</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 39</td>
<td>Psychopharmacology</td>
<td>3.00</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
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<td>-------------</td>
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</tr>
<tr>
<td>PSY 40</td>
<td>The Psychology of Gender</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 41</td>
<td>Special Topics in Psychology (may only be taken once to satisfy this requirement)</td>
<td>1.00-3.00</td>
</tr>
<tr>
<td>PSY 42</td>
<td>Human Neuropsychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 43</td>
<td>Forensic Psychology: The Law and Human Behavior</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 44</td>
<td>Differential Diagnosis of Central Nervous System Disorders</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 47</td>
<td>Industrial and Organizational Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 54</td>
<td>Psychological Statistics II</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 57</td>
<td>Cognitive Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 58</td>
<td>Animal Learning and Cognition</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 60</td>
<td>Sensation and Perception</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 61</td>
<td>Historical Foundations of Contemporary Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 62</td>
<td>Learning and Memory</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 63</td>
<td>Abnormal Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 64</td>
<td>Systems and Theories of Psychotherapy</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 65</td>
<td>Humanistic Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 67</td>
<td>Comparative Psychology</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 68</td>
<td>Psychosomatics: Bodily Protest</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 70</td>
<td>Developmental Psychology: Adulthood and Aging</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 71</td>
<td>Practicum in the Teaching of Psychology I</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 72</td>
<td>Practicum in the Teaching of Psychology II</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 75</td>
<td>Applied Behavior Analysis</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 76</td>
<td>Practicum in Psychology I</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 77</td>
<td>Practicum in Psychology II</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 91</td>
<td>Problems in Psychological Research I</td>
<td>1.00</td>
</tr>
<tr>
<td>PSY 92</td>
<td>Problems in Psychological Research II</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 99</td>
<td>Field Study of Wild Dolphin Social Behavior</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**Credit and GPA Requirements**

- Minimum Total Credits: 120
- Minimum Liberal Arts Credits: 90
- Minimum Major GPA: 2.00
- Minimum Cumulative GPA: 2.00
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Description</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 1</td>
<td>General Psychology I</td>
<td>This course is a survey of the principles of psychology. Learning, motivation, emotion, sensation, perception, statistical methods and the biological basis of behavior are among the topics covered.</td>
<td>3</td>
<td>On Occasion</td>
</tr>
<tr>
<td>PSY 2</td>
<td>General Psychology II</td>
<td>This course is a continuation of General Psychology I including cognitive functions, intelligence, personality, abnormal behavior, therapies, social and applied psychology. Pre-requisite of PSY 1 is required.</td>
<td>3</td>
<td>Every Spring</td>
</tr>
<tr>
<td>PSY 22</td>
<td>Experimental Psychology II</td>
<td>This course is an advanced treatment of research methods and content in the areas of learning, neuroscience methods, perception and cognition or social psychology. The topic area is determined by the instructor. Practical experience in experimental design, execution, analysis of research, and the writing of research reports is included. In order to complete this course, students will need to serve as subjects in one research project conducted by a member of the Psychology Department. Five hours lecture and laboratory. Pre-requisite of PSY 21 is required.</td>
<td>4</td>
<td>On Occasion</td>
</tr>
<tr>
<td>PSY 35</td>
<td>Trauma and Disaster Psychology</td>
<td>Through an investigation of actual natural/man-made disasters, war, acts of interpersonal and sexual violence, cases of child abuse and terrorist attacks, this course will help students increase their understanding of the impact of psychology trauma and loss on individuals, families, and the community. Pre-requisite of PSY 2 or 4 is required.</td>
<td>3</td>
<td>On Occasion</td>
</tr>
<tr>
<td>PSY 40</td>
<td>The Psychology of Gender</td>
<td>The psychological influences on the nature and development of women and men are examined from social-learning, psychoanalytic, and cognitive-perceptual viewpoints. Topics include family and work roles, sexual identity, interpersonal attraction, friendship, achievement and health. Pre-requisite of PSY 2 or 4 is required.</td>
<td>3</td>
<td>Not Set</td>
</tr>
<tr>
<td>PSY 57</td>
<td>Cognitive Psychology</td>
<td>This course reviews the basic concepts, methods and current research in cognitive psychology. Topics may include memory, knowledge acquisition, imagery, consciousness, thinking, decision-making, language and intelligence. These are presented within an information-processing as well as a neuroscientific model of the mind. Both normative and dysfunctional aspects are considered. Pre-requisite of PSY 1 or 3 or permission of instructor is required.</td>
<td>3</td>
<td>Not Set</td>
</tr>
<tr>
<td>PSY 62</td>
<td>Learning and Memory</td>
<td>This course is a survey of findings, methods and principles in animal and human learning and memory. Topics usually include classical and operant conditioning, reinforcement theory, short-term and long-term memory, and selected current issues. Pre-requisite of PSY 1 or 3 is required.</td>
<td>3</td>
<td>On Occasion</td>
</tr>
<tr>
<td>PSY 63</td>
<td>Abnormal Psychology</td>
<td>This course covers the historical approaches to the concepts of normality and abnormality. The description of traditional patterns of problem behavior in addition to reference to relevant personality theories and clinical research are presented. Pre-requisite of PSY 2 or 4 is required.</td>
<td>3</td>
<td>On Occasion</td>
</tr>
<tr>
<td>PSY 91</td>
<td>Problems in Psychological Research 1</td>
<td>This course is for advanced undergraduates who wish to do research under the guidance and supervision of a faculty member on a problem of mutual interest. A written report of the research project will be submitted at the end of each semester's work.</td>
<td>1 to 3</td>
<td>On Occasion</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Description</td>
<td>Credits</td>
<td>Offered</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------</td>
<td>------------------</td>
</tr>
<tr>
<td>CLA 6</td>
<td>Computer Literacy</td>
<td>This is a survey course of computer concepts designed for non-majors, satisfying the Computer Competency requirement. Topics include fundamentals of hardware and software, uses and capabilities of personal computers, the Internet, and social implications of computers. This course includes substantial laboratory experiences with productivity software such as MS Office. For non-majors, Laboratory fee.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 10</td>
<td>Introduction to Microeconomics</td>
<td>This course discusses the important economic theories and concepts that facilitate understanding economic events and issues. Its main focus is on the choices made by consumers, producers, and governments, and there are interactions of these choices. Topics include demand and supply, consumption, production, competitive and non-competitive product markets, markets for resources, and welfare.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 11</td>
<td>Introduction to Macroeconomics</td>
<td>This course discusses the important economic theory and concepts that facilitate understanding economic events and questions. Its main focus is on analyzing the behavior of important economic aggregates such as national income, unemployment, inflation, interest rates, exchange rates, and economic growth. The effects of the government’s monetary and fiscal policies on economic growth and inflation are also examined. Prerequisite of ECO 10 is required.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG 3</td>
<td>Grammar and the Structure of English</td>
<td>This course will examine the structures of the English language from both descriptive and prescriptive points of view. We will discuss why certain structures have been deemed to be more correct than others that are also in common use, and how correctness differs from grammaticality. We will examine why the use of certain structures constitutes “good” or “bad” grammar, and look into how these standards have emerged and changed over time. Topics will include sentence structure, phrase structure rules, style, word classes, constituency, parts of speech, sentence relatedness, and usage.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIS 1</td>
<td>The West and the World to 1750</td>
<td>A survey of the political, economic, social, and intellectual developments that shaped Premodern and early Modern Europe and Europe’s relationship to the rest of the world. Covers the ancient period through the middle of the eighteenth century. Explores the rise of European dominance in a global context and the growth of “the West” as a concept.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIS 2</td>
<td>The West and the World Since 1750</td>
<td>A survey of modern Western civilization and its interaction with other world cultures from the mid-eighteenth century to the present. Examines developments including industrialization, nationalism, socialism, liberalism, imperialism and colonization, decolonization, revolutions, world wars, and globalization.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIS 3</td>
<td>American Civilization to 1877</td>
<td>A survey of major political, social, economic and cultural developments in what is now the United States from initial colonization through the end of Reconstruction. Explores early cultural encounters, the origins of slavery, the American Revolution, the market revolution and the coming of the Civil War.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIS 4</td>
<td>American Civilization Since 1877</td>
<td>A survey of the political, economic, social, and cultural change that shaped the United States from the end of Reconstruction to the present. Topics include: emergence of mass society, immigration, economic and technological changes, civil rights movements, and the impact of U.S. military power at home and abroad.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Core Courses**

**ENG 7 World Literature I: From Antiquity to the Renaissance**

This course provides an introduction to the foundations of Western culture reflected in a series of literary masterpieces that demonstrate evolutions of thought from Antiquity to the Renaissance. Some sections might also integrate non-Western texts into this survey to enlarge the scope of analysis. The course’s main objective is to encourage students to conceive of our literary heritage as an ongoing debate on the central issues of human experience. Its syllabus is composed of a selection of foundational texts that still shape our current perceptions of the world. The works that it includes, drawn from such major authors as Homer, Dante, and Shakespeare, are selected both for their stylistic innovations and their insights into basic social issues that still confront us today. Each section of this course may be taught with a thematic focus based on texts selected by the individual instructor. Credits: 3 Every Fall and Spring

**ENG 8 World Literature II: From the Enlightenment to the Present**

This course provides an introduction to some of the world’s most brilliant literature from the late seventeenth century to the present. Its scope traditionally includes: the Enlightenment (1660-1770); the Romantic Movement (1770-1856); Nineteenth-Century Realism (1856-1900); Modernism (1900-1945); and the Contemporary Period (1945-Present). Its purpose is to examine literary masterpieces for their insights into human nature and society. Although texts are primarily drawn from the Western tradition, the course can also feature literary works from non-Western cultures as well, to focus on issues of cultural exchange. Texts will be examined in light of the intellectual, social, literary, and political contexts in which they developed. Each section of this course may be taught with a thematic focus based on texts selected by the individual instructor. Credits: 3 Every Fall and Summer

**ERS 1 Earth Science I**

This course is an introduction to physical geography, the Earth and its relationship to the Sun, an introduction to map projections, meteorology and world climates, a consideration of the biogeographical features, world soils and vegetation. Three hours lecture, three hours laboratory. Credits: 4 On Occasion

**ERS 2 Earth Science II**

Basic principles of geomorphology (study of landforms) and the use of topographic maps and air photographs in landform interpretation are studied. Minerals, rocks, and geological structures are studied as factors in the evolution of surface topography. Not open to students who have already completed Geology 1. May be used to satisfy the requirement for Geology 1 in the Geology or Earth System Science programs. Not open to students who have already completed Geology 1. Three hours lecture, three hours laboratory. Credits: 4 On Occasion

**SPA 1 Elementary Spanish I**

This course covers the essentials of Spanish structure, simple oral expression, and writing. Credits: 3 On Occasion

**SPA 2 Elementary Spanish II**

This course is a continuation of Spanish 1. Prerequisite of SPN 1 is required. Credits: 3 On Occasion

**HIS 3 American Civilization to 1877**

A survey of major political, social, economic and cultural developments in what is now the United States from initial colonization through the end of Reconstruction. Explores early cultural encounters, the origins of slavery, the American Revolution, the market revolution and the coming of the Civil War. Credits: 3 Every Fall

**HIS 4 American Civilization Since 1877**

A survey of the political, economic, social and cultural change that shaped the United States from the end of Reconstruction to the present. Topics include: emergence of mass society, immigration, economic and technological changes, civil rights movements, and the impact of U.S. military power at home and abroad. Credits: 3
**MTH 5 Linear Mathematics for Business and Social Science**
Mathematical models for business, linear programming, matrix algebra and applications are covered. Can not be taken for credit by any student who has completed or is currently taking MTH 8.
This restriction does not apply to Business or Accountancy majors.
Prerequisite of MTH 4 or 4S or permission of department is required.
Credits: 3
Every Spring

**MTH 6 Calculus for Business and Social Science**
Limits, derivatives, maxima and minima, indefinite and definite integration, and applications are covered. Can not be taken for credit by any student who has completed or is currently taking MTH 7.
Prerequisite of MTH 4 or 4S or permission of department is required.
Credits: 3
On Occasion

**MTH 19 Basic Statistics**
This course is directed toward understanding and interpreting numerical data. Topics covered include: descriptive statistics, regression, correlation, sampling techniques and elements of inferential statistics. Cannot be taken for credit by any student who has completed or is currently taking MTH 23, MTH 41/BIO 141 or MTH 8.
Not open to students who have taken MTH 8, 23, 41 or BIO 141.
Credits: 3
Every Spring

**PHI 8 Introduction to Philosophy**
Philosophy asks fundamental questions about the meaning and purpose of life, truth, morality, social justice, the existence of God, the nature of beauty, etc. This course introduces students to such questions through an encounter with the ideas of some of the greatest philosophers in history.
Credits: 3
Every Spring

**PHI 13 Ethics and Society**
What does it mean to be a good person? What are our ethical obligations to other individuals and to society as a whole? Is there such a thing as moral truth, or is morality 'relative' to individuals or societies? This course is an introduction to ethics, the branch of philosophy that addresses such questions.
Credits: 3
Every Spring

**PHY 9 Introductory Astronomy I**
This course is half of a one-year course in introductory astronomy. Topics include the celestial sphere, the solar system, planetary motion, configurations and phases of the moon, and eclipses.
Three hours lecture, three hours laboratory.
Credits: 4
Every Spring

**PHY 10 Introductory Astronomy II**
Physics 10 is half of a one-year course in introductory astronomy. Topics include the origin, nature, and evolution of stars, nebulae, galaxies, and the universe.
Three hours lecture, three hours laboratory.
Credits: 4
Every Fall

**POL 2 Introduction to American Politics**
This course introduces the study of the Constitutional structure, major functions and operations of the national government. Must be taken by all Political Science majors.
Credits: 3
Every Fall and Spring

**POL 3 Introduction to Political Science**
This course is an analysis of the nature of the state, political power, law sovereignty and political ideologies. The stress is on analysis of contemporary concepts.
Same as POL 1 prior to Fall 2014.
Credits: 3
Every Fall and Spring

**SOC 1 Introduction to Sociology**
This course covers the nature and social organization of human society, socialization, culture and social interaction. Meets Core Curriculum requirement when combined with SOC 2.
Credits: 3
On Occasion

**SOC 2 Social Institutions**
This course covers the basic institutions of society: the family, religion, education, the state, and the economic order; the social classes and stratification; bureaucracy, population and social change. Meets Core Curriculum requirement when combined with SOC 1.
Prerequisite of SOC 1 is required.
Credits: 3
On Occasion
The College of Management is known for its distinguished professors, state-of-the-art facilities and strong network of successful alumni. Business majors take classes in a state-of-the-art academic environment. Brentwood Campus students are welcome to participate in all student activities, clubs and services available on the Post campus. Students can increase their future job prospects by interning at corporations and organizations in New York City and on Long Island.

The B.S. degree in Business Administration is accredited by AACSB International (Association to Advance Collegiate Schools of Business), the world’s leading business accrediting agency.

ADMISSION REQUIREMENTS
- **Incoming freshmen** must have a solid B average (3.0 or 82 grade point average) and an average SAT of 1000 (Critical Reading and Math combined) or ACT Composite of 20 or above.
- **Transfer students** must have completed more than 24 college credits. A minimum college GPA of 2.0 is required for application review. If you have completed fewer than 24 credits, you must also submit high school transcripts and SAT/ACT scores.

CONCENTRATION IN MANAGEMENT
The undergraduate program in management combines liberal arts courses with professional education in business, leading to the Bachelor of Science in Business Administration with a concentration in management. The 120-credit degree focuses on the roles and behaviors necessary to become an effective manager: planning, organizing, problem-solving, leading, operating and controlling. The program equips students with the professional skills to run a successful, competitive company, and to productively interact with customers, employees and shareholders. Through specialized courses in organizational behavior, human resource management and labor relations, business and society, international management and cross-cultural behavior, and creating and managing a small business, you will develop a broad knowledge of the inner workings of all types of commerce.

CONCENTRATION IN MARKETING
In today's fiercely competitive global economy, sophisticated marketing is often the key to the survival and continued growth of any business organization. The undergraduate program in marketing combines liberal arts courses with professional education in business, leading to the Bachelor of Science in Business Administration with a concentration in marketing. Within the 120-credit degree program, students learn to make strategic decisions regarding product design, product portfolio, distribution, pricing, advertising and promotion, sales, customer service, and other elements of the ever-changing marketing mix.

### B.S. Business Administration

#### Core Requirements
In addition to all major requirements, students pursuing the B.S. in Business Administration must satisfy all Core curriculum requirements as follows:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POST 101</td>
<td>1</td>
</tr>
<tr>
<td>First-Year Composition</td>
<td>6</td>
</tr>
<tr>
<td>Economics/Political Science</td>
<td>6 (fulfilled by ECO 10 and 11)</td>
</tr>
<tr>
<td>Fine Arts</td>
<td>3</td>
</tr>
<tr>
<td>History/Philosophy</td>
<td>6</td>
</tr>
<tr>
<td>Laboratory Science</td>
<td>8</td>
</tr>
<tr>
<td>Language/Literature</td>
<td>6</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3 (fulfilled by MTH 5)</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>6</td>
</tr>
</tbody>
</table>

For a more detailed listing of these requirements, see the Core Curriculum section of this bulletin.

Depending upon the concentration selected, students typically are also required to take 2 to 3 liberal arts electives in order to meet the required liberal arts credit total.

#### Major Requirements

**Business Administration required courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 11</td>
<td>3.00</td>
<td>Accounting Principles I</td>
</tr>
<tr>
<td>ACC 12</td>
<td>3.00</td>
<td>Accounting Principles II</td>
</tr>
<tr>
<td>FIN 11</td>
<td>3.00</td>
<td>Principles of Finance I</td>
</tr>
<tr>
<td>FIN 12</td>
<td>3.00</td>
<td>Principles of Finance II</td>
</tr>
<tr>
<td>LAW 13</td>
<td>3.00</td>
<td>Legal Environment of Business</td>
</tr>
<tr>
<td>MAN 11</td>
<td>3.00</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>MAN 12</td>
<td>3.00</td>
<td>Organizational Behavior</td>
</tr>
<tr>
<td>MAN 16</td>
<td>3.00</td>
<td>Business Communication</td>
</tr>
<tr>
<td>MAN 18</td>
<td>3.00</td>
<td>Introduction to Business Information Processing</td>
</tr>
<tr>
<td>MAN 71</td>
<td>3.00</td>
<td>Business Policy</td>
</tr>
<tr>
<td>MKT 11</td>
<td>3.00</td>
<td>Marketing Principles and Practices</td>
</tr>
<tr>
<td>MKT 14</td>
<td>3.00</td>
<td>Consumer Motivation and Behavior</td>
</tr>
<tr>
<td>ECO 10</td>
<td>3.00</td>
<td>Introduction to Microeconomics</td>
</tr>
</tbody>
</table>

**Required Co-Related Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 11</td>
<td>3.00</td>
<td>Introduction to Macroeconomics</td>
</tr>
<tr>
<td>ECO 72</td>
<td>3.00</td>
<td>Statistics</td>
</tr>
<tr>
<td>MTH 5</td>
<td>3.00</td>
<td>Linear Mathematics for Business and Social Science</td>
</tr>
<tr>
<td>MTH 6</td>
<td>3.00</td>
<td>Calculus for Business and Social Science</td>
</tr>
<tr>
<td>POL 2</td>
<td>3.00</td>
<td>Introduction to Political Science II</td>
</tr>
</tbody>
</table>

**Management Concentration Requirements**

**Required Statistics Course**

Students must complete one of the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>QAS 19</td>
<td>3.00</td>
<td>Business Analytics</td>
</tr>
<tr>
<td>QAS 20</td>
<td>3.00</td>
<td>Business Statistics</td>
</tr>
</tbody>
</table>

**Required Management Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 14</td>
<td>3.00</td>
<td>Creating and Managing a Small Business</td>
</tr>
<tr>
<td>MAN 81</td>
<td>3.00</td>
<td>Management Seminar</td>
</tr>
</tbody>
</table>

**Management Elective Courses**

Students must complete two of the following Management elective courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 13</td>
<td>3.00</td>
<td>Managing Group</td>
</tr>
<tr>
<td>MAN 22</td>
<td>3.00</td>
<td>Human Resource Management and Labor Relations</td>
</tr>
<tr>
<td>MAN 23</td>
<td>3.00</td>
<td>Business and Society</td>
</tr>
<tr>
<td>MAN 34</td>
<td>3.00</td>
<td>Service Management</td>
</tr>
<tr>
<td>MAN 51</td>
<td>3.00</td>
<td>Production Management</td>
</tr>
<tr>
<td>MAN 75</td>
<td>3.00</td>
<td>International Management and Cross Cultural Behavior</td>
</tr>
<tr>
<td>MAN 91</td>
<td>1.00</td>
<td>Independent Research Study</td>
</tr>
<tr>
<td>MAN 92</td>
<td>2.00</td>
<td>Independent Research Study</td>
</tr>
<tr>
<td>MAN 93</td>
<td>3.00</td>
<td>Management Internships</td>
</tr>
<tr>
<td>MAN 94</td>
<td>3.00</td>
<td>Management Internships</td>
</tr>
</tbody>
</table>

**Business Electives**

Students must complete two undergraduate courses from ACC, BUS, FIN, LAW, MAN, MIS, MKT or QAS

**Marketing Concentration Requirements**

**Required Statistics Course**

Students must complete one of the following Marketing elective courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>QAS 20</td>
<td>3.00</td>
<td>Business Statistics</td>
</tr>
</tbody>
</table>

**Required Marketing Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>MKT 51</td>
<td>3.00</td>
<td>Marketing Research</td>
</tr>
<tr>
<td>MKT 81</td>
<td>3.00</td>
<td>Marketing Seminar</td>
</tr>
</tbody>
</table>

**Marketing Elective Courses**

Students must complete two of the following
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MKT 21</td>
<td>Retailing</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 24</td>
<td>Digital Marketing and Branding</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 31</td>
<td>Sales Management</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 33</td>
<td>Marketing and the Regulatory Environment</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 35</td>
<td>Integrated Marketing Communications</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 41</td>
<td>Advertising</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 45</td>
<td>Industrial Marketing</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 55</td>
<td>Marketing Channels</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 61</td>
<td>Product Strategy</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 70</td>
<td>International Business: The Firm &amp; Environment</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 71</td>
<td>International Marketing</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 72</td>
<td>Entry Strategies</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 73</td>
<td>Fundamentals of Export Marketing</td>
<td>3.00</td>
</tr>
<tr>
<td>MKT 91</td>
<td>Independent Research Study</td>
<td>1.00</td>
</tr>
<tr>
<td>MKT 92</td>
<td>Independent Research Study</td>
<td>2.00</td>
</tr>
<tr>
<td>MKT 95</td>
<td>Internship</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**Business Electives:**
Students must complete two undergraduate courses from ACC, BUS, FIN, LAW, MAN, MIS, MKT or QAS

**Credit and GPA Requirements**

- Minimum Total Credits: 120
- Minimum Liberal Arts Credits: 63
- Minimum Business Major Credits: 57
- Minimum Major GPA: 2.00
SCHOOL OF HEALTH PROFESSIONS AND NURSING

The School of Health Professions and Nursing offers a wide range of accredited programs that lead to rewarding careers. Certificates, undergraduate and graduate degrees are offered in the departments of Biomedical Sciences, Health Care and Public Administration, Health Sciences, Nursing, Nutrition, and Social Work. Please refer to the departments for specific information on degrees and certificates.

Drawing from intense classroom studies, real-world internship opportunities, interprofessional learning experiences, research, laboratory-based courses and clinical experiences, you will develop the skills to serve others with competency and courage. You may take part in practica at hospitals, research laboratories, private clinical practices, community and governmental agencies, and senior citizen facilities. The school utilizes state of the art technology for the education of our students, including simulated and research laboratories. You will graduate with a comprehensive résumé and a respected degree, ready to take advantage of the many opportunities in the growing field of health care and human services.

The faculty are renowned experts in their areas of practice and education as evidence by their abilities in teaching, clinical practice, and scholarship.

If you have questions, please contact the dean’s office at 516-299-2485, email: Post-SHPN@liu.edu, or fax: 516-299-2527.

Stacy Jaffee Gropack, PT, Ph.D., FASAHP
Dean
stacy.groppack@liu.edu

Paul Dominguez, Ph.D.
Assistant Dean
paul.dominguez@liu.edu

LIU Brentwood

Phone: 516-299-2320
Fax: 516-299-2352
Email: Post-Nursing@liu.edu

Chair: Dr. Mary Infantino
Acting Director of Undergraduate Nursing Program: Dr. Laura Prager
Director of Family Nurse Practitioner (FNP) Program: Dr. Susan Marks
Acting Director of Family Nurse Practitioner (FNP) Program: Prof. Daniel Jacobsen
Director Nursing Education Program: Dr. Waitline Williams
Clinical Field Coordinator, FNP Program: Prof. Daniel Jacobsen

Associate Professors: Infantino, Messina
Assistant Professors: Darcy, Jacobson, Marks, Oliveri, Prager, Williams
Emerita: Dr. Amy Wysoker
Adjunct Faculty: 20

The Department of Nursing offers a Commission on Collegiate Nursing Education (CCNE) accredited program leading to the Bachelor of Science degree in Nursing exclusively for Registered Nurses. Through baccalaureate education, the Registered Nurse (RN) student is provided with an opportunity for advancement in professional nursing practice. The graduate is also provided with a foundation in liberal arts, the humanities, sciences, and nursing as a basis for post-baccalaureate education. The Department of Nursing offers a comprehensive range of undergraduate courses that prepare nurses to become strong, effective leaders who excel in compassionate care and management.

We offer individualized attention and small classes to accommodate the needs of the Registered Nurse. Faculty members are available to answer questions and prospective students are encouraged to contact the Department of Nursing for further information about the programs of study.

B.S. in Nursing (for RN’s only)

The LIU Post Department of Nursing offers the Bachelor of Science degree in Nursing at LIU Brentwood exclusively for Registered Nurses. This upper-division program, accredited by the Commission on Collegiate Nursing Education (CCNE), prepares nurses to assume advanced clinical and management positions in a variety of health care settings, including hospitals, home-health programs and public health agencies.

Nursing courses, which are taught by professors who serve as both educators and mentors, include content related to professional issues, theory, research, management theory, human growth and development, communication, pathophysiology, health assessment and family and community nursing. Students are also required to take liberal arts and sciences courses and other courses related to their major.

Courses are offered on flexible day and evening schedules to meet the needs of the working nurse. The nursing courses build on the knowledge and experience that registered nurses already possess as graduates of diploma and associate degree nursing programs. LIU Brentwood offers a wide range of courses in liberal arts and sciences to enhance and broaden your nursing expertise. Classes with your peers in an atmosphere of respect for the needs of the adult learner make returning to school a positive experience.

LIU Brentwood students must take a minimum of 3 credits in residency at LIU Post.

ADMISSION REQUIREMENTS

The Bachelor of Science in Nursing is open to Registered Nurses only. Applicants are considered “transfer students”. Graduates of associate degree programs in nursing receive 28 transfer credits for previous nursing education and graduates of diploma schools receive 28 credits of advanced standing toward the degree.

Transfer credits for liberal arts and sciences courses taken at other colleges or universities will be evaluated individually. A total of 72 credits (including the 28 credits of nursing) can be transferred to LIU Brentwood. A total of 120 credits are needed for graduation with the Bachelor of Science in Nursing.

Applicants for admission to LIU Brentwood as nursing majors are required to possess:

1. a New York State Registered Nurse license
2. an Associate Degree or Diploma in nursing
3. a minimum overall GPA of 3.0
4. International students are also required to achieve a minimum Test of English as a Foreign Language (TOEFL) score of 90 Internet-based (a minimum listening score of 22 is also required); 225 Computer-based; or 563 Paper-based. IELTS of 7.0 or above is also acceptable.

Applicants who have taken but have not received notification of having passed the NCLEX exam may be admitted to LIU Brentwood as limited matriculants.

Applicants who received their licensure or degree from outside of the United States may be admitted to LIU Brentwood after appropriate evaluation of degree and prior coursework.

RETENTION REQUIREMENTS

All students must maintain an overall GPA of 3.0 for successful progression in the Bachelor of Science in Nursing program. All completed prerequisite/co-requisite course work (i.e., anatomy and physiology, chemistry, genetics, microbiology, and pathophysiology) must achieve a minimum grade of C+. Students must achieve a minimum grade of C+ or better in all nursing courses. Students failing to meet the grade requirement for a course have one opportunity to repeat a single course, multiple deficiencies may result in dismissal from the program.

CORE Curriculum Requirements for Transfer Students

In addition to all major requirements, transfer students pursuing the B.S. in Nursing must satisfy all Core curriculum requirements as follows:

Effective Fall 2017

1. Students transfer to LIU Brentwood as “core complete” if they have received A.A. or A.S. degrees from institutions with which we have articulation agreements, or other accredited institutions granting Liberal Arts degrees. Students with degrees from technical institutions would not qualify as core complete.
2. No student who transfers to LIU Brentwood without an approved A.A. or A.S. degree may graduate without a minimum of:
• Math - 3 credits
• Science - 4 credits
• Fine Arts - 3 credits
• Humanities - 6 credits
• Social Sciences - 6 credits
• English Composition (ENG 1 and 2) - 6 credits

3. Transfer students transferring in less than 60 credits must complete all competencies. Transfer students transferring in 60 or more credits are exempt from the Computer, Library Use and Oral Communication competencies.

4. No two-credit courses in transfer may be applied to the core without department consent and Academic Standing Committee approval. Three-credit science courses in transfer must have a laboratory component to be applied to the core laboratory science requirement.

Total Degree Credit Requirements 120

B.S. Nursing (RNs Only)

[Program Code: 00193]

Core Requirements

As an upper division B.S. in Nursing program, the Core Requirements may have been met by associate degree requirements completed in becoming a licensed New York State Registered Nurse. Please consult your advisor for more information.

In addition to all major requirements, students pursuing the B.S. in Nursing must satisfy all Core curriculum requirements as follows:

POST 101 1 credit

First-Year Composition 6 credits

Economics/Political Science 6 credits

Fine Arts 3 credits

History/Philosophy 6 credits

Laboratory Science 8 credits (BIO 7 and 8)

Language/Literature 6 credits

Mathematics 3 credits (satisfied in major)

Social Sciences 6 credits (PSY 1 and 25)

For a more detailed listing of these requirements, see the Undergraduate Core Curriculum section of this bulletin.

Major Requirements

THIS UPPER DIVISION PROGRAM IS OPEN ONLY TO NEW YORK STATE REGISTERED NURSES (R.N.). PROOF OF N.Y.S. R.N. LICENSE IS REQUIRED.

Required Courses

NUR 79 The Philosophical and Conceptual Basis of Nursing 3.00

NUR 81 Issues in Professional Nursing 3.00

NUR 160 Health Assessment 5.00

NUR 160C Health Assessment (Practicum) 0.00

NUR 86 Family Health Nursing Theory 3.00

NUR 86L Family Health Nursing Clinical 1.00

NUR 86S Family Health Nursing Seminar 0.00

NUR 90 Management, Leadership and Nursing 3.00

NUR 91 Communication and Group Skills for the Health Care Setting 3.00

NUR 230 Public Health Nursing 4.00

NUR 230C Public Health Nursing (Practicum) 0.00

NUR 400 Nursing Research & Evidence-Based Practice 3.00

Elective Nursing Courses (6 credits):

NUR 85 Health Assessment 2.00

NUR 85L Health Assessment Lab 2.00

NUR 95 Integrative Nursing Practice or 1.00 2.00

NUR 99 Pathophysiology 3.00

NRS 110 Nursing Informatics 3.00

NUR 140 Nutrition in Nursing 3.00

NUR 150 Pharmacotherapeutics 3.00

Required Co-Related Courses List 1

BIO 7 Human Anatomy and Physiology I 4.00

BIO 8 Human Anatomy and Physiology II 4.00

PSY 1 General Psychology I 3.00

PSY 25 Developmental Psychology 3.00

Required Co-Related Courses List 2

One of the following:

BIO 250 Microbiology 4.00

BMS 90 Microbiology in Health Sciences 4.00

Required Co-Related Courses List 3

One of the following:

BIO 121 Human Genetics in Health and Disease 3.00

HSC 221 Topics in Human Genetics 3.00

Required Co-Related Courses List 4

One of the following:

CHM 1 Introduction to Forensic Chemistry I 4.00

CHM 2 Introduction to Forensic Chemistry II 4.00

CHM 3 Principles of Chemistry I 4.00

CHM 4 Principles of Chemistry II 4.00

CHM 6 Chemistry of Life 4.00

CHM 21 Organic Chemistry I 4.00

CHM 22 Organic Chemistry II 4.00

CHM 25 Basic Organic Chemistry 4.00

CHM 71 Basic Biochemistry 4.00

Required Co-Related Courses List 5

One of the following:

MTH 19 Basic Statistics 3.00

MTH 41 Biostatistics 3.00

Elective Social Science Course

One course from the following areas listed may be required:

ANT Any Elective Anthropology course

SOC Any Elective Sociology course

GGR Any Elective Geography course

PSY Any Elective Psychology course

Electives: Courses that are not being used to satisfy major or core requirements.

There may be 2 credits in electives which result from transfer credits. Please consult with the Department of Nursing or your advisor should you have any questions.

Credit and GPA Requirements

Minimum Total Credits: 120

Minimum Liberal Arts Credits: 62

Minimum Major GPA: 3.00

Minimum Cumulative GPA: 3.00
Nursing Courses

NUR 79 The Philosophical and Conceptual Basis of Nursing
An introduction to professional nursing. Content focuses on systems, human needs, therapeutic communication, change and leadership theories. Nursing theory as it relates to professional nursing will be examined. Writing Across the Curriculum (WAC) course.
Credits: 3
Annually

NUR 81 Issues in Professional Nursing
An exploration and critical analysis of issues influencing nursing practice, nursing education and the delivery of health care. The political, social and economic factors influencing health care and health policy will be studied.
Credits: 3
Annually

NUR 82 Nursing Research
An introduction to a conceptual understanding of the research process. Learning experiences will focus on preparing a research-oriented practitioner. The major steps in the research process and various research approaches will be presented. Students will identify a researchable problem. Writing Across the Curriculum course (WAC).
Prerequisite of MTH 19 or MTH 41 and NUR 79, as well as a corequisite of NUR 82P are required.
Credits: 3
On Demand

NUR 82P Nursing Research Proposal
A researchable problem will be identified and formulated appropriate to the student's area of clinical interest/expertise. This independent study will bridge the gap between theory (NUR 82) and the application of the research process. The student will develop a proposal using the steps of the research process.
Credits: 1
On Demand

NUR 84 Health and the Human Life Cycle
The purpose of this course is to examine the progress of human development throughout the lifespan. Cognitive, emotional, and physiological growth and development are set forth within the context of critical tasks and crises inherent within each stage of maturation. Emphasis is placed on the second half of the life cycle, and the role of the nurse in caring for an aging population.
Credits: 3
On Occasion

NUR 85 Health Assessment
This 4-credit course has a theory and laboratory component. This theoretical component introduces students to professional nursing skills used in health assessment of a client across the life span. Content will address developmental, psychosocial, environmental, cultural, as well as the pharmaceutical agents utilized in the treatment of various specific health problems associated with specific body systems. Prerequisites of (NUR 99 or BMS 20) and (CHM 1 or CHM 6) and BIO 7 and BIO 8 and NUR 79, NUR 81, NUR 82 and NUR 84 and Co-requisite of NUR 85L are required.
Credits: 2
On Occasion

NUR 85L Health Assessment Lab
This course is the laboratory component of NUR 85. Students practice skills of physical examination and health assessment, and apply the concepts learned in NUR 85. Co-requirement of NUR 85 is required.
Credits: 2
On Occasion

NUR 86 Family Health Nursing Theory
Family Health Nursing focuses on delivery of health care to culturally diverse individuals and their families utilizing the organized framework of the Structural-Functional Theory. Prerequisite of NUR 79, NUR 81, NUR 82 and NUR 84 and Corequisites of NUR 86L and NUR 86S are required.
Credits: 3
Annually

NUR 86L Family Health Nursing Clinical
Students work with assigned families to assess various dimensions of health and promotion and apply the family nursing process based on this assessment. Co-requisites of NUR 86 and NUR 86S are required.
Credits: 1
Annually

NUR 86S Family Health Nursing Seminar
Students identify and discuss important issues that emanate from their clinical experiences as they work with culturally diverse families. Co-requisites of NUR 86 and NUR 86L are required.
Credits: 0
Annually

NUR 87 Community Health Nursing Theory
The focus of this course is on individuals, families, and groups within the community. Theoretical concepts integral to community health nursing and strategies for nursing intervention for the promotion of community health will be identified. Prerequisite of NUR 79, NUR 81, NUR 82, NUR 84, NUR 85, NUR 86 and NUR 91 and Co-requisites of NUR 87L and NUR 87S are required.
Credits: 3
On Demand

NUR 87L Community Health Nursing Practice
This course focuses on community nursing practice. Students will work with culturally diverse individuals, families, and identified groups within selected community health settings. Co-requisites of NUR 87 and NUR 87S are required.
Credits: 0
On Demand

NUR 87S Community Health Nursing Seminar
This course focuses on a discussion of important issues that students identify from their clinical experiences working in various community health settings. Co-requirements of NUR 87 and NUR 87L are required.
Credits: 0
On Demand

NUR 90 Management, Leadership and Nursing
The focus is on the leadership and management concepts and principles, and their application to managing groups of healthcare providers. Nursing management and changes in the current health care system will be explored.
Pre-requirement of NUR 79 is required.
Credits: 3
Annually

NUR 91 Communication and Group Skills for the Health Care Setting
This course provides the theoretical basis and clinical application of communication techniques, group dynamics, and group process for healthcare professionals working in a variety of health care settings. The knowledge, strategies, and techniques needed to communicate effectively with others and in groups will be the focus of this course.
Credits: 3
Annually

NUR 99 Pathophysiology
An in-depth exploration of disease processes across the lifespan which includes epidemiology, pathophysiology, clinical manifestations, and evaluation and treatment for each disease.
Pre-requirement of BIO 7 and BIO 8 are required.
Credits: 3
Annually

NUR 140 Nutrition in Nursing
This course will focus on concepts that are foundational to accurate nutritional patient assessment. Nutritional health risks will be addressed using nutritional assessment techniques to evaluate dietary, biochemical, and anthropometric changes that relate to health promotion and disease prevention. Patient-centered education related to nutritional therapy for common disorders will be discussed. (Same as NRS 140)
Must be in CNBS or TNBS plan.
Credits: 3
Annually

NUR 150 Pharmacotherapeutics
Students explore core concepts and the scientific
basis of pharmacotherapeutics in the delivery of safe, high quality, effective, efficient, equitable, patient centered, and timely nursing care across the lifespan and across health care environments. Legal and ethical principles and regulatory guidelines and standards of practice will be discussed as they affect the role of the nurse generalist in delivering varied drug therapies.

**NUR 160 Health Assessment**
This course presents the didactic theory and laboratory-taught clinical skills necessary to provide health assessment and physical examination across the life span within the context of the nursing process. Students will identify strategies for teaching and promoting health and wellness. Nursing activities are explored that facilitate adaptive responses in well, acute, and chronically ill patients from diverse and multicultural backgrounds.

**NUR 160C Health Assessment**
This course presents the didactic theory and laboratory-taught clinical skills necessary to provide health assessment and physical examination across the life span within the context of the nursing process. Students will identify strategies for teaching and promoting health and wellness. Nursing activities are explored that facilitate adaptive responses in well, acute, and chronically ill patients from diverse and multicultural backgrounds.

**NUR 230 Public Health Nursing**
This course will facilitate the conceptualizing of individuals, family and communities as units of care in public health. It focuses on public health issues in the 21st century, concepts of epidemiology, transformation of public health systems, common community and population health problems and the management of vulnerable populations. Students will be able to interpret how socio-political, economic issues, ethics and culture influence public health issues.

**NUR 230C Public Health Nursing**
This course will facilitate the conceptualizing of individuals, family and communities as units of care in public health. It focuses on public health issues in the 21st century, concepts of epidemiology, transformation of public health systems, common community and population health problems and the management of vulnerable populations.

**NUR 400 Nursing Research & Evidence-Based Practice**
This course introduces the student to the processes of scientific inquiry and research with an emphasis on developing skills as a consumer of research. Students will gain knowledge in the areas of research methods, critical appraisal of research, and concepts of evidence-based practice. Students will begin to develop skills that will assist them in incorporating a systematic process of analysis, synthesis and evaluation of scientific evidenced-based practice into their delivery of nursing care.

Students will be able to interpret how socio-political, economic issues, ethics and culture influence public health issues.

**Credits:** 3

**Annually**
opportunity to make a direct impact on client well-being and a more just society.

Social work is a career for those who wish to make a difference in people’s lives and transform society. The highly respected Bachelor of Science in Social Work program prepares individuals for rewarding careers in health and human service agencies. Our graduates are generalist practitioners who serve as advocates, educators, counselors, mediators, facilitators, coordinators and leaders. They work to promote the changes needed to enhance the well-being of individuals, families, groups, communities and organizations. Students also acquire the foundation of knowledge, values and skills for graduate education. They are eligible (with the proper GPA) to apply for advanced standing, one-year MSW anywhere, including LIU’s program with specializations in services for children and families, substance abuse, gerontology, forensic social work and non-profit management. The Council on Social Work Education (CSWE) accredits the B.S. in Social Work, which includes rigorous academic as well as field education delivered by a faculty of scholars, activists and highly seasoned practitioners. Students may choose to minor in social work as a way of learning the basic skills for negotiating human relationships and facilitating individual and social change.

B.S. in Social Work

The Bachelor of Science in Social Work, accredited by the Council on Social Work Education, will prepare you for a rewarding career as a generalist professional helping individuals, families, groups, communities and organizations. As a social work major at LIU Brentwood, you will start on a journey toward a career in an important “helping profession,” where you will provide guidance, counseling, referrals and practical human services to people in need.

In the context of a liberal arts education, you will study in small classes with faculty members who are both scholars and leading practitioners in the social work field. Emphasis is on gaining the knowledge, values and skills needed to promote both individual well-being and a more just society. In addition to academic courses, you will have an opportunity to make a direct impact on client populations through field work in such diverse settings as schools, homeless shelters, child and family counseling centers, charitable organizations, senior citizen facilities, and social service agencies.

LIU Brentwood students must take SWK 75 in residency at LIU Post.

ADMISSION REQUIREMENTS

The upper-division B.S. in Social Work is open to students who hold associate degrees or have completed approximately 54 credits of a liberal arts-based college degree program. Students who completed their freshman and sophomore years at a community or four-year college apply for their junior and senior years at LIU Brentwood.

Students with an associate’s degree from Suffolk County Community College may seamlessly transfer into the program. Students transferring from other colleges will be evaluated on a case-by-case basis and may be required to complete additional specific course work.

Admission to the upper-division B.S. in Social Work requires:

- Application for Transfer admission
- Application fee (non-refundable)
- ALL official college transcripts
- A minimum college GPA of 2.75

PROGRESSION REQUIREMENTS

Requirements for advancement within the Junior year (Fall semester) as a Social Work major include:

- Students must maintain a major and cumulative GPA of 2.75 or better to retain standing in the program.
- Students must complete the following courses: PSY 1, 2, SOC 1, BIO 1 (or BIO 7), ECO 10 (or ECO 11); PHL 13; SWK 1; and SWK 50.

PROFESSIONAL FIELD PLACEMENT REQUIREMENTS

Field placement, which begins in the spring semester of the junior year (for full-time students or after taking SWK 79), requires individuals to function as professionals and often involves direct client contact. Therefore, the Social Work Program invests heavily in insuring that the students who progress to field placements are ready to assume the serious responsibility it entails. During the fall semester of the junior year, students take foundation courses in social work and a field instruction seminar in preparation for field placement. The instructors teaching these courses are committed to helping identify student’s learning needs as early as possible and assisting them so that they will be able to meet the requirements to proceed to the field. These include:

- Completion of prerequisites (PSY 1 & 2, SOC 1, BIO 1 or 7, PHL 13; ECO 10 or 11).
- Completion of the following Social Work courses: SWK 1, SWK 50, SWK 60, SWK 70, and SWK 79.
- Maintaining a major and cumulative GPA of 2.75 or better.
- Demonstrating commitment to follow all policies and procedures as documented in the program’s student handbook and field manual.

- Completion of a short self-assessment essay and an academic performance review.

CORE Curriculum Requirements for Transfer Students

In addition to all major requirements, transfer students pursuing the B.S. in Social Work must satisfy all Core curriculum requirements as follows:

Effective Fall 2017

1. Students transfer to LIU Brentwood as “core complete” if they have received A.A. or A.S. degrees from institutions with which we have articulation agreements, or other accredited institutions granting liberal arts degrees. Students with degrees from technical institutions would not qualify as core complete.

2. No student who transfers to LIU Brentwood without an approved A.A. or A.S. degree may graduate without a minimum of:
- Math - 3 credits
- Science - 4 credits
- Fine Arts - 3 credits
- Humanities - 9 credits
- Social Sciences - 6 credits
- English Composition (ENG 1 and 2) - 6 credits

3. Transfer students transferring in less than 60 credits must complete all competencies.

Transfer students transferring in 60 or more credits are exempt from the computer, library use and oral communication competencies.

4. No two-credit courses in transfer may be applied to the core without department consent and Academic Standing Committee approval. Three-credit science courses in transfer must have a laboratory component to be applied to the core laboratory science requirement.

Total Degree Credit Requirements 120

B.S. in Social Work [LIU Post Program Code: 19722]

Core Requirements

In addition to all major requirements, students pursuing the B.S. in Social Work must satisfy all Core curriculum requirements, which may have been transferred in, as follows:

- First-Year Composition 6 credits
- Economics/Political Science 6 credits (ECO 10 required)
- Fine Arts 3 credits
- History/Philosophy 6 credits (PHI 13 required)
- Laboratory Science 8 credits (BIO 1 and 2 or BIO 7 and 8)
- Language/Literature 6 credits
- Mathematics 3 - 4 credits
- Social Sciences 6 credits (PSY 1 and 2)

For a more detailed listing of these requirements,
see the Core Curriculum section of this bulletin.

**B.S. in Social Work**

**Major Requirements**

**Required Classes for the B.S. in Social Work**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPA/18</td>
<td>Research Methods</td>
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<tr>
<td>SWK</td>
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</tr>
<tr>
<td>HPA/19</td>
<td>Statistics for the Administrators</td>
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<tr>
<td>SWK</td>
<td></td>
<td></td>
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<tr>
<td>HPA/20</td>
<td>Computer-Based Management Systems</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 1</td>
<td>Introduction to Social Work and Social Welfare</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 50</td>
<td>Social Welfare Programs &amp; Policies I</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 51</td>
<td>Social Welfare Programs &amp; Policies II</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 60</td>
<td>Human Behavior in the Social Environment I</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 61</td>
<td>Human Behavior in the Social Environment II</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 70</td>
<td>Social Work Practice I</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 71</td>
<td>Social Work Practice II</td>
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</tr>
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<td>SWK 75</td>
<td>Diversity-Sensitive Social Work Practice</td>
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</tr>
<tr>
<td>SWK 79</td>
<td>Introduction to Field Instruction</td>
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<td>SWK 80</td>
<td>Field Instruction I</td>
<td>4.00</td>
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<tr>
<td>SWK 90</td>
<td>Field Instruction II</td>
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<tr>
<td>SWK 91</td>
<td>Field Instruction III</td>
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</tbody>
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**Required Social Work Elective Courses**

Choose two of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>ANT 1</td>
<td>Development of the Human Species, Culture and Society</td>
<td>3.00</td>
</tr>
<tr>
<td>ANT 2</td>
<td>Human Society</td>
<td>3.00</td>
</tr>
<tr>
<td>PHI 8</td>
<td>Introduction to Philosophy</td>
<td>3.00</td>
</tr>
<tr>
<td>PHI 14</td>
<td>Introduction to Critical Reasoning</td>
<td>3.00</td>
</tr>
<tr>
<td>PHI 19</td>
<td>Biomedical Ethics</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 25</td>
<td>Developmental Psychology: Childhood</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 26</td>
<td>Developmental Psychology: Adolescence</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 29</td>
<td>Developmental Disabilities</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 30</td>
<td>Personality: Research and Theory</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 32</td>
<td>Social Psychology</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**Required General Co-Related Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 10</td>
<td>Introduction to Microeconomics</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 20</td>
<td>Computer-Based Management Systems</td>
<td>3.00</td>
</tr>
<tr>
<td>PHI 13</td>
<td>Ethics and Society</td>
<td>3.00</td>
</tr>
<tr>
<td>POL 80</td>
<td>Administrative Behavior</td>
<td>3.00</td>
</tr>
<tr>
<td>PSY 1</td>
<td>General Psychology I</td>
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<tr>
<td>PSY 2</td>
<td>General Psychology II</td>
<td>3.00</td>
</tr>
<tr>
<td>SOC 1</td>
<td>Introduction to Sociology</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**Required Co-Related Biology Courses**

Transfer students entering with an A.A. or A.S. may only need to complete one course instead of the two course series:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 1</td>
<td>Foundations of Biology I</td>
<td>4.00</td>
</tr>
<tr>
<td>BIO 2</td>
<td>Foundations of Biology II</td>
<td>4.00</td>
</tr>
<tr>
<td>BIO 7</td>
<td>Human Anatomy and Physiology I</td>
<td>4.00</td>
</tr>
<tr>
<td>BIO 8</td>
<td>Human Anatomy and Physiology II</td>
<td>4.00</td>
</tr>
</tbody>
</table>

**Credit and GPA Requirements**

- Minimum Total Credits: 120
- Minimum Liberal Arts Credits: 60
- Minimum Major GPA of 2.75 is required.
- Minimum Overall GPA of 2.75 is required.
Social Work Courses

**SWK 1 Introduction to Social Work and Social Welfare**
This course presents Social Work as a helping profession that has a unique combination of values, knowledge and skills with the purpose of improving the well-being of people and creating a more just society. Students are introduced to the various fields of practice where social workers address client needs and social problems. The course offers discussions of current events from the multiple perspectives of social work and case studies of social workers serving individuals, families, groups, communities and organizations. There are also guest presentations of professionals who are engaged in activities such as combating hunger, assuring equal access to mental health services and assisting those involved in domestic violence. The course aids students in determining whether social work is a possible career choice for them. Course should be taken by freshman or sophomores planning to major in social work, Junior transfer students should take in first Fall semester, and non-majors can take at any time.

Credits: 3
Every Fall and Spring

**SWK 18 Research Methods**
This course provides an overview of the scientific method as it applies to social work. In this writing intensive course students learn to read and interpret quantitative and qualitative research reports and to design sound and ethical research to increase the profession's knowledge base with respect to human behavior and service development and delivery. Students learn to use research to guide their professional practice and to employ research methodology to evaluate their individual and their program's effectiveness. Cross listed with HPA 18.

(Open to Juniors Only)
Prerequisite of Junior status or greater is required if in Social Work plan of study. Open to all non-majors without prerequisite.

Credits: 3
Every Spring

**SWK 19 Statistics**
Statistical procedures, research design, sampling techniques, descriptive statistics, frequency distributions, measures of central tendency, dispersion, correlation, regression, tests of significance and reliability are all discussed as they apply to the specific needs of the health and human services. Crosslisted with HPA 19.

Prerequisite of HPA 18 or SWK 18 is required.

Credits: 3
Every Fall

**SWK 30 Interdisciplinary Helping Professions**
The purpose of this course is to provide students with an introduction to relationship building as the key to effective helping across the health and social service professions. The model of relationship-centered care (RCC) and the narrative medicine approach will provide the conceptual and methodological frameworks for interdisciplinary collaborative care delivery by professions such as social work, speech therapy, recreational therapy, occupational therapy, physical therapy, nutrition, medicine and nursing. The course is focused on four domains critical to successful health care: the practitioner/patient (client) relationship, the practitioner/practitioner (interdisciplinary team) relationship, the practitioner/community (community of care) relationship and the practitioner-self relationship. It emphasizes the need to attune to and act on the narratives of suffering and strengths of those who seek care as well as all others involved in caregiving, including the clinician, for effective practice of healthcare. Students engage in dyadic and small group exercises designed to develop effective practice skills.

Open to Juniors or Seniors.

Credits: 3
Annually

**SWK 31 Child and Family Services: The Practice**
This course will provide students with an overview of the Child & Family Welfare system focusing on current practices. Students will be exposed to a variety of child & family welfare topics to include but not limited to child protections, foster care, adoption, prevention, family violence and the Court's role. The course will be taught from a generalist perspective examining how policy shapes practice. Students may be asked to critique current child & family welfare policies sharing their thoughts and opinions the course is expected to prepare students for internships & employment in the field of child & family welfare by educating them on the complex issues surrounding children & families. It will involve guest lecturers with expertise on different aspects of child welfare.

Credits: 3
On Occasion

**SWK 50 Social Welfare Programs & Policies I**
SWK 50 provides information about the development of social work as a profession including its tradition of advocacy, reform and commitment to policies inherent in the values of the profession. Students will gain an understanding of historical and contemporary social welfare services and examine how economic, political, and organizational systems influence social policies and diverse and at-risk populations. This course also provides students with knowledge of distinct social issues, and social service programs. It challenges students to interpret basic characteristics of social programs and policies in order to improve services for clients. Throughout the semester students explore inequitable treatment of specific groups and learn of the need for social justice to meet social needs. In addition, this course provides a basic understanding of the specific role of the social worker in policy practice. (Open to Freshmen & Sophomores)

Prerequisite of SOC 1 is required for SWK majors only. Open to all other majors without prerequisite.

Credits: 3
Every Spring

**SWK 51 Social Welfare Programs & Policies II**
SWK 51 has two major foci: a) how and under what circumstances the definition and typification of social problems trigger policy responses and b) social work's role in analyzing, evaluating and influencing policy. Students conduct an analysis of a policy that responds to any social problem of their choosing, and then deconstruct the historical, theoretical and ideological forces shaping the policy as it affects a population at risk. The uniquely-related class, age, gender, racial and cultural issues of oppressed populations and the barriers they experience when confronting the political and organizational processes that influence policy development are at the core of this semester's inquiry. (Open to Juniors and Seniors)

Open to Juniors or Seniors.

Credits: 3
Every Fall

**SWK 60 Human Behavior in the Social Environment I**
The first in the 2-sequence course on understanding human behavior in the social environment, this course provides foundation knowledge of the multiple theoretical perspectives required for generalist social work practice. The focus is on understanding individual behavior across the lifespan from conception through late childhood within the context of social systems including families, groups, organizations and communities. Biological, psychological, social and spiritual factors that affect human growth and development are examined along with problems including, child abuse/neglect, oppression, marital conflicts, mental illness, developmental disabilities, addictions and deviant behaviors. Special attention is given to social and economic justice and diversity variables including gender, ethnicity, culture and class as related to individuals' ability to reach or maintain optimal health and well-being. Case material is introduced throughout the course to illustrate theoretical concepts. (Open to Juniors only)

Prerequisites of SOC 1, PSY 1, 2, (BIO 1 or BIO 7), SWK 1, and SWK 50 are required. SWK 1 and 50 can be taken as corequisites if Junior transfer.

Credits: 3
Every Fall

**SWK 61 Human Behavior in the Social Environment II**
This writing intensive course is the second in the human development sequence and covers the understanding of individual behavior from adolescence through late adulthood within the context of social systems including families, groups, organizations and communities (SWK 60) covered...
infancy through preadolescence). Based on the theories learned in SWK 60, biological, psychological, social and spiritual factors that affect human growth and development are examined along with social problems including substance abuse, domestic violence and elder abuse. The focus is on normal developmental challenges and growth, but the course also addresses common mental health difficulties. Special attention is given to social and economic justice and diversity variables including gender, ethnicity, culture and class as related to individuals’ abilities to reach or maintain optimal health and well-being. Case material is introduced throughout the course to illustrate theoretical concepts. (Open to Juniors only) 

Prerequisite of Junior status or greater is required.
Credits: 3
Every Spring

SWK 70 Social Work Practice I

The first of a two-course sequence, this course is designed to provide students with the knowledge, skills and values essential for beginning generalist social work practice and entry into field placement. The course presents a generalist approach to social work practice with individuals, families, groups, organizations and communities. This course emphasizes generalist practice with individuals and organizations and the knowledge and skills applicable to intervention with these two target systems. The beginning phase of the helping process is highlighted. (Open to Juniors only) 

Prerequisite of SWK 1 and 50 is required. It taken as a junior transfer can be taken as co-requisites. An additional co-requisite of SWK 79 is required.

Social Work majors only.
Credits: 3
Every Fall

SWK 71 Social Work Practice II

The second of a two-course sequence, this course is designed to continue teaching the knowledge, skills and values essential for beginning generalist social work practice. Whereas the first course focused on practice with individuals and organizations, this course concentrates on practice with families, groups and communities. Social Work Practice II identifies variations in engagement, assessment and contracting with these three types of systems. All levels of intervention are discussed as they apply to practice with families, groups and communities. The middle and ending phases of the helping process are highlighted.

Prerequisite of SWK 70 and a co requisite of SWK 80 is required
Credits: 3
Every Spring

SWK 75 Diversity-Sensitive Social Work Practice

This course is designed to draw a bridge between generalist social work practice and the impact of ethnicity, social class, and minority status. Students will be provided with the tools to make ethnic sensitive social work assessments and interventions. The focus of this course will be on examining the problems that face diverse cultures and populations at risk for discrimination and oppression as they attempt to negotiate their environment and to ameliorate the stresses that they confront. Through the use of the case method model of learning, students will be presented with material that presents dilemmas faced by diverse populations as they strive to function and survive in the United States. This course makes a linkage between material on diverse cultures and the social work role and demonstrates the connection between cross-cultural values, beliefs and the profession. (Open to Seniors only)

Prerequisite of SWK 71 is required. Open to students with Senior status only.
Credits: 3
Every Spring

SWK 79 Introduction to Field Instruction

The purpose of this class is to orient junior level social work majors to the field practicum. The course requires one interview with the field director and at least one to two field agency interviews. SWK 79 prepares students for entry into the field practicum experience, and the concurrent Field Seminar class (SWK 80), by anticipating and responding to common concerns among entry-level students, explicating field program policies, and practically preparing the student for the agency selection and initial interviewing process. Students are introduced to and acquainted with the various roles and responsibilities of each of the field team members. In addition, the field contract, task/assignment form, the learning contract, the process recording, the supervisory process, diversity and cultural competence issues in the field and the qualifications and challenges of developing ethical and professional behavior are explored. In preparing students for the “mechanics” of fieldwork, the seminar also takes time to validate the developmental challenges that students experience in mastering the demands of the field placement. (Open to Juniors only)

Prerequisite of SWK 1 and 50 is required. It taken as a junior transfer can be taken as co-requisites. An additional co-requisite of SWK 70 is required.

Social Work majors only.
Credits: 1
Every Spring

SWK 80 Field Instruction I

Field Experience involves placement of the student in a social service agency or social work department of a larger institution. The student is required to intern for a minimum of 100 work hours during the standard Spring semester of the Junior year. The student is required to offer social work service to diverse clients or client systems under the direct, regular supervision of an agency field instructor agreed upon by the agency and the program. The instructional techniques in the seminar parallel processes students will be utilizing in the field as a student and as a social worker. Students’ field experiences are processed using the problem-solving process. Developmental tasks are partialized or deconstructed into manageable parts: agency analysis, the supervisory process, the formulation of learning goals, struggles with diversity and ethical dilemmas, etc. These tasks are processed through journals and assignments that require reflection on the intersection between experience, knowledge, skills, and self. In class, students are also encouraged to collectively utilize the problem-solving process to help their peers’ in the resolution of learning dilemmas. Students are also continually reinforced to prepare agendas and actively assert their own learning needs in class and in supervision. (Open to Juniors only)

Prerequisite of SWK 79 is required. Junior status or greater only.
Credits: 4
Every Spring

SWK 90 Field Instruction II

Taken during the senior year (approximately 200 hours), this course (along with SWK 91 Field Instruction III) provides students with opportunities to test in the field setting the theories and principles learned in the classroom. Students are assigned to social work agencies or social work programs. Students receive on-site field supervision from a professional social worker and participate in individual and group faculty advisory seminars.

Prerequisite of SWK 80 is required.
Credits: 6
Every Fall

SWK 91 Field Instruction III

Taken during the senior year (approximately 200 hours), this course (along with SWK 90 Field Instruction II) provides students with opportunities to test in the field setting the theories and principles learned in the classroom. Students are assigned to social work agencies or social work programs. Students receive on-site field supervision from a professional social worker and participate in individual and group faculty advisory seminars.

Prerequisite of SWK 90 is required.
Credits: 6
Every Spring
The overall objective of the Bachelor of Science program in health care administration is to prepare professionally qualified individuals to serve as generalists and specialists in administrative careers in health care and related areas. The curriculum in health care administration is designed to endow students with practical abilities in problem solving, ethics, program analysis and implementation.

At LIU Brentwood, undergraduates can pursue the Bachelor of Science degree in Health Care Administration. The degree program welcomes both full-time and part-time students.

**B.S. in Health Care Administration**

The Bachelor of Science degree in Health Care Administration is designed to prepare students for a career in the organization and management of health services. The curriculum is designed to prepare students for entry and mid-level professional positions in health care administration. Throughout the course of study students will acquire a keen understanding of the political, social and economic components of the health services sector through courses that range from statistics to financial management. Special emphasis will be placed upon developing the students’ ability to identify, comprehend, describe and differentiate among the major components of the health services system.

A degree in Health Care Administration provides excellent opportunities for employment due to the tremendous expansion and diversification of the health care industry. Graduates with a degree in Health Care Administration find entry-level roles in almost all healthcare delivery settings including hospitals, home-health agencies, long-term care facilities, medical group practices, pharmaceutical companies, fortune 500 companies, medical equipment companies, governmental agencies, and health insurance institutions.

**LIU Brentwood students must take a minimum of 3 credits in residency at LIU Post.**

**Admission Criteria**
The upper-division B.S. in Health Care Administration is open to students who hold an associate’s degree or have completed approximately 60 credits (freshman and sophomore years) of a liberal arts-based college degree program. Students with an associate’s degree from Suffolk County Community College may seamlessly transfer into the program. Students transferring from other colleges will be evaluated on a case-by-case basis, and may be required to complete additional specific course work. Students complete their freshman and sophomore years at a community college or four-year college and their junior and senior years at LIU Brentwood.

Admission to the upper-division B.S. in Health Care Administration requires:
- Application for Transfer admission
- Application fee (non-refundable)
- All official college transcripts
- A minimum college GPA of 2.0

**B.S. in Health Care Administration**

**Core Requirements**

As an upper division B.S. in Health Care Administration, the core requirements may have been met by associate degree requirements. Please consult your advisor for more information.

In addition to all major requirements, students pursuing the B.S. in Health Care Administration must satisfy all Core curriculum requirements as follows:

- POST 101 First-Year Composition 6 credits
- Economics/Political Science 6 credits (ECO 10 and 11)
- Fine Arts 3 credits
- History/Philosophy 6 credits (PHI 13 required)
- Laboratory Science 8 credits
- Language/Literature 6 credits
- Mathematics 3 - 4 credits
- Social Sciences 6 credits

For a more detailed listing of these requirements, see the Core Curriculum section of this bulletin.

**Required Courses**

**B.S. in Health Care Administration**

**Required Health Care Administration Courses**

**All of the following:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAD 10</td>
<td>American Health Systems</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 13</td>
<td>Legal Aspects of Health Care/Public Administration</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 18</td>
<td>Research Methods</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 19</td>
<td>Statistics for the Administrators</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 22</td>
<td>Personnel Administration in Health Care/Public Sectors</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 28</td>
<td>Strategic Planning and Program Evaluation</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 30</td>
<td>Critical Issues in Health/Public Administration</td>
<td>3.00</td>
</tr>
<tr>
<td>HPA 32</td>
<td>Internship in Health and Public Administration</td>
<td>6.00</td>
</tr>
</tbody>
</table>

*Students deciding to pursue the 5-year accelerated dual degree BS/MPA program must take the graduate level courses of the following required sequences listed in order to complete their Masters at the LIU Post campus. Required Course List 1 - one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAD 11</td>
<td>Management of Health Care Organizations</td>
<td>3.00</td>
</tr>
<tr>
<td>MPA* 507</td>
<td>The Policy Process in Health Care and Public Administration</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Required Course List 2 - one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPA 14</td>
<td>Financial Management in the Health Care/Public Sectors</td>
<td>3.00</td>
</tr>
<tr>
<td>HAD* 603</td>
<td>Foundations of Budgeting and Finance in the Health Sector</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Required Course List 3 - one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPA 15</td>
<td>Health Resource Allocation in Health Care/Public Sectors</td>
<td>3.00</td>
</tr>
<tr>
<td>MPA* 503</td>
<td>Economics, Environment and the Public Sector</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Required Course List 4 - one of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HPA 20</td>
<td>Computer-Based Management Systems</td>
<td>3.00</td>
</tr>
<tr>
<td>MPA* 506</td>
<td>Computer Based Management Systems</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Required Co-Related Courses

**All of the following:**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECO 10</td>
<td>Introduction to Microeconomics</td>
<td>3.00</td>
</tr>
<tr>
<td>ECO 11</td>
<td>Introduction to Macroeconomics</td>
<td>3.00</td>
</tr>
<tr>
<td>PHI 13</td>
<td>Ethics and Society</td>
<td>3.00</td>
</tr>
<tr>
<td>PHI 19</td>
<td>Biomedical Ethics</td>
<td>3.00</td>
</tr>
<tr>
<td>POL 2</td>
<td>Introduction to American Politics</td>
<td>3.00</td>
</tr>
</tbody>
</table>

AND one course/three credits of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>POL 80</td>
<td>Administrative Behavior</td>
<td>3.00</td>
</tr>
<tr>
<td>POL 84</td>
<td>The Executive Process</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**HPA Elective (21 credits):**
### HPA Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>11</td>
<td>Careers in Public and Social Services</td>
<td>3.00</td>
</tr>
<tr>
<td>12</td>
<td>Citizenship and the Community</td>
<td>3.00</td>
</tr>
<tr>
<td>16</td>
<td>Health Policy</td>
<td>3.00</td>
</tr>
<tr>
<td>29</td>
<td>Managed Health Care</td>
<td>3.00</td>
</tr>
<tr>
<td>35</td>
<td>Vulnerable Populations in the USA</td>
<td>3.00</td>
</tr>
<tr>
<td>36</td>
<td>Child and Family Policy</td>
<td>3.00</td>
</tr>
<tr>
<td>37</td>
<td>The Roles and Functions of Public Agencies and Authorities</td>
<td>3.00</td>
</tr>
</tbody>
</table>

### HSC Course

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>Intro to Health Professions</td>
<td>3.00</td>
</tr>
</tbody>
</table>

### SWK Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Intro to Social Work &amp; Social Welfare</td>
<td>3.00</td>
</tr>
<tr>
<td>30</td>
<td>Interdisciplinary Helping Professions</td>
<td>3.00</td>
</tr>
</tbody>
</table>

### Credit and GPA Requirements

Minimum Total Credits: 120
Minimum Liberal Arts Credits: 60
Minimum Major GPA: 2.00
Minimum Cumulative GPA: 2.00
## Healthcare and Public Administration Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Description</th>
<th>Credits</th>
<th>Prerequisite</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAD 10</td>
<td>American Health Care System</td>
<td>Survey of the American health care system that examines the elements related to the organization, delivery, financing and planning of health services.</td>
<td>3</td>
<td></td>
<td>Annually</td>
</tr>
<tr>
<td>HAD 11</td>
<td>Management of Health Care Organizations</td>
<td>A study of the development of health planning as it is affected by political, social and economic factors. Special attention is devoted to the theories, applications, issues, and controversies in health planning as well as the work environment of the health planner.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 11</td>
<td>Careers in Public and Social Service</td>
<td>This course will focus on the different career opportunities within the public service field. Special attention will be devoted to explore different sectors of public service such as federal government, state and local government and health care. Students will learn resume writing, interviewing skills and how to network and job search.</td>
<td>3</td>
<td></td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 13</td>
<td>Legal Aspects of Health Care/Public Administration</td>
<td>Considers the importance of law and regulations in the administrative process. Areas to be emphasized include a general introduction to the law, legal environment of public and health organizations and the impact of the law upon administrative decision making. Freedom of information and right to privacy issues are examined. An attempt is made to acquaint the student with critical legal issues that are faced by managers.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required for all students except for Health Information Management &amp; Social Work majors.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 14</td>
<td>Financial Management in the Health Care/Public Administration</td>
<td>A survey of the principles and practices of financial management theory and its applications to health care and public administration. The course will focus on budgeting and cost control, cost reimbursement, taxation and revenue, cost incentive programs and financial analysis specific to the health care and public sectors.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required for all students except for Health Information Management &amp; Social Work majors.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 15</td>
<td>Health Resource Allocation in Health Care/Public Sectors</td>
<td>This course focuses on the application of special problems involving health and public resources, allocation, markets, personnel shortages, as well as issues relating to the equity and stabilization of the public/health sector.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 18</td>
<td>Research Methods</td>
<td>An overview of the scientific method as it applies to research in fields of health care and public administration. Special attention will be devoted to examining issues related to cost effectiveness and alternatives.</td>
<td>3</td>
<td>Prerequisite of Junior status or greater is required if in Social Work plan of study. Open to all non-majors without prerequisite.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 19</td>
<td>Statistics for the Administrators</td>
<td>Statistical procedures, research design, sampling techniques, descriptive statistics, frequency distributions, measures of central tendency, dispersion, correlation, regression, tests of significance and reliability are all discussed as they apply to the specific needs of the health and public administrator.</td>
<td>3</td>
<td>Prerequisite of HPA 18 or SWK 18 is required.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 20</td>
<td>Computer-Based Management Systems</td>
<td>This course is a comprehensive review of computer concepts and usage in health and public sectors. It covers the types of computers which are appropriate and the storage devices needed. Students learn to create programs, and to evaluate packaged software for its applicability to their department's needs. The course involves extensive &quot;hands-on&quot; computer use.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required for all students except for Health Science, Health Information Management &amp; Social Work majors.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 22</td>
<td>Personnel Administration in Health Care/Public Sectors</td>
<td>An introduction to the personnel function in the health care and public sector. Special emphasis will be placed upon recruitment, placement, performance, assessment, labor relations and employee services.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 28</td>
<td>Strategic Planning and Program Evaluation</td>
<td>To prepare a student to develop a strategic plan for the implementation and evaluation of an administrative policy and program.</td>
<td>3</td>
<td>Prerequisites of (HAD 10 &amp; POL 80) or POL 84 are required.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 30</td>
<td>Critical Issues in Health/Public Administration</td>
<td>Multidisciplinary seminar focusing on sociological, political and economic issues of health care and public administration. Selected issues will be determined by recent developments in the organization and delivery of health care and public services.</td>
<td>3</td>
<td>Prerequisite of HAD 10 is required.</td>
<td>Annually</td>
</tr>
<tr>
<td>HPA 32</td>
<td>Internship in Health and Public Administration</td>
<td>Placement within a public or health agency to provide students with administrative experience in the operations of such facilities.</td>
<td>3</td>
<td>Prerequisite of HAD 10, permission of advisor &amp; faculty are required.</td>
<td>Annually</td>
</tr>
</tbody>
</table>
UNDERGRADUATE: CORE & ELECTIVE COURSES

The following descriptions for courses in the College of Liberal Arts and Sciences and the College of Arts, Communications & Design are provided for students taking these individual courses in support of the undergraduate programs offered at LIU Brentwood.

College of Arts, Communications & Design

ART 1 Introduction to Visual Arts
This course covers world art from the beginnings of human culture to today. The aim is to explore why art is the product not only of its creator, but also of the historical, political, economic, and social forces that shaped the artist. Students are introduced to the language and concepts of visual analysis and historical contextualization, with the goal of increasing their understanding of world cultures and the role of artistic representation in society.

Credits: 3
Every Fall, Spring and Summer

MUS 1 Introduction to Musical Concepts
This course is a study and discussion of music and its aesthetic and creative applications in a multicultural civilization.

Credits: 3
Every Fall and Spring

CIN 11 History Of World Cinema
A concise history of film from its origins in the 1890s to the present is covered. Silent and sound films from around the world are screened and discussed each week. For non-majors only fine arts core requirement. Special fee.

Credits: 3
Every Fall, Spring and Summer
The College of Education, Information and Technology offers one of the widest ranges of teacher-training and administration programs in the region. Through LIU Brentwood, the College of Education, Information and Technology offers master's degree programs in School Counseling, Clinical Mental Health Counseling, Early Childhood Education, Childhood Education, Literacy, Special Education, an Autism Concentration (CASE), Dual Certification in Childhood & Special Education, Dual Certification in Childhood and Literacy, and courses in Adolescent Education and courses in TESOL.

LIU Brentwood also offers LIU Post Palmer School of Library and Information Science master’s degree programs in Library and Information Science and Library and Information Science/School Library Media. LIU Brentwood students enrolled in either of these two degree programs must take a minimum of three credits in residency at LIU Post.

Important Notice

Students are required to consult with their academic counselor regularly as they progress through their course of study.

Overview

The College of Education, Information and Technology serves the educational needs of the largest metropolitan area of the nation. Thus, the College of Education, Information and Technology reflects the dynamic character of urban and suburban life and concerns itself with the important role education plays in improving the quality of that life. Through programs of professional study, the College of Education, Information and Technology prepares teachers, specialists and administrators who have commitment and competence to help young people achieve dignity, preserve individuality, develop democratic values and find self-fulfillment.

The College of Education, Information and Technology is committed to providing professional experiences that are important aspects of programs of study for professional educators. These experiences bring the prospective teacher, specialist or administrator face-to-face with the realities of the classroom, the school and the community, as well as provide opportunities for participation in the study, research and analysis of contemporary education issues. In fulfilling this commitment, the resources of the College of Education, Information and Technology are available not only to its students but also to the professionals and school districts of the metropolitan region.

As society is altered by such factors as the knowledge explosion, technological advances, and population growth, the purposes and processes of education have changed. The College of Education, Information and Technology is aware of its responsibility to society in dealing with complex educational and social issues by providing leadership in curriculum innovation, experimentation and dissemination of information.

Academic Policy and Admission Requirements

All graduate programs leading to initial or professional educator certification require an undergraduate (bachelor's level) GPA of 3.0 or better and submission of GRE scores. These programs include all teacher certification programs; School Library Media Specialist; Speech Language Pathology; and all Master's level Education Leadership programs.

Applicants not meeting the required grade point average for admission to the program will be required to appear for a personal interview with the chairperson.

Additional admission requirements for individual programs are listed within the admission and degree requirements for each program.

Academic Status

(A) Upon completion of 12 to 15 credit hours, a matriculated student must apply for interim assessment by submitting a form that is available from his or her faculty advisor or academic counselor.

Faculty from within the candidate's major will examine the interim assessment application, review his or her professional objectives, experiences and strengths, and recommend additional courses and experiences for program completion. During interim advisement, the faculty advisor and student will jointly develop a culminating plan that encompasses faculty recommendations and student preferences. If the interim assessment does not lead to a positive recommendation, the candidate may petition the dean for reconsideration by the Academic Standing Committee.

The interim assessment application must be approved and a culminating plan developed before a matriculated student may enroll for courses beyond those included on his or her initial plan. (B) Upon admission, a limited matriculated student meets with either the appropriate chairperson, coordinator or academic counselor who advises and assists him or her in developing a maximum 12-credit plan of study. Upon completion of 12 credit hours, the advisor and student develop a new plan of study. The limited matriculated student may then enroll for additional courses. It is important to note that a random collection of elective credits does not constitute an acceptable program of study. A limited matriculated student who later requests matriculated status must obtain approval from the dean of the College of Education, Information and Technology or his/her delegated representative. No more than 18 hours may be transferred from limited matriculated to matriculated status.

Unsatisfactory Grades

The average of grades attained in the approved program of study may be no less than B (equivalent to the quality point index of 3.00). A student who receives grades below B in two graduate courses is considered to have an academic deficiency. A third grade below B, after the student receives a formal warning of the deficiency, requires formal action on the part of the appropriate department. Any such student may lose his or her matriculated status or be ineligible to continue in the graduate program. The dean makes final disposition of such cases. Individual departments may impose stricter academic standards. This is especially true in cases involving a final grade of F. In no case may a student graduate or student teach with a cumulative grade point average below 3.00.

Program Options for Master's Degree

Upon successful completion of interim assessment, the student, in consultation with his or her faculty advisor, is assigned one of the culminating options listed below. Departmental options vary. Specific department requirements are outlined in departmental sections.

Each option provides the student the opportunity to satisfy student teaching requirements for certification.

A. Degree With Thesis

Master's degree programs in education require a minimum of 30-51 semester hours of course work, sometimes including an additional three credits for satisfactory completion of a thesis. Early childhood (birth-grade 2) and childhood (grades 1-6) (formerly elementary education) students may take most of the work in education with electives appropriate to their background.

The thesis or project required in the graduate programs tests the candidate's ability to engage in original research, evaluate source materials, and communicate clearly and accurately. All thesis option students must take a required research methods course.

A candidate's thesis will be accepted for consideration only after successful interim assessment and completion of required courses and semester hours listed on his or her initial plan of study.

A master's degree candidate who chooses the thesis option will write his or her thesis under the direct supervision of a committee chairperson. Each candidate is encouraged to recommend a chairperson for the committee. The dean, in consultation with the appropriate department chairperson, must approve the final choice.

The student must file the request for the appointment of a thesis chairperson with the
College of Education, Information and Technology Office at least 30 days before the time he or she registers for the thesis writing course. In preparing the thesis, the student must follow approved procedures and a specified manual of style.

Once the thesis receives faculty committee approval, the student must defend it through an oral examination. A student who elects the thesis option is exempt from a comprehensive examination.

**B. Degree Without Thesis**

Master's degree programs in education require a minimum of 30-51 semester hours of course work. For early childhood (birth-grade 2)/childhood (grades 1-6) teachers (formerly elementary education) most of the work may be in education with electives appropriate to the person's background or major interest. Non-thesis candidates must either pass the comprehensive examination described below, or an approved alternative (see each department for specifics).

**Comprehensive Examination**

Each candidate who selects this option will undergo a written evaluation. Professors from within the candidate's major field develop the examination uniquely. The faculty reserves the right to require subsequent assessment of the candidate should it become necessary.

The student must submit his or her comprehensive examination application to the appropriate departmental office during the semester before, but no later than one month before, the administration of the examination. Eligibility for the comprehensive examination is contingent upon acceptance as a degree candidate. The student must also complete 30 appropriate semester hours of graduate study by the end of the semester in which he or she sits for the examination.

**New York State Teacher Certification**

New York State requires teachers in public schools to be certified. The following are approved teacher certification programs:

- Early Childhood (Birth-Grade 2)
- Childhood (Grades 1-6)
- Special Ed (Grades 1-6)
- Literacy (Birth-Grade 6)

Those students who complete the above programs are entitled to apply for certification through the LIU Post Certification Office and the TEACH online certification; however, they must complete the entire program including student teaching or practica. All who apply for the first certificate, which is called the initial certificate, are required to take the New York State Teacher Certification Exams. See www.nysed.gov for details.

After initial certificate holders have acquired three years of teaching experience and a master's degree, they will qualify for the professional certificate.

As of May 1, 2014 new assessments for certification are required. See your advisor for details. In addition to the above requirements, the following are additional requirements for initial certification.

**Required Workshops for Certification**

1. **Child Abuse: Identification and Reporting**
   (Required of all students)

   All persons who apply for an initial (formerly provisional) or professional (formerly permanent) teaching certificate or license and all students in school counseling must complete a state-approved two-hour course in the identification and reporting of suspected child abuse. This requirement must be met by attending a specially scheduled two-hour seminar.

2. **Violence Prevention Workshop - Project Save**
   (Required of all students applying for state certification)

   All persons who apply for any level of school certification must complete a two-hour state-approved workshop on the warning signs, classroom management techniques, referral process, statutes and regulations regarding school violence prevention and intervention.

3. **Autism Workshop**
   (Required for special education program)

   All persons who apply for any level of school certification must complete a two-hour state-approved workshop on the warning signs, classroom management techniques, referral process, statutes and regulations regarding school violence prevention and intervention.

4. **Dignity for All Students Act (DASA)**
   (Required of all students)

   All persons who apply for teacher certification after July 1, 2013, must receive 6 hours of training designed to fulfill the Harassment, Bullying, Cyber-Bullying and Discrimination Prevention Intervention training requirements.

5. **EDUX-200: Preventing Child Abduction; Safety Education; Fire and Arson Prevention**
   (Required of all students applying for certification)

   All persons who apply for state certification must complete all three two-hour workshops to pass this class. Topics include awareness, concerns, and appropriate responses.

6. **EDUX-300: Preventing Alcohol, Tobacco, & other Substance Abuse**
   (Required of all students applying for certification)

   All persons who apply for initial teacher certification must complete three hours for workshop completion, except for students majoring in Physical Education, Health Education, or Physical/Health Education or those who have completed HE 205 or HE 205A.

**Fingerprinting**

All candidates seeking New York state certification must be fingerprinted and submit to criminal background checks. Instructions and materials will be available through each student's academic counselor.

TEACH online application system is now mandated by the department. Students must log in and establish a profile, complete the application process and make a request for a specific certificate upon completion of a registered program. The students must notify the Certification Office at LIU Post in order for LIU Post to verify program completion to the NYSED. Upon verification by LIU Post, the certificate will be issued. Contact your advisor at LIU Brentwood for further information.

**Accreditation CAEP**

The undergraduate and graduate teacher education programs of the College of Education, Information and Technology at LIU Post and LIU Brentwood are accredited by the Council for the Accreditation of Education Preparation (CAEP), signifying they meet the highest standards of quality in preparing competent, caring and qualified professional educators who will teach and lead in pre-K through grade 12 schools.

All education programs at LIU Brentwood within the College of Education, Information and Technology's departments are accredited by CAEP.

Students should check NYSTCE for assessment updates.
The Department of Counseling and Development has been educating and preparing graduate students to enter the professions of mental health counseling and school counseling for 45 years. The mental health counseling and school counseling programs have been approved by the New York State Education Department (NYSED) since the early 1970s. Our programs in both clinical mental health counseling and school counseling were one of the first programs to be nationally accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) in New York State.

The department offers the M.S. in School Counseling and the M.S. in Clinical Mental Health Counseling, which are both CACREP accredited. Coursework covers the eight core curriculum areas stipulated by CACREP, including theory, practica and internships that prepare students for New York State licensure or certification in their respective disciplines.

The faculty is diverse with a wide range of specializations and clinical competencies. They are committed to academic excellence and support the integration of technology, multicultural competencies and the highest ethical standards.

The programs prepare students to become reflective counselors fostering professional identity with a commitment to lifelong learning. In addition to the two CACREP accredited master's degree programs, the department also offers an Advanced Certificate in Clinical Mental Health Counseling that is a "licensure qualifying" bridge program approved by the NYSED, Office of the Professions.

M.S. in School Counselor

The Master of Science School Counselor program is nationally accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP). The program prepares students to work with young people from a developmental perspective to clarify goals, to overcome behavioral and social obstacles, and to enhance the learning experience. Graduates of this program help students cope with a myriad of problems. They learn effective individual and group counseling techniques and gain practical field experience through internships at all levels (elementary, middle and high school). This 48-credit program, plus two years of experience as a school counselor in New York, leads to permanent New York State certification as a school counselor.

ADMISION REQUIREMENTS

Applicants to the M.S. School Counselor must meet the following requirements for admission.

- Application for Admission.
- Application fee: (non-refundable).
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- Bachelor’s degree with at least a 3.0 cumulative grade point average in undergraduate studies or successful completion of another master’s degree. Applicants who do not meet this academic requirement will be required to take the Graduate Record Examination (GRE). For admission purposes, only the writing assessment of the GRE is evaluated. This section of the exam assesses writing and critical thinking skills which are essential attributes for the professional counselor. Applicants will be considered to have met the GRE requirement if they obtain a score of 4.5.
- Applicants who have completed a bachelor’s degree and have at least 10 years work related experiences beyond their degree and/or have been involved in extraordinary life experiences are eligible to apply to the graduate counseling programs. At the discretion of the chair of the Department of Counseling and Development, the GRE will be waived.
- Two professional and/or academic letters of recommendation that address the applicant’s potential in the profession and ability to complete a graduate program.
- Interview with a faculty member of the Department of Counseling and Development.
- Pass a spontaneous writing sample at admissions interview.
- Students for whom English is a second language must submit official score results of the Test of English as a Foreign Language (TOEFL). The required minimum acceptable TOEFL score is: 85 Internet-based or minimum IELTS score: 7.0. Deadlines for a complete application for admission to the programs of study in the Department of Counseling and Development are as follows:
  - August 20 for fall admission
  - January 10 for spring admission

Send application materials to:
Graduate Office of Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Rd.
Brentwood, N.Y. 11717

M.S. in School Counselor
[Program Code: 78566]

Major Requirements (48 credits)

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>EDC 610</td>
<td>Psychopathology for the Professional Counselor</td>
<td>3.00</td>
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<tr>
<td>EDC 613</td>
<td>Diversity and Socio-Cultural Issues in Counseling</td>
<td>3.00</td>
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<td>EDC 614</td>
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<tr>
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<td>Theories Of Counseling</td>
<td>3.00</td>
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<td>EDC 668</td>
<td>Counseling Pre-Practicum</td>
<td>3.00</td>
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<tr>
<td>EDC 669</td>
<td>Counseling Practicum</td>
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<tr>
<td>EDC 676</td>
<td>Career Development</td>
<td>3.00</td>
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<tr>
<td>EDC 687</td>
<td>Group Counseling/Theory and Practice</td>
<td>3.00</td>
</tr>
<tr>
<td>EDC 702</td>
<td>Research Methods In Counseling</td>
<td>3.00</td>
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</table>

School Counseling Specialization Requirements

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>EDC 602</td>
<td>Introduction to School Counseling and Ethics</td>
<td>3.00</td>
</tr>
<tr>
<td>EDC 659</td>
<td>College Admission and Educational Planning</td>
<td>3.00</td>
</tr>
<tr>
<td>EDC 670</td>
<td>Educational Tests and Measurements</td>
<td>3.00</td>
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<tr>
<td>EDC 690</td>
<td>School Counseling Internship I</td>
<td>3.00</td>
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<tr>
<td>EDC 691</td>
<td>School Counseling Internship II</td>
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<tr>
<td>EDC 702</td>
<td>Research Methods In Counseling</td>
<td>3.00</td>
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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>EDC 612</td>
<td>Trauma Counseling</td>
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<td>EDC 652</td>
<td>Counselor's Approach to Human Sexuality</td>
<td>3.00</td>
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<tr>
<td>EDC 654</td>
<td>Introduction to Addictions Counseling</td>
<td>3.00</td>
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<tr>
<td>EDC 657</td>
<td>Treatment Approaches in Addictions Counseling</td>
<td>3.00</td>
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<tr>
<td>EDC 750</td>
<td>Special Topics in Counseling *</td>
<td>3.00</td>
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</tbody>
</table>

- The Adolescent in Crisis: Detection, Intervention and Referral *
- Cognitive-Behavior Therapy (CBT): Theory, Practice and Techniques *
- Counseling the Gay, Lesbian, Bisexual or Transgender Client/Student *
- Counseling Through the Creative Arts *
- Grief Counseling with Clients Facing Dying,
Death, Bereavement, Trauma and Loss *
• Helping Parents Help Their Children: Practical Strategies for LMHC Practitioners and School Support Personnel *
• Spirituality in Counseling and Psychotherapy: A Dimension of Integrative Healing *

**Culminating Experience -** Students will take the Counselor Preparation Comprehensive Examination (CPCE). Students must take the exam the semester before they graduate. Students who fail the CPCE examination twice will be required to take a written examination developed by the Department.

**Workshop Requirements:** Students must take the Child Abuse Workshop, the School Violence Prevention & Intervention Workshop, and the DASA workshop (Dignity for All Students Act).

**Credit and GPA Requirements**
Minimum Total Credits: 48
Minimum Major GPA: 3.00

**M.S. in Clinical Mental Health Counseling**
The 60-credit Master of Science in Clinical Mental Health Counseling is a 'licensure qualifying' program with the New York State Education Department, Office of the Professions which prepares students for a career as a mental health counselor. Upon completion of the master's degree graduates of the clinical mental health counseling program automatically meet the educational requirements for licensure as a mental health counselor in New York State. You will learn individual and group counseling techniques to help youths, adults, couples, parents and families work through their problems and issues. As a mental health counselor, you can have a positive and meaningful impact on people. The M.S. in Clinical Mental Health Counseling will provide counselors with the preparation and support they need to help others experience healthy, fulfilled lives.

As a leader in preparing students for careers in counseling and development, LIU Brentwood provides an educational environment that fosters the personal and professional growth of future counselors and related professionals while upholding the highest ethical standards and respect for individual differences. Our faculty members are actively engaged in mental health counseling and frequently contribute to publications and conferences.

The program integrates mental health counseling theories and approaches with carefully supervised practical experiences in state-of-the-art appropriate field settings. The training comprises individual counseling as well as group and other systemic modalities within the developmental model and brief therapy framework. This is an individualized program emphasizing self-development and the integration of individual group counseling theories and techniques, with a strong emphasis on carefully supervised clinical experiences. Each degree candidate will be required to complete 100 hours of counseling practicum (EDC 669) and 600 hours of internship experience (EDC 683, EDC 684).

**ADMISSION REQUIREMENTS**
Applicants to the Master of Science in Clinical Mental Health Counseling must meet the following requirements for admission.
• Application for Admission
• Application fee: (non-refundable)
• Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
• Bachelor's degree with at least a 3.0 cumulative grade point average in undergraduate studies or successful completion of another master's degree. Applicants who do not meet this academic requirement will be required to take the Graduate Record Examination (GRE). For admission purposes, only the writing assessment of the GRE is evaluated. This section of the exam assesses writing and critical thinking skills which are essential attributes for the professional counselor. Applicants will be considered to have met the GRE requirement if they obtain a score of 4.5.
• Applicants who have completed a bachelor's degree and have at least 10 years work related experiences beyond their degree and/or have been involved in extraordinary life experiences are eligible to apply to the graduate counseling programs. At the discretion of the chair, the GRE will be waived.
• Two professional and/or academic letters of recommendation that address the applicant’s potential in the profession and ability to complete a graduate program
• Interview with a faculty member of the Department of Counseling and Development
• Pass a spontaneous writing sample at admissions interview
• Students for whom English is a second language must submit official score results of the Test of English as a Foreign Language (TOEFL). The required minimum acceptable TOEFL score is: 85 Internet-based or minimum IELTS score: 7.0.

Deadlines for a complete application for admission to the programs of study in the Department of Counseling and Development are as follows:
• August 20 for fall admission
• January 10 for spring admission
• April 30 for summer admission

**Send application materials to:**
Graduate Office of Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Rd.
Brentwood, N.Y. 11717

**M.S. Clinical Mental Health Counseling**

**Major Requirements (60 Credits)**

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**M.S. Clinical Mental Health Counseling Specialization Requirements**

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<tbody>
<tr>
<td>EDC 601</td>
<td>Foundations of Clinical Mental Health Counseling and Ethics</td>
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<tr>
<td>EDC 608</td>
<td>Diagnostic Interviewing and Assessment in Clinical Mental Health Counseling</td>
<td>3.00</td>
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<tr>
<td>EDC 611</td>
<td>Evidence Based Treatment Planning in Clinical Mental Health Counseling</td>
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<tr>
<td>EDC 616</td>
<td>Family Counseling</td>
<td>3.00</td>
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<tr>
<td>EDC 660</td>
<td>Practicum In Psychological Testing for Counselors</td>
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<tr>
<td>EDC 683</td>
<td>Clinical Mental Health Counseling Internship I</td>
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<tr>
<td>EDC 684</td>
<td>Clinical Mental Health Counseling Internship II</td>
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**M.S. Clinical Mental Health Counseling M.S. Electives - 3 Electives**

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<td>EDC 657</td>
<td>Treatment Approaches in Addictions Counseling</td>
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</tbody>
</table>
Health Counseling and Ethics
- EDC 608 Diagnostic Interviewing and Assessment in Clinical Mental Health Counseling
- EDC 611 Evidence Based Treatment Planning in Clinical Mental Health Counseling
- EDC 616 Family Counseling
- EDC 683 Clinical Mental Health Counseling Internship I (300 hours)
- EDC 684 Clinical Mental Health Counseling Internship II (300 hours)

Upon completion of the advanced certificate, the individual will meet the educational requirements for licensure as a mental health counselor in New York State. They will then be eligible to file for a “limited permit” and begin accruing the 3000 post master's experiential hours required for licensure. They will also be eligible to file to take the National Clinical Mental Health Counselor Examination (NCMHCE) which is the licensure examination designated by the State. There is also the possibility that the Office of the Professions may accept experiential hours gained after the receipt of the individual's master's degree if the experience was in an approved setting under the supervision of a recognized licensed mental health professional.

Advanced Certificate: Clinical Mental Health Counseling
(Program Code: 35256)

Requirements (18 credits)
- EDC 601 Foundations of Clinical Mental Health Counseling and Ethics 3.00
- EDC 608 Diagnostic Interviewing and Assessment in Clinical Mental Health Counseling 3.00
- EDC 611 Evidence Based Treatment Planning in Clinical Mental Health Counseling 3.00
- EDC 616 Family Counseling 3.00
- EDC 683 Clinical Mental Health Counseling Internship I 3.00
- EDC 684 Clinical Mental Health Counseling Internship II 3.00

Credit and GPA Requirements
Minimum Total Credits: 18
Minimum GPA: 3.00

Office of Alcohol and Substance Abuse Services (OASAS)

Education and Training Program
The M.S. in Clinical Mental Health Counseling program has been approved as an Education and Training Program by OASAS for the CASAC-T. Graduates of the master's degree program in Clinical Mental Health Counseling who complete the requisite coursework will meet the 350 hour education and training requirements for the Certified Alcohol and Substance Abuse Counselor-Trainee (CASAC-T) designation. Graduates of the master's degree program will also meet 400 of the 6000-hour requirement for full certification as a CASAC. In addition, if the graduate completed their 100 Counseling Practicum hours and their 600 Clinical Mental Health Counseling Internship hours at an OASAS affiliated facility, then the number of experiential hours needed for full certification as a CASAC will only be 1300. Individuals interested in securing their CASAC-T designation must inform the chair of the Department of Counseling and Development in writing of their intent to pursue the CASAC-T upon admission of the program.

CASAC-T Requisite Course Work
- EDC 601 Foundations of CMHC & Ethics 3.00
- EDC 608 Diagnostic Interviewing and Assessment in Clinical Mental Health Counseling 3.00
- EDC 611 Evidence Based Treatment Planning in Clinical Mental Health Counseling 3.00
- EDC 615 Theories of Counseling 3.00
- EDC 654 Introduction to Addictions Counseling 3.00
- EDC 657 Treatment Approaches in Addictions Counseling 3.00
- EDC 660 Practicum in Psychological Testing for Counselors 3.00
- EDC 668 Counseling Pre-Practicum 3.00
- EDC 687 Group Counseling: Theory and Practice 3.00
- EDC 692 Mandated Reporter Training 3.00
- EDC 694 Tobacco Use and Nicotine Dependence Training 3.00
Counseling and Development Courses

EDC 601 Foundations of Clinical Mental Health Counseling and Ethics
To be taken as the first course in the Mental Health Counseling specialization, within the student’s first 15 semester hours of work. This course is an introduction to preventive education and counseling for mental and emotional health as uniquely available in mental health centers. The course prepares students to work on counseling teams and enrichment programs, to handle referral procedures, community relations and teamwork, and to deal with mental health problems in terms of their etiology and the innovations in the field. Students will also be exposed to the ethical and legal responsibilities of a clinical mental health counselor. The ACA and AMHCA Code of Ethics will be extensively covered.

Credits: 3
Every Fall and Spring

EDC 602 Introduction to School Counseling and Ethics
This is the basic introductory course that exposes the student to the world of professional counseling with an emphasis on school counseling. It also provides the students with training in ethics within the counseling profession with specific attention given to the American Counseling Association (ACA) Code of Ethics and the Code of Ethics of the American School Counselors Association (ASCA). This foundation course prepares students to apply basic counseling skills in the elementary, middle and high school settings. Emphasis is placed on the expanded role of the school counselor in curriculum, instruction, assessment, and consultation, as well as providing training in the ASCA National Model of School Counseling. Focus is placed on the various roles of the school counselor, tools and strategies appropriate in the school setting, and consultation and collaboration with other school personnel. The course will also cover concepts and techniques of the counseling process in the school setting, behavioral and developmental problems, and enhancing the creative capabilities of students. It will help to prepare prospective school counselors in helping students reach their academic, career, social, and personal potential. The course will also explore job opportunities on Long Island, New York City, upstate New York and nationally.

Credits: 3
Every Fall

EDC 608 Diagnostic Interviewing and Assessment in Clinical Mental Health Counseling
This course is a weekly seminar focused on, but not limited to, the following: the etiology, diagnosis, treatment, referral and prevention of mental disorders through the utilization of current diagnostic assessment tools, including the Diagnostic and Statistical Manual (DSM) and International Classification of Diseases (ICD); psychological assessment, case conceptualization, psychopathology, diagnostic intake interviewing, mental status evaluation, biopsychosocial history, mental health history, psychological assessment for treatment planning and caseload management guidelines.

Prerequisite of EDC 610 and 615 is required.

Credits: 3
Every Fall

EDC 610 Psychopathology for the Professional Counselor
This course provides an in-depth review of a broad spectrum of psychopathological conditions as defined in the current edition of the Diagnostic and Statistical Manual (DSM) of the American Psychiatric Association. The course will focus on understanding the etiology, prevalence and incidence, signs and symptoms of the various mental disorders delineated in the DSM. A focus will also be placed on learning the criteria necessary to provide a differential diagnosis. There will also be an emphasis on increasing understanding of clinical issues and current research in development and maladaptive behavior and on comparing and contrasting different theoretical perspectives on each mental disorder. Ethical issues and limitations related to current diagnostic systems will be discussed. This course will provide the student with a solid foundation in psychopathology and enhance the student’s mastery in understanding the pathogenesis of the various mental disorders.

Credits: 3
Every Fall and Spring

EDC 611 Evidence Based Treatment Planning in Clinical Mental Health Counseling
Evidence-based practice (EBP) has steadily become the standard care in the mental health field. This course is a weekly seminar focused on introducing clinical mental health counseling student trainees to the process of empirically informing their psychotherapy treatment plans. Empirically supported treatments (EST) are treatments whose efficacy has been demonstrated through clinical research. The course will cover: psychopharmacology, cognitive behavior therapy, rational emotive cognitive behavior therapy, behavior therapy, eye movement desensitization reprocessing, dialectical behavior therapy, acceptance and commitment therapy, motivational interviewing, exposure therapies, interpersonal psychotherapy, and other empirically supported treatment approaches as necessary.

A prerequisite of EDC 608 is required.

Credits: 3
Every Spring

EDC 612 Trauma Counseling
This course validates and addresses the emergent new field of trauma studies and the growing body of trauma-related best practices. It provides mental health counselor, and other mental health practitioners with a comprehensive review of the various types of trauma experiences, the human vulnerability for traumatic experiences across the life span, and the intersections among trauma, crisis and disaster events. It discusses pertinent diagnostic and case conceptualization issues as well as presents individual systems interventions and collaborations. The course offers and presents a rich array of trauma-related resources which include websites, films, manuals, DVDs and a variety of other useful tools.

Credits: 3
Alternate Semesters

EDC 613 Diversity & Socio-Cultural Issues in Counseling
Major twenty-first century contributions of sociology and anthropology are examined with a view to understanding the role of socio-cultural factors in human development and behavior. This course also examines the impact of the socio-cultural viewpoint on contemporary concepts of adaptive and maladaptive human behavior and related mental health issues.

Credits: 3
Every Fall and Spring

EDC 614 Human Growth and Development Over the Lifespan
This course focuses on understanding the principles and rationale of developmental counseling over the lifespan from a multicultural perspective. Students become familiar with the primary functions of the developmental counselor: counseling, consulting, coordinating, assessment and advocacy. Students will examine the developmental theories of Piaget, Erikson, Vygosky and others. They will examine the cognitive, physical, social and emotional development of the individual during early childhood, middle childhood, adolescence and adulthood. In addition to an overview of developmental stages and developmental tasks which children face, the course includes exploration and experimentation with various and unique methods used in developmental counseling. Students will explore various developmental crises and impediments to optimum development and, in small groups, do an oral report of their findings. They will compile a developmental portfolio, presenting characteristics of each developmental milestone, and develop a comprehensive guidance plan to address the developmental needs during the school years.

A prerequisite or co prerequisite of EDC 601 or EDC 602 is required.

Credits: 3
Every Fall and Spring

EDC 615 Theories of Counseling
This is a basic course in counseling theories and techniques and their application within a multicultural and diverse society. Students gain an
understanding of the major theories of counseling and psychotherapy, e.g., psychoanalytic, existential, person-centered, gestalt, reality, behavioral, cognitive-behavioral, and family systems, etc.). In addition, the counselor as a person and a professional is explored as well as ethical issues in counseling and therapy.

A pre requisite or co requisite of EDC 601 or EDC 602 is required.
Credits: 3
Every Fall and Spring

EDC 616 Family Counseling
This course offers a consideration of theories, practices and related activities with couples, parents and/or other related adults and children. Included in the course is a survey of some major trends and problems associated with individual adjustments, adaptations and other reactions within family and social settings.
Credits: 3
Every Fall

EDC 617 Principles of Couple Counseling
A study of the theoretical and practical aspects of couple counseling from initial referral to termination. The difference between this form and individual, group or family counseling will be examined in order to understand the clinical issues involved. Both the object relations and the systemic theories will be studied with emphasis on the clinical application to help couples change, according to their therapeutic goals.
Credits: 3
Every Spring

EDC 652 Counselor’s Approaches to Human Sexuality
A study of human sexuality from its normal manifestations and development to its dysfunctions. The student will be guided to examine his/her own attitudes and values in this area and to learn counseling approaches to problems and questions related to sexuality.
Credits: 3
Rotating Basis

EDC 654 Introduction to Addictions Counseling
Alcoholism, addiction and substance abuse as behavioral psychological problems are analyzed to enable professional counselors to integrate current theories of abuse and addiction and etiological models into their work with individuals manifesting problems with abuse and dependence on alcohol or other substances. The course will provide a comprehensive overview of the full spectrum of addictive disorders and their consequences. Approaches to the assessment and evaluation of alcoholism and substance abuse will be reviewed, discussed and analyzed, as well as, cross cultural concerns and considerations. Training in tobacco use and nicotine dependence will also be covered. Ethical guidelines for addiction counseling will be addressed as detailed in the ethical guidelines of the National Association for Alcoholism and Drug Abuse Counselors (NAADAC).
Credits: 3
Every Fall

EDC 657 Treatment Approaches in Addictions Counseling
Treatment planning and treatment setting are critical elements related to the efficacy of all substance abuse programs. This course continues the study of addictions counseling and substance abuse by building upon the concepts of accurate assessment and diagnosis. Students will become familiarize with the processes of treatment planning and the various approaches to treatment including psychotherapeutic, group, pharmacotherapy, and 12-step programs, as well as maintenance and relapse prevention. The course will covered the various treatment populations including families, persons with disabilities, children, adolescents, college students and the LGBT population. Co-occurring disorders to addiction treatment will also be reviewed. Pre requisite of EDC 654 is required.
Credits: 3
Every Spring

EDC 658 Critical Treatment Issues Confronting Professional Counselors
Newly graduated mental health professionals are frequently confronted with specific mental health issues or common client problems for which they do not feel adequately prepared to deal with. Such mental health issues/problems include eating disorders, sexual abuse, self-injurious behavior, bodyimage disorders, suicide, trauma, grief/bereavement and sexual preference issues. This course will provide the counselor trainee with essential information on these critical issues so that they will develop a solid foundation from which to develop competencies and skills necessary to treat clients manifesting these issues. This course is intended to enhance awareness, promote professional competence and provide sufficient basic information about treatment options available and resources to consult for further information.
Credits: 3
Rotating Basis

EDC 659 College Admissions and Educational Planning
This course is designed to provide systematic training in counseling for the college admission and selection process. Graduate students in school counseling and those who are already in the field are introduced to concepts and practical skills required for competency in working with diverse populations: the traditionally aged college student applicant, the disadvantaged, the minority student, the gifted, the learning disabled, the student athlete, and the adult. The course consists of lectures, presentations, cooperative and group learning activities, video viewings, class discussions and "hands-on" type of activities designed to enhance knowledge of the college admission and selection process. College admission personnel and school counselors are invited as guest presenters. A pre requisite of EDC 602 is required.
Credits: 3
Every Spring

EDC 660 Practicum In Psychological Testing for Counselors
This course is laboratory experience designed to develop adequate understandings and competencies with respect to concerns, issues and implementation factors related to administration, scoring, recording and interpretations of aptitude, intelligence tests, as well as interest and personality inventories. A pre requisite of EDC 601 is required.
Credits: 3
Every Spring

EDC 668 Counseling Pre-Practicum
This is the basic counseling laboratory course designed to provide supervised practical counseling experience from a lifespan and multicultural perspective that can be applied in the school or agency. Students learn the basics in terms of active listening skills and the use of appropriate counseling techniques through role-play and other activities. Students must have three to five actual tape-recorded role playing sessions with another student in the course who will act as the client; the professor may give permission for students to work with a client who is not a member of the class. Interview summaries, detailed analyses, and other relevant counseling experiences are part of the course. Orientation to the role of the professional counselor and ethical concerns are discussed. A pre or co requisite of EDC 601 or EDC 602 and EDC 615 is required.
Credits: 3
Every Fall and Spring

EDC 669 Counseling Practicum
This course is an in-depth counseling laboratory course designed to provide supervised practical counseling experience from a life span and multicultural perspective through successful completion of 100 hours of which: 60 hours of observation, interaction, and supervision at a school or mental health agency site; 30 hours of direct service via individual and group counseling to clients at that site; and 10 hours off site with clients who will be audio-taped. The purpose of the 60 hours, which can be interspersed throughout the semester, is to acclimate the practicum students to the environment in which the counseling experience occurs. Interview summaries, detailed analysis and other relevant counseling experiences are a part of this course. Again, it must be emphasized that practicum students in 669 must provide 40 hours of direct service to clients of which 30 hours take place at a school or agency site and 10 hours are provided to non-site clients. With onsite clients, practicum students are to document and describe each individual and group counseling experience.
experience, which are to be shared with the cooperating counselor and reflected in the logs given to the University professor. These clients are supervised by and remain the primary responsibility of the cooperating counselor. The remaining ten (10) hours with non-site clients are audio-recorded and shared only with the University professor and the other students in EDC 669. Practicum students meet in group seminar with the University professor every week. In addition, the University professor provides an hour of individual or triadic supervision (i.e. professor and two students), the time for which is built into this six (6) credit course. While the professor and the two students are interacting, the other practicum students observe the supervision being given by the professor. After the triadic supervision occurs, the observing students will be asked to offer their comments and suggestions immediately after the triadic supervision or during the group class. The appropriate roles of the professional counselor, based upon the Ethical Guidelines of the American Counseling Association, are covered. This course is also designed to develop and extend the student's understanding and competencies begun in EDC 668, Counseling Pre-Practicum. This course must be completed prior to taking EDC 683, Mental Health Counseling Internship I or EDC 690, School Counseling Internship I. Health Insurance required for Mental Health Counseling students. Pre-requisite of EDC 668 and a prerequisite or co-requisite of EDC 610 is required. Credits: 6 Every Fall and Spring

EDC 670 Educational Tests and Measurements
This is a survey course in the principles and practices of testing and assessment used in schools. After a quick look at the concepts of educational statistics and the underlying mathematical basis of standardized tests, the student will examine the most widely used tests and assessments that he/she will be expected to know and understand in the K-12 setting: achievement tests, interest inventories, aptitude and intelligence measures. In addition, time will be devoted to the New York State Learning Standards and the assessments which will accompany the higher graduation requirements. Credits: 3 Every Fall

EDC 676 Career Development
This course provides students with an in-depth study of theories and emerging patterns in career development counseling, as well as their application across a range of settings including schools and agencies. Emphasis is placed on practical counseling techniques, psychoeducational approaches, and evaluation of resources used in career counseling and education. Attention is given to psychological, sociological, economic and educational dynamics; multicultural, gender, and disability perspectives of career development are also discussed. Technological and other current trends as they relate to career counseling and education are reviewed. Credits: 3 Every Fall and Spring

EDC 683 Clinical Mental Health Counseling Internship I
This course is designed for students in the latter part of the graduate program, after having taken considerable theory and coursework in the counseling process. The student is required to attend seminar meetings, to prepare weekly logs directed toward observation, insight, and evaluation of activities in the field setting. Related professional readings are also required. The student is expected to develop a counseling caseload, participate in group work, attend staff meetings and schedule a weekly meeting with the field supervisor for evaluation. A minimum 300 hours in a mental health counseling setting, acceptable to the department is required. Health Insurance required for Mental Health Counseling students. Pre-requisite of EDC 669 and Pre or Co-requisite of EDC 601, 608, & 687 are required. Credits: 3 Every Fall, Spring and Summer

EDC 684 Clinical Mental Health Counseling Internship II
This is a second semester internship required for Mental Health Counseling students. Course content and time requirements are the same as for EDC 683. Health Insurance required for Mental Health Counseling students. Pre-requisite of EDC 683 is required. Credits: 3 Every Fall, Spring and Summer

EDC 686 Clinical Mental Health Counseling Internship IV - Advanced Certificate only
This course is a continuation of the advanced internship placement and seminar experience as it consists of supervised experience involving 300 hours in an approved mental health counseling setting. Professional readings are required. However, the student at this level is expected to be self-initiating and able to perform both competently and creatively in considerable depth in achieving the objectives of the course at the practitioner level. Health insurance required for Mental Health Counseling students. Pre-requisite of EDC 685 is required. Credits: 3 On Occasion

EDC 687 Group Counseling Theory and Practice
This course will examine the dynamics present in a counseling group and how these forces can be employed in the service of therapeutic change. Leadership styles and skills will be discussed with special consideration given to their application and impact on members. The progressive stages in group development will be identified. Concomitant strategies for addressing relevant issues within the stages will be presented. Practical considerations necessary for screening potential members, beginning/ending groups, process interventions, discussing confidentiality and ethical considerations will be included. A variety of theoretical orientations on groups will be explored. Credits: 3 On Occasion

EDC 690 School Counseling Internship I
This course is designed for students in the school counseling specialization. It is taken in the latter part of the graduate program after they have taken considerable theory and coursework in the counseling process and its application within a school setting. The student is required to attend weekly seminar meetings, and to prepare weekly logs directed toward observation, insight, and evaluation of activities in the field setting. Related professional readings are also required. The student is expected to develop a counseling caseload, participate in group work, attend staff meetings, and meet with the cooperating counselor for evaluation. A minimum of 300 hours in a school setting, acceptable to the department is required. Pre requisite of EDC 669 and EDC 659, and a pre or corequisite of EDC 687 is required. Credits: 3 Every Fall

EDC 691 School Counseling Internship II
This course consists of a supervised experience involving 300 hours in a school setting. Course content and time requirements are the same as 690. A permission form signed by the field supervisor must be on file with the Department of Counseling and Development before the student begins the internship placement. Pre-requisite of EDC 690 is required. Credits: 3 Every Fall

EDC 700 Independent Study
Independent study involves in-depth development of a project idea as an area of study in a previous course. Permission to take this course is based on the merit of the proposed study and the needs and background of the student. Permission requires the signature of the faculty member sponsoring the study, the Department Chair and the Dean of the College of Education, Information and Technology at LIU Post. Independent Study is not allowed in place of a course offered as part of the program. Hours are arranged. Credits: 3 On Occasion

EDC 703 Research Methods In Counseling
This is a course in the understanding of the use, process and applications of research findings in counseling. Students will examine recent research studies, explore topics of particular interest to them, and prepare a draft research proposal on an issue of their choosing. This course is project-based, relevant and practical. Credits: 3
Every Fall and Spring

**EDC 750 Special Topics in Counseling**

Summer Session institutes and workshops are three-credit courses, one week in length, designed to enrich one's graduate or post-graduate education by focusing on topics that are of timely interest and concern to working professionals. Often institutes are team-taught by experts in their field, offering students a unique opportunity to accelerate their academic progress for personal, professional and career advancement. All courses are open to visiting students and working professionals.

- The Adolescent in Crisis: Detection, Intervention and Referral
- Cognitive-Behavior Therapy (CBT): Theory, Practice and Techniques
- Counseling the Gay, Lesbian, Bisexual or Transgender Client/Student
- Counseling Through the Creative Arts
- Grief Counseling with Clients Facing Dying, Death, Bereavement, Trauma and Loss
- Spirituality in Counseling and Psychotherapy: A Dimension of Integrative Healing

**Credits: 3**

**Rotating Basis**
DEPARTMENT OF CURRICULUM AND INSTRUCTION

Phone: 516-299-2374
Fax: 516-299-3312

Chair: Piro
Professor: Dornisch, Piro, Rasheed, Rhee
Associate Professors: Ahmad, Byrne, Choi, Dunne, Goubeaud, Levine, Ogulnick, Schneiderman, Tolentino, Woo
Adjunct Faculty: 46

The Department of Curriculum and Instruction offers one of the most comprehensive teacher preparation programs in New York State. Nationally accredited by the Council for the Accreditation of Education Preparation (CAEP), the department’s master’s degree programs focus on the different stages of child development: infancy, pre-school, early childhood, middle and high school and teaching English to speakers of other languages. Students are mentored throughout their entire program by expert faculty who oversee their student-teaching assignments, portfolio development, peer- and self-evaluations, and leadership experiences. All teacher education programs lead to New York State teacher certification.

M.S. in Early Childhood Education (Birth - Grade 2)

The Master of Science degree in Early Childhood Education prepares professional teachers and leaders to work with infants, toddlers, preschoolers and younger children in their formative years (Birth to Grade 2). You will be trained to work in a variety of educational settings, including public and private schools, Head Start programs, child development and child care centers and other programs related to the education of children, from ages Birth to 8.

The program is designed for individuals who have earned a bachelor’s degree from an accredited university or college and who wish to begin a new career as a certified school teacher. Upon graduation, you will be eligible for Initial Teaching Certification from New York State. In addition, current teachers who have bachelor’s degrees in education and Initial Teaching Certification may use this program to expand their expertise to the first through sixth grade levels. This program meets the New York State master’s degree requirements for Professional Teaching Certification.

The M.S. degree curriculum comprises 12 education courses (36 credits) plus field experience, supervised student teaching (6 credits), and a culminating experience. In the required courses you will study the physical, intellectual, emotional and social development of small children, including culturally diverse populations. You will gain an understanding of the theory and practice of teaching language arts -- reading, writing, listening, and speaking -- in the early childhood classroom. The curriculum includes courses in "The Psychological Foundations of Education," "Creative Expression for Early Childhood," "Child Development," and "Beginning Reading and Writing: Emergent Literacy."

The number of credits required for the program ranges from 42 to 45 credits, depending on your culminating experience. You can choose one of three culminating experiences:

Choose from:
- Final Project (0 credits)
- Comprehensive Exam (0 Credits)
- Thesis Seminar (3 credits)

After you complete all degree requirements, successfully pass New York State Licensure tests (Students graduating fall 2013 LAST, ATSW, CST / Students graduating in spring 2014 and later EAS, CST and edTPA) and you have completed all seminars (Child Abuse, SAVE (Schools Against Violence Education Act), DASA (Dignity for All Students Act), you will be awarded Initial Teaching Certification by the New York State Education Department for Early Childhood: Birth - Grade 2. If you are a certified teacher with three years of teaching experience, you will be eligible to apply for Professional Teaching Certification upon completion of the program.

Please refer to the NYSED certification website (www.highered.nysed.gov/tcert/) for the most up-to-date changes in certification requirements.

ADMISSION REQUIREMENTS

Applicants to the Early Childhood Education (Birth to Grade 2) must meet the following requirements for admission:

- Application for admission.
- Application fee (non-refundable).
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- Students for whom English is a second language must submit official score results of the Test of English as a Foreign Language (TOEFL). The required minimum acceptable TOEFL score is: 79 Internet-based (213 computer based or 550 paper-based) or minimum IELTS score: 6.5.

Send application materials to:

Graduate Office of Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Rd.
Brentwood N.Y. 11717

M.S. in Early Childhood Education (Birth - Grade 2)

[Program Code: 26163]

Major Requirements (42-45 Credits)

Required Education Core Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI</td>
<td>Psychological Foundations of Education</td>
<td>3.00</td>
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<tr>
<td>EDI</td>
<td>Social Foundations of American Education</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI</td>
<td>Early Child Development: Birth to Grade 2</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI</td>
<td>Education for Cultural Diversity</td>
<td>3.00</td>
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</table>

**A grade of "B-" or higher is required in all education courses**

Required Pedagogical Core Courses

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>EDI</td>
<td>Early Childhood Curriculum: Birth to Preschool</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI</td>
<td>Early Childhood Curriculum: K to Grade 2</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI</td>
<td>Creative Expression for Early Childhood</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI</td>
<td>Observation and Assessment in Early Childhood</td>
<td>3.00</td>
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Required Co-Related Content Courses

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDS</td>
<td>Beg Read &amp; Lit</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS</td>
<td>Literacy Teaching and Learning: Birth-Grade 6</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS</td>
<td>Accommodating Learners with Special Needs in Inclusive Settings (Includes Technology and Inclusion)</td>
<td>3.00</td>
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Required Health & Substance Abuse Workshop

<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Edux</td>
<td>Preventing Child Abduction; Safety Education; Fire and Arson Prevention</td>
<td>0.00</td>
</tr>
<tr>
<td>Edux</td>
<td>Preventing Alcohol, Tobacco, and Other Substance Abuse</td>
<td>0.00</td>
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Required Student Teaching Course

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDI</td>
<td>Supervised Student Teaching and Seminar in Early Childhood Education</td>
<td>6.00</td>
</tr>
</tbody>
</table>

Culminating Experience (0-3 Credits): Choose one of three culminating experiences:

- Final Project (0 credits), required if applying for teacher certification
- Comprehensive Exam (0 Credits)
M.S. in Childhood Education (Grades 1-6)

The Master of Science degree in Childhood Education prepares professional teachers and leaders to address the intellectual, social and emotional needs of children in the first through sixth grades.

The program is designed for individuals who have earned a bachelor’s degree from an accredited university and college and who wish to begin a new career as a certified school teacher. Upon graduation, you will be eligible for Initial Teaching Certification from New York State. In addition, current teachers who have bachelor’s degrees in education and Initial Teaching Certification may use this program to expand their expertise to the first through sixth grade levels. This program meets the New York State master’s degree requirements for Professional Teaching Certification.

The M.S. degree curriculum comprises 11 education courses (33 credits) plus field experience, supervised student teaching (6 credits) in a public or private school, and a culminating experience. Courses range from “The Psychological Foundations of Education,” which covers a wide variety of factors that affect teaching, learning and development, to “Accommodating Learners with Special Needs in Inclusive Settings,” which includes instruction in assistive and teaching technologies to help integrate students with disabilities into the classroom. Specific courses are devoted to teaching social studies, mathematics and science in the elementary school grades, and to remedial and developmental reading. After completing 12 education credits, all students take a seminar in Health and Substance Abuse.

The number of credits required for the program ranges 39 to 42 credits, depending on your culminating experience. You can choose one of three culminating experiences:

Choose from:
- Final Project (0 credits)
- Comprehensive Exam (0 Credits)
- Thesis Seminar (3 credits)

After you complete all degree requirements, successfully pass New York State Licensure tests (Students graduating fall 2013 LAST, ATSW, CST / Students graduating in spring 2014 and later EAS, CST and edTPA) and you have completed all seminars (Child Abuse, SAVE (Schools Against Violence Education Act), DASA (Dignity for All Students Act) you will be awarded Initial Teaching Certification by the New York State Department of Education to teach Childhood: Grades 1 to 6. If you are a certified teacher with three years of teaching experience, you will be eligible to apply for Professional Teaching Certification upon completion of the program. Please refer to the NYSED certification website (www.highered.nyssed.gov/tcert/) for the most up to date changes in certification requirements.

ADMISSION REQUIREMENTS
Applicants to the M.S. in Childhood Education (Grades 1-6) must meet the following requirements for admission.
- Application for admission
- Application fee: (non-refundable)
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended
- Students for whom English is a second language must submit official score results of the Test of English as a Foreign Language (TOEFL). The required minimum acceptable TOEFL score is: 79 Internet-based (213 computer-based or 550 paper-based) or minimum IELTS score: 6.5.

Send application materials to:
Graduate Office of Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Rd.
Brentwood, N.Y. 11717

M.S. in Childhood Education
[Program Code: 26164]

Leading to NYS Initial Certification in Grades 1-6

Major Requirements (39-42 credits)

Electives
Courses that are not being used to satisfy major or core requirements.

Credit and GPA Requirements
Minimum Total Credits: 39 - 42
Minimum Major GPA: 3.00

M.S. in Childhood Education / Literacy (Dual Certification)

See the Department of Special Education and Literacy section of this bulletin for program description, program requirements and admission requirements.

M.S. in Childhood Education / Special Education (Dual Certification)

See the Department of Special Education and Literacy section of this bulletin for program description, program requirements and admission requirements.
M.S. in Adolescence Education  
(Pedagogy-Only)

Program Registration
The M.S. Adolescence Education Grades 7-12 (Pedagogy Only) Program is registered with the New York State Education Department to award degrees through LIU Post. Students interested in this degree program may attend classes at LIU Brentwood, but will apply to, and graduate from, LIU Post. As such, a minimum of three credits must be taken in residence at LIU Post. Students enrolled in this program may apply for financial aid through LIU Post only.

Overview
The M.S. in Adolescence Education: Pedagogy-only degree is intended primarily for those students who have an undergraduate degree in the content area or 36 credits of study (either undergraduate or graduate) in the content area. In the case of social studies, degrees in history or political science (including 21 credits of history) are acceptable. At least three credits in geography must also have been completed.

In the case of applicants without an undergraduate degree in the content area, certain courses will not be counted toward the 36 qualifying credits. These courses include ungraded credits such as CLEP, advanced placement, pass/fail, and life experience, as well as content area teaching methods courses. Students not meeting these criteria or denied admission to the pedagogy-only degree are encouraged to apply to the joint M.S. in Adolescence Education degree which includes 18 credits in the following content areas: biology, earth science, English, mathematics, social studies and Spanish.

For applicants without a degree in the content area, the following criteria will be used to determine admission to the pedagogy-only degree.

**BIOLOGY**
Thirty-six credits in Biology with a biology GPA not less than 3.0 are required. A course in genetics is also required. All courses to be counted toward the 36 credits must have grade of B or better.

**CHEMISTRY**
Please contact the associate dean for the College of Liberal Arts and Sciences for specific requirements.

**EARTH SCIENCE**
Thirty-six credits in earth science are required, which must include no more than four introductory level courses with no more than two courses in geology or earth science, no more than one course in astronomy, no more than one course in meteorology. Students must have earned at least a B in each of the content courses. Earth science certification includes geology, astronomy, meteorology, and earth science. It does not include environmental science.

**ENGLISH**
Thirty-six credits in English (not including composition) are required, with grades of B or better in each course. The courses should include 1 course in Shakespeare, 2 courses in British literature of any kind (other than Shakespeare), 2 courses in American literature of any kind, 1 course in world literature survey, or equivalent, 1 course in research, theory, and literary analysis and 5 additional elective courses, not including freshman composition. The English Department believes the student should have as broad a range of English courses as possible, with studies in literature related to various historical periods (from medieval to modern) and genres (poetry, fiction, drama), and with studies also in literary analysis.

**GERMAN**
Please contact the associate dean for the College of Liberal Arts and Sciences for specific requirements.

**ITALIAN**
Please contact the associate dean for the College of Liberal Arts and Sciences for specific requirements.

**MATHEMATICS**
Thirty-six credits in mathematics are required with grades of B or better and should include two semesters of calculus and analytic geometry and at least six semesters of course work from the following list:
1. Multivariable or Advanced Calculus
2. Set Theory
3. Mathematical Logic
4. Euclidean Geometry
5. Probability and Statistics
6. Abstract Algebra
7. Linear Algebra
8. Real Analysis
9. Complex Analysis
10. Differential Equations
11. Discrete Mathematical Structures

**SOCIAL STUDIES**
Thirty-six credits in social studies to include three credits in U.S. government, six credits in a U.S. history survey, six credits of either a world history or a western civilization survey, six credits of upper-level courses that indicate a level of rigor beyond that of introductory courses and three credits in geography. A social studies GPA of at least 3.0 is required.

**SPANISH**
Thirty-six credits in Spanish with a minimum of a 3.0 Spanish and 3.0 cumulative GPA’s are required. The Spanish credits should include a minimum of 30 credits above level 4 (intermediate) Spanish and should not include Spanish conversation or courses given in English.

**Admission Requirements**
Applicants to the M.S. in Adolescence Education (Grades 7-12) (Pedagogy-Only) Program must meet the following requirements for admission:
- Application for admission.
- Application fee: non-refundable.
- Official Copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- Two professional and/or academic letters of recommendation that address the applicant's potential in the profession and ability to complete a graduate program.
- Students for whom English is a second language must submit official score results of Test of English as a Foreign Language (TOEFL). The required minimum acceptable TOEFL score is 79 internet-based (213 computer-based or 550 paper-based) or minimum IELTS score of 6.5.

**SEND APPLICATION MATERIALS TO:**
Graduate Office of Admissions
LIU Post
720 Northern Blvd.
Brookville, N.Y. 11548-1300

M.S. in Adolescence Education  
(Grades 7-12) (Pedagogy Only)  
[LIU Post Program Code: 27268]

**Major Requirements (36-39 Credits)**

<table>
<thead>
<tr>
<th>Social Studies Sub-Plan Required Course</th>
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</thead>
<tbody>
<tr>
<td>EDI 660 Methods and Materials of Teaching Social Studies in Secondary Schools</td>
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<table>
<thead>
<tr>
<th>Biology Sub-Plan Required Course</th>
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<tbody>
<tr>
<td>EDI 655 Methods and Materials of Teaching Science in Secondary Schools</td>
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<table>
<thead>
<tr>
<th>Chemistry Sub-Plan Required Course</th>
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<tbody>
<tr>
<td>EDI 655 Methods and Materials of Teaching Science in Secondary Schools</td>
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<td>3.00</td>
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<table>
<thead>
<tr>
<th>English Sub-Plan Required Course</th>
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</thead>
<tbody>
<tr>
<td>EDI 658 Methods and Materials of Teaching English in Secondary Schools</td>
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<thead>
<tr>
<th>Earth Science Sub-Plan Required Course</th>
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<tbody>
<tr>
<td>EDI 655 Methods and Materials of Teaching Science in Secondary Schools</td>
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<table>
<thead>
<tr>
<th>German Sub-Plan Required Course</th>
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</thead>
<tbody>
<tr>
<td>EDI 654 Methods and Materials of Teaching Modern Languages in Secondary Schools</td>
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<td>3.00</td>
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</tbody>
</table>
**A grade of "B-" or higher is required in all education courses**

**A grade of "B+" or higher is required in all education classes**

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**Italian Sub-Plan Required Course**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI 654</td>
<td>Methods and Materials of Teaching Modern Languages in Secondary Schools</td>
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</tbody>
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**Mathematics Sub-Plan Required Course**

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<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI 659</td>
<td>Method and Materials of Teaching Mathematics in Secondary Schools</td>
<td>3.00</td>
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</table>

**Spanish Sub-Plan Required Course**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI 654</td>
<td>Methods and Materials of Teaching Modern Languages in Secondary Schools</td>
<td>3.00</td>
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</table>

**Required Adolescence Education Core Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI 551</td>
<td>Psychology of the Adolescent Student</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 555</td>
<td>Organizational and Social Foundation of the High School</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 610</td>
<td>Curriculum and Teaching in Middle and High Schools</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 643</td>
<td>Education for Cultural Diversity</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 677</td>
<td>Curriculum Development for the Classroom Teacher</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 700</td>
<td>Introduction to Educational Research</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 612</td>
<td>Literacy Teaching &amp; Learning: Gr 5-12</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 633</td>
<td>Accommodating Learners with Special Needs in Inclusive Settings (Includes Technology and Inclusion)</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 641</td>
<td>Literacy In Content Area 5-12</td>
<td>3.00</td>
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**M.A. in Teaching English to Speakers of Other Languages (TESOL)**

**Program Registration**

The M.A. in Teaching English to Speakers of Other Languages Program is registered with the New York State Education Department to award degrees through LIU Post. Students interested in this degree program may attend classes at LIU Brentwood, but will apply to, and graduate from, LIU Post. As such, a minimum of three credits must be taken in residence at LIU Post. Students enrolled in this program may apply for financial aid through LIU Post only.

**Overview**

Imagine being in a room where everyone is speaking a language completely unfamiliar to you. Many students in our local schools face this problem on a daily basis. The Master of Arts program in TESOL program prepares you to help children in all grades to overcome language barriers and learn how to speak the English language effectively. You will develop a greater awareness of the special needs of children in multilingual/multicultural school districts. This highly specialized program - which prepares you for New York State certification - also provides advanced training for experienced TESOL teachers, supervisors and administrators. Students can choose either face-to-face or blended format options. The program is 39-42 credits depending on course selection and the culminating experience.

After you complete all degree requirements, successfully pass New York State Licensure tests (Students graduating fall 2013 LAST, ATSW, CST / Students graduating in spring 2014 and later EAS, CST and edTPA) and you have completed all seminars (Child Abuse, SAVE (Schools Against Violence Education Act), DASA (Dignity for All Students Act), you will be awarded Initial Teaching Certification by the New York State Department of Education. Please refer to the NYSED certification website (www.highered.nysed.gov/tcert/) for the most up to date changes in certification requirements.

ADMISSION REQUIREMENTS

Applicants to the M.S. in Teaching English to Speakers of Other Languages must meet the following requirements for admission.

- Application for admission
- Application fee (non-refundable)
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- Students are required to have 12 credits in a foreign language (may be waived for bilingual students)
- Students for whom English is a second language must submit official score results of the Test of English as a foreign language (TOEFL). The required minimum acceptable TOEFL score is: 79 Internet-based (213 computer-based or 550 paper based) or minimum IELTS score: 6.5.

**Credit and GPA Requirements**

<table>
<thead>
<tr>
<th>Minimum Total Credits</th>
<th>Minimum Major GPA</th>
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<tbody>
<tr>
<td>36 -39</td>
<td>3.00</td>
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</table>

**M.A. Teaching English to Speakers of Other Languages (TESOL)**

(Program Code: 26175)

**Major Requirements (39-42 Credits)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI 600</td>
<td>Psychological Foundations of Education</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 601</td>
<td>Social Foundations of American Education</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 643</td>
<td>Education for Cultural Diversity</td>
<td>3.00</td>
</tr>
<tr>
<td>EDI 700</td>
<td>Introduction to Educational Research</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 633</td>
<td>Accommodating Learners with Special Needs in Inclusive Settings (Includes Technology and Inclusion)</td>
<td>3.00</td>
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**Methods & Materials Courses**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDI 650</td>
<td>Methods and Materials in Teaching English to Speakers of Other Languages or Dialects</td>
<td>3.00</td>
</tr>
</tbody>
</table>
EDI 679  Advanced Methods and Evaluation in TESOL 3.00
EDI 689  TESOL in Content Areas: Science, Humanities and Social Science 3.00

Adolescent Health-Risk Workshop
EDUX 200  Preventing Child Abduction; Safety Education; Fire and Arson Prevention 0.00
EDUX 300  Preventing Alcohol, Tobacco, and Other Substance Abuse 0.00

Educational Theory & Practice Courses
EDI 630  Second-Language Literature Acquisition 3.00
EDI 680  Bilingual Education and ESL: Theory and Practice 3.00

Co-Related Content Course
ENG 512  Descriptive Linguistics 3.00

One of the following Student Teaching or Practicum Course and Elective
EDI 726  Supervised Student Teaching and Seminar in Teaching English to Speakers of Other Languages (K-12) 6.00
EDI 620  Practicum In TESOL and 3 credit elective if student teaching is waived 3.00
EDI  Elective in Education 3.00

Culminating Experience (0-3 Credits): Choose one of three culminating experiences:
• Final Project (0 credits), required if applying for teacher certification
• Comprehensive Exam (0 Credits)
• Thesis Seminar (3 credits)

Thesis Seminar Course
EDI 705  Thesis Seminar 3.00

Credit and GPA Requirements
Minimum Total Credits: 39 - 42
Minimum Major GPA: 3.00
Curriculum and Instruction Courses

EDI 550 Psychology of the Early Adolescent Student
This course examines various aspects of early adolescent psychological development, including cognition, social relationships, stress, self-esteem, political and moral development. Considerable attention is given to gender, race, ethnicity, the special early adolescent and the "at-risk" student. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 15 hours of fieldwork will be required.
Credits: 3
Every Fall and Spring

EDI 551 Psychology of the Adolescent Student
This course examines various aspects of adolescent psychological development, including cognition, social relationships, stress, self-esteem and political and moral development. Considerable attention is given to gender, race, ethnicity, the special adolescent and the "at-risk" student. The use of the technology as related to teaching and learning will be examined. This course will require a writing component. Also, 15 hours of fieldwork will be required.
Credits: 3
Every Fall

EDI 554 Organizational and Social Foundation of the Middle School
Foundational aspects of middle school education are explored in this course which traces the development of the middle school, providing theoretical and practical examples of successful proposals and projects. Issues and problems relating to governance, structure, and middle school constituencies are studied. The use of technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 15 hours of fieldwork will be required.
Credits: 3
Every Fall

EDI 555 Organizational and Social Foundation of the High School
This course explores the foundational aspects of high school education. Various perspectives will aid the asking/answering of foundational questions, such as: How do philosophy and culture inform how students at the high school levels think about teaching and learning? What is the teaching-learning connection? Is learning the same as developing? By engaging in dialectical methods of critical inquiry, students will reexamine the philosophical, sociological, historical, political and cultural contexts of their educational pedagogy. To this effect, traditional definitions of race, class and gender will also be explored with emphasis on issues of ethnicity, sexual orientation, religious affiliation and the relationship between the public and the private notions of identity. This course will further examine the underpinnings of such belief structures and explore alternate ways of knowing. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 15 hours of fieldwork will be required.
Credits: 3
Every Fall

EDI 600 Psychological Foundations of Education
This course is designed to introduce students to psychological theories and principles which affect teaching, learning and development. Students have the opportunity to observe student and teacher behavior as well as classroom environments in order to identify operative psychological theories and principles. The use of the technology and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.
Credits: 3
Every Fall and Spring

EDI 601 Social Foundations of American Education
This course introduces students to the social, economic, political and intellectual foundations of American education. It describes the development of the American school system in a rapidly changing environment, with emphasis on the relationship between education and society. Main topics to be explored are the structure and purposes of schooling, the professionalization of teaching, educational policy making and school social factors influencing teaching and learning, and the relationship between education and work. Class discussions are based upon both primary and secondary sources. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.
Credits: 3
Every Fall and Spring

EDI 603 Advanced Topics in the Psychology of Teaching
This course is an analysis of how school conditions, including teachers and behavior, influence students' acquisition and subsequent application of information and abilities. Emphasis is on setting educational objectives and managing classroom variables to help students achieve them. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.
Credits: 3
On Occasion

EDI 604 Early Child Developments Birth to Grade 2
Scientific findings on the physical, intellectual, emotional and social development of young children, birth to grade two are examined. The integration of perception, cognition and the growth of the total personality are stressed, and their significance for teaching and guidance processes is emphasized. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.
Credits: 3
On Occasion

EDI 606 Contemporary Issues in American Education
The course offers analyses of selected contemporary issues in American education. The issues are considered in terms of their origin, present institutional manifestations and socio-economic policy implications for schooling or education at the district, state and national levels of American society. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.
Credits: 3
On Occasion

EDI 610 General Methods of Teaching in Middle and High School
Cross-listed as LIS 625
This course is a study of generic instructional techniques in which the student begins to explore the development of a repertoire of methodologies and materials to match instructional purposes. Students are expected to demonstrate mastery in a variety of teaching methods. The use of technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 20 hours of fieldwork will be required.
Prerequisite of EDI 551, 555, 643, 677 or EDI 551, 555 are required. Students in Art Education MS and Music Education MS require prerequisites of EDI 600.
Credits: 3
Every Spring

EDI 612 Teaching Social Studies in Elementary School Grades
This course examines social studies curriculum development through examination of theory and current practices in the school. Inquiry approach, model development, organizational patterns and teaching strategies are examined through current research. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.
Prerequisite of EDI 600 and 601 are required.
Credits: 3
Every Fall and Spring

EDI 613 Teaching Mathematics in the Elementary School Grades
Educational and psychological dimensions of learning and teaching mathematics in grades K-6
are examined in the context of current trends in mathematics education. The development of mathematics concepts and understandings is explored through relevant activities and materials. Model programs and teaching approaches are discussed in light of current recommendations for mathematics education. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required. Prerequisite of EDI 600 and 601 are required. Credits: 3
Every Fall and Spring

EDI 643 Education for Cultural Diversity
The principles and practices of multicultural education are studied in this course, which provides a practical approach to implementation of a culturally diverse Curriculum and Instruction. Major issues covered include human rights, involvement of parents and the community, criteria for multicultural curricula, assessment and evaluation strategies, global issues in education, and formulating an agenda for educational and social action. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also 10 hours of fieldwork will be required. Credits: 3
On Occasion

EDI 650 Methods and Materials in Teaching English to Speakers of Other Languages or Dialects
This is a basic course in the analysis of the teaching of grammar, pronunciation, reading and vocabulary development to students who speak other languages or nonstandard dialects of English, using the principles and application of descriptive linguistics and including problems of cross-cultural communication, and a survey of methods, materials, techniques and media appropriate for individual and group instruction on the elementary, secondary, adult and college levels. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 15 hours of fieldwork will be required. Prerequisite of EDI 600 and 601 are required. Credits: 3
On Occasion

EDI 654 Methods and Materials in Teaching Modern Languages in Secondary Schools
This course is a study of the current methods of instruction in foreign languages. Curriculum materials and instructional devices for the effective teaching of foreign languages in the middle, junior and secondary schools are discussed, examined and
appraised. Materials for co-curricular programs such as assemblies, club meetings and other activities are considered. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 20 hours of fieldwork will be required.

Prerequisite of EDI 551, 555, 643, 677 or EDI 551,555 are required.

Credits: 3
Every Fall and Spring

EDI 658 Methods and Materials of Teaching English in Secondary Schools
The course explores the scope and sequence of instruction in secondary English. Students have the opportunity to design and teach lessons, to videotape their teaching and to observe experienced teachers of English. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 20 hours of fieldwork will be required.

Prerequisite of EDI 551, 555, 643, 677 or EDI 551,555 are required.

Credits: 3
Every Fall and Spring

EDI 677 Curriculum Development for the Classroom Teacher
This course examines principles of curriculum construction, planning, development and justification in relationship to historical, theoretical and practical considerations of purpose, content and the organization of educational experiences. Consideration is given to principles of curriculum research and evaluation. The course embraces concerns of the school and non-school settings for educational experiences. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 10 hours of fieldwork will be required.

Prerequisite of EDI 600 - Mistic Education only

Credits: 3
Every Fall and Spring

EDI 679 Advanced Methods and Evaluation in TESOL
This course focuses on the application of ESL theory and techniques to the development of specific lesson plans, ESL curriculum and evaluation techniques. The use of testing instruments for diagnostic and evaluative purposes is studied. Observations of teachers working in the field are incorporated into the discussion and evaluation of teaching strategies. A microtaping with videotape is made of student performance. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 15 hours of fieldwork will be required.

Prerequisite of EDI 600 and 601 are required.

Credits: 3
On Occasion

EDI 680 Bilingual Education & ESL: Theory & Practice
This course covers the history of bilingual education and ESL in the United States. The course is a study of present theories and practices and of available materials in these fields. Discussion of the different types of bilingual and ESL programs and the importance of a bicultural component are covered.

Prerequisite of EDI 600 and 601 are required.

Credits: 3
On Occasion

EDI 689 TESOL in Content Areas: Science, Humanities and Social Science
This course examines current principles, practices and materials in the use of TESOL in the specific content areas. The course includes the development and adaptation of science, humanities and social science curricula to meet the needs of the non-English speaking child. The use of the technology as it relates to teaching and learning will be examined. This course will require a writing component. Also, 20 hours of fieldwork will be required.

Credits: 3
On Occasion

EDI 700 Introduction to Educational Research
This course is designed to provide a broad understanding of the theories and practices of teacher action research in education. Students will be introduced to the theoretical background underlying teacher action research and engage in analytic and practical activities designed to demonstrate a systematic and reflexive inquiry into classroom practice. Components include (1) developing research questions, (2) designing and planning a meaningful research study, (3) collecting and analyzing data in ethical ways, (4) representing findings, and (5) incorporating the findings into practice. By the end of the course, students will know how to use action research in their educational practice.

Credits: 3
Every Fall and Spring

EDI 705 Thesis Seminar
This course is available only to those matriculated master's degree candidates electing to develop and write a thesis under the supervision of an approved faculty member. Registration must be approved by the student's departmental chairperson or designated representative.

Credits: 3
Every Semester

EDI 706 Independent Study
The course, Independent Study, involves indepth development of a project idea as a result of study in a previous course. Permission to take this course would be based on particular criteria: (1) merit of proposed study; (2) needs and background of student; i.e., ability to carry out such a study.
Students preparing to qualify as adolescence school teachers are required to spend half of their student teaching experience in grades seven to nine, and the other half in grades 10-12. Students are expected to participate in conferences, meetings and extracurricular activities in the schools to which they are assigned. This is for a full semester, which is for 14 to 15 weeks. A weekly seminar integrates theory with practice and provides orientation to the teaching profession.

Prerequisite of (EDI 50, 551, 555, 610, 643, 677, 700, EDS 612, 641) or (EDI 551, 555, 610, 700, EDS 641 and 18 credits in subject area) and one of the following EDI 654 or 655 or 656 or 657 or 658 or 659 or 660 are required.

Credits: 6
Every Fall and Spring

EDI 713 Supervised Student Teaching and Seminar in Early Childhood Education

The one semester student teaching experience provides an opportunity for the teacher candidate to integrate theory and practice through development and implementation of learning experiences for young children from birth to grade 2 in two settings. The teacher candidate will integrate theories of child development, family systems, theories of learning, content knowledge, and early childhood curriculum and pedagogy. The student teaching experience also provides the teacher candidate with opportunities to learn how to work in collaboration with field-site staff, to work as a member of an interdisciplinary team, and to reflect on their practice in collaborative relationships.

Prerequisite of EDI 50, 600, 601, 604, 615, 616, 618, 625, 639, 643, EDS 605 and 610 are required.

Credits: 6
Every Fall and Spring

EDI 726 Supervised Student Teaching and Seminar in Teaching English to Speakers of Other Languages (K-12)

This course is the systematic, extended observation and student teaching experience under supervision in selected public and private school settings. This course is designed for students who seek certification in teaching in grades kindergarten through 12 (K-12). A minimum of 360 hours with 110 hours in actual teaching under supervision of certified staff in classroom instruction and appropriate school activities are required. Students who qualify would spend half a semester student teaching on the elementary school level and the other half teaching their academic subject area on the secondary level in a TESOL setting. A weekly seminar integrates theory with practice and provides orientation to the teaching profession.

Prerequisite of EDI 50, 600, 601, 630, 643, 650, 679, 680, 689, 700, ENG 512 or LIN 512 are required.

Credits: 6
Every Fall and Spring

Linguistics Course

LIN 512 Descriptive Linguistics

This course is an overview of descriptive linguistics through the study of such components of language as phonemics, morphology, grammar and semantics.

ENG 787 is cross-listed as LIN 512.

Credits: 3
On Occasion

English Course

ENG 512 Descriptive Linguistics

This course is an overview of descriptive linguistics through the study of such components of language as phonemics, morphology, grammar and semantics.

ENG 787 is cross-listed as LIN 512.

Credits: 3
On Occasion
DEPARTMENT OF SPECIAL EDUCATION AND LITERACY

M.S.Ed. in Special Education

General Concentration

Teaching students with special needs in elementary school requires dedication and knowledge. The 30-credit Master of Science in Education in Special Education (M.S.Ed.) will prepare you to create effective learning environments for students with a variety of disabilities and challenges. Three areas of specialization are incorporated into one comprehensive program that covers grades 1 to 6, including students with intellectual, emotional and learning disabilities.

You will study classroom management and the diagnosis and correction of learning disabilities. You will learn about inclusion techniques—a trend toward keeping special education children in general education classes while also providing additional assistance in that setting. Elective courses include the use of technology in special education, understanding the neurologically impaired child, and the psychology and education of children with autism. Supervised student-teaching opportunities will give you real-world experience with this special population.

The M.S.Ed. in Special Education program is accredited by the Council for the Accreditation of Education Preparation (CAEP), signifying the program of study meets the highest standards of quality in preparing competent, caring and qualified professional educators who will teach and lead in public and private schools.

Admission Requirements

Applicants to the M.S.Ed. in Special Education must meet the following requirements for admission.

- Application: (https://apply.liu.edu/quickapp/)
- Application fee (non-refundable).
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- Initial (or provisional) childhood teaching certificate is required. Special education applicants must hold provisional or initial certification in elementary, early childhood or childhood education.
- Applicants must have achieved at least a 3.0 in major and 3.0 overall cumulative GPA in a bachelor's program. Initial (or provisional) childhood teaching certificate is required. Special Education applicants must hold provisional or initial certification in elementary, early childhood or childhood education. A minimum grade point average of B must be maintained for continuation in the program and eligibility for practicum experiences.
- Applicants must have achieved at least a 3.0 in major and 3.0 overall cumulative GPA in a bachelor's program. Initial (or provisional) childhood teaching certificate is required. Special Education applicants must hold provisional or initial certification in elementary, early childhood or childhood education. A minimum GPA of B must be maintained for continuation in the program and eligibility for practicum experiences.
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- In addition, a provisional or initial teaching certificate is required. Special Education applicants must hold provisional or initial certification in elementary or childhood education.
- International students please visit www.liu.edu/CWPost/Admissions/International/FAQs for information.
## Course Requirements:

**General Concentration**

**Special Education Core Course Requirements:**
- **EDS 600** Introduction to the Study of the Exceptional Child & Adolescent
- **EDS 617** Literacy for Students with Disabilities: Birth-Grade 6
- **EDS 620** Assessment and Diagnosis of Students with Disabilities
- **EDS 630** Curriculum-based Assessment and Instruction of Students with Mild Disabilities

**Autism/CASE Concentration**

**Course Requirements:**
- **EDS 629** Curriculum-based Assessment and Instruction of Students with Severe Disabilities - Autism
- **EDS 635** Behavior Management for Learners with Autism & Developmental Disabilities
- **EDS 750** Institute
- **SPE 681** Language Disorders in Severe Developmental Disabilities and Autism
- **EDS 625** Contemporary Issues and Research in Special Education/Culminating Experience (Autism)
- **EDS 704** Practicum In Autism

### Credit and GPA Requirements

- **Minimum Total Credits:** 30 credits
- **Minimum Major GPA:** 3.00

## M.S.Ed. in Literacy, Birth-Grade 6

### Major Requirements (30 credits)

#### Required Literacy Foundation Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 600</td>
<td>Introduction to the Study of the Exceptional Child &amp; Adolescent</td>
</tr>
<tr>
<td>EDS 610</td>
<td>Literacy Teaching and Learning: Birth-Grade 6</td>
</tr>
<tr>
<td>EDS 613</td>
<td>Literacy and Children's Literature: Birth-Grade 6</td>
</tr>
<tr>
<td>EDS 619</td>
<td>Literacy and Language-based Reading Instruction: Birth-Grade 6</td>
</tr>
<tr>
<td>EDS 640</td>
<td>Literacy in the Content Areas: Birth-Grade 6</td>
</tr>
<tr>
<td>EDS 642</td>
<td>Literacy &amp; Language Arts Instruction B - GR 6</td>
</tr>
</tbody>
</table>

#### Required Literacy Practicum Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 615</td>
<td>Practicum I. Literacy Assessment and Intervention: Birth-Grade 6</td>
</tr>
<tr>
<td>EDS 616</td>
<td>Practicum II. Literacy Intervention: Birth-Grade 6</td>
</tr>
<tr>
<td>EDS 703</td>
<td>Practicum III. Overcoming Literacy Difficulties: Birth-Grade 6</td>
</tr>
</tbody>
</table>

### Required Culminating Experience Course

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 622</td>
<td>Contemporary Issues and Research in Literacy: Birth-Grade 6 (Culmination Experience)</td>
</tr>
</tbody>
</table>

### Credit and GPA Requirements

- **Minimum Total Credits:** 30 credits
- **Minimum Major GPA:** 3.00

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**M.S.Ed. in Literacy - Birth-Grade 6**

[Program Code: 27542]

**ADMISSION REQUIREMENTS**

Applicants to the Master of Science program must meet the following requirements for admission:

- Application (https://apply.liu.edu/quickapp/) + Application fee (non-refundable).
- Applicants must have achieved at least a 3.0 in major and 3.0 overall cumulative GPA in bachelor’s program. Initial or provisional childhood teaching certificate is required. A minimum GPA average of B must be maintained for continuation in the program and eligibility for practicum experiences.
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
### M.S. in Childhood Education / Literacy, Birth-Grade 6

Literacy is an important part of a child's social, emotional and intellectual development. The stronger a child's reading and comprehension skills, the greater the child's potential for life-long success. The Master of Science in Childhood Education/Literacy explores the values of reading, writing and technology and will train you to become a New York State certified teacher of children from grades 1 to 6.

This 48-credit program will greatly expand your career opportunities by preparing you for dual certification – offered by New York State – in both childhood education and teaching literacy. The program is accredited by the Council for the Accreditation of Education Preparation (CAEP), signifying it meets the highest standards of quality in preparing competent, caring and qualified professional educators in public and private schools.

In your courses, you will explore basic principles of elementary education curricula as well as a full spectrum of instructional strategies and assessment methods. For example, “Social Foundations of American Education” looks at the development of the American school system in a rapidly changing environment, with emphasis on the relationship between education and society, while “Curriculum Development for the Classroom Teacher” examines historical, theoretical and practical considerations of the purpose, content and organization of educational experiences (including non-school settings).

Coursework in literacy covers reading comprehension, selecting appropriate literature for classroom learning, remedial instruction, and current trends in testing and reading techniques. Field work will enable you to work with individual children in classroom settings. In service to our local community, the Department of Special Education and Literacy offers an on-campus clinic for children with reading challenges: the Literacy and Learning Development Center.

### ADMISSION REQUIREMENTS

Applicants to the Master of Science program must meet the following requirements for admission:

- Application: ([https://apply.liu.edu/quickapp/](https://apply.liu.edu/quickapp/))
- Application fee (non-refundable).
- Applicants must have achieved at least a 3.0 in major and 3.0 overall cumulative GPA in bachelor's program. A minimum GPA of 3.0 must be maintained for continuation in the program and eligibility for practicum experiences.
- Officials copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- International students please visit [www.liu.edu/CWPost/Admissions/International](http://www.liu.edu/CWPost/Admissions/International)

<table>
<thead>
<tr>
<th>FAQS for information.</th>
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<tbody>
<tr>
<td>Send application materials to: LIU Post Admissions Processing Center 15 Dan Road, Suite 102 Canton, MA 02021</td>
<td></td>
</tr>
</tbody>
</table>

### M.S. in Childhood Education / Literacy - Birth-Grade 6

(Prgm Code: 26166)

**Dual Certification, Leading to NYS Initial Certification**

**Major Requirements (48 Credits)**

**Curriculum & Instruction Courses Requirements:**

| EDI 600 | Psychological Foundations of Education 3.00 |
| EDI 601 | Social Foundations of American Education 3.00 |
| EDI 677 | Curriculum Development for the Classroom Teacher 3.00 |
| EDI 612 | Teaching Social Studies in Grades 1-6 3.00 |
| EDI 613 | Teaching Mathematics in Grades 1-6 3.00 |
| EDI 614 | Teaching Science in Grades 1-6 3.00 |
| EDUX 200 | Preventing Child Abduction; Safety Education; Fire and Arson Prevention 0.00 |
| EDUX 300 | Preventing Alcohol, Tobacco, and Other Substance Abuse 0.00 |
| EDI 710 | Supervised Student Teaching and Seminar for Childhood/Special Ed or Childhood/Literacy 3.00 |

**Curriculum & Instruction Culminating Experience:**

Student is required to take the Final Project or Comprehensive Exam or Thesis (3 credits)

**Thesis Course:**

| EDI 705 | Thesis Seminar 3.00 |

**Literacy Courses Requirements:**

| EDS 600 | Introduction to the Study of the Exceptional Child & Adolescent 3.00 |
| EDS 610 | Literacy Teaching and Learning: Birth-Grade 6 3.00 |
| EDS 619 | Literacy and Literature-Based Reading Instruction: Birth-Grade 6 3.00 |

**Credit and GPA Requirements**

Minimum Total Credits: 48 credits
Minimum Major GPA: 3.00

### M.S. in Childhood Education / Childhood Special Education

**General Concentration**

This 48-credit Master of Science program prepares you for New York state certification in both Childhood Education and Special Education. You will learn to develop and teach innovative curricula for children in Grades 1 to 6, and to teach elementary school children with special needs, including intellectual disabilities, learning disabilities, emotional and behavioral disorders, developmental disorders and physical disabilities. In addition, you will explore the historical, social and legal foundations of special education and receive extensive clinical experience by working with children with special needs. You will learn to identify the characteristics of youngsters with varying levels of learning difficulties and adapt instructional strategies and materials to fit their needs.

In service to our local community, the Department of Special Education and Literacy houses two on-campus clinics for children with reading challenges and disabilities: the Literacy and Learning Development Center and the Center for Community Inclusion.

**ADMISSION REQUIREMENTS**

Applicants to the Master of Science program must meet the following requirements for admission:

- Application: ([https://apply.liu.edu/quickapp/](https://apply.liu.edu/quickapp/))
- Application fee (non-refundable)
- Officials copies of your undergraduate and/or graduate transcripts from any college(s) or
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 633</td>
<td>Accommodating Learners with Special Needs in Inclusive Settings (Includes Technology and Inclusion)</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 624</td>
<td>Contemporary Issues and Research in Special Education/Culminating Experience</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 713</td>
<td>Supervised Student Teaching and Seminar in Special Education</td>
<td>3.00</td>
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</table>

**Autism/CASE Requirements: (51-54 Credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 629</td>
<td>Curriculum-based Assessment and Instruction of Students with Severe Disabilities - Autism</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 635</td>
<td>Behavior Management for Learners with Autism &amp; Developmental Disabilities</td>
<td>3.00</td>
</tr>
<tr>
<td>SPE 681</td>
<td>Language Disorders in Severe Developmental Disabilities and Autism</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**Credit and GPA Requirements**

Minimum Total Credits: 48 - 51 credits  
Minimum Major GPA: 3.00

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**Advanced Certificate in Students With Disabilities (SWD) Grades 7-12 Generalist**

The Department of Special Education and Literacy announces an Advanced Certificate in Students with Disabilities (SWD) (7-12) Generalist. This certificate requires 15 credit hours and will be offered to graduate students who already possess at least initial New York State Teachers Certification or currently meet the requirements for initial New York State Teacher Certification. The certificate program has been State approved. This program alone will not qualify the candidate for New York State Professional Certification. A master's degree is required for Professional Certification in New York State.
York State. This program is geared towards students who already possess initial New York State Certification in adolescent education.

**Advanced Certificate in Students with Disabilities (SWD) Grades 7-12 Generalist**

*Program Code: 35788*

**Program Requirements (15 Credits)**

**Required Special Education Courses**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>EDS 600</td>
<td>Introduction to the Study of the Exceptional Child</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 632</td>
<td>Instruction and Classroom Management for Children with Emotional and Behavior Problems</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 633</td>
<td>Accommodating Learners with Special Needs in Inclusive Settings (Includes Technology and Inclusion)</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 702</td>
<td>Supervised Practicum In Special Education</td>
<td>3.00</td>
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**One of the following:**

<table>
<thead>
<tr>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDS 630</td>
<td>Curriculum-based Assessment and Instruction of Students with Mild Disabilities</td>
<td>3.00</td>
</tr>
<tr>
<td>EDS 631</td>
<td>Curriculum-based Assessment and Instruction of Students with Severe Disabilities</td>
<td>3.00</td>
</tr>
</tbody>
</table>

**Electives**

Courses that are not being used to satisfy major or core requirements.

**Credit and GPA Requirements**

Minimum Total Credits: 15 credits
Minimum Major GPA: 3.00
**Special Education and Literacy Courses**

**EDS 605 Beginning Reading & Writing Emergent Literacy**
This course is designed for teachers who will learn about the teaching of language arts - reading, writing, listening and speaking in the early childhood classroom. This course will acquaint teachers with scientifically based research, theory, principles, practices, strategies, techniques and tools that are appropriate when considering literacy development in the early years (birth through second grade). The stages of child development and language acquisition will provide the framework for observing children's literacy development and determining appropriate approaches to literacy instruction.

LIU Post Campus
Prerequisite of Early Childhood major required.
Credits: 3
Every Fall

**EDS 600 Introduction to the Study of the Exceptional Child**
A basic introduction to exceptionality. A consideration of emotional, neurological, and physically based etiologies as they relate to exceptionality. Specific reference will be given to an overview of disability and impairment and to a system of classification and criteria of classification. Summer class offered on occasion.

Prerequisite of EDI 600, 601, 612, 613, 614, 677 are required of all Childhood/Literacy and Childhood/Special Education majors only.
Credits: 3
Every Fall and Spring

**EDS 610 Literacy Teaching and Learning Birth-Grade 6**
A study of strategies and resources in childhood language acquisition and the teaching of literacy for elementary school children. The newest techniques and research findings will be discussed. Students will observe, plan and instruct sample literacy lessons.

Summer class offered on occasion.
Prerequisites of EDS 600, 601, 612, 613, 614, and 677 with co-requisite of EDS 600 and 601 for Childhood Edu programs are required.
Credits: 3
Every Fall and Spring

**EDS 611 Literacy Assessment for the Classroom Teacher Birth-Grade 6**
This course will acquaint students with current assessment techniques that can be used to evaluate elementary school children within the general education classroom. An emphasis will be placed on current literacy practices, techniques, and strategies used in treating achievement problems of the elementary school child. Effective integration of technology in support of literacy within the classroom setting will be explored. Students will be involved in developing and discussing case studies.

Prerequisite of EDI 600 and 601 are required.
Credits: 3
Every Spring

**EDS 613 Literacy and Children's Literature Birth-Grade 6**
A survey of the literature for the school child with emphasis on the quality and characteristics of reading materials suitable for various groups. The changing characteristics of children's reading interests and the presentation of books through various media will be included. A reading file will be developed for a particular age group.

Summer class offered occasionally.
Prerequisite of EDS 610 is required
Credits: 3
Every Fall and Spring

**EDS 615 Practicum I. Literacy Assessment and Intervention Birth-Grade 6**
Lecture: The course will stress diagnostic procedures for reading disabilities; observation and interview procedures; diagnostic instruments; standardized and informal tests; report writing and materials of instruction in these areas. Causeful factors contributing to specific reading problems will also be explored and discussed. Clinic: Students will develop case studies with individual clients.

Alternating locations.
Prerequisites of EDS 610, 613, 619, 640, 642 and co-requisite of EDS 610, 619, 640, 642 are required.
Credits: 3
Every Fall, Spring and Summer

**EDS 616 Practicum II. Literacy Intervention Birth-Grade 6**
The course will stress corrective procedures, planning and management for children with reading disabilities. Major creative techniques and clinical remedial procedures will be included. Clinic: Students will work with individual clients for a minimum of 20 hours under clinical supervision.

Alternating locations.
Prerequisites of 610, 613, 615, 619, 640, 642 are required.
Credits: 3
Every Fall, Spring and Summer

**EDS 617 Literacy for Students with Disabilities Birth-Grade 6**
This course covers theory, research and effective practices for teaching students with significant reading problems. Specifically, graduates will become immersed in the assessment of literacy problems and their use to provide effective instruction. Both formal and informal instruments will be discussed for determining individual strengths and needs. A variety of instructional approaches will be considered for developing reading strategies and skills in students with disabilities.

Summer classes offered on occasion.
Prerequisite or Co-requisite of EDS 600 or 610 is required.
Credits: 3
Every Fall and Spring

**EDS 619 Literacy and Literature-based Reading Instruction Birth-Grade 6**
Included are the background and description of the various types of literature-based reading programs.

This course will be concerned with planning, developing and implementing such instruction. The assessment procedures used by the classroom teacher and the implication of literature-based reading instruction upon the total school program will also be discussed.

Summer class offered on occasion.
Prerequisite or Co-requisite of EDS 610 is required
Credits: 3
Every Fall and Spring

**EDS 620 Assessment and Diagnosis of Students with Disabilities**
An introduction to instruments and evaluation strategies used in assessing students with disabilities and the environmental conditions which contribute to their problems in learning. Practice in administration of tests and interpretation of results, with suggested remedial and therapeutic interventions, is an important facet of this course.

Summer class on occasion.
Prerequisite or Co-requisite of EDS 600 is required
Credits: 3
Every Fall and Spring

**EDS 622 Contemporary Issues and Research in Literacy Birth-Grade 6 (Culmination Experience)**
This course involves the study of critical issues in literacy education. Theory, research and practice will be explored through a vast body of knowledge and field of inquiry related to the perspectives of psychology, sociology, linguistics, and other pertinent areas. Specifically, a wide variety of important topics will be addressed, including balanced reading instruction, phonemic awareness and phonics, multicultural perspectives, literacy learning, basal materials and literature-based resources, traditional and invented spelling practices, process writing, emergent literacy, content literacy, struggling literacy learners, and literacy assessment. Within this context, a diversity of positions and opinions will be considered as students formulate their own views by engaging in activities that encourage critical analysis and independent thinking.

Summer class offered on occasion.
Co-requisite of EDS 615 or 616 or 703 and must be taken in last 9 credits are required.
Credits: 3
Every Fall and Spring

**EDS 624 Contemporary Issues and Research in Special Education/Culminating Experience**
This course, an advanced seminar in current issues
facing the field of special education, is designed to provide an opportunity for students to research, discuss and understand the topics that are impacting our field and its theoretical base. Summer class offered on occasion.

Prerequisite of EDS 600, 610 or 620, 617, 630 and must be taken in the last 9 credits.

Credits: 3
Every Fall and Spring

EDS 625 Contemporary Issues and Research in Special Education/Culminating Experience (Autism)
This course, an advanced seminar in current issues facing the field of special education, is designed to provide an opportunity for students to research, discuss and understand the topics that are impacting our field and its theoretical base.

LIU Post Campus
Prerequisite of (EDS 600, 620, 617, 630, 750 or Childhood/Literacy and Childhood/Special Education EDS 600, 610, 630, 750 and taken in last 9ctrs are required. Credit: 3
Every Fall and Spring

EDS 629 Curriculum-based Assessment and Instruction of Students with Severe Disabilities - Autism
This course focuses on methodologies of: (1) assessment; (2) curriculum development; (3) individualized educational planning; and (4) instructional programming for children with severe developmental disabilities aged 6-12. Emphasis will be given to curriculum-based assessment as it relates to instructional planning. Assistive technology to support the learning process will be addressed. Accommodations to facilitate the successful inclusion of students with severe disabilities in general education classrooms will also be reviewed. Attention will be directed toward developing skill in task analysis, IEP preparation, and lesson planning. Case presentations will be utilized to highlight team building and interdisciplinary collaboration in educating children with severe disabilities. The course also includes 15 hours of field observation. Field experiences are required. Summer class offered on occasion.
Prerequisite or Co-requisite of EDS 600 is required.
Credits: 3
Every Fall and Spring

EDS 631 Curriculum-based Assessment and Instruction of Students with Severe Disabilities
This course focuses on methodologies of: (1) assessment; (2) curriculum development; (3) individualized educational planning; and (4) instructional programming for children with severe developmental disabilities aged 6-12. Emphasis will be given to curriculum-based assessment as it relates to instructional planning. Assistive technology to support the learning process will be addressed. Accommodations to facilitate the successful inclusion of students with severe disabilities in general education classrooms will also be reviewed. Attention will be directed toward developing skill in task analysis, IEP preparation, and lesson planning. Case presentations will be utilized to highlight team building and interdisciplinary collaboration in educating children with severe disabilities. The course also includes 15 hours of field observation. Field experiences are required. Summer class offered on occasion.
Prerequisite or Co-requisite of EDS 600 is required.
Credits: 3
Every Fall and Spring

EDS 632 Instruction and Classroom Management for Children with Emotional and Behavior Problems
Focus in this course will be on program development which will include prescriptive remediation based on diagnostic assessment. A consideration of instructional techniques and resources will be of central focus. Fundamental skills in classroom management and in dealing with maladaptive behavior in both inclusive and non-inclusive educational settings will also be surveyed. The course also includes 10 hours of field observation. Summer class offered on occasion.
Prerequisite or Co-requisite of EDS 600 is required.
Credits: 3
Every Fall and Spring

EDS 633 Accommodating Learners with Special Needs in Inclusive Settings (Includes Technology and Inclusion)
Inclusion represents one of the most significant challenges facing education in recent years. It requires critical changes in attitudes and practice for both general and special educators. This course will explore the concept of inclusion, discuss it from both a theoretical and practical perspective, and present strategies necessary for it to be successful. Included will be discussions of historical and current perspectives, collaboration among professionals, practical classroom administration, instructional adaptations, etc. One specific mechanism to facilitate inclusion will be the use of assistive and instructional technologies with an emphasis on those that can assist in the integration of students with disabilities. The course also includes 10 hours of field observation. Summer class offered on occasion.
Prerequisite or Co-requisite of EDS 600 is required.
Credits: 3
Every Fall and Spring

EDS 635 Behavior Management for Learners with Autism & Developmental Disabilities
This course provides an introduction to the principles of applied behavior analysis (ABA) and their application for learners with autism and other developmental disabilities. Procedures applicable to both individuals and groups will be studied, with particular attention to the area of autism. Skill-building techniques and strategies will be covered with attention devoted to data collection for assessment, evaluation and record keeping. Procedures to improve skills and behaviors as well as to reduce maladaptive and/or stereotypic behaviors will be covered. Opportunities to implement ABA procedures will occur in class, as well as outside of class.

LIU Post Campus
Prerequisite of EDS 600 is required.
Credits: 3
Every Spring

EDS 640 Literacy in the Content Areas Birth-Grade 6
This course will review expository and narrative materials in the content areas as well as those skills unique to each content field. Readability of texts will be explored and means of adapting instruction to a variety of levels in reading will be discussed. Schema development and direct instruction will be emphasized.
Summer class offered on occasion.
Prerequisite or Co-requisite of EDS 610 is required.
Credits: 3
Every Fall and Spring

EDS 641 Literacy In Content Area 5-12
In this course, significant issues concerning adolescent literacy across the curriculum will be highlighted. Specifically, information concerning literacy development in adolescents will be explored in the context of varied philosophies, theories, and practical applications. From this context, a range of viewpoints will be discussed and analyzed to provide a foundation for identifying and appraising a variety of perspectives on each issue concerning
content area literacy for adolescents.
LIU Post Campus
Corequisite of EDS 610 is required for all Childhood/Literacy and Childhood/Special Education plans only. No prerequisites for Adolescent plans.
Credits: 3
Every Fall

EDS 642 Literacy & Language Arts Instruction B-Gr 6
This course will enable teachers to develop a conceptual framework for the teaching of reading and written communication skills in our schools, focusing on composition, syntax, writing, spelling, and handwriting as interrelated elements of written expression. Instructional practices and materials will be presented, analyzed and evaluated for classroom implementation.
Prerequisite or corequisite of EDS 610 is required.
Credits: 3
Every Fall and Spring

EDS 702 Supervised Practicum In Special Education
The NYS Department of Education defines the practica as a structured, college-supervised learning experience for a student in a teacher education program through direct experiences with individual students or groups of students.
Prerequisites of EDS 600, 620, 617, 630, 631, 632, 633 or EDS 600, 630, 631, 632, 633 are required.
Credits: 3
Every Fall and Spring

EDS 703 Practicum III Overcoming Literacy DifficultiesBirth-Grade 6
(Open only to students in Literacy specialization.) Students will have full responsibility for diagnosis, correction and remediation of clients with various types of reading problems. Case studies will be developed and instruction will take place under supervision in the University clinic. A minimum of 30 contact-hours will be required in addition to weekly seminars.
Alternating locations.
Prerequisites of EDS 615 and 616 are required.
Credits: 3
Every Fall, Spring and Summer

EDS 704 Practicum In Autism
The NYS Department of Education defines the practica as a structured, college-supervised learning experience for a student in a teacher education program through direct experiences with individual students or groups of students.
LIU Post Campus
Prerequisites of EDS 600, 610 or 620, 617, 629, 630, 750 and corequisite of EDS 625 or 629 or 635 or SPE 681 are required.
Credits: 3
Every Fall and Spring

EDS 712 Supervised Student Teaching and Seminar in Special Education (Autism)
Student Teaching in Special Education will require the student to spend a minimum of 175 hours working with students with disabilities at the childhood level in school settings. Student teaching will occur with ongoing supervision of a school based cooperating teacher (certified in special education), along with supervision by a member of the faculty. A weekly seminar will also be required in Special Education and Literacy which the student teaching experience will be discussed, along with current issues addressing preparation to enter into the profession.
LIU Post Campus
Credits: 3
Every Fall and Spring

EDS 713 Supervised Student Teaching and Seminar in Special Education
Student Teaching in Special Education will require the student to spend a minimum of 175 hours working with students with disabilities at the childhood level in school settings. Student teaching will occur with ongoing supervision of a school based cooperating teacher (certified in special education), along with supervision by a member of the faculty. A weekly seminar will also be required in Special Education and Literacy which the student teaching experience will be discussed, along with current issues addressing preparation to enter into the profession.
Credits: 3
Every Fall and Spring

EDS 750 Institute
Summer Institute on a special topic in the Department of Special Education and Literacy.
Post campus only
Credits: 3
Every Summer

Speech Course

SPE 681 Language Disorders in Severe Developmental Disabilities and Autism
This elective lecture/clinical course presents graduate students in special education and speech language pathology with the neurological, cognitive and communicative characteristics of people with developmental disabilities and/or autism. The course also addresses social and emotional aspects of language development across the life span. Both traditional and topical methods of intervention will be discussed and contrasted in class discussions. Class participants will be encouraged to share and discuss their work and/or personal experiences as they pertain to course content during the term. Case presentations will that include principles and practices relevant to identification, diagnosis and treatment procedures, as they relate to autism spectrum disorders and other developmental disabilities, will be discussed as consistent with ASHA guidelines.
Cross-Listings: SPE 681, SPE 681
Every Spring and Summer

LIU Brentwood Bulletin 2017 - 2018
M.S. in Library and Information Science

The 36-credit, ALA-accredited master’s degree prepares information professionals with solid training through a vibrant and thorough curriculum of classes. The degree requires a total of 12 3-credit courses: 4 required core foundation courses, 1 management elective, 1 internship, and 6 electives that reflect individual interests and intended career paths. Students entering the program with other graduate degrees may apply for a waiver of 6 elective credits from the M.S.L.I.S., resulting in a program of 30 required credits.

Students may follow various areas of study, including: Archives and Records Management (certificate program), School Media Specialist (certificate program), Youth Librarianship: Children's and Young Adult Services, Public Librarianship, Rare Books and Special Collections, Academic and Special Librarianship, Digital Librarianship and Technical Service/Knowledge Organization.

The average length of time to complete the master’s degree depends upon each semester’s course load, but in general, it is possible to complete the program in one and a half to two years.

INTERNSHIP PROGRAM

One of the most valuable aspects of the M.S.L.I.S. is the Internship Program. Every student is provided an opportunity to participate in a capstone internship that provides marketable experience, valuable contacts within the field, and essential skills for a competitive job market. Currently, there are three internship types: 1) for general M.S.L.I.S. students and those in most specialized areas, including those in Archives and Records Management (690); 2) for students in the School Library Media Program (691); and 3) for students participating in the Gardiner Foundation program supporting the digitization of materials in historical societies (693).

CAREER OPPORTUNITIES

The M.S.L.I.S. prepares today’s information professionals to assume leadership positions in many kinds of organizations and in a variety of functions. Graduates with this degree work in traditional academic, corporate, law, school, and public library settings, but also work for corporations, museums, government agencies, non-profits, and small businesses in areas such as marketing, strategic planning, web development, information architecture, competitive intelligence, mobile app development, database administration, and project management. Some graduates continue to advanced certificates or the Ph.D. and pursue more specialized careers, including research/teaching careers in higher education.

ADMISSION REQUIREMENTS

Students applying to the M.S. in Library and Information Science (if attending at LIU Post or in Manhattan, select Post; if attending in Brentwood, select Brentwood) should submit the LIU Online Application for Admission at https://apply.liu.edu/quickapp/. You will immediately receive an email thanking you for your application and letting you know that within 24 - 48 hours you will receive information about next steps. Once you receive your application acknowledgement email message you may upload your documents at this link: https://apply.liu.edu/quickapp/login.aspx by logging in with the email address you provided on your online application. Your temporary password will be your date of birth (DDMYYY Date-Month-Year). Please be sure to reset your password after you first log in.

Applicants to the Master of Science in Library and Information Science must submit:
• Application for Admission
• Non-refundable application fee
• Official copies of the undergraduate and/or graduate transcripts from any college(s) or universities attended.
• Applicants must have achieved at least a 3.0 grade point average. Applicants who have not completed their degrees prior to submitting the admission application should submit a transcript without the final semester's grades. These applicants may be accepted pending receipt of their final degree noted on the transcript.
• Applicants whose undergraduate average is below a 3.0 may be required to submit the results of the Graduate Record Exam or Miller Analogies Test taken in the last five years. Students already holding a master's degree or who can show successful completion of coursework in graduate school will not be required to take the GRE or MAT exams.
• Two professional and/or academic letters of recommendation that address the applicant's potential in the profession and ability to complete a graduate program.
A current résumé
• A written statement that describes the applicant's motivation for seeking the degree, special areas of interest, and career objectives in the profession (250-300 words).
• Students for whom English is a second language must submit the following:
  • Official score results of the Test of English as a Foreign Language (TOEFL) with a minimum score of 100 on the internet based test or 550 on the paper based test or 6.5 on the IELTS.
  • Original official transcripts of university work including degrees received.
  • Official certified translations are required if the records are in a language other than English.
  • Proof of financial support for I-20 issuance (tuition, room and board, and personal expenses).
• Professional transcript evaluations may be required.

**LIMITED ADMISSION**
In rare instances, and at the discretion of the Palmer School Admissions Committee, applicants who do not meet the above minimum criteria may be considered for admission on a limited matriculation basis if it is determined that there is potential for success in the program and the field. An unusually high GRE or MAT score, extensive and successful experience in the field, outstanding letters of recommendation from professionals in the field, or a personal interview that demonstrates that the applicant has attained the level of maturity and dedication necessary to pursue study at the master's level are some of the possible proofs of eligibility.

**REQUIRED TECHNOLOGY SKILLS**
Applicants to the program should have general capabilities in technology. Students should be comfortable with the following skills:
• Can perform basic functions of e-mail: compose, send, receive, delete, manage addresses, folders, etc.
• Are comfortable with the various functions of Microsoft Office Suite
• Can perform basic calendar operations and task management
• Can understand and use basic computer hardware (function of monitor, keyboard, etc.; can recognize removable storage devices like USB drives; can operate printer)
• Can understand and use the internet (understand basic structure of WWW; can use browsers; can use navigation buttons, scroll, add favorites, etc.; can download and save files including image, audio and video)
• Can use basic software features (menus, toolbars, taskbar, help menu; can open/close, maximize, scroll, print)
• Can create, open, save or delete files; can select, cut, copy, paste or delete text; can format and spell check documents; can use multiple windows simultaneously; run virus checks; empty trash or restore files from trash
• Can identify available printers, including local vs. networked; can adjust the set-up, preview print jobs and print

**M.S. in Library & Information Science**

**[LIU Post Program Code: 26161]**

**Major Requirements (36 credits; applicants with other graduate degrees may apply for a waiver of 6 elective credits)**

**General Concentration**

**Required Library and Information Science Courses**

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<thead>
<tr>
<th>Courses</th>
<th>3.00</th>
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<tbody>
<tr>
<td>LIS 510 Introduction to Library &amp; Information Science</td>
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<tr>
<td>LIS 511 Information Sources and Services</td>
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<tr>
<td>LIS 512 Introduction to Knowledge Organization</td>
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<tr>
<td>LIS 514 Introduction to Research in Library and Information Science</td>
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<tr>
<td>LIS 690 Internship/ LIS 691: Internship, School Library Media/ LIS 693: Gardiner Internship in Local History</td>
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And one (1) of the following management courses is required:

<table>
<thead>
<tr>
<th>Courses</th>
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<tbody>
<tr>
<td>LIS 513 Management of Libraries &amp; Information Centers</td>
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<tr>
<td>LIS 622 Management of the School Media Center</td>
<td></td>
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<tr>
<td>LIS 713 Rare Books and Special Collections Librarianship</td>
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<tr>
<td>LIS 714 Archives and Records Management</td>
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<tr>
<td>LIS 741 Public Libraries</td>
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<tr>
<td>LIS 744 Academic and Special Libraries</td>
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In addition, Palmer School matriculated students are required to complete a digital portfolio as part of their graduation requirements.

**Elective Requirements:** Choose Six (6) of the following courses:

<table>
<thead>
<tr>
<th>Courses</th>
<th>3.00</th>
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<tbody>
<tr>
<td>LIS 513 Management of Libraries and Information Centers</td>
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</table>
The 36-credit M.S. in Library and Information Science (M.S.L.I.S.) / School Library Media will prepare you for careers in a world transformed by the Internet. More information reaches people today than ever before. The tremendous value of information is now widely recognized by every for-profit and not-for-profit sector, including corporations, industry, schools, organizations and government agencies. As a result, those who can find, analyze and present information are highly valued by employers. People who hold M.S.L.I.S. degrees are uniquely suited to help individuals and organizations find and use the information they need.

Information professionals are assuming leadership positions in such areas as marketing, strategic planning, web site development and information architecture, in addition to traditional library settings.

Accredited by the American Library Association, the 36-credit master's degree fuses traditional library science with information science and state-of-the-art technology. The program comprises 12 courses. Five required core courses provide the foundation upon which students add the electives that will best prepare them for the career path they choose.

Fifteen credits of required coursework include "Introduction to Information Science," "Information Sources and Services," "Introduction to Knowledge Organization," "Introduction to Research in Library and Information Science" and an internship. An additional 21 credits of electives can be taken from a broad array of courses that are tailored to suit your individual career objectives.

The average length of time to complete the master's depends on the course load each student takes. Full-time students (9 credits/semester) can expect to finish the program in one academic year and a summer session. Students who attend part-time usually complete the degree in two and a half years.

Certification

The School Library Media specialization has the following required courses in addition to the core courses for students entering the program with NYS Teacher Certification or equivalent:

- LIS 620 Instructional Design & Leadership
- LIS 622 Management of the School Media Center
- LIS 626 Teaching Methodologies for the School Media Center
- LIS 629 Integrating Technology into the School Media Center
- LIS 691 Internship/Student Teaching. Also one (1) of the following:
  - LIS 729 Young Adult Sources and Services
  - LIS 733 Early Childhood and Children's Literature Sources and Services
  - LIS 728 Rare Books and Special Collections Librarianship

M.S. in Library and Information Science / School Library Media

**Credit and GPA Requirements**

Minimum Total Credits: 36
Minimum Major GPA: 3.00

**M.L.S.**
Specialists.

Students entering the program without New York State Teacher Certification or equivalent will be required to take LIS 627 and LIS 712. To qualify for initial New York State Certification as a School Media Specialist, students must also complete or obtain the following:
1. A two-hour child abuse seminar
2. Violence prevention workshop
3. DASA & Preventing Child Abduction; Safety Education; Fire and Arson Prevention
4. Qualifying scores on edTPA, EAS, ALST and CST
5. New York State fingerprint clearance

Following two years of successful employment in a school library media center, a candidate may apply to the state for professional certification.

Internship Program

Perhaps the most valuable aspect of the Palmer School education is the Internship Program. Every student is offered the opportunity to participate in a capstone internship that will provide them with marketable experience and essential skills for a competitive job market.

Admission Criteria and Procedures

All students entering the School Media Program will be subject to a Transcript Evaluation to determine whether or not they meet the requirements set forth by New York State Department of Education. Please see the Admission Criteria and Procedures section of the M.S. Library and Information Science in the previous section of this bulletin for additional information on admission criteria and procedures.

Academic Policies

A student must maintain minimum grade point average of 3.0 in the M.S. Library and Information Science Program for continuation in the program and eligibility for practicum experiences. Any student whose cumulative grade point average falls below 3.00 will be evaluated by the Director of the School Library Program, issued a letter of warning, and placed on probation. A student on probation who fails to bring his or her average up to 3.00 in the succeeding semester may be dropped from the program. In addition, a student who receives grades below B in two graduate courses is considered to have an academic deficiency. A third grade below B, after the student receives a formal warning of the deficiency, may cause the student to lose matriculated status or be dropped from the program.

M.S. in Library & Information Science / School Library Media

[LIU Post Program Code: 26160]

Initial Certification

Required Courses (18 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>LIS 510</td>
<td>Introduction to Library &amp; Information Science</td>
<td>3.00</td>
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<tr>
<td>LIS 511</td>
<td>Information Sources and Services</td>
<td>3.00</td>
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<tr>
<td>LIS 512</td>
<td>Introduction to Knowledge Organization</td>
<td>3.00</td>
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<tr>
<td>LIS 514</td>
<td>Introduction to Research in Library and Information Science</td>
<td>3.00</td>
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<tr>
<td>EDS 610</td>
<td>Literacy Teaching and Learning: Birth-Grade 6</td>
<td>3.00</td>
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<td>OR</td>
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<tr>
<td>LIS 712</td>
<td>Literacy for K-12 Environment</td>
<td>3.00</td>
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School Library Media Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>LIS 620</td>
<td>Instructional Design and Leadership</td>
<td>3.00</td>
</tr>
<tr>
<td>LIS 622</td>
<td>Management of the School Media Center</td>
<td>3.00</td>
</tr>
<tr>
<td>LIS 626</td>
<td>Teaching Methodologies for School Media Specialists</td>
<td>3.00</td>
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<tr>
<td>LIS 629</td>
<td>Integrating Technology into the School Media Curriculum</td>
<td>3.00</td>
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*SPECIAL Education Requirement:

- EDS 600 or EDS 633 or LIS 627

Elective Courses: Choose one of the following (3 credits)

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>LIS 728</td>
<td>K-12 Literature for School Media Specialists</td>
<td>3.00</td>
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<tr>
<td>LIS 729</td>
<td>Young Adult Sources &amp; Services</td>
<td>3.00</td>
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<tr>
<td>LIS 733</td>
<td>Children's Sources &amp; Services</td>
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Capstone (3 credits)

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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>LIS 691</td>
<td>Internship - School Media Specialist</td>
<td>3.00</td>
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Required Teacher Certification Workshops

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>EDUX 100</td>
<td>PROJECT S.A.V.E.: Safe Schools Against Violence in Education Act</td>
<td>0.00</td>
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<tr>
<td>EDUX 200</td>
<td>Preventing Child Abduction; Safety Education; Fire and Arson Prevention</td>
<td>0.00</td>
</tr>
<tr>
<td>EDUX 300</td>
<td>Preventing Alcohol, Tobacco, and Other Substance Abuse</td>
<td>0.00</td>
</tr>
<tr>
<td>CATX 100</td>
<td>Child Abuse Identification and Reporting</td>
<td>0.00</td>
</tr>
<tr>
<td>DASX 100</td>
<td>Dignity in Schools Act</td>
<td>0.00</td>
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Credit and GPA Requirements

Minimum Total Credits: 36
Minimum Major GPA: 3.00
Library and Information Science Courses

LIS 510 Introduction to Library & Information Science
Overview of the field. Introduction to the history, purpose, functions, and processes of the field, its place in society, practice of the profession in various types of settings, and current issues and trends. Credits: 3 Every Semester

LIS 511 Information Sources and Services
Philosophy, process, and techniques of information services. Overview of information access and delivery, types of resources and formats used in information services, evaluation and measurement of sources and services, and information seeking processes and behaviors. Credits: 3 Every Semester

LIS 512 Introduction to Knowledge Organization
Basic principles of bibliographic control and knowledge organization systems. Emphasizes an understanding of catalogs and cataloging, discovery systems and databases, and the organizational structures that underlie them. Introduction to bibliographic utilities, web site organization, RDA, FRBR, descriptive standards, classification systems, tagging, and metadata schemas such as controlled vocabularies, subject headings, authorities, thesauri, and taxonomies. Prerequisite or Co-requisite of LIS 510 is required. Credits: 3 Every Semester

LIS 513 Management of Libraries and Information Centers
Principles and techniques of management applicable to libraries and information service organizations. Focuses management theory on organizing for library and information services, collections, facilities management, and measurement and evaluation of services. Credits: 3 Rotating Basis

LIS 514 Introduction to Research in Library and Information Science
Overview of both quantitative and qualitative research conducted in the field with a focus on gaining the ability to comprehend, evaluate and use the research literature. The scientific approach, from research design to major techniques for data collection and analysis, is discussed from the perspective of library and information science. Students learn and practice research proposal preparation. Prerequisite or Co-requisite of LIS 510 is required. Credits: 3 Every Semester

LIS 516 Collection Development
Students will examine the principles, issues and best practices related to the development of a library collection serving an academic or research community in a college, university, public or special library environment. This course will consider methods for identifying the needs of a user community, designing a collection policy, selecting and acquiring library materials in all formats, making decisions related to a collection’s management and preservation, and evaluating the quality and appropriateness of an existing collection. Credits: 3 Rotating Basis

LIS 517 Emerging Web Technologies
With the advent of the new web technologies, an explosion of new software tools has emerged enabling users to create, organize, share and collaborate in an online space. Today’s Web users are organizing their favorite bookmarks, collaborating on shared documents, cataloging their personal collections and sharing their information with others. This course will look at how libraries are implementing these various tools as well as their potential uses. Credits: 3 Rotating Basis

LIS 518 Information Literacy and Library Instruction
This course is intended to introduce information literacy and library instruction methods used in a variety of information systems including libraries, archives, and electronic environments. It will include an overview of theoretical and applied research and discusses relevant issues and concepts. The focus of the course is on the process of designing, implementing, and assessing instructional programming. Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 519 Reader’s Advisory
This course teaches both traditional reader’s advisory skills and the use of print and electronic reader’s advisory tools. This course will enhance the skills needed to match the book with the reader. Credits: 3 Rotating Basis

LIS 520 Records Management
Introduction to the systematic management of business records. Topics covered include: inventorying records, preparation of retention schedules, space management for inactive records, micrographics and digital imaging systems, protection of vital records, and file organization concepts. Credits: 3 Rotating Basis

LIS 521 Information Literacy and Library Instruction
This course is intended to introduce information literacy and library instruction methods used in a variety of information systems including libraries, archives, and electronic environments. It will include an overview of theoretical and applied research and discusses relevant issues and concepts. The focus of the course is on the process of designing, implementing, and assessing instructional programming. Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 522 Information Literacy and Library Instruction
This course is intended to introduce information literacy and library instruction methods used in a variety of information systems including libraries, archives, and electronic environments. It will include an overview of theoretical and applied research and discusses relevant issues and concepts. The focus of the course is on the process of designing, implementing, and assessing instructional programming. Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 560 Information Literacy and Library Instruction
This course is intended to introduce information literacy and library instruction methods used in a variety of information systems including libraries, archives, and electronic environments. It will include an overview of theoretical and applied research and discusses relevant issues and concepts. The focus of the course is on the process of designing, implementing, and assessing instructional programming. Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 601 Management of Libraries and Information Centers
Principles and techniques of management applicable to libraries and information service organizations. Focuses management theory on organizing for library and information services, collections, facilities management, and measurement and evaluation of services. Credits: 3 Rotating Basis

LIS 602 Instructional Design and Leadership
(Same as EDU 980) Examines the curriculum consultant and instructional leadership roles of the school media specialist. Opportunities are provided for students to blend recent developments in curriculum and instruction with information literacy objectives and staff development strategies. Collaborative, interdisciplinary approaches to learning are emphasized. NOTE: There will be 25 hours of field experiences (observation) related to the coursework as part of the requirement in SED 52.21 (b)(3)(c). A total of 100 hours of observation must be completed prior to student teaching or practica (internship). Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 610 Online Information Retrieval Techniques
A survey of the design and use of computerized information retrieval systems and services, including online catalogs, commercial database searches, and Internet-based search services and electronic resources. Emphasis will be on acquiring a practical understanding of these systems and services to aid in the development of advanced search, selection, and evaluation competencies. Course includes the application of search strategies and techniques to all types of formats of electronic resources, including bibliographic, full-text, and multimedia resources. Credits: 3 Rotating Basis

LIS 611 Film and Media Collections
An introduction to building and maintaining collections and services related to visual media, primarily moving images, sound and ephemera. Topics include: the history of film and media in library collections, collection development, access, equipment, copyright, emerging technologies and management of non-print formats. Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 612 Arts Librarianship
Students will be introduced to all aspects of art librarianship, with an emphasis on reference and collection development issues. Field trips will supplement in-class lectures, exercises, and hands-on practice with print sources and databases for art, architecture, and design research. Credits: 3 Rotating Basis

LIS 613 portraits of Art Librarianship
Students will be introduced to all aspects of art librarianship, with an emphasis on reference and collection development issues. Field trips will supplement in-class lectures, exercises, and hands-on practice with print sources and databases for art, architecture, and design research. Credits: 3 Rotating Basis

LIS 614 Instructional Design and Leadership
(Same as EDU 980) Examines the curriculum consultant and instructional leadership roles of the school media specialist. Opportunities are provided for students to blend recent developments in curriculum and instruction with information literacy objectives and staff development strategies. Collaborative, interdisciplinary approaches to learning are emphasized. NOTE: There will be 25 hours of field experiences (observation) related to the coursework as part of the requirement in SED 52.21 (b)(3)(c). A total of 100 hours of observation must be completed prior to student teaching or practica (internship). Prerequisites of LIS 510 & 511 or permission of instructor are required. Credits: 3 Rotating Basis

LIS 615 Collection Development
Students will examine the principles, issues and best practices related to the development of a library collection serving an academic or research community in a college, university, public or special library environment. This course will consider methods for identifying the needs of a user community, designing a collection policy, selecting and acquiring library materials in all formats, making decisions related to a collection’s management and preservation, and evaluating the quality and appropriateness of an existing collection. Credits: 3 Rotating Basis

LIS 616 Library Management
This course teaches both traditional reader’s advisory skills and the use of print and electronic reader’s advisory tools. This course will enhance the skills needed to match the book with the reader. Credits: 3 Rotating Basis

LIS 617 New Technologies
This course will explore the features and functionality of emerging web technologies such as blogs, wikis, RSS, social bookmarking, media sharing, tagging, folksonomies and more. This course will look at how libraries are implementing these various tools as well as their potential uses. Credits: 3 Rotating Basis

LIS 618 Management of Libraries and Information Centers
Principles and techniques of management applicable to libraries and information service organizations. Focuses management theory on organizing for library and information services, collections, facilities management, and measurement and evaluation of services. Credits: 3 Rotating Basis

LIS 619 Emerging Web Technologies
With the advent of the new web technologies, an explosion of new software tools has emerged enabling users to create, organize, share and collaborate in an online space. Today’s Web users are organizing their favorite bookmarks, collaborating on shared documents, cataloging their personal collections and sharing their information with others. This course will look at how libraries are implementing these various tools as well as their potential uses. Credits: 3 Rotating Basis
LIS 622 Management of the School Media Centers
(Same as EDU 981) An examination of developments in the principles and strategies for managing information and school library media centers. This course examines philosophies and practices related to policy development, budgeting, personnel, resource organization, networking, public relations, and facilities planning, including discussion of school library facilities for children with disabilities and special needs. NOTE: There will be 25 hours of field experiences (observation) related to the coursework as part of the requirement in SED 52.21 (b)(3)(c). A total of 100 hours of observation must be completed prior to student teaching or practica (internship LIS 691). Prerequisites of LIS 510, 511, and 512 or permission of the instructor are required. Credits: 3 Rotating Basis

LIS 624 Introduction to Online Teaching
Students will learn about historical and current trends and learning theories in online learning. Students will explore the online learning environment through applying instructional design theories, designing online activities while applying best practices. Topics include instructional design, planning online activities, copyright and intellectual property, assessment of online learners, understanding social learning, collaboration tools, and classroom management. Prerequisite of LIS 510 is required Credits: 3 Alternate Semesters

LIS 626 Teaching Methodologies for School Media Specialists
This course will present teaching strategies important for the school media specialist in the school library information center "classroom." Learn and practice techniques for using the school information center as a vital part of the instruction occurring within the school. Lesson planning, questioning strategies, and hands-on practice with important educational trends are integral components of this course. Prerequisites of LIS 510, 511, 512, 620 and 622 or the permission of the instructor are required. Credits: 3 Rotating Basis

LIS 627 Special Needs Students in K-12 Libraries
This course will prepare students who plan to become school library media specialists, children's or Young Adult librarians for Education All Students Tests (EAS). It will also provide students with knowledge about the Dignity for All Students Act (DASA). This course will instruct the learner on assisting students with disabilities and other special learning needs. Prerequisite of LIS 510 or 511 or the Director's permission Credits: 3 Annually

LIS 628 Collection Development for K-12
Survey of nonfiction resources in support of the subject content areas in the modern school curriculum including nonfiction materials. Attention is given to new developments in the curriculum, with emphasis on policies related to collection with selection of library materials. Prerequisite of LIS 510 or 511 is required. Credits: 3 Rotating Basis

LIS 629 Integrating Technology into the K-12 Curriculum
Students will examine software, hardware, Internet applications, and web sites to see how technology facilitate learning in K-12 libraries; they will also explore ways that hardware and software can be integrated in the curriculum, including the examination of age-appropriate technologies for children with disabilities and the use of adaptive technology. NOTE: There will be 25 hours of field experiences (observation) related to the coursework as part of the requirement in SED 52.21 (b)(3)(c). A total of 100 hours of observation must be completed prior to student teaching or practica (internship). Prerequisites of LIS 510, 511, 512, 620 and 622 or the permission of the instructor are required. Credits: 3 Every Semester

LIS 630 Basic Web Design
This course introduces the development of content for web sites by using major content management system (CMS) applications. Students will learn using current CMS applications to instantly and dynamically update webpages and properties as new content becomes available so that every visit to a website is planning dynamic websites, developing CSS-controlled site templates, and creating database-driven websites through the planning and creation of their own topic-based sites. Credits: 3 Rotating Basis

LIS 654 Building Digital Libraries
Designed especially for students intending to work with original research materials of cultural interest such as photographs, manuscripts, and printed ephemera, this course introduces the processes of digitizing these materials for wider public access. Topics include: definition of digital libraries in theory and practice, materials selection criteria, digitization and related technical issues, standards and best practices, copyright, and project management. Students will create fully functioning digital libraries. Pre requisite of LIS 512 is required Credits: 3 Rotating Basis

LIS 662 Library Public Relations
Examines the principles and practice of public relations; the library image; the news media; special events and programs; exhibits and displays; library publications; publicity; marketing techniques; and discussion of public relations as it applies to all, types of libraries. Prerequisite of LIS 510 or permission of instructor is required. Credits: 3 Rotating Basis

LIS 690 Internship
120 hours during a semester at an approved site, working under supervision of a professional in the field. Guided by a Learning Contract jointly approved by faculty and the site supervisor, students augment what they have been taught in formal courses, further their career objective, and enhance their skills, competencies, and abilities. For students with extensive library experience, LIS 695 (Masters Project) is available as an alternative to the internship, with permission from the student's advisor and Director. Prerequisite: Students should have completed all core requirements and most electives before enrolling; students should have completed at least 27 credits. Prerequisite of LIS 510, 511, 512, 514 and 15 units of electives are required. Credits: 3 Every Semester

LIS 691 Internship/School Media Specialist (for School Library certification candidates)
240 hours or 40 days is the required time for student teaching. This must be split between elementary school (120 hours or 20 days) and secondary school (120 hours or 20 days). Secondary school is defined as either a middle school or a high school. It is the student's responsibility to choose the sites, with the guidance of the Director of the School Library program. Sites must be approved by the Director. Student will develop a learning contract which will govern this experience and must have a formal teaching observation. Students will be expected to put the theory or principles they have learned during their coursework into practice. Pre requisite of LIS 510, LIS 511, LIS 512, LIS 514, LIS 620, LIS 622 and LIS 626 are required Credits: 3 Every Semester

LIS 700 Principles of Public Library Organization & Management
This seminar explores public library organization and management. Topics include principles of management and organization; the planning process, policy, decision making, and leadership principles. Issues such as assessing community needs, public and governmental relations, cooperative ventures, leadership and management systems, professional ethics, and censorship are also addressed. Prerequisite of Public Library Certificate majors only. Credits: 1 to 3 Rotating Basis
LIS 701 Legal Issues in Public Library Administration
This seminar focuses on the legal basis for the public library, sources of the public library's authority and the organizational framework that enables the library to function in society. Attention is given to the laws, rules and regulations on the local, state, and national level that affect public libraries. Other topics include the roles of the board of trustees and the library director; regulatory agencies and reporting requirements; insurance risk management and liability; library policies and their enforcement and the relationship of the public library to other agencies.
Prerequisite of Public Library Certificate majors only.
Credits: 1 to 3
Rotating Basis

LIS 703 Financial Management of Public Libraries
This course is designed to provide library managers with an understanding of public finance and economic theory. Specific topics such as basic economic theory, public finance, community assessment, budget process and preparation, the audit function, taxation and capital funding are covered.
Prerequisite of Public Library Certificate majors only.
Credits: 1 to 3
Rotating Basis

LIS 704 Administration of Public Library Facilities and Technology
This seminar is designed to prepare the public library administrator to deal with the process and problems of planning, managing and evaluating library facilities. Emphasis is placed on maintenance and operation of public facilities, including space planning and utilization; building and grounds maintenance; security; and branch library issues. The process of defining, specifying, evaluating and selecting automation and telecommunication systems, furniture and other equipment is covered in depth. Other topics include the basics of writing a facilities program, selection of an architectural firm, project manager and building contractor.
Prerequisite of Public Library Certificate majors only.
Credits: 3
Rotating Basis

LIS 707 Human Computer Interaction
In this course you will learn about the human part of computing. It focuses on the design and evaluation of interactive systems from a user-centered perspective. You will learn about how people perceive, process, remember, utilize, share and communicate about information in the work and on-work situations; and you will learn how interaction technologies can take these human issues into account. You will become familiar with design principles and evaluation techniques in the field of human-computer interaction (HCI).
Prerequisite of LIS 510 or permission of instructor is required.
Credits: 3
On Occasion

LIS 712 Literacy for K-12 Environment
This course will develop understanding of the complexity of literacy for K-12 learners. Linguistic aspects (vocabulary, grammar, genre and text structure), cognitive and metacognitive behaviors (reading strategies), and sociocultural context (beliefs and attitudes of non-English Learners) will be examined as influences on a learner’s development of literacy. This course will provide school and children’s librarians with background knowledge of the various issues relevant to literacy instruction. Special emphasis will be given to strategies to use for students with disabilities. Reading motivation and strategies to incorporate technology into literacy learning will be discussed.
Prerequisite of LIS 620 and LIS 626 for school media is required; LIS 510, 511, 512 and 514 for general/public librarians is required.
Credits: 3
Rotating Basis

LIS 720 K-12 Literature for School Media Specialists
A survey course covering various genres, styles, authors, illustrators and trends with emphasis on the role of literature in the school library media center. Students will consider methods of selecting and evaluating children’s and young adult literature in terms of readability and interest level and several ways in which the titles can be integrated as the content and vehicle to master the Core Curriculum. Through class discussions and constructing lessons, students will explore a range of topics related to literature, including book talks, author studies, read-aloud techniques and book discussion groups.
Credits: 3
Every Summer

LIS 729 Young Adult Sources and Services
A survey of adolescents and their reading with special emphasis on books written especially for this age group (12-18). The readings will include materials emphasizing multicultural characters and settings, and bibliotherapy including stories of persons with disabilities and special needs. Students will attain skills in providing library services for the young adult population, including information and referral, programming, applying new technology advocacy, working with professional staff and administration, partnering with parents and community, school and public library cooperative projects, publicity, evaluation of literature and techniques for introducing literature to the adolescent population. The course requires reading of text, reading and discussion of a number of young adult titles in a variety of genres, small group presentations, oral presentations and bibliography.
Prerequisites of LIS 510 & 511 or permission of instructor are required.
Credits: 3
Rotating Basis

LIS 733 Early Childhood and Children's Literature Sources and Services
Materials and resources for pre-K – elementary school age, with emphasis on selection, collection development, and programming. Discussion of underlying theories such as services and development of appropriate programs including presentation of inclusive, age appropriate material for this audience. Print and non-print resources – their selection, analysis, and presentation, with attention to other materials, including learning objects–will be covered.
Prerequisites of LIS 510 & 511 or permission of instructor are required.
Credits: 3
Annually

LIS 737 Serving Diverse Populations
A seminar on services for multicultural populations and groups with special interests or needs: Sensory or mobility-impaired; learning disabilities; adult beginning readers; English as a second language; gifted and talented; latchkey children; homeless, aging, etc. Covers federal regulations, materials, professional attitudes, techniques, equipment and programs, at all levels and settings.
Prerequisites of LIS 510 & 511 or permission of instructor are required.
Credits: 3
Rotating Basis

LIS 741 Public Libraries
A study of the philosophy, background, function and place of public libraries in contemporary society. Examines the principles and techniques of public library organization, planning, operation, resources, services and facilities, as well as how to identify and serve groups and organizations in a community. Study of present condition, trends and issues. Emphasis on public service orientation.
Prerequisites of LIS 510, 511, and 512 or permission of the instructor are required.
Credits: 3
Rotating Basis

LIS 744 Academic & Special Libraries
Overview of the working, organization, operation, and management of both academic and special libraries, with emphasis on their unique characteristics. Comparative analysis of these library settings in all areas, including public services, technical services, systems, regulations, and scholarship. Organizational needs, services, personnel management, and budgeting will be examined within the context of such information functions as research and reference, teaching, and collection development.
Prerequisites of LIS 510, 511, and 512 or permission of the instructor are required.
Credits: 3
On Occasion

**LIS 770 Information Systems & Retrieval**
Fundamentals of information retrieval (IR) systems, including systems structure, design and implementation, are covered. Also discussed are language, information and query representation, techniques, approaches, the human dimension, and evaluation in IR along with a brief survey of advances and research in the field.

Prerequisite of LIS 510 or permission of instructor is required.

Credits: 3

**Rotating Basis**

**LIS 901 Special Topics**
A special topic not covered in the regular curriculum is explored in-depth.

Students are limited to 6 credits of 901 courses

Credits: 3

**Rotating Basis**
The graduate criminal justice programs provide an ideal foundation for careers in the law and criminal justice. Our professors are renowned experts and published authors with real-world experience. They specialize in all areas of the criminal justice field, from terrorism to organized crime to women in policing.

Our alumni work in all areas related to the criminal justice system, including probation, parole, law enforcement, court administration, corrections, juvenile justice, diversionary programs and security management. Additionally, our programs provide an excellent pathway toward the study of law.

M.S. in Criminal Justice

The 36-credit Master of Science in Criminal Justice offers an in-depth, 21st century curriculum geared toward forensics, law and society, criminal behavior, cybercrime, terrorism and criminological theory. All students must complete a thesis under faculty supervision. The program prepares students for modern-day careers in criminal justice, including cyberspace crime detection, law enforcement management systems and homeland security. Courses are taught by a distinguished faculty that includes published authors, researchers and widely-consulted authorities on the American and world criminal justice systems. Adjunct faculty members are working professionals in the field and include attorneys, judges and law enforcement officials. Our professors will engage and inspire you to exceed your expectations. Alumni of our program are employed in a wide variety of professional positions: law enforcement officers, federal agents, security officers, prosecutors, corrections counselors, judges, attorneys, private security professionals, homeland security agents, forensic technologists, crime lab technicians, emergency managers, FBI agents and social service representatives.

Classes are scheduled to meet on Tuesday evenings and on Saturdays. Tuition will remain constant for the entire 36 credits. The costs include all books, courses, seminars and most fees. Students take courses in “lock-step” which means they must enter, maintain attendance and graduate as a group.

Admission Criteria and Procedures

Applicants to the Master of Science in Criminal Justice must meet the following requirements for admission.

- Application for Admission.
- Application fee: non-refundable.
- Official copies of your undergraduate and/or graduate transcripts from any college(s) or universities you have attended.
- Applicants must have a bachelor’s degree with a minimum 3.0 undergraduate cumulative average (students whose GPA is 2.5 or better will be considered on an individual basis).
- Two professional and/or academic letters of recommendation that address the applicant’s potential in the profession and ability to complete a graduate program
- Please refer to the Graduate Admission section of this bulletin for details on admissions procedures.

Academic Policies

A student must maintain at least a 3.0 cumulative grade point average in the M.S. in Criminal Justice program. Any student whose cumulative grade point average falls below 3.00 will be evaluated by the Academic Standing Committee of the Department of Criminal Justice, issued a letter of warning, and placed on probation. A student on probation who fails to bring his or her average up to 3.00 in the succeeding semester may be dropped from the program. In addition, a student who receives grades below B in two graduate courses is considered to have an academic deficiency. A third grade below B, after the student receives a formal warning of the deficiency, may cause the student to lose matriculated status or be dropped from the program.

M.S. Criminal Justice

Program Code: 14768

Major Requirements

Required Criminal Justice Courses

All of the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 555T</td>
<td>Technology and the Criminal Justice System</td>
<td>3.00</td>
</tr>
<tr>
<td>CRJ 675T</td>
<td>Critical Issues in Law and Society</td>
<td>3.00</td>
</tr>
<tr>
<td>CRJ 690T</td>
<td>Theories of Crime Causation</td>
<td>3.00</td>
</tr>
<tr>
<td>CRJ 699T</td>
<td>Foundations of Scholarship</td>
<td>3.00</td>
</tr>
<tr>
<td>CRJ 700T</td>
<td>Research Design and Methods</td>
<td>3.00</td>
</tr>
<tr>
<td>CRJ 707T</td>
<td>Thesis Research</td>
<td>3.00</td>
</tr>
<tr>
<td>CRJ 708T</td>
<td>Thesis Consultation</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Elective Criminal Justice Courses

Five courses/fifteen credits from all CRJ or CSA courses

Credit and GPA Requirements

Minimum Total Credits: 36
Minimum Major GPA: 3.00
Criminal Justice Courses

CRJ 523T Computers and the Criminal Justice System
This course is an explanation of the application of basic computer technology in the criminal justice system. This course includes a discussion of more effective and efficient use of computer systems in various aspects of agency work.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 529T Effectiveness of Prevention and Treatment Programs
This course is a review of the basic concepts and strategies in valutative research. Topics include topologies of treatment and prevention programs, what works, measuring effectiveness, types of valutative research designs and exemplary projects.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 530T Victimology
The criminal justice system is discussed with emphasis on treatment of the victims as well as how criminal justice agencies hinder or encourage the victim in reporting a victimization and processing the crime.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 535T Communications and the Criminal Justice System
This course is a discussion of the role of mass media in facilitating and hindering the functioning of the criminal justice system-exposing deviant behavior, communicating information for arrest and crime prevention, prejudicing court procedures, misrepresentation, libel and defamation.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 555T Technology and the Criminal Justice System
This course is an analysis of high-tech society, the impact of advanced technology on the crime scene and its application in criminal justice management.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 560T Funding and Grant Evaluation
This course is a survey of the sources for criminal justice funding. The criteria and standards for meaningful evaluation of grants and reporting responsibilities of both agencies and independent evaluators are examined.
Criminal Justice Majors Only
Credits: 3
CRJ 565T Interpersonal Relations in Administration
This course is an analysis of group behavior in organizations, the dynamics of group membership and leadership as they relate to administration of business enterprise and contributions made by the behavioral sciences.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 570T Seminar in Criminal Justice
The seminar focuses on the major components of the criminal justice system. Special attention is given to the functions and role of the police, correctional institutions, courts, probation and parole. Integration of agencies, bureaucratic structures and value systems is also studied.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 577T Police and Professionalism
This course is an analysis of the concept of professionalism and its relation to social control with special reference to the police. Subject matter explores how professionalism may be functional or dysfunctional, the further accountability and ethical consideration in policy making, the control of police abuses and the self-regulation system.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 585T Seminar in Court Administration
This course is an overview of the administration and management of the court system. The purpose and functioning of a criminal court jurisdiction and the management of intake and control of the participating parties is covered.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 600T Advanced Standing in Criminal Justice
On Occasion

CRJ 635T The Mass Murderer and the Violent Criminal
This course studies the biological, psychological, and environmental cases of the violent criminal. An in-depth study of individual offenders is made to analyze causation.
Credits: 3
On Occasion

CRJ 640T Seminar in the Administration of Juvenile Justice
This course is a comprehensive study of the juvenile justice system. The seminar deals with apprehension, adjudication, treatment and prevention as these relate specifically to the administration of juvenile justice.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 647T Forensic Investigation of Fire, Arson and Explosions
A safe and systematic investigation and analysis of fire and explosion incidents. Specific procedures will be presented to assist in these investigations.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 650T Class and Social Structure
This seminar examines American cultural pluralism and social structure and their impact on the criminal justice system.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 652T Seminar on the Grand Jury and the Petit Jury
This course is a study of the grand and petit juries and the present-day statutory and constitutional mandates affecting those institutions. Consideration is given to the alternatives to a grand jury system, the possible elimination of the grand jury as presently constituted, the waiver of grand jury presentment, as well as the functions performed and the safeguards, if any, achieved by our present system.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 655T Managerial Supervision
This course is a study of the theories, methods and practices in the administration of punishment. Among the topics covered are trends in punitive policy practices on the local, state and national levels.
Criminal Justice Majors Only
Credits: 3
On Occasion

CRJ 658T Crisis Intervention in Criminal Justice
This course is a survey of the application of crisis negotiation techniques as they apply to probation,
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 660T</td>
<td>Principles and Methods of Rehabilitation of Offenders</td>
<td>3</td>
<td>This course is an overview of the methods used in the rehabilitative process. The synthesis of theory with primary emphasis on social and cultural milieu is considered. Criminal Justice Majors Only On Occasion</td>
</tr>
<tr>
<td>CRJ 665T</td>
<td>Criminal Justice Response to Domestic Violence</td>
<td>3</td>
<td>The course deals with the historic, social, and legal forces that have shaped the criminal justice response to domestic violence. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 670T</td>
<td>Narcotic Addiction, Alcoholism and Crime</td>
<td>3</td>
<td>This course is a survey of the multi-factorial causes of chemical abuse; primarily, addiction to narcotics and alcohol, the characteristics of the addict and abuser and the legal sanctions developed for its control. Criminal Justice Majors Only On Occasion</td>
</tr>
<tr>
<td>CRJ 675T</td>
<td>Critical Issues in Law and Society</td>
<td>3</td>
<td>This course is an analysis of the ways laws evolve along with social change, the applicability of laws in relation to the criminal justice system and the structure of society and the viability of laws in relation to changing moral standards. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 680T</td>
<td>Seminar in Justice</td>
<td>3</td>
<td>This course is a comprehensive examination of the organization and management of criminal justice agencies. Particular attention is paid to organization principles and practices, structure, supervision, administrative communications and the fiscal management of the criminal justice budget. Criminal Justice Majors Only On Occasion</td>
</tr>
<tr>
<td>CRJ 685T</td>
<td>Planning and Management</td>
<td>3</td>
<td>This course is a systematic analysis of parole and probation management at the administrative, supervisory and line levels. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 690T</td>
<td>Theories of Crime Causation</td>
<td>3</td>
<td>This course is a survey of the theoretical implications of criminal acts in relation to behavioral systems. It is an analysis of sociogenic, psychogenic, economic, anthropological and physical-type theories. Criminal Justice Majors Only On Occasion</td>
</tr>
<tr>
<td>CRJ 691T</td>
<td>Workload Management</td>
<td>3</td>
<td>This course examines the workload management for probation and parole staff at the administrative, supervisory, and line levels. Criminal Justice Majors Only On Occasion</td>
</tr>
<tr>
<td>CRJ 692T</td>
<td>Crime and Criminality in Cinematography</td>
<td>3</td>
<td>This course is an overview of the various components of the criminal justice system as seen through the case studies presented through the medium of cinematography. Films dealing with court procedures, juries, police practices, prosecutorial problems, sentencing procedures, prisons, causes of crime and corrections are explored. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 693T</td>
<td>Foundations of Scholarship</td>
<td>3</td>
<td>This course must be taken in the student's first semester of attendance in order to develop tools for conducting research and for writing papers in the field of criminal justice. The course explores approaches to writing a research paper, forms of documentation, library resources, data sources, and computer usage. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 700T</td>
<td>Research Design and Methods</td>
<td>3</td>
<td>This course must be taken in the student's first or second semester of attendance. It is a survey of research designs, analytical techniques and the preparation of research papers. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 701T</td>
<td>Thesis Research</td>
<td>3</td>
<td>This course is taken prior to CRJ 708. It is an advanced study of the scientific method in the discipline of Criminal Justice, together with the preparation of a master's thesis proposal and an outline of the thesis. CRJ 707 and CRJ 708 must be taken consecutively in the student's last two semesters of study after maintaining a 3.00 or better GPA. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CRJ 707T</td>
<td>Thesis Consultation</td>
<td>3</td>
<td>This course is the actual writing of the master's thesis. CRJ 707 and CRJ 708 must be taken consecutively in the student's last two semesters of study after maintaining a 3.00 or better GPA. Criminal Justice Majors Only On Occasion</td>
</tr>
<tr>
<td>CRJ 734T</td>
<td>Forensic Homicide Investigation</td>
<td>3</td>
<td>Students gain knowledge of the crime regarded as the most heinous of all criminal acts. Investigative techniques used, the importance of the medical examiner's autopsy, and the time factors involved in the solution are discussed.</td>
</tr>
<tr>
<td>CRJ 760T</td>
<td>Terrorism</td>
<td>3</td>
<td>This course is a survey of terrorism within the United States. Topics include the threat of domestic and international terrorism, terrorist groups, and counter-terrorism strategies, among other related topics. Criminal Justice Majors Only</td>
</tr>
<tr>
<td>CSA 571T</td>
<td>Private Security Administration</td>
<td>3</td>
<td>This course is the study of the organization, administration and management of security, plant protection, and loss prevention. Policy and decision-making, personnel, budgeting, safety and fire prevention programs in business, industry and government are covered.</td>
</tr>
<tr>
<td>CSA 581T</td>
<td>Security of Intellectual Property</td>
<td>3</td>
<td>This course is a discussion of the clarification and classification of intellectual property. Particular attention is paid to the use of management skills in stating and implementing company security policy safeguards.</td>
</tr>
<tr>
<td>CSA 582T</td>
<td>Instructing Security Trainers</td>
<td>3</td>
<td>This course covers instructional techniques for security trainers in the preparation and presentation of loss prevention and loss control knowledge and skills, and is a course in training the trainers.</td>
</tr>
<tr>
<td>CSA 587T</td>
<td>Institutional Security Planning</td>
<td>3</td>
<td>This course is the comparative analysis of relevant security problems in public and private institutional settings.</td>
</tr>
</tbody>
</table>
SCHOOL OF HEALTH PROFESSIONS AND NURSING

The School of Health Professions and Nursing offers a wide range of accredited programs that lead to rewarding careers. Certificates, undergraduate and graduate degrees are offered in the departments of Biomedical Sciences, Health Care and Public Administration, Health Sciences, Nursing, Nutrition, and Social Work. Please refer to the departments for specific information on degrees and certificates.

Drawing from intense classroom studies, real-world internship opportunities, interprofessional learning experiences, research, laboratory-based courses and clinical experiences, you will develop the skills to serve others with competency and courage. You may take part in practica at hospitals, research laboratories, private clinical practices, community and governmental agencies, and senior citizen facilities. The school utilizes state of the art technology for the education of our students, including simulated and research laboratories. You will graduate with a comprehensive résumé and a respected degree, ready to take advantage of the many opportunities in the growing field of health care and human services.

The faculty are renowned experts in their areas of practice and education as evidence by their abilities in teaching, clinical practice, and scholarship.

If you have questions, please contact the dean’s office at 516-299-2485, email: Post-SHPN@liu.edu, or fax: 516-299-2527.

Stacy Jaffee Gropack, PT, Ph.D., FASAHP
Dean
stacy.gropack@liu.edu

Paul Dominguez, Ph.D.
Assistant Dean
paul.dominguez@liu.edu

NURSING

Phone: 516-299-2320
Fax: 516-299-2352
Email: Post-Nursing@liu.edu
Chair: Dr. Mary Infantino
Acting Director of Undergraduate Nursing Program: Dr. Laura Prager
Director of Family Nurse Practitioner (FNP) Program: Dr. Susan Marks
Acting Director of Family Nurse Practitioner (FNP) Program: Prof. Daniel Jacobsen
Director/Director Nursing Education Program: Dr. Watline Williams
Clinical Field Coordinator, FNP Program: Prof. Daniel Jacobsen
Associate Professors: Infantino, Messina

Assistant Professors: Darcy, Jacobson, Marks, Olivieri, Prager, Williams
Emerita: Dr. Amy Wysoker
Adjunct Faculty: 20

The Department of Nursing in the School of Health Professions and Nursing offers two accredited graduate programs that prepare nurses to become strong, effective leaders who excel in clinical management and nursing education. The School offers Master of Science degrees in Family Nurse Practitioner (FNP), and Nursing Education (NED). Also offered is a post-master’s advanced certificate in Family Nurse Practitioner. The Master of Science in Nursing Education is delivered in an innovative blended format whereby all the courses in the program are offered half online and half face-to-face. The Master of Science programs in Nursing are fully accredited by the Commission on Collegiate Nursing Education (CCNE).

The core curriculum for the M.S. degrees include coursework in nursing theory, issues in professional nursing for advanced practice nurses and nurse educators, and nursing research. As part of their admission requirement, students are required to complete a research proposal, 9 credits of core courses, and 24 credits of specialty courses.

We offer individualized attention and small classes to accommodate the needs of the Registered Nurse. Faculty members are available to answer questions and prospective students are encouraged to contact the Department of Nursing for further information about the programs of study.

M.S. in Family Nurse Practitioner

In New York State, family nurse practitioners practice autonomously and have the authority to diagnose, manage, and prescribe medications for families within their scope of practice. LIU Brentwood offers the LIU Post Master of Science for the baccalaureate prepared registered nurse, who is interested in pursuing the role of a Family Nurse Practitioner (FNP). This 46-credit program is fully accredited by the Commission on Collegiate Nursing Education (CCNE) and is registered with the New York State Department of Education (NYSED). The program is open to BSN prepared Registered Nurses to complete a Master’s of Science degree as a Family Nurse Practitioner with eligibility to sit for the national FNP board certification exams. The program is designed to be completed in five (5) semesters and two partial summers of part-time study. Graduates of the program are eligible for New York State Licensure as a FNP and are eligible for national board certification through the national certifying agencies (American Nurses Credentialing Center and American Academy of Nurse Practitioners Certification Program).

LIU Post also offers a post-master’s Advanced Certificate in Family Nurse Practitioner at LIU Brentwood for nurses who have a Masters of Nursing degree in other specialty areas. Candidates for this program are evaluated on an individual basis and plans of study range from 13 credits (for practicing adult nurse practitioners) up to the full 46 credits. This advanced certificate provides eligibility to sit for national board certification as well as New York State certification as a Family Nurse Practitioner.

ADMISSION REQUIREMENTS

Applicants to the M.S. in Family Nurse Practitioner must meet the following requirements for admission.

- Application for Admission (Application deadline for the following spring semester is November 1st)
- Application fee (non-refundable)
- Official copies of all undergraduate and/or graduate transcripts from any college(s) or universities attended
- A minimum overall GPA of 3.0
- A Baccalaureate degree in Nursing is required
- International students are also required to achieve a minimum Test of English as a Foreign Language (TOEFL) score of 85; Internet-based (a minimum listening score of 22 is also required); 225 Computer-based; or 563 Paper-based. An International English Language Testing System (IELTS) score of 7.5 or above is also acceptable.
- Required prerequisite undergraduate courses with a minimum grade of “B” include: Statistics - This course must be completed before the start of the program. Research - This course must be completed before the start of the graduate research course, which is offered in the second semester. Health Assessment - This course must be completed prior to the start of the second year of study.

- Possess a current New York State Registered Nurse license with current active registration.
- Preferred one-year recent experience in a clinical area requiring acute care skills, such as hospital setting, specialty office practices, family medicine, internal medicine, community clinics, or home care.
- A minimum of two letters of recommendation are required. These reference letters must be from a practicing Adult or Family NP, MD, or DO and address the applicants’ clinical acumen. Letters from other professionals will be evaluated individually.
- A current resume and a personal statement describing their reason for becoming an FNP as well as their personal vision for their professional FNP practice.
- The Director of the Family Nurse Practitioner program or their designee will interview all applicants.

Send application materials to:


### M.S. in Family Nurse Practitioner

[LIU Post Program Code: 20726]

#### Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 501</td>
<td>Issues in Professional Nursing for Advanced Practice Nurses and Nurse Educators</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 604</td>
<td>Advanced Pathophysiology Across the Lifespan</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 615</td>
<td>Advanced Pharmacokinetics &amp; Pharmacotherapeutics</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 760</td>
<td>Evidence-based and Translational Methods</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 606</td>
<td>Advanced Assessment Across the Lifespan (90 lab Hours)</td>
<td>4.00</td>
</tr>
<tr>
<td>NUR 621</td>
<td>Family Theory: Cultural, Social, Ethical and Policy Issues</td>
<td>3.00</td>
</tr>
</tbody>
</table>

#### Specialty Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 770</td>
<td>Diagnostic and Clinical Reasoning (25 lab Hours)</td>
<td>4.00</td>
</tr>
<tr>
<td>NUR 775</td>
<td>Diagnostic and Clinical Reasoning Practicum (90 Hours)</td>
<td>2.00</td>
</tr>
<tr>
<td>NUR 660</td>
<td>Diagnosis &amp; Management I: Adult-Geriatric Health</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 665</td>
<td>FNP Practicum I: Primary Care of Families (Adult-Geriatric Health) (180 Hours)</td>
<td>4.00</td>
</tr>
<tr>
<td>NUR 670</td>
<td>Diagnosis and Management II: Pediatric &amp; Women’s Health</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 675</td>
<td>FNP Practicum II: Primary Care of Families (Pediatrics &amp; Women's Health) (180 Hours)</td>
<td>4.00</td>
</tr>
<tr>
<td>NUR 780</td>
<td>Diagnosis and Management III: Management of Chronic Complex Medical Conditions Across the Lifespan</td>
<td>3.00</td>
</tr>
</tbody>
</table>

#### FNP Practicum III: Management of Chronic Complex Medical Conditions Across the Lifespan (180 hours)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>NUR 785</td>
<td>FNP Practicum III: Management of Chronic Complex Medical Conditions Across the Lifespan (180 hours)</td>
<td>4.00</td>
</tr>
</tbody>
</table>

### Credit and GPA Requirements

- **Minimum Total Credits:** 46
- **Minimum Major GPA:** 3.00

Students must receive a "B" or better in all courses to remain in good standing.

### Advanced Certificate in Family Nurse Practitioner

LIU Post also offers at LIU Brentwood a post-master’s Advanced Certificate in Family Nurse Practitioner for nurses who have a Masters of Nursing degree in other specialty areas.

Candidates for this program are evaluated on an individual basis and plans of study range from 13 credits (for practicing adult nurse practitioners) to 40 credits. This advanced certificate provides eligibility to sit for national board certification as well as New York State certification as a Family Nurse Practitioner.

The program is designed in part-time study format. Candidates for the certificate will be required to complete course work in pharmacology, family theory and preceptored clinical practice in settings providing primary health care to families. Coursework in advanced pathophysiology, research, and advanced health assessment are required for admission.

The program is accredited by the Commission on Collegiate Nursing Education.

#### ADMISSION REQUIREMENTS

Applicants to the M.S. in Family Nurse Practitioner must meet the following requirements for admission.

- Application for Admission (Application deadline for the following fall semester is November 1st)
- Application fee (non-refundable)
- Official copies of all undergraduate and/or graduate transcripts from any college(s) or universities attended
- A minimum GPA of 3.0
- A Baccalaureate degree in Nursing is required
- International students are also required to achieve a minimum Test of English as a Foreign Language (TOEFL) score of 85; Internet-based (a minimum listening score of 22 is also required); 225 Computer-based; or 563 Paper-based. An International English Language Testing System (IELTS) score of 7.5 or above is also acceptable.
- Required prerequisite undergraduate courses with a minimum grade of "B" include: Statistics - This course must be completed before the start of the program. Research - This course must be completed before the start of the graduate research course, which is offered in the second semester.

- A minimum of two letters of recommendation are required. These reference letters must be from a practicing Adult or Family NP, MD, or DO and address the applicants’ clinical acumen. Letters from other professionals will be evaluated individually.

- A current resume and a personal statement describing their reason for becoming an FNP as well as their personal vision for their professional FNP practice.

- The Director of the Family Nurse Practitioner program or their designee will interview all applicants.

Send application materials to:
Office of Graduate Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Rd.
Brentwood, N.Y. 11717

### Advanced Certificate in Family Nurse Practitioner

[LIU Post Program Code: 20727]

#### Major Requirements

Prerequisite Courses (typically completed prior to commencing specialty courses)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 604</td>
<td>Advanced Pathophysiology Across the Lifespan</td>
<td>3.00</td>
</tr>
<tr>
<td>NUR 606</td>
<td>Advanced Assessment Across the Lifespan (90 lab Hours)</td>
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</table>

#### Core Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
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</tr>
</tbody>
</table>

**Credit and GPA Requirements**

Minimum Total Credits: 33  
Minimum Major GPA: 3.00  
*Students must receive a "B" or better in all courses to remain in good standing.*
Nursing Courses

NUR 501 Issues in Professional Nursing for Advanced Practice Nurses and Nurse Educators
This course addresses the current professional and legal issues that influence advanced nursing practice, nursing education, and the health care delivery system. Health care policy, changes in the economics of health care, and their impact on nursing will be considered.
Credits: 3
Annually

NUR 505 Nursing Research Project
This course examines a research problem under the guidance of a member of the Department of Nursing faculty. Open only to matriculated students. Students may register only once for this course. Credit value is restricted to 1, 2, or 3 credits and requires the approval of the chairperson.
Credits: 1 to 3
On Demand

NUR 604 Advanced Clinical Pathophysiology Across the Lifespan
The pathophysiology underlying diseases is studied to enable the student to form a basis for clinical judgment and diagnosis. The key principles and facts underlying present knowledge of tissue and organ systems, their specialized function and interrelationships will be studied.
Credits: 3
Annually

NUR 606 Advanced Health Assessment Across the Lifespan
The student will build upon basic physical assessment skills in this course. Comprehensive physical examination of the client as well as psychosocial, spiritual developmental, occupational and cultural aspects of health assessment are studied in depth, in order to develop an evidence-based comprehensive health assessment and plan of care for clients, which includes the selection and interpretation of appropriate laboratory and other diagnostic tests. The promotion and maintenance of health management in the care of the client will be emphasized. Concurrently, students will complete a laboratory practicum where theoretical content will be integrated into the students’ experience. A case study approach will be utilized.
Prerequisites of NUR 604 & NUR 615 or equivalent
Credits: 4
Annually

NUR 615 Advanced Pharmacokinetics & Pharmacotherapeutics
The focus of this course is to prepare Family Nurse Practitioner (FNP) students in the role of independent prescriber of pharmaceutical and non-pharmaceutical treatments for the myriad of illnesses and diseases found in the primary care environment. To this end, FNP students will be provided with:
- The principles of clinical pharmacokinetics and pharmacotherapeutics
- The scientific and practical basis of appropriate drug therapies
- Practical information on the clinical pharmacology of major drug classes and their use in the primary care environment
- The therapeutic objectives, strategies and evidence-based guidelines for managing both acute and chronic medical illnesses found in primary care
- The foundation to critically evaluate and effectively use pharmaceuticals from current evidence-based clinical pharmacology and therapeutics sources

Open to FNP MS and CRT students only.
Credits: 3
Not Set

NUR 621 Family Theory: Cultural, Social, Ethical and Policy Issues
Through the exploration of family theory and the examination of cultural, social, ethical, legal, and family policy issues which impact upon the family, the student will develop a comprehensive view of issues which need to be considered in the delivery of quality health care to families.
Credits: 3
Annually

NUR 660 Diagnosis and Management I: Adult-Geriatric Health
This is the first of three diagnosis and management courses that builds on the previous core courses providing the student the opportunity to integrate both advanced theoretical and practical (patient centered) knowledge in order to deliver safe, evidence-based care to the adult population, which includes the geriatric population. The main focus during this semester is the continued skill development in assessment, diagnosis and management of both acute and chronic conditions in the primary care setting in adult clients across their lifespan as well as utilization of primary, secondary and tertiary prevention techniques. Critical thinking, diagnostic reasoning, and use of evidence-based protocols will be developed throughout the course.
A pre requisite of NUR 615, NUR 621 and a co requisite of NUR 665 are required.
Credits: 3
Annually

NUR 665 FNP Practicum I: Primary Care of Families (Adult-Geriatric Health)
This practicum is taken concurrently with Diagnosis and Management I (NUR 660). Students are assigned preceptors (a nurse practitioner or a physician) in both pediatric and women’s health primary care office settings for their practicum experiences in pediatric and women’s health medicine. Students are introduced to practice protocols and essential competencies necessary to provide safe primary health care to both pediatric and gynecology clients. Comprehensive health management, including a holistic client approach, health promotion, disease prevention, and evidence-based decisions, is emphasized in this practicum. (180 hours)
A co requisite of NUR 660 is required.
Credits: 4
Annually

NUR 760 Evidence-Based and Translational Methods
The emphasis for this course is on the elements of evidence-based practice. Focus is placed on the cyclical process of identifying clinical questions, searching and appraising the evidence for potential solutions/innovations, planning and implementing practice changes, evaluating the outcomes, and

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identifying additional gaps in knowledge. Integration of existing evidence with clinical judgement, patient preferences, interprofessional perspectives, and other resources forms the basis for the clinical decision-making process that is inherent in improving patient, population, and organizational outcomes. Processes for leading/managing practice changes are explored.

A pre requisite of NUR 501 and NUR 601 are required.

Credits: 4

Annually

**NUR 775 Diagnostic and Clinical Reasoning Practicum**

This practicum course is taken in conjunction with NUR 770 and prior to students entering the three Diagnosis and Management didactic courses and practicum courses. During this practicum course, students will integrate what has been learned in the previous courses of advanced pathophysiology, pharmacology and health assessment with the clinical skills and critical understanding required to provide competent care within the primary care clinical setting (adults, pediatrics, women’s health, and geriatrics) as a licensed independent health care provider. In addition, the students will prepare for the role of the NP in the following skills and learning disciplines that are imperative to master for primary care practitioners:

- Information technology and use of Electronic Medical Records
- Use of coding and procedures for billing purposes
- Administrative issues in primary care, i.e., collaborating with various health care disciplines and insurance companies to provide the best care through advocating for patients
- Ordering and interpreting appropriate diagnostic tests, i.e., CXR, ECG, PFT, MRI, CT Scan, laboratory tests
- Utilizing evidence-based national guidelines for diagnosis and management of both acute and chronic medical conditions
- Acute care interventions, i.e., suturing
- Chronic care interventions, i.e., diabetes management
- Leadership issues, i.e., promoting nurse practitioners practice policy both locally and at the state level, advocates for improved access, quality and cost effective health care

Thus, this practicum provides a forum for students to start developing their critical thinking skills in diagnosing and managing diseases as well as developing strategies in understanding and utilization of the myriad of non-clinical requirements placed on nurse practitioners in the clinical setting.

**A pre requisite of NUR 770 is required.**

Credits: 2

Annually

**NUR 780 Diagnosis and Management III: Management of Chronic Complex Medical Conditions Across the Lifespan**

This is the final course of the diagnosis and management practicum courses that builds on the previous core courses and two diagnosis and management course practicums. This practicum, along with the course (NUR 785), focuses on clients with chronic complex medical conditions. It provides the student the opportunity to integrate both advanced theoretical and practical (patient centered) knowledge in order to deliver safe, evidence-based care and manage clients across the lifespan who have chronic complex medical conditions through practical hands-on experiences in their clinical practicums. Focus will those clients who are in need of:

- Tertiary prevention strategies in addition to continued monitoring for primary and secondary prevention strategies;
- Treatment for acute medical conditions in addition to their chronic conditions; and,
- Treatment for new chronic conditions in addition to their current chronic conditions.

Thus, this practicum and course prepares the Family Nurse Practitioner student for independent practice as well as know when to refer patients to appropriate specialists due to the complexity of the patient’s condition(s). Critical thinking, diagnostic reasoning, and use of evidence-based protocols will continue to be developed throughout the course.

**A co requisite of NUR 780 is required.**

Credits: 4

Annually

**NUR 785 FNP Practicum III: Management of Chronic Complex Medical Conditions Across the Lifespan**

This is the final practicum course of the diagnosis and management practicum courses that builds on the previous core courses and two diagnosis and management course practicums. This practicum, along with the course (NUR 780), focuses on clients with chronic complex medical conditions. It provides the student the opportunity to integrate both advanced theoretical and practical (patient centered) knowledge in order to deliver safe, evidence-based care and manage clients across the lifespan who have chronic complex medical conditions through practical hands-on experiences in their clinical practicums. Focus will those clients who are in need of:

- Tertiary prevention strategies in addition to continued monitoring for primary and secondary prevention strategies;
- Treatment for acute medical conditions in addition to their chronic conditions; and,
- Treatment for new chronic conditions in addition to their current chronic conditions.

Thus, this practicum and course prepares the Family Nurse Practitioner student for independent practice as well as know when to refer patients to appropriate specialists due to the complexity of the patient’s condition(s). Critical thinking, diagnostic reasoning, and use of evidence-based protocols will continue to be developed throughout the course.

**A pre requisite of NUR 775 is required.**

Credits: 3

Annually

**NUR 770 Diagnostic and Clinical Reasoning**

This course is taken prior to students entering the three Diagnosis and Management didactic courses and practicum courses. During the course, students will integrate what has been learned in the previous courses of advanced pathophysiology, pharmacology and health assessment with the clinical skills and critical understanding required to provide competent care within the primary care clinical setting (adults, pediatrics, women’s health, and geriatrics) as a licensed independent health care provider. In addition, the students will prepare for the role of the NP in the following skills and learning disciplines that are imperative to master for primary care practitioners:

- Information technology and use of Electronic Medical Records
- Use of coding and procedures for billing purposes
- Administrative issues in primary care, i.e., collaborating with various health care disciplines and insurance companies to provide the best care through advocating for patients
- Ordering and interpreting appropriate diagnostic tests, i.e., CXR, ECG, PFT, MRI, CT Scan, laboratory tests
- Utilizing evidence-based national guidelines for diagnosis and management of both acute and chronic medical conditions
- Acute care interventions, i.e., suturing
- Chronic care interventions, i.e., diabetes management

This course provides the student the opportunity to integrate both advanced theoretical and practical (patient centered) knowledge in order to deliver safe, evidence-based care and manage clients across the lifespan who have chronic complex medical conditions through practical hands-on experiences in their clinical practicums. Focus will those clients who are in need of:

- Tertiary prevention strategies in addition to continued monitoring for primary and secondary prevention strategies;
- Treatment for acute medical conditions in addition to their chronic conditions; and,
- Treatment for new chronic conditions in addition to their current chronic conditions.

Thus, this course and practicum prepares the Family Nurse Practitioner student for independent practice as well as know when to refer patients to appropriate specialists due to the complexity of the patient’s condition(s). Critical thinking, diagnostic reasoning, and use of evidence-based protocols will continue to be developed throughout the course.

**A pre requisite of NUR 670 and a co requisite of NUR 785 is required.**

Credits: 3

Annually
HEALTH CARE AND PUBLIC ADMINISTRATION

Phone: 516-299-2716
Fax: 516-299-3912
Email: hcpa@cwpost.liu.edu
Chair: Professor Figliola
Associate Professor: Forman, Henderson
Assistant Professors: Mullan, Perez, Vila
Adjunct Faculty: 38

The Master of Public Administration (M.P.A.) degree in Health Care Administration provides the comprehensive curriculum needed to succeed in a highly complex, competitive and ever-changing health care environment. Courses examine both practical and theoretical problems in the field and provide an understanding of a wide range of topics including organizational structures, administrative techniques, policy analysis, and program management. Taught by dedicated faculty, the curriculum stresses leadership, effective performance, problem-solving skills, ethical concerns, and program analysis and implementation in a student-centered environment.

M.P.A. in Health Care Administration

The 42-credit Master of Public Administration degree in Health Care Administration provides the comprehensive curriculum needed to succeed in a highly complex, competitive and ever-changing health care environment. Courses examine both practical and theoretical problems in the field and provide an understanding of a wide range of topics including organizational structures, administrative techniques, policy analysis and program management.


A specialization in Gerontology is available.

Our M.P.A. degree is accredited by the National Association of Schools of Public Affairs and Administration.

Admission Requirements

Applicants to the M.P.A. in Health Care Administration must meet the following requirements for admission:

- Application for admission
- A bachelor’s degree with a minimum GPA of 3.00 from an accredited college or university or successful completion of another Master’s degree. Students who do not meet these requirements are welcome to discuss their options for admission with the graduate advisor. Applicants who have attended institutions outside the United States must hold a degree equivalent to a U.S. bachelor’s degree.
- Official copies of your undergraduate and/or graduate transcripts from any colleges or universities you have attended
- Two professional and/or academic letters of recommendation that address the applicant’s potential in the profession and ability to complete a graduate program
- Students for whom English is a second language must submit official score results of the Test of English as a Foreign Language (TOEFL). The required minimum acceptable TOEFL score is: 85 Internet-based (223 computer-based or 563 paper-based) or minimum IELTS score: 7.0.

Send application materials to:
Office of Graduate Admissions
LIU Brentwood
Michael J. Grant Campus
1001 Crooked Hill Rd.
Brentwood, N.Y. 11717

M.P.A. in Health Care Administration

[Program Code: 82074]

Major Requirements

<table>
<thead>
<tr>
<th>Required Health Care Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Courses</td>
</tr>
<tr>
<td>All of the following:</td>
</tr>
<tr>
<td>MPA 501 Principles of Public Administration 3.00</td>
</tr>
<tr>
<td>MPA 502 Organizational Theory and Behavior in the Health &amp; Public Sectors 3.00</td>
</tr>
<tr>
<td>MPA 503 Economic Environment and the Public Sector 3.00</td>
</tr>
<tr>
<td>MPA 505 Analytical Methods 3.00</td>
</tr>
<tr>
<td>MPA 506 Computer Based Management Systems 3.00</td>
</tr>
<tr>
<td>MPA 507 The Policy Process in Health Care and Public Administration 3.00</td>
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Required Health Care Administration

Advanced Core Courses

<table>
<thead>
<tr>
<th>All of the following:</th>
</tr>
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<tbody>
<tr>
<td>HAD 602 Human Resource Administration in the Health Sector 3.00</td>
</tr>
<tr>
<td>HAD 603 Foundations of Budgeting and Finance in The Health Sector 3.00</td>
</tr>
</tbody>
</table>

Required Health Care Administration

Capstone Seminar Courses

<table>
<thead>
<tr>
<th>All of the following:</th>
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<tbody>
<tr>
<td>MPA 707 Thesis Research Consultation 3.00</td>
</tr>
<tr>
<td>MPA 708 Thesis Research Consultation 3.00</td>
</tr>
</tbody>
</table>

Students must choose from a concentration in General Health Care Administration or Gerontology.

General Health Care Administration Concentration

Elective Health Care Administration Concentration Courses

<table>
<thead>
<tr>
<th>Three courses/nine credits of the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAD 701 Hospitals and Health Care Organizations 3.00</td>
</tr>
<tr>
<td>HAD 702 Epidemiology and Public Health 3.00</td>
</tr>
<tr>
<td>HAD 709 Legal Aspects in Health 3.00</td>
</tr>
<tr>
<td>HAD 710 Gerontology: Processes of Aging 3.00</td>
</tr>
<tr>
<td>HAD 711 Long-Term Care Administration 3.00</td>
</tr>
<tr>
<td>HAD 712 The Management of Senior Community Programs 3.00</td>
</tr>
<tr>
<td>HAD 713 Rehabilitation and Restorative Programs 3.00</td>
</tr>
<tr>
<td>HAD 714 Planning and Marketing in Health Care 3.00</td>
</tr>
<tr>
<td>HAD 715 Mental Health Administration 3.00</td>
</tr>
<tr>
<td>HAD 723 Economics of Health 3.00</td>
</tr>
<tr>
<td>HAD 724 Managed Care Administration 3.00</td>
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<tr>
<td>HAD 725 Financial Management of Health Care Institutions 3.00</td>
</tr>
<tr>
<td>HAD 727 Entrepreneurship in Gerontology 3.00</td>
</tr>
<tr>
<td>HAD 780 Current Issues in Health Administration 3.00</td>
</tr>
<tr>
<td>MPA 701 Managerial Communications 3.00</td>
</tr>
<tr>
<td>MPA 704 Intergovernmental Relations 3.00</td>
</tr>
<tr>
<td>MPA 705 Training and Development 3.00</td>
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</table>
Gerontology Concentration

Elective Gerontology Concentration

Courses

Three courses/nine credits of the following:

<table>
<thead>
<tr>
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<tr>
<td>HAD 709</td>
<td>Legal Aspects in Health</td>
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<td>HAD 710</td>
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<td>3.00</td>
</tr>
<tr>
<td>HAD 711</td>
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<td>3.00</td>
</tr>
<tr>
<td>HAD 712</td>
<td>The Management of Senior Community Programs</td>
<td>3.00</td>
</tr>
</tbody>
</table>

Credit and GPA Requirements

Minimum Total Credits: 42 (both concentrations)
Minimum Major GPA: 3.00
Healthcare and Public Administration Courses

HAD 602 Human Resource Administration in the Health Sector
This course explores the theories and practices of human resource administration in health service organizations such as merit systems, unionism, bureaucratic trends, personnel recruitment, testing, and performance evaluations. Other topics include equal employment opportunity, employee rights and occupational safety.
Credits: 3
On Occasion

HAD 603 Foundations Of Budgeting and Finance in the Health Sector
This course familiarizes the student with the principles of budgeting and finance in the health sector. Topics include budgetary systems, methods, processes and cycles, preparation, justification and financial information systems. The course includes a survey of the federal prospective payment system and other current developments in reimbursement methods.
Credits: 3
On Occasion

HAD 604 Administrative Responsibility and the Legal Environment in the Health Sector
This course considers the authority and procedures utilized by health care agencies in the administration of their services. The course includes an analysis of problems of accountability and the reconciliation of the administrative process with medical, political, social, statutory and regulatory mandates.
Credits: 3
On Occasion

HAD 701 Hospital and Health Care Organizations
This course reviews the organization and management of hospitals within a regional context of primary care. Included are the elements of hospital structure and organization, and a focus on problem solving and development of administrative skills.
Credits: 3
On Occasion

HAD 709 Legal Aspects In Health
This course applies legal principles to the health delivery system. Topics discussed include, but are not limited to: hospital code; consents; patients' rights; admission and discharge of patients; malpractice; liability of hospitals, physicians, and nurses; medical records; immunity of hospitals; medical staff rights and privileges; medical ethics issues relating to abortion, sterilization and artificial insemination.
Credits: 3
On Occasion

HAD 710 Gerontology/Processes Of Aging
This course is a survey of gerontology, including theories of aging, health and physiological aspects of aging, psychological and psychiatric problems, family and sex roles of the aged, the middle years, retirement, and institutional placement in long-term care facilities.
Credits: 3
On Occasion

HAD 711 Long Term Care Administration
This course considers the unique organizational and administrative aspects of the various types of long-term facilities as distinct from acute-care hospitals. The course includes the special federal and local code requirements pertinent to facility construction, administration, medical-nursing care, and other numerous therapeutic modalities required by the geriatric and convalescent patient. Note: When HAD 602, HAD 603, HAD 709, HAD 710, HAD 711 are taken as part of the total Health Care Administration curriculum, program graduates should meet the educational requirements for eligibility to take the State Board Examination for a Nursing Home Administrator's license.
Credits: 3
On Occasion

HAD 713 Rehabilitation & Restorative Programs
This course is a study of the functions of the various services and programs, both free-standing or in health facilities, that concern themselves with restoration from chronic disease, orthopedic disabilities, post-cardiovascular and other disabling conditions. The course includes familiarization with the worker's compensation system.
Credits: 3
On Occasion

HAD 714 Planning and Marketing in Health Care
This course examines the issues pertinent to the role of the planning and marketing functions in a health organization. Principles of planning, the relationship between health planning and the development of a marketing plan, and action planning are explored as a means to provide coordination in meeting health needs and providing health services.
Credits: 3
On Occasion

HAD 723 Economics of Health
This course reviews health delivery as an economic activity. Determinants of demand for health services are analyzed and the supply of resources is examined, along with the various approaches to bring the two into equilibrium. Particular attention is given to public involvement in health services in the form of licensure, regulation, financing and planning.
Credits: 3
On Occasion

HAD 724 Managed Care Administration
This course analyzes various forms of managed care systems in terms of legislation, organization, administration, financing, marketing and legal aspects. An analysis of the essential ingredients in the success of prepaid systems is included.
Credits: 3
On Occasion

MPA 501 Principles Of Public Administration
This course is a prerequisite or co-requisite for all other courses in the program. This course is an introduction to the field of Public Administration and includes organization and management concepts and the political process. The origin, growth and interrelationships within the public sector are discussed. This discussion falls within the broader context of public policy processes with special attention to the topics of bureaucracy and intergovernmental relations.
Credits: 3
On Occasion

MPA 502 Organizational Theory & Behavior in the Health & Public Sectors
This course examines and analyzes organizational theories with emphasis on the informal and formal aspects of the administrative process. Topics include individual behavior patterns, group dynamics, communication, motivation, decision-making, and leadership as they relate to the public health and nonprofit sector.
Credits: 3
On Occasion

MPA 503 Economic Environment & the Public Sector
This course examines the role of the public sector in economic decision-making. The nature of public goods is described as it relates to the allocation, stabilization, and distribution functions of the economic system. The role of private investment, the relations between government and business, and the use of national income accounts are examined. Opposing views about the reasons, methods and institutions influencing governmental regulation, fiscal and monetary policy and action are presented.
Credits: 3
On Occasion

MPA 505 Analytical Methods
This course is an introduction to the methods, tools and uses of applied research. The course surveys basic data gathering, analytical concepts and techniques as they apply to administrative problems. Skills and issues related to research are also considered.
Credits: 3
On Occasion

MPA 506 Computer-based Mgmt Systems
This course is an introduction to current concepts in information systems design and management. The use of these systems and implications for
managers are covered. Topics include the information systems life cycle and dimensions of computer-assisted management (e.g., office automation, electronic spreadsheets, data base management and word processing).

Credits: 3  
On Occasion

**MPA 507 Policy Process In Health and Public Admin**
This course is an analysis of the policy process in terms of the development and implementation of programs as they relate to the health care and public sectors. The impact of special interests is examined as an integral part of the process. A variety of timely subject/case studies are explored.

Credits: 3  
On Occasion

**MPA 701 Managerial Communication**
In this course, theory and practice in written and oral communication as applied to the public, health and nonprofit sectors are examined. Report writing, memo writing, correspondence and oral presentations are included.

Credits: 3  
On Occasion

**MPA 705 Training and Development**
This course is devoted to the kinds of activities and problems encountered by an agency's director of training and development. Such items as the role of the training director in organizational development, the relationship with line managers, the relationship with the president, and the techniques of training are examined by case studies, lectures and outside speakers.

Credits: 3  
On Occasion

**MPA 706 Work, People & Productivity**
This course focuses on learning and practicing practical management and supervisory techniques for improving individual, group and organizational performance. Students learn the principles of behavioral management which they apply in a project at their own work place. They learn and practice giving effective positive and corrective feedback, and to manage inter-group and interpersonal conflict. Students learn to analyze their own work style, and the styles of others, and discuss how to allocate tasks based upon that knowledge. They learn how to conduct effective meetings, and how to lead work groups through a problem-solving process.

Credits: 3  
On Occasion

**MPA 710 Labor Relations In Public Sector**
This course examines the interaction of the labor movement with management in the political setting of government. This course also examines collective bargaining in relation to public bodies, and the impact of bargaining on a fiscal budget. Other policy processes as well as the role of the administration are covered and include strategies of bargaining and the role of public opinion.

Credits: 3  
On Occasion

**MPA 712 Managing Diversity in the Workplace**
This course examines the role and function played by diversity, civil and human rights, and administrative agencies at the federal, state and local levels. The course analyzes the governmental response to diversity issues. Topics include a review of current legislation and the respective agencies established to address the problems of discrimination.

Credits: 3  
On Occasion

**MPA 713 Grant Writing & Administration**
In this highly experiential course, students locate available federal, state, local and foundation sources of funding for a specific project, write a letter proposal to a foundation or private sector organization, and follow-up with a full grant proposal, following the request for proposal (RFP) guidelines to a federal, state or local agency. Topics addressed include effective research, creating a plan for the program, elements of a good proposal, components of the proposal package and strategies for getting a proposal read by a foundation or corporation officer. Administration, evaluation and reporting functions, as well as accountability are described and discussed.

Credits: 3  
On Occasion

**MPA 721 Quality Improvement and Strategies**
This course considers the authority and procedures utilized by government agencies in the administration of public affairs. It includes the analysis of problems of accountability and the reconciliation of the administrative process with constitutional, statutory, and regulatory mandates.

Credits: 3  
On Occasion

**MPA 725 Government Regulation of Land Use**
This course examines various forms of governmental power (zoning, eminent domain, urban renewal) to regulate the use of land.

Credits: 3  
On Occasion

**On Occasion**

**PAD 602 Human Resource Administration in the Public Sector**
This course is an exploration of the theories and practices of human resource administration in the public sector, including the merit system, civil service and unionism. Bureaucratic trends, personnel, recruitment, testing, and performance evaluation are discussed. Other topics include equal employment opportunity, employee rights and occupational safety.

Credits: 3  
On Occasion

**PAD 603 Foundations of Budgeting and Finance in the Public Sector**
This course familiarizes the student with the principles of budgeting, accounting and auditing in the public sector. Topics include budgetary systems, methods, processes and cycles, preparation and justification of financial information.

Credits: 3  
On Occasion

**PAD 604 Administrative Responsibility & the Legal Environment in the Public Sector**
This course considers the authority and procedures utilized by government agencies in the administration of public affairs. It includes the analysis of problems of accountability and the reconciliation of the administrative process with constitutional, statutory, and regulatory mandates.

Credits: 3  
On Occasion

**PAD 725 Government Regulation of Land Use**
This course examines various forms of governmental power (zoning, eminent domain, urban renewal) to regulate the use of land.

Credits: 3  
On Occasion
The Department of Social Work offers a Master of Social Work (M.S.W.) accredited by the Council on Social Work Education. The M.S.W. program offers five concentrations: gerontology, non-profit management, child and family welfare, alcohol and substance abuse, and forensic social work. Classroom instruction and internship placements are led by faculty who are locally and nationally recognized for their scholarly contributions to social justice and improving the human condition. Field work in varied settings, including schools, homeless shelters, child and family counseling centers, charitable organizations, senior citizen facilities, and social service agencies enhances academic learning and allows the student to make a real impact on a multi-cultural society. Social work as a profession is an exciting growth area that offers professional flexibility and personal satisfaction.

Programs

The 60-credit Master of Social Work (M.S.W.) offers degree candidates five different concentrations – gerontology, nonprofit management, alcohol and substance abuse, child and family welfare or forensic social work. The program is a collaboration between the university’s LIU Brooklyn campus and its LIU Post campus (Brookville), and courses are available at both locations. It is accredited by the Council on Social Work Education (CSWE), signifying that it meets the highest standards of academic excellence.

The program is integrated to provide a step-wise progression in student understanding of generalist and specialized practice. The first-year curriculum includes content in the eight foundation areas of policy, practice, human behavior, field, diversity, populations at risk, and promotion of social justice and values. It introduces the student to the components of generalist practice with systems of all sizes and provides an understanding of generalist practice that distinguishes between generalist and advanced content while supporting the integration of specialized knowledge and technologies into a generalist perspective. It also introduces the student to the principles of interdisciplinary collaboration, preparing them for work in interdisciplinary fields of practice.

The second-year curriculum builds upon the first year by deepening the student’s understanding and demonstrated mastery of psychosocial assessment, administrative theory and practice, and diversity sensitive practice. Students select a specific area of concentration – non-profit management, substance abuse, gerontology, child and family welfare or forensic social work – for more specialized education in a particular area of practice. The research curriculum in the second year supports the concentrated study by demonstrating application of research methodology to the student’s specialized area of concentration. Field experience in the second year provides an opportunity for the student to apply generalist and specialized knowledge in the selected area of concentration. The curriculum is consistent with program goals insofar as the student receives a generalist background that includes a conception of generalist practice, an ecletic knowledge base and an understanding of the relationship of values, diversity, populations at risk and promotion of social justice to the social work professional role with systems of all sizes.

Advanced Standing (33 credits only)

Students who have successfully completed foundation coursework achieved under the auspices of an accredited baccalaureate program may be eligible for Advanced Standing status. The Advanced Standing program is 33 credits including SWK 614 (3 credits) and all second year courses (30 credits). This policy complies with the Council on Social Work Education’s guidelines regarding advanced standing. Students are not expected to repeat coursework already covered in an accredited social work program; however, only those courses in which the student has received a “B” or better will be accepted for credit. Up to one full year of credit may be accepted.

Master of Social Work – Concentrations

Gerontology Concentration

Students in the Gerontology concentration will show an intellectual mastery of and demonstrate the professional ability to competently respond to the physical, psychological, social and spiritual needs of older people and the major issues, concepts and theories related to late-age functioning. Students who choose this concentration may choose one of two tracks: direct client service through senior community service, or leadership in long-term care administration.

The senior community service track incorporates both clinical and administrative content areas. Students in this track will learn to plan and to develop community services for older adults; perform intervention, develop treatment plans and promote interdisciplinary solutions to clients’ problems.

Those who take the long-term care administration track will gain an in-depth understanding of health care facility administration, health care financing, legal issues in health and personal management. The long-term care administration track meets most of the academic requirements for eligibility for the Nursing Home Administrator’s licensing examination in New York State.

As an added benefit, graduates of either Gerontology track may also qualify for a New York State Advanced Certificate by taking just one additional course, which is offered by LIU.

*The Gerontology and Nonprofit Management concentrations are offered in collaboration with the Master of Public Administration (M.P.A.) programs at the LIU Post and LIU Brooklyn, both of which are accredited by the National Association of Schools of Public Affairs and Administration (NASPAA).

Nonprofit Management Concentration

The concentration in Nonprofit Management provides students with the knowledge, the values and the skills to work effectively and to administer programs in virtually any segment of the social service community – from child welfare to health and mental health – and in a variety of programs that address a broad range of social issues from hunger and homelessness to women at risk. Upon completion of the concentration in Nonprofit Management, graduates may also qualify for an Advanced Certificate in Non-profit Management by taking just one additional course, which is offered by M.P.A. programs.

*The Gerontology and Nonprofit Management concentrations are offered in collaboration with the Master of Public Administration (M.P.A.) programs at the LIU Post and LIU Brooklyn, both of which are accredited by the National Association of Schools of Public Affairs and Administration (NASPAA).

Alcohol and Substance Abuse Concentration

The Alcohol and Substance Abuse concentration incorporates various methods and systems of practice to prepare students to work with individuals, families, groups and the community at large. This concentration prepares graduates to work in settings ranging from school to community-based organizations and from mental health clinics to the criminal justice system.

Graduates of this program will have the knowledge, the skills and the values to deliver alcohol and substance abuse counseling and to perform assessment; clinical evaluation; treatment planning; case management; and client, family and community education. In addition, they will become completely familiar with their professional and ethical responsibilities as well as the documentation process.

The Alcohol and Substance Abuse concentration has been designed in conjunction with the New York State Department of Education’s requirements for the Certificate in Alcohol and Substance Abuse Counseling (CASAC). Students can complete the requirements for CASAC by fulfilling additional clinical hours after completing the M.S.W. degree.

Child and Family Welfare Concentration

Page 103 LIU Brentwood Bulletin 2017 - 2018
The Child and Family Welfare concentration will provide educational curriculum to students interested in working in an interdisciplinary context with children and their families. This concentration was developed with input from the Nassau County Department of Social Services, the Nassau County Coalition Against Domestic Violence, the Family and Children's Association and other community-based organizations' personnel. It incorporates the knowledge, values and skills that professionals need to effectively work with children and their families across a broad range of social issues and in multiple settings. After completing their first-year M.S.W. coursework, students will develop their understanding about policies and services specific to children and families, family violence across the lifespan, community-based practice with children and families, childhood psychopathology, and the relationship between child and family welfare systems and the criminal justice system.

**Forensic Social Work Concentration**

Forensic social workers perform a vital public service in guiding their clients through the daunting and ever-changing legal system. These professionals possess a firm grasp of the civil, criminal and juvenile justice systems, along with a profound understanding of how socioeconomic, cultural, religious, and other aspects of their clients' lives may impact access to legal services.

Graduates of the 60-credit Master of Social Work Program with the concentration in Forensic Social Work, will be exceptionally prepared to apply the principles of social work to the legal system, including applicable local, state and federal laws; civil and criminal courts and the juvenile justice system; law enforcement agencies; and correctional facilities. Forensic Social Work clients may be children or adults, individuals or families, organizations or communities. Their legal difficulties may involve child custody and parental rights issues due to domestic violence and neglect and crimes relating to mental illness and substance abuse. They may face arrest and incarceration, be imprisoned or hospitalized, or be on probation or parole.

The Forensic Social Work concentration prepares the student to serve all of these populations, by identifying societal issues and their impact on your clients; screening, assessing and counseling your clients; planning and implementing interventions; making client referrals; and otherwise serving as effective advocates for diverse and at-risk clients, who may range from individual children or adults to organizations or communities.

As an added benefit, graduates of the forensic social work track will qualify for a New York State advanced certificate in forensic social work, by taking one additional course which is offered by LIU. This advanced certificate is also offered to social work professionals who have already earned either their LMSW or LCSW.

**ADMISSIONS CRITERIA**

The admissions criteria reflect the program’s goals and objectives and support LIU’s mission of Access and Excellence. The program seeks students from varied backgrounds who reflect the diversity of the populations its graduates will serve, including the suburban population of Nassau County and the multiethnic, urban population of Brooklyn and Queens, as well as the greater tri-state area. Through direct care or leadership roles in the field of social work, students who apply to this program should be interested in working with populations at risk, including the elderly; immigrants and refugees; the physically and mentally challenged; gay, lesbian, bisexual and transgender (GLBT) individuals and groups; the suburban and urban poor; and other populations that are economically at risk.

The program seeks applicants who have a broad liberal arts education consisting of the humanities; the social and behavioral sciences; the natural sciences including biology and courses reflective of a basic interest in human services.

**ADMISSION REQUIREMENTS**

To be admitted to this program you must:

- Hold a baccalaureate of arts degree from a regionally accredited university or bachelor of science
- Have a minimum overall grade-point average of 2.8 or better
- Have a B average or better in courses taken during the final four semesters of undergraduate study
- Submit a minimum of three Letters of Reference
- Submit a personal narrative/autobiographical essay.
- Resumé
- Submit an undergraduate transcript from all colleges or universities previously attended
- Possess the personal characteristics and qualifications essential for professional work with vulnerable individuals and with populations at risk
- Submit an application to the Office of Admissions (visit the Office of Graduate Admissions at www.liu.edu/post/admissions).

**SUBMITTING AN APPLICATION FOR ADMISSION**

Students interested in the M.S.W. degree program may begin the application process by submitting an Admission Application to the LIU Post or LIU Brooklyn. Applications may be obtained by contacting the program administrators (LIU POST: 516 299-3924 & LIU BROOKLYN: 718 488-1025) or online:

- LIU Post Online Application at https://apply.liu.edu/quickapp/
- LIU Brooklyn Online Application at https://apply.liu.edu/new/UserLogin.aspx

**Note:** For the required personal statement in the online application, make sure to follow the specific guidelines for the essay by clicking on the appropriate link on the Admissions Criteria section of the site.

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**Degree Requirements**

**Masters in Social Work**  
(Program Code: 29207)

**Required Social Work Foundation Courses (30 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>SWK 601</td>
<td>History and Philosophy of Social Work, Social</td>
<td>3.00</td>
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<tr>
<td></td>
<td>Welfare Policies and Services (Policy I)</td>
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<tr>
<td>SWK 602</td>
<td>History &amp; Philosophy of Social Work &amp; Social</td>
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<tr>
<td></td>
<td>Welfare Policies and Services (Policy II)</td>
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</tr>
<tr>
<td>SWK 611</td>
<td>Social Work Practice I: Working with Individuals</td>
<td>3.00</td>
</tr>
<tr>
<td>SWK 612</td>
<td>Social Work Practice II: Working with Families</td>
<td>3.00</td>
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<tr>
<td>SWK 613</td>
<td>Social Work Practice with Organizations and</td>
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<td></td>
<td>Communities</td>
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<tr>
<td>SWK 621</td>
<td>Human Behavior in the Social Environment I:</td>
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<td></td>
<td>Birth Through Adolescence</td>
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<td>SWK 622</td>
<td>Human Behavior in the Social Environment II:</td>
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<td></td>
<td>Young Adulthood Through Late Adult hood</td>
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<tr>
<td>SWK 701</td>
<td>Field Instruction I: Foundation</td>
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<tr>
<td>SWK 702</td>
<td>Field Instruction II: Foundation</td>
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<tr>
<td>SWK 798</td>
<td>Introduction to Social Work Research</td>
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**Required Social Work Advanced Courses (18 credits)**

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<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>SWK 614</td>
<td>Advanced Principles of Administrative &amp; Clinical</td>
<td>3.00</td>
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<tr>
<td></td>
<td>Practice within an Interdisciplinary Context*</td>
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<tr>
<td>SWK 623</td>
<td>Administrative Behavior</td>
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<td>SWK 650</td>
<td>Psychopathology</td>
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<tr>
<td>SWK 703</td>
<td>Field Instruction III : Specialization</td>
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<td>SWK 704</td>
<td>Field Instruction IV: Specialization</td>
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<tr>
<td>SWK 790</td>
<td>Capstone</td>
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<tr>
<td>SWK 799</td>
<td>Advanced Research Methods for Practice</td>
<td>3.00</td>
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</tbody>
</table>

*This course is required for transfer students or students with advanced standing status. Students in the regular 60 credit M.S.W. Program are not required to take SWK 614.
Minimum 3.00 Major GPA Required

STUDENTS SELECT 4 COURSES IN ONE AREA OF CONCENTRATION FROM THE FOLLOWING SPECIALTIES IN THEIR ADVANCED YEAR (12 credits):

### Gerontology - Long Term Care Administration Concentration

#### Required Long Term Care Administration Courses
- **HAD 710**: Gerontology: Processes of Aging (3.00)
- **HAD 711**: Long-Term Care Administration (3.00)

**Pick two of the following Health Care Administration Courses**
- **HAD 602**: Human Resource Administration in the Health Sector (3.00)
- **HAD 603**: Foundations of Budgeting and Finance in the Health Sector (3.00)
- **HAD 709**: Legal Aspects In Health (3.00)

Minimum 3.00 Major GPA Required

### Gerontology - Senior Community Services Concentration

#### Required Senior Community Services Courses
- **HAD 710**: Gerontology: Processes of Aging (3.00)
- **HAD 726**: Interdisciplinary Assessment (3.00)

**Pick two of the following Senior Community Services Courses**
- **HAD 712**: The Management of Senior Community Programs (3.00)
- **HAD 729**: Bereavement: Psychological, Cultural and Institutional Perspectives (3.00)
- **HAD 728**: Financial Estate and Retirement Planning (3.00)

Minimum 3.00 Major GPA Required

### Nonprofit Management Concentration GPA

Minimum 3.00 Major GPA Required

### Alcohol & Substance Abuse Counseling Concentration Requirements

#### Required Alcohol & Substance Abuse Counseling Courses
- **SWK 674**: Theories & Principles of Alcohol & Substance Abuse Counseling (3.00)
- **SWK 675**: Introduction to the Techniques of Substance Abuse Counseling (3.00)
- **SWK 677**: Sociological & Psychological Aspects Of Substance Abuse (3.00)
- **SWK 678**: Physical & Pharmacological Effects Subs Abuse (3.00)

Minimum 3.00 Major GPA Required

### Child and Family Welfare Concentration Requirements

#### Required Child and Family Welfare Courses
- **SWK 660**: Families & Children: Policies & Services (3.00)
- **SWK 661**: Family Violence Across the Lifespan (3.00)
- **SWK 662**: Community Based Practice with Children & Families (3.00)
- **SWK 630**: Forensic Social Work & the Criminal and Juvenile Justice Systems (3.00)

Minimum 3.00 Major GPA Required

### Forensic Social Work Concentration Requirements

#### Required Forensic Social Work Courses
- **SWK 630**: Forensic Social Work & the Criminal and Juvenile Justice Systems (3.00)
- **SWK 631**: Interviewing, Evaluating, and Offering Treatment as a Forensic Social Worker (3.00)

Minimum Total Credits: 60
Minimum Major GPA: 3.00

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**Credit and GPA Requirements**

Minimum Total Credits: 60
Minimum Major GPA: 3.00
LIU BRENTWOOD APPROVED PROGRAMS

New York State Education Department Inventory of Registered Programs

Enrollment in other than registered or otherwise approved programs may jeopardize a student's eligibility for certain student aid awards.

College of Liberal Arts and Sciences

<table>
<thead>
<tr>
<th>Major</th>
<th>Hegis Code</th>
<th>Degree</th>
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<tbody>
<tr>
<td>Criminal Justice</td>
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<td>BA, MS</td>
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College of Education, Information and Technology

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<tr>
<th>Major</th>
<th>Hegis Code</th>
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<tr>
<td>Childhood Education</td>
<td>0802</td>
<td>MS</td>
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<tr>
<td>“Grades 1-6”</td>
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<tr>
<td>Childhood Education / Special Education “Grades 1-6”</td>
<td>0808</td>
<td>MS</td>
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<tr>
<td>Special Education “Grades 1-6”</td>
<td>0808</td>
<td>MSEd</td>
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<tr>
<td>“Grades 1-6”</td>
<td></td>
<td></td>
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<tr>
<td>Early Childhood Education “Birth-Grade 2”</td>
<td>0823</td>
<td>MS</td>
</tr>
<tr>
<td>Childhood Education “Grades1-6” / Literacy “Birth-Grade 6”</td>
<td>0830</td>
<td>MS</td>
</tr>
<tr>
<td>Literacy “Birth-Grade 6”</td>
<td>0830</td>
<td>MSEd</td>
</tr>
<tr>
<td>School Counselor</td>
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<td>MS</td>
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</table>

School of Health Professions & Nursing

<table>
<thead>
<tr>
<th>Major</th>
<th>Hegis Code</th>
<th>Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health Administration</td>
<td>1202</td>
<td>MPA</td>
</tr>
</tbody>
</table>
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- Thomas L. Pulling
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- Rosalind P. Walter H’83

**EX OFFICIO**
Kimberly R. Cline

H - indicates honorary doctorate from LIU

---

# Senior Leadership Team

<table>
<thead>
<tr>
<th>Name</th>
<th>Title and Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Kimberly R. Cline</strong></td>
<td>President, 516-299-2501, <a href="mailto:kim.cline@liu.edu">kim.cline@liu.edu</a></td>
</tr>
<tr>
<td><strong>George Baroudi</strong></td>
<td>Vice President for Information Technology, 516-299-3790, <a href="mailto:george.baroudi@liu.edu">george.baroudi@liu.edu</a></td>
</tr>
<tr>
<td><strong>William Biddle</strong></td>
<td>Executive Director of Tilles Center for the Performing Arts, 516-299-2357, <a href="mailto:william.biddle@liu.edu">william.biddle@liu.edu</a></td>
</tr>
<tr>
<td><strong>Jim Conenello</strong></td>
<td>Chief Communications Officer, 516-299-2617, <a href="mailto:jim.conenello@liu.edu">jim.conenello@liu.edu</a></td>
</tr>
<tr>
<td><strong>Denise Dick</strong></td>
<td>Chief Talent Officer, 516-299-2522, <a href="mailto:denise.dick@liu.edu">denise.dick@liu.edu</a></td>
</tr>
<tr>
<td><strong>Christopher Fevola ’12</strong></td>
<td>Vice President and Chief Financial Officer, 516-299-2535, <a href="mailto:christopher.fevola@liu.edu">christopher.fevola@liu.edu</a></td>
</tr>
<tr>
<td><strong>Gale Stevens Haynes ’72, ’76</strong></td>
<td>Vice President of Academic Affairs, Brooklyn Chief Operating Officer, 718-488-1001, <a href="mailto:gale.haynes@liu.edu">gale.haynes@liu.edu</a></td>
</tr>
<tr>
<td><strong>Lori Knapp</strong></td>
<td>Vice President of Academic Affairs, Post, 516-299-4030, <a href="mailto:lknapp@liu.edu">lknapp@liu.edu</a></td>
</tr>
<tr>
<td><strong>Jeffrey Kane</strong></td>
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LIU BRENTWOOD FACULTY

LIU Brentwood and LIU Post share the same faculty. Below is a list of all faculty at LIU Post for the programs offered at LIU Brentwood, some or all of the faculty also teach at LIU Brentwood.

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