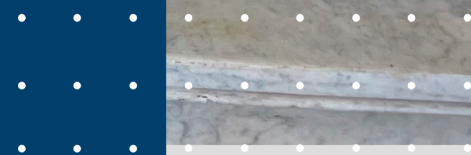




SCHILLER

INTERNATIONAL UNIVERSITY

2023-2024
UNIVERSITY CATALOG



WELCOME TO SCHILLER INTERNATIONAL UNIVERSITY

Schiller International University is an American University offering a new concept of education aimed at people who understand that running in a global world requires a Global Mindset. At Schiller, we offer:

Four International Campuses

Learn by living in different International realities and establish a Global Mindset. Campuses in Heidelberg, Madrid, Paris and Tampa and online courses and programs available.

Accredited* Dual Degrees

Undergraduate and graduate programs in future-oriented fields such as International Business, Tech and Data.
* Accredited University, ACCSC

Experiential Learning

Learn from international experts and develop your skills through challenges with real companies and organizations.

Personalized Path

Build the international learning experience of your life based on your preferences and needs.

Global Employability Oriented

Increase your Global employability and connect with the future that you want.

We look forward to welcoming you on campus or online soon!

Marta Muniz, President
Schiller International University

DISCLOSURES

Schiller International University Catalog Volume 2023.11.03

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This catalog applies to the following Schiller International University campuses

Main Campus U.S.A - TAMPA FLORIDA

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Tampa, FL, 33602
United States

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Distance Learning +1 877-298-9078

Branch Campuses

GERMANY – HEIDELBERG

Branch Campus
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Heidelberg, 69115, Germany
+49 6221 45810

SPAIN – MADRID

Branch Campus
Paseo de Recoletos, 35
Madrid, 28004, Spain
+34 914482488

FRANCE – PARIS

Branch Campus
55 Avenue Hoche
Paris, 75008, France
+33 1 45385601

In this Catalog, the words "Student", "I", "me", and "my" means the person who has applied, has been accepted, and/or who is attending Schiller International University education program described in this Catalog. The words "University" or "Schiller" means Schiller International University.

This catalog is written in English and all instruction in the academic undergraduate and graduate degree programs at Schiller International University is delivered in English.

This catalog is published to inform students and others of Schiller International University's academic programs, policies, calendar, tuition, fees, administration, and faculty. The information provided is current and accurate as of the date of publication. Schiller International University cannot assure that changes will not occur that will affect this information.

Following publication, any catalog information may change without notice, including without limitation, the information regarding tuition, fees, costs, class schedules, the student calendar, the program outline, the course descriptions, curricula, faculty, advisory committees, student services, administrative policies, program objectives and career opportunities for graduates of the program. New courses as well as course changes are included in this edition of the catalog.

DISCLOSURES continued

Schiller International University expects its students to read and understand the information published in this document and in any subsequent addenda identified as belonging to this catalog. Failure to read and understand this catalog will not excuse any student from the application of any requirement or regulation published herein. Furthermore, it is the responsibility of each student to remain apprised of the current graduation requirements of their program.

Schiller International University reserves the right to make changes within the term of this catalog, which may affect any of the information published, and to make such changes, if necessary, without prior notice to individual students. As such changes may occur, these will be published in a catalog addendum, which should be regarded as an integral part of this catalog.

Schiller International University affirms its policy of administering all educational programs and related supporting student services and benefits in a manner that does not discriminate against an applicant or student on the basis of race, color, creed, religion, gender, sexual orientation, age, national origin, or ability/disability.

Reservation of Rights

Schiller International University reserves the right to:

- Modify existing or new programs by addition, deletion, or variation
- Re-schedule or consolidate classes
- Change faculty members by replacement or substitution
- Relocate facility, within reasonable distance
- Change tuition and fees, with a 30-day notice to current students
-

Information contained in this catalog is subject to change as deemed necessary and without written notification.

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OVERVIEW

Mission of the University

The educational mission of Schiller International University is to prepare students, personally and professionally, for future leadership roles in an international setting.

In its undergraduate and graduate degree programs, Schiller provides students with the competencies they need for professional careers as well as for further academic study. The educational process puts particular emphasis on developing international and cross-cultural competencies through foreign language training, intercampus transfer, or other international academic opportunities, and intense interaction among people with diverse backgrounds.

Objectives of the University

The objectives of the University are to:

- Develop quality academic programs based on employer driven demands
- Foster partnerships with industry experts to identify future career opportunities
- Promote student learning through excellence in teaching support services and instructional delivery both online and in traditional settings in response to current industry demands
- Promote an institutional culture that values diversity and international and cross-cultural competencies and skills identified by global industry experts

History of the University

Schiller International University is an institution of higher education with a long-standing history of quality teaching and learning of nearly 60 years. Founded in 1964 by Dr. Walter Leibrecht for the purpose of providing American students with an educational experience in Europe while continuing their studies within the American educational model, Schiller became the first established American University in Europe. The institution was named after the German philosopher, poet and dramatist, Johann Christoph Friedrich von Schiller (1759 – 1805), whose work exemplifies the highest standards of ethics and the ideal of the truly educated, multilingual citizen of the world. This is the DNA of Schiller and what has always defined our educational philosophy.

Since its founding, Schiller has broadened its scope beyond its original purpose, becoming an ambassador of the American educational system all over Europe as well as a unique value to American students who wish to engage in true, experiential, global learning. In this way, in 1967 Schiller began its journey through European expansion, opening campuses in Madrid, Spain and Paris. Two years later and five years after Schiller's

foundation, Schiller moved its German campus to Heidelberg, considered one of the most important European cities for scientific research and a technological hub.

Schiller has focused on the value of a globalized educational environment, recognizing that international perspectives and diversity are crucial to solving contemporary problems and developing globally literate, interculturally competent citizens.

Schiller currently operates in four countries with a campus in the United States (Tampa, Florida) and three campuses in Europe (Madrid, Paris, and Heidelberg). In addition to in-person learning, Schiller offers online courses and programs for students who seek online learning opportunities. Students can change campuses to live a truly international experience. We are a tight-knit community comprised of over 20,000 alumni with more than 130 nationalities – a true testament to the achievement of the University's educational philosophy over the years.

Of Career Institutional Accreditation

Schiller International University is accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC). ACCSC is a recognized accrediting agency by the U.S. Department of Education.

ACCSC

2101 Wilson Boulevard, Suite 302

Arlington, Virginia 22201

P: 703.247.4212 F: 703.247.4533

Web: www.accsc.org.

United States - State of Florida Licensure

Schiller International University, Tampa Campus, is licensed by the Commission for Independent Education, Florida Department of Education. Additional information regarding this institution may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399- 0400, toll-free telephone (888) 224-6684.

European Authorizations

Germany

Schiller International University is authorized by the Ministry of Science, Culture and Research to offer its American degree programs within the State of Baden Württemberg as per § 72 Section 3 Landeshochschulgesetz.

Schiller International University, Heidelberg Campus, degree programs have been reviewed for quality and conformity to the programmatic standards set forth by the German accrediting council and have received the "Certification of Accreditation" by the German accrediting agency EVALAG.

Spain

Schiller International University is recognized by the Consejería de Educación y Cultura de la Comunidad de Madrid (local higher education authorities).

France

In France, Schiller International University is open as a private institution of higher education.

Other Approvals

Schiller International University is eligible to participate in federal Title IV financial aid programs administered by the U. S. Department of Education.

Schiller International University is authorized under U.S. federal law to enroll nonimmigrant alien students at the Tampa, Florida campus.

Schiller International University is approved for the training of veterans and other eligible persons.

Schiller International University has a cooperation agreement with the University of Roehampton, enabling students to earn two degrees from one program of study (please see University of Roehampton section for details).

Schiller International University is an institutional participant in the National Council for State Authorization Reciprocity Agreements (SARA). SARA is an agreement among member states, districts and territories that establishes comparable national standards for interstate offering of post-secondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by post-secondary institutions based in another state. A directory of SARA states and institutions can be found at the following link: <https://nc-sara.org/directory>.

Note on student complaint resolution process: Schiller International University's Student Grievance Procedures can be found in the Catalog's Student Grievance Procedures section. These procedures are applicable to all students. Students who are taking distance education under the protections afforded by the State Authorization Reciprocity Agreement (SARA) have additional avenues of recourse if the Student Grievance procedures do not satisfy the student complaint.

Ownership

Statement of Legal Control: KIP SIU, LLC d/b/a Schiller International University, is owned by Global Edu Services Limited, which is owned by Global Education Holdings Limited. Dr. Vishwajeet Rana is the 100% owner of Global Education Holdings Limited.

University Leadership

Schiller International University Global Office

President & Chief Executive Officer

Provost & Chief Academic Officer

Chief Operating Officer

Chief Financial Officer

Marta Muñiz, PhD

Victoria Bamond, PhD

Esther Rodriguez

Daniel Napal

Global Academic Leadership

Provost/Chief Academic Officer

Dean of Faculty

Chair, International Business Programs

Chair, Postgraduate (master's degree) programs

Chair, International Relations and Diplomacy programs

Chair, STEM programs

Dean of Students

Global Coordinator, Academic Planning and Space Management

Global Head of Compliance and Institutional Effectiveness

Global Head of Educational Technology

Global Librarian

Global Registrar

Victoria Bamond, PhD

Jesús Alfonso Soto, PhD

Alexandra Aaron, PhD

Alexandra Aaron, PhD

Myriam Benraad, PhD

Antonio Maranjo Redondo, PhD

Jeanette Espinal

José Vicente Yerga

Egan Hanson

Ismael Fernandez

Vilma Silva Butym

Peter Aguilar

FOUR INTERNATIONAL CAMPUSES

Schiller International University - The Global American University, is the new concept of education aimed at people who understand that running in a global world requires a Global Mindset. Through our four International Campuses, we provide students with The Real Global Learning Experience. A learning-by-living education that allows them to learn immersed in multiple international realities, obtain dual degrees (US and European) in future-oriented areas, and create a Personalized Path to become a Smart Global Professional.

Tampa – Florida U.S.A.

The City

Tampa is a city on Tampa Bay, along Florida's Gulf Coast. A major business center, it's also known for its museums and other cultural offerings. Tampa has a population of approximately 4 million. Famous for its mild semi-tropical climate, the area has a thriving hotel and tourism industry. Both Tampa and St. Petersburg are growing centers of high-tech industry, and Tampa, a major American port, is home to the enterprises of finance, pharmaceuticals, and filmmaking. Museums of art and culture, state parks with unique nature preserves, and the unparalleled fishing, sailing, and swimming on Florida's Gulf Coast have drawn a cosmopolitan mixture of inhabitants to the area from all over the United States, and the world. Major league baseball, professional football, and ice hockey are centered in the area.

The Campus

The Schiller International University Tampa campus is located in downtown Tampa at 400 North Tampa St., Suite #1700 in Tampa, Florida. From the campus, it is a short drive to one of the most beautiful coastal regions in America. The facility is a 36-story building with the campus located on the 17th floor which has approximately 6,800 square feet. Technology has been installed in the computer lab and classrooms are programmed to have hybrid functionality via technology by the 2022-23 academic year. The campus houses a library, student lounge, and various administrative offices. This campus is accessible to all major highways and public transportation, as well as numerous services, dining options, and recreational facilities. The parking lot provides ample space for vehicles.

Tampa International Airport is approximately 15 minutes east of the campus and a bus system links the area's population centers.

Programs of Study

The Florida campus offers bachelor's and master's degrees. The language of instruction is English. For students wishing to improve their English language skills, English language classes are offered at the campus and from local outside agencies.

Course Delivery Formats

Staff located at the Tampa, Florida location manage both the ground courses, which are offered in a traditional classroom setting on campus, as well as the online (distance education) courses. The online courses are delivered using Blackboard, an electronic learning management system.

Graduation Awards Offered

Friedrich Schiller Award: Presented to a graduate or an undergraduate student who has demonstrated leadership, excellent character and rendered service to the University and its students. This award is named in honor of the German poet, philosopher, historian, and playwright.

Valedictorian Award: Presented to the undergraduate student with the highest-grade point average in the graduating class.

Heidelberg – Germany

The City

An hour's train ride from Frankfurt, the financial center of Germany; Heidelberg is the home of Germany's oldest University. Situated in the valley of the Neckar River between forested mountains and the Rhine plain, Heidelberg's beauty is matched by its significance as a center of scientific research and modern high-tech industrial firms. Heidelberg has long been ranked as Germany's top tourist destination welcoming over 3 million visitors a year. A thriving university town, Heidelberg is both an idyllic romantic city with its world-famous castle and Old City, but evermore a center for high-tech firms, seeking qualified, multilingual professionals with an international background.

The Campus

The Schiller International University campus in Heidelberg is located in the Skylab's building, which is the landmark structure of Heidelberg's newest urban development- the Bahnstadt. The Bahnstadt represents Heidelberg's bid to establish itself as a European city of science. In a state-of-the-art facility, that carries the distinction of being one of the world's largest zero-emission communities, the Heidelberg campus houses the campus: 7 classrooms, a library with PC workstations, a student lounge, faculty and administrative offices.

The University offers a student housing option in conveniently located apartments. Apartments must meet college and local safety requirements and are inspected regularly for safety and sanitation by the facility management. A professional staff member is available to respond to emergencies and Resident Assistants live in college housing and are available to assist students with housing-related issues. Student housing provides more than shelter as social and educational programs are offered to students. Educational programs cover topics such as study skills, stress and anxiety, and healthy living. Social programs are designed to build a sense of community among housing students.

An orientation to housing services is provided for residents. The program answers questions about housing services and facilities and provides an opportunity for staff to discuss expected behavior.

Programs of Study

The Heidelberg campus offers bachelor's and master's degrees. The language of instruction is English. German language courses are available at the Heidelberg Campus.

Graduation Awards Offered

Friedrich Schiller Award: Presented to a graduate or an undergraduate student who has demonstrated leadership, excellent character and rendered service to the University and its students. This award is named in honor of the German poet, philosopher, historian, and playwright.

Valedictorian Award: Presented to the undergraduate student with the highest-grade point average in the graduating class.

Madrid – Spain

The City

Madrid is made up of many cities: the cultural city, with its museums, concert halls and theaters; the traditional city, with its popular festivities, and neighborhoods; the gastronomical city with its typical restaurants; the historical city, with its monuments, churches and palaces; and the modern city, with its multinational enterprises, banks, hotels, shops and international convention centers. Madrid, the vibrant capital of the Spanish-speaking world, is historic, monumental and contemporary at the same time, overflowing with cutting edge design and cuisine. It is a vibrant metropolis that immediately adopts you, making you feel like you belong there. In Madrid you can find large avenues and elegant boulevards alongside narrow cobblestone streets; tall and modern buildings next to old churches and plazas.

The Campus

Schiller's Madrid campus, a beautiful late 19th century stately building, enjoys a privileged location on Paseo de Recoletos 35, in the heart of Madrid's cultural, social and business district. The campus is surrounded by numerous local and international restaurants, and within walking distance of Puerta de Alcalá, Retiro Park and Paseo del Prado, providing an immersive learning cultural experience from the very beginning.

Easily accessible by bus, metro and commuter train, its more than 3,000 square meters include modern learning spaces adapted to Schiller's experiential methodology and digital educational technology, a large and bright library, and a student lounge with a food and beverage corner where students can relax and grab a bite to eat between classes.

Programs of Study

The Madrid campus offers bachelor's and master's degrees. The language of instruction is English.

Graduation Awards

Friedrich Schiller Award: Presented to a graduate or an undergraduate student who has demonstrated leadership, excellent character and rendered service to the University and its students. This award is named in honor of the German poet, philosopher, historian, and playwright.

Valedictorian Award: Presented to the undergraduate student with the highest-grade point average in the graduating class.

Velázquez Award: Presented to a student of high academic standing who has displayed outstanding leadership and rendered service to the University, its students and cross-cultural understanding. The award is named in honor of the great 17th-century Spanish painter, Diego Velázquez.

Paris – France

The City

As the capital of France, Paris is one of the great thriving European and world powers. As an economic and commercial center, Paris has the sixth largest world economy and is also the fifth most populous city in Europe. Although the Paris economy is largely dominated by business services, it still remains an important manufacturing powerhouse of Europe, especially in industrial sectors such as automobiles, aeronautics, and electronics. Several international organizations have their headquarters in Paris. They include UNESCO, the OECD, the International Chamber of Commerce, and the Financial Action Task Force (FATF). A destination visited annually by some 26 million tourists, the city offers over 150 museums including the Louvre, and exceptional sites, such as the Champs-Élysées and the Eiffel Tower. Paris also serves as a cultural center for exhibitions and conferences, fashion, luxury, and gastronomy. The city is world renowned for its rich art collections, distinguished architecture, and superior entertainment, including theaters, operas, and films from around the world.

The Campus

Studying in Paris is a great opportunity for Schiller students to be immersed in one of the most important political, diplomatic, economic, and cultural capitals in the world. The Schiller International University campus moved into its new, beautiful, and modern building in the heart of the city in May 2022. Located at 55 Avenue Hoche, in the 8th arrondissement, the campus is a short walk from one of the most famous monuments in Paris, The Arc de Triomphe de l'Étoile, right at the Western end of the Champs-Élysées in the heart of Paris. Close to public transportation, shops, and restaurants, this is a perfect location for students to immerse themselves in the atmosphere, culture, and history of the city of Paris.

Campus resources include a library, an executive lounge, a faculty lounge, a student lounge, and many other facilities. Students may also have access to the American Library of Paris and other relevant resources in the area. Studying in Paris is a great opportunity for Schiller students to be immersed in one of the most important

political, diplomatic, and cultural capitals in the world. This campus offers students a multicultural environment with faculty that encourages diversity, leadership, and global understanding.

The Paris campus is easily accessible via public transportation with three metro lines, many bus lines, and the RER commuter rail/rapid transit system that serves Paris and its suburbs. It is also close to local cinemas, foreign embassies, the Salle Pleyel concert hall, and the Chamber of Commerce; many events that take place in this bustling part of the city are only minutes away.

Programs of Study

The Paris campus offers bachelor's and master's degrees. The language of instruction is English.

Graduation Awards Offered

Friedrich Schiller Award: Presented to a graduate or an undergraduate student who has demonstrated leadership, excellent character and rendered service to the University and its students. This award is named in honor of the German poet, philosopher, historian, and playwright.

Valedictorian Award: Presented to the undergraduate student with the highest-grade point average in the graduating class.

René Cassin Award: Presented to the undergraduate or graduate student who has demonstrated superior academic ability in the field of international relations. The award is named in honor of René Cassin, recipient of the 1968 Nobel Peace Prize and former president of the United Nations Human Rights Commission.

ACADEMIC OVERVIEW

Many students who are from countries other than the United States have questions about the American educational system. Schiller International University's study programs conform to the academic system used throughout the United States.

The American System of Education

Schiller International University offers programs via the semester format. However, courses are provided monthly with students typically completing one course per month. Class days and hours vary depending on the degree program. This intense focus per class or subject allows more breadth and depth of topics.

In the United States, bachelor's degrees are required to offer core specific courses and general education or liberal arts courses to provide breadth and depth in the curricular area offered. Depth is represented in Schiller International University's curriculum through various academic major programs. Breadth is represented through the general education core courses. Specifically, the general education courses include Communication, Humanities, Fine Arts, Social and Behavioral Sciences, Natural Science, Mathematics and Computer Competence. This component of an undergraduate degree is usually concentrated in the first two years of study in the bachelor's degrees.

The American system also assesses its students continuously from the beginning of the educational process. Grades are assigned at regular intervals through class work and examinations given by the instructors. These are key features and practices of the American system of educational assessment that differs from other educational practices around the globe, where external boards of examiners may be used. The American system of assessment is underpinned by the philosophy that instructors who know each student's strengths or areas of need are better equipped to ensure students are continuously informed of their progress. The American system measures this progress in credit hours and Schiller utilizes the semester credit hour system. Depending on the type of educational delivery format, one semester credit will equate to following number of hours of instruction:

Definition of Credit Hours

Schiller International University offers each course in a one-month format and awards the semester credit hour for the successful completion of a course. One academic hour is defined as 50 minutes of instruction during a 60-minute period.

One semester credit hour is equivalent to the following hours of instruction

- 15 hours of Lecture (theory, didactic); or
- 30 hours of Laboratory; or
- 45 hours of Practicum (internship/externship)

For example, a typical lecture course that is assessed three semester credit hours requires student to participate in 45 hours of instruction (15 hours X 3 credits).

In addition, for each one (1) credit hour of a lecture, students are expected to dedicate two (2) additional hours of outside course work.

Therefore, the typical three (3 semester credits) semester credit hour lecture course, students are expected to complete a total of 135 hours (45 contact hours of actual class time plus an additional 90 contact hours of outside course work).

The British System of Education

At Schiller International University our students can earn a second degree awarded by the University of Roehampton (Bachelors/Masters), a prestigious University located in London. See University of Roehampton section in the Catalog for additional details.

In England, Wales and Northern Ireland, higher education institutions are independent, self- governing bodies active in teaching, research, and scholarship. They are established by Royal Charter or legislation, and most are part-funded by the respective government.

The types of qualifications awarded by higher education institutions at undergraduate and graduate level are described in the Framework for Higher Education Qualifications in England, Wales, and Northern Ireland (FHEQ). This also includes qualification descriptors that were developed within the HE sectors by the Quality Assurance Agency for Higher Education (QAA - established in 1997 as an independent UK-wide body to monitor the standard of higher education provision - www.qaa.ac.uk). The FHEQ was self-certified as compatible with the Framework for Qualifications of the European Higher Education Area, the qualifications framework adopted as part of the Bologna Process, in February 2009.

Academic standards are established and maintained by using an extensive and sophisticated range of shared quality assurance approaches and structures. Standards and quality in institutions are underpinned by the universal use of external examiners and moderators, a standard set of indicators and other reports, by the activities of the QAA, and in professional areas by relevant professional, statutory, and regulatory bodies. This ensures that institutions meet national expectations described in the FHEQ: subject benchmark statements, the Code of Practice and program specifications; all developed by the QAA. The QAA conducts peer-review based audits and reviews of higher education institutions with the opportunity for subject-based review as the need arises. The accuracy and adequacy of quality-related information published by the higher education institutions is also reviewed. All Schiller programs are audited in continuous intervals for compliance to quality assurance standards set forth by its US accrediting agency, Accrediting Commission of Career Schools and

Colleges (ACCSC) as well as, by the Quality Assurance Agency (QAA) in the United Kingdom as it relates to the University of Roehampton degrees.

Regarding the UK credit system, a framework of national guidelines, the Higher Education Credit Framework, was launched in 2008. This system, which is in use in England, Wales, and Northern Ireland, is compatible with the European Credit Transfer System (ECTS) for accumulation and transfers within the European Higher Education Area and is used to recognize learning gained by students in institutions elsewhere in Europe.

Distance Education (online and hybrid)

Schiller International University offers many of its undergraduate and graduate degree programs via distance education in an online format. Founded in 1964, with over 20,000 alumni all over the world, Schiller International University is often referred to as “The Global University”. Now, via the Internet, the University is accessible from anywhere in the world. These online programs are designed for students who are unable to attend classes at one of the campuses on a regular basis. Students can easily shift from online to on-campus and accelerate their degree completion in exciting places like Heidelberg, Germany; Madrid, Spain; Paris, France; and Tampa, Florida, USA.

The programs and courses offered online:

- Have the same admissions requirements as campus-based programs
- Contain the same content and use the same textbooks as those offered in a traditional classroom format; and
- Utilize the same syllabi and learning objectives as courses delivered on campus

Technology Requirements for Online Courses

Your personal computer must meet the technology requirements to ensure the Schiller International University online courses run properly. Updates regarding technology requirements are also available on the Schiller International University website at www.schiller.edu.

The following technical specifications are the minimum recommended for access and participation in the Schiller online courses delivered through the Blackboard platform. Schiller International University offers no guarantee that personally owned hardware or software will operate with Blackboard flawlessly since other factors can also impact performance, such as local internet services, low bandwidth, etc.

This information is designed to help students be successful while attending Schiller International University. The minimum standards are based on the learning platform and the digitally enhanced tools that students will use in the learning process.

When selecting a new computer, students should choose a model that is powerful enough to provide satisfactory performance over a four-to-five-year lifespan. Older computers may present problems, depending

on the course. Our recommendation, if you have an older computer, is to be prepared to make the investment, when needed.

What problems might you encounter? Our courses use digitally enhanced course material. An older video card may not render the material as intended. Storing course material may be a problem on computers with insufficient storage. It is good practice to have an external storage device and utilize cloud storage. Older computers that do not run Windows 10 may be vulnerable to viruses and malware. Ensure that you have proper protection. Some older laptops may not have a camera; however, the University utilizes the Respondus system during exams therefore a camera is required.

Minimum Specifications for computer:

Hardware	Laptops are recommended
Software	Windows 10 Home
Processor	64-bit processor, Intel Core i5 or i7
Operating System	Windows 10 Home
Memory (RAM)	8 GB
Storage	256 GB SSD
Wi-Fi	802.11ac
Video Card	1920 x 1080 or better display resolution
Camera	720p (1280 x 720) at 30 fps
Backups	Backing-up to an external drive, or a subscription to a cloud-based solution (e.g., Google Drive or Microsoft OneDrive)

Windows or Mac?

We recommend that students use a Windows based PC. Macs may encounter issues. For example, some of our digitally enhanced learning platforms utilize the right-click of a mouse. Macs can right click, but this feature may not automatically be turned on. Most of the digital content has been created and tested under a Windows environment.

Other Recommended Options

- An anti-theft cable lock
- A headset (w/microphone) may be necessary for online/remote learning.

Additional Guidelines Concerning Technology

A cell phone, Chromebook, iPad, and other non-Windows based devices are not recommended for doing university level schoolwork.

Questions?

If you have any questions, please reach out to us: ithelpdesk@schiller.edu

PROGRAM OFFERINGS, BY CAMPUS

Schiller International Offers the following programs, outlined by Campus location. Program descriptions and outlines follow.

PROGRAM	DEGREE	CREDITS	MONTHS	CAMPUS				
UNDERGRADUATE DEGREE PROGRAMS				FL	H	M	P	DL
Business Analytics	BS	120	40			X		
Computer Science	BS	120	40			X	X	
International Business	BS	120	40	X	X	X	X	X
International Hospitality and Tourism Management	BS	120	40			X		X
International Marketing	BS	120	40			X	X	
International Relations and Diplomacy	BA	120	40		X	X	X	X
GRADUATE DEGREE PROGRAMS				FL	H	M	P	DL
Business Administration	MBA	36	12	X	X	X	X	X
International Business	MBA	45	15	X	X	X	X	X
International Relations and Diplomacy	MA	36	12	X	X		X	X
Sustainability	MS	45	15			X		

The campus-based programs are available in 100% on-campus studies and in the hybrid format.

FL: Tampa, Florida

H: Heidelberg, Germany

M: Madrid, Spain

P: Paris, France

DL: 100% Distance Learning

BA: Bachelor of Arts

BS: Bachelor of Science, may also be abbreviated BSc

MA: Master of Arts

MS: Master of Science, may also be abbreviated MSc

MBA: Master of Business Administration

 Program not currently available at a campus location or in the 100% online learning modality.

UNDERGRADUATE PROGRAM INFORMATION

Schiller International University offers the following undergraduate degrees:

- Bachelor of Arts (BA)
- Bachelor of Science (BS)

The bachelor's degrees offered by Schiller International University are designed to give students a firm foundation in both the practical and theoretical aspects of globalized careers in the 21st century. Students study a wide range of subjects which can be tailored to their individual interests and professional needs. The completion of the baccalaureate program can lead to a successful career and/or management level positions in the specialized discipline studied, or continued education on the graduate level.

Goals of Undergraduate Education

Schiller is committed to providing a high-quality education to all students without prejudice based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, ability/disability, sexual orientation, gender identity and gender expression, genetic information, veteran status, or any other status protected by applicable law to the extent prohibited by law. The perspectives of the humanities, social sciences, natural sciences, and the arts should be integrated with coursework in the major to facilitate an understanding of the world at large.

This foundation for lifelong learning should provide the knowledge and skills necessary to deal with social, cultural, and technological change. Students should develop critical thinking and problem-solving skills sufficient for life in contemporary society. These skills include the ability to read critically, listen critically, ask appropriate questions, gather relevant information, and apply critical analysis to reach logical conclusions. Central to these skills are mathematical literacy and proficiency in oral and written communications. Students should attain proficiency in their major fields. This proficiency should enable them to be competitive in the job market or in admission to graduate or professional schools. Students should acquire knowledge, understanding, and an appreciation of diversity in languages, cultures, ideas, and peoples, along with a desire to work so that all individuals are treated in a manner consistent with social justice. Students should maintain a lifelong commitment to ethical behavior, responsible citizenship, and public service.

General Undergraduate Program Requirements

Bachelor's degrees require the successful completion of at least 120 credit hours, as specified for the program. Students may need to take more than 120 credits to complete the requirements of their chosen major or to remedy skill deficiencies. A minimum of 36 of these credit hours must qualify as general education (includes 6 credits of foreign language). Completion of two (2) beginning level courses in one foreign language is required. A cumulative grade-point average (CGPA) of 2.00 (C) or above is required for graduation from the University.

General Education

All bachelor's degree programs at Schiller require successful completion of 36 semester credits of general education courses.

General education courses have the following fundamental goals:

- Support the mission of the University
- Emphasize the liberal arts, which are directed to general intellectual growth and development
- Integrate the various disciplines
- Offer philosophical, ethical, social, historical, literary, and/or artistic components
- Provide the tools and concepts for analyzing culture and society in an international context

In addition, students are exposed to the following topics:

- Writing, listening, and speaking skills
- Critical thinking ability
- Quantitative and technological proficiencies
- Decision making and problem-solving skills
- International and multicultural awareness
- Leadership and citizenship skills

Bachelor Research Project (Thesis)

All bachelor's degree candidates that started their degrees at SIU after August 31, 2016, must submit a Research Project (Thesis). The Thesis may be presented to the appointed faculty at any time during the academic year, but in order to graduate, the research project must be submitted when, or prior to, all other graduation requirements are fulfilled. *Each campus and program may have unique requirements and exceptions related to the Bachelor Research Project.*

Business Analytics, Bachelor of Science

The Bachelor of Science in Business Analytics is the perfect starting point for undergraduate students with an eye on the future of business who wish to gain practical analytical and digital skills to thoroughly prepare themselves for a career in the world of business information and data analysis.

The program's holistic business approach integrates all aspects of digital business and real-world applications including technology, analytics, and incorporates business core fundamentals such as marketing, finance, accounting, and operations, while also enhancing soft skills including communication, teamwork, adaptability, and leadership.

Overview

Campus:	Madrid
Delivery Formats:	Residential, Hybrid
Language of Instruction:	English
Credential awarded:	Bachelor of Science in Business Analytics
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	120 semester credits . <i>The 120 semester credits in this program are equivalent to 240 credits in the European Credit Transfer System). Students must successfully complete the courses in this program; each course varies from one to three semester credits.</i>
Duration:	40 months/4 years <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 40 months or four years to complete the program.</i>
Dual degree program with University of Roehampton:	At the time of this catalog publication, this program is not approved for the dual degree program at the University of Roehampton.

Program Objectives

At the completion of the Bachelor of Science in Computer Science degree program, students will be able to complete the following:

- Leverage business technology for a competitive advantage.
- Develop digital strategies and campaigns.
- Analyze and monitor digital business metrics.

- Work with agile business methodologies and analytics.
- Integrate and work efficiently in teams and lead projects.
- Create a product or service and take it from concept and design to market launch.
- Launch an e-commerce project using data and analytics as vital input.

Required Program Courses

This program requires the following coursework:

Core Courses: 84 semester credits

General Education: 36 semester credits

The courses for each section are in alphabetical order by course name.

Core Program Courses

<u>Course Code</u>	<u>Course Name (semester credits)</u>
DIG 141	Applied Digital Project Management I-A (2 semester credits)
DIG 142	Applied Digital Project Management I-B (1 semester credits)
DIG 241	Applied Digital Project Management II-A (1 semester credits)
DIG 242	Applied Digital Project Management II-B (2 semester credits)
DIG 341	Applied Digital Project Management III-A (1 semester credits)
DIG 342	Applied Digital Project Management III-B (2 semester credits)
BA 330	Applied E-commerce (3 semester credits)
BA 384	Behavioral Aspects (3 semester credits)
BAN 355	Big Data Analytics (3 semester credits)
BA 341	Business Finance (3 semester credits)
CA 491	Capstone Final Project 1-A (3 semester credits)
CA 492	Capstone Final Project 1-B (3 semester credits)
BA 490	Corporate Internships (3 semester credits)
BAN 260	Data Visualization (3 semester credits)
BAN 322	Database and Analytics Technologies (3 semester credits)
BAN 350	Data and Cybersecurity Protection (3 semester credits)
BAN 360	Data Search Technologies and Information Systems (3 semester credits)
BA 320	Digital Advertising (3 semester credits)
DIG 415	Digital Analytics (3 semester credits)
DIG 265	Digital Marketing (3 semester credits)
DIG 321	Digital Technology (3 semester credits)
BA 435	Entrepreneurship (3 semester credits)
CA 498	Final Thesis/Project (3 semester credits)
BA 439	International Business Policy (3 semester credits)
DIG 101	Introduction to Coding (3 semester credits)
BAN 430	Machine Learning and AI for Business Analytics (3 semester credits)

BA 415	Marketing Technology (3 semester credits)
BAN 121	Math for Database Analysis (3 semester credits)
BA 410	Production and Operations Management (3 semester credits)
BAN 122	Programming Languages (3 semester credits)
BA 335	Sales and E-commerce Basics (3 semester credits)

General Education Courses

Course Code Course Name (semester credits)

ACG 2001	Accounting I (3 semester credits)
IT 103	Applications of Computers (3 semester credits)
VARIOUS	Beginning Language 1 and 2
	FR 101 French -or- GE 101 German -or- SP 101 Spanish (3 semester credits)
	FR 102 French -or- GE 102 German -or- SP 102 Spanish (3 semester credits)
BA 370	Business Communication (3 semester credits)
BA 399	Ethics in International Business Environments (3 semester credits)
EC 310	Intermediate Economic Theory (3 semester credits)
MA 240	Introduction to Problem Solving (3 semester credits)
BA 261	Principles of Business Law (3 semester credits)
MAR 2011	Principles of Marketing (3 semester credits)
ECO 2013	Principles of Microeconomics (3 semester credits)
BA 374	Statistics (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Students begin their studies in the 100 and 200 level courses and progress into the 300 and 400 levels courses. If a prerequisite is identified for an upper-level course, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared to seek entry level jobs in positions such as Analytics Manager, Project or Product Manager (Data/Analysis), Operations Research Analyst, or Computer Systems Analyst.

Computer Science, Bachelor of Science

In the Bachelor of Science in Computer Science students will learn the general synthesis of mathematics and statistics as well as computational and coding skills within a global context. They will acquire intercultural speaking and effective multicultural communication skills, critical thinking and problem-solving skills, and leadership and global citizenship to lead change towards an ethical and sustainable world.

Overview

Campus:	Madrid and Paris
Delivery Formats:	Residential, Hybrid
Language of Instruction:	English
Credential awarded:	Bachelor of Science in Computer Science
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	120 semester credits <i>The 120 semester credits in this program are equivalent to 240 credits in the European Credit Transfer System.)Students must successfully complete the 40 courses in this program; each course is three semester credits.</i>
Duration:	40 months/4 years <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 40 months or four years to complete the program.</i>
Dual degree program with University of Roehampton	At the time of this catalog publication, this program is not approved for the dual degree program at the University of Roehampton.

Program Objectives

At the completion of the program, students will be able to complete the following:

- Analyze a problem and identify and define the computing requirements appropriate to its solution.
- Design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.
- Apply computer science theory and software development fundamentals to produce computing-based solutions.
- Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.
- Recognize the social, legal, ethical, and cultural issues inherent in the discipline of computing and understand that the social, legal and ethical standards vary internationally.
- Demonstrate the integration of transferrable skills in oral and written communication, problem solving, guided learning and independent study.
- Foster scholarship and research in Computer Science.

Required Program Courses

This program requires the following coursework:

Core Courses: 84 semester credits

General Education: 36 semester credits

The courses for each section are in alphabetical order by course name.

Core Program Courses

Course Code	Course Name (semester credits)
CS 340	Algorithms (3 semester credits)
CS 480	Artificial Intelligence (3 semester credits)
BA 422	Business Information Systems (3 semester credits)
CS 491	Capstone Project I (3 semester credits)
CS/492	Capstone Project II (3 semester credits)
CS 325	Computer Architecture (3 semester credits)
CS 422	Computer Networks (3 semester credits)
CS 430	Data Analytics (3 semester credits)
CS 210	Data Structures (3 semester credits)
CS 220	Database Systems (3 semester credits)
CS 365	Distributed Systems (3 semester credits)
CS 251	Integrative Project 1 (3 semester credits)
CS 252	Integrative Project 2 (3 semester credits)
CS 353	Integrative Project 3 (3 semester credits)
CS 475	Introduction to Computer Security (3 semester credits)
CS 180	Introduction to Object-Oriented-Programming (3 semester credits)
CS 215	Introduction to Operating Systems (3 semester credits)
CS 380	IT Project Management (3 semester credits)
CS 465	Machine Learning (3 semester credits)
MA 221	Mathematics for Computer Science I (3 semester credits)
MA 222	Mathematics for Computer Science II (3 semester credits)
CS 335	Mobile Applications (3 semester credits)
CS 260	Object-Oriented Analysis and Design (3 semester credits)
CS 360	Operating Systems (3 semester credits)
CS 110	Programming Foundations (3 semester credits)
CS 330	Software Engineering (3 semester credits)
CS 425	Web Applications Development (3 semester credits)
CS 280	Web Development Technologies (3 semester credits)

General Education Courses

<u>Course Code</u>	<u>Course Name (semester credits)</u>
ACG 2001	Accounting I (3 semester credits)
IT 103	Applications of Computers (3 semester credits)
VARIOUS	Beginning Language 1 and 2
	FR 101 French -or- GE 101 German -or- SP 101 Spanish (3 semester credits)
	FR 102 French -or- GE 102 German -or- SP 102 Spanish (3 semester credits)
BA 370	Business Communication (3 semester credits)
BA 399	Ethics in International Business Environments (3 semester credits)
EC 310	Intermediate Economic Theory (3 semester credits)
MA 240	Introduction to Problem Solving (3 semester credits)
BA 261	Principles of Business Law (3 semester credits)
MAR 2011	Principles of Marketing (3 semester credits)
ECO 2013	Principles of Microeconomics (3 semester credits)
BA 374	Statistics (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Students begin their studies in the 100 and 200 level courses and progress into the 300 and 400 levels courses. If a prerequisite is identified for an upper-level course, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared to seek entry level positions in a global market in positions such as IT Project Manager, Information Security Analyst, Computer Systems Analysts, and others in settings such as government, research and development, computer system design service companies.

International Business, Bachelor of Science

As more and more companies throughout the world have become multinational, they increasingly need executives who can deal effectively with organizational problems in an international framework. The International Business program offered at SIU is designed to meet these needs.

As students complete this degree, they may elect to transfer from one SIU campus to another to benefit from interactions with various cultures including the social, economic, and political conditions associated with business practices in different countries.

Overview

Campus:	Heidelberg, Madrid, Paris, Tampa, Online
Delivery Formats:	Residential, Hybrid, or 100% online
Credential awarded:	Bachelor of Science in International Business
Language of Instruction:	English
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	120 semester credits <i>The 120 semester credits in this program are equivalent to 240 credits in the European Credit Transfer System.)Students must successfully complete the 40 courses in this program; each course is three semester credits.</i>
Duration:	40 months/4 years <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 40 months or four years to complete the program.</i>
Dual degree program with University of Roehampton	This program is approved for the dual degree program at the University of Roehampton. Required courses for the dual degree are noted with a “◆” next to the course number.

Program Objectives

Graduates of the International Business program will be able to:

- Critically analyze and apply foundational principles, theories, and current research in the study of International business
- Examine situations and solve problems in business settings while incorporating (or integrating) diversity, multicultural perspectives as well as ethical approaches to decision-making
- Investigate emerging issues facing countries or businesses operating in an international setting
- Evaluate International Business problems using established techniques of analysis

- Appraise the political, economic, and social context in which trans-national and international business operate and evaluate the interactions between international businesses and their environment
- Using best practices and international standards justify the need to be aware of and respectful to ethical issues and responsible citizenship as applied in the professional context of international business
- Integrate transferrable skills in oral and written communication, teamwork, guided learning, and independent study
- Foster scholarship and research in advancing international business

Required Program Courses

This program requires the following coursework:

Core Courses:	60 semester credits
Elective Courses:	24 semester credits
General Education:	36 semester credits

The courses for each section are in alphabetical order by course name.

Core Program Courses

Course Code Course Name (semester credits)

ACG 2001 ♦	Accounting I (3 semester credits)
ACG 2011 ♦	Accounting II (3 semester credits)
IT 103	Applications of Computers (3 semester credits)
BA 341 ♦	Business Finance (3 semester credits)
BA 370 ♦	Business Communication (3 semester credits)
CA 497 ♦	Capstone (3 semester credits)
EN 200	Cross-Cultural Communication (3 semester credits)
BA 401 ♦	Human Resources Management (3 semester credits)
BA 439 ♦	International Business Policy (3 semester credits)
EC 455	International Trade and Finance (3 semester credits)
GEB 1350	Introduction to International Business (3 semester credits)
BA 369 ♦	Introduction to Sustainable Development (3 semester credits)
BA 427 ♦	Marketing Management (3 semester credits)
BA 437 ♦	Multinational Enterprise (3 semester credits)
BA 261 ♦	Principles of Business Law (3 semester credits)
MAR 2011	Principles of Marketing (3 semester credits)
ECO 2013 ♦	Principles of Microeconomics (3 semester credits)
ECO 2023 ♦	Principles of Macroeconomics (3 semester credits)
BA 374 ♦	Statistics (3 semester credits)

Elective Course Options

Course Code Course Name (semester credits)

BA 384 ♦	Behavioral Aspects (3 semester credits)
BA 424	Case Studies in Marketing (3 semester credits)
EC 352	Economic Geography (3 semester credits)
EC 457	Economics of Developing Countries (3 semester credits)
BA 469 ♦	Entrepreneurship and New Ventures (3 semester credits)
BA 433	European Banking and Finance (3 semester credits)
HI 225	European History to 1815 (3 semester credits)
EN 490	Intercultural Communication (3 semester credits)
EC 310	Intermediate Economic Theory (3 semester credits)
VARIOUS	Intermediate Foreign Language 1 and 2
	FR 201 French -or- GE 201 German -or- SP 201 Spanish (3 semester credits)
	FR 202 French -or- GE 202 German -or- SP 202 Spanish (3 semester credits)
BA 322 ♦	International Marketing (3 semester credits)
BA 334	Leadership and Management Planning Techniques (3 semester credits)
IR 331	Modern Diplomacy (3 semester credits)
EC 454	Monetary Theory and Comparative Banking Systems (3 semester credits)
PSY 376 ♦	Organizational Psychology (3 semester credits)
EC 452	Resources and the Environment (3 semester credits)
BA 482	Selected topics in International Business (3 semester credits)
IR 481	Selected Topics in International Relations (3 semester credits)
IR 456	The European Union (3 semester credits)

General Education Courses

Course Code Course Name (semester credits)

MA 172 ♦	Applied Mathematics (3 semester credits)
VARIOUS	Beginning Language 1 and 2
	FR 101 French -or- GE 101 German -or- SP 101 Spanish (3 semester credits)
	FR 102 French -or- GE 102 German -or- SP 102 Spanish (3 semester credits)
MGF 1107 ♦	College Mathematics (3 semester credits)
EN 111	English Composition: Expository Writing (3 semester credits)
EN 112 ♦	English: Research and Writing (3 semester credits)
HI 226	European History: Napoleonic Period to Present (3 semester credits)
PSY 1021	General Psychology (3 semester credits)
IR 221 ♦	Introduction to International Relations (3 semester credits)
PS 221	Introduction to Political Science (3 semester credits)
EN 373	Public Speaking (3 semester credits)
SO 137	Science and Society (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Students begin their studies in the 100 and 200 level courses and progress into the 300 and 400 levels courses. If a prerequisite is identified for an upper-level course, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared to seek entry level positions in a global market in positions such as Business, Market Research, or Management Analysts, Operations Manager, Trade Specialist, and others in employment settings such as government, finance, or professional, scientific, and technical services companies.

International Hospitality and Tourism Management, Bachelor of Science

International hospitality and tourism are some of the fastest growing sectors in the service and business industries. Students will gain the professional knowledge and skills necessary for a career in Hospitality and Tourism management. From operating a hotel, resort, and/or restaurant to leading leisure and recreational activities.

Overview

Campus:	Madrid, Online
Delivery Formats:	Residential, Hybrid, 100% online
Language of Instruction:	English
Credential awarded:	Bachelor of Science in International Hospitality and Tourism Management
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	120 semester credits <i>The 120 semester credits in this program are equivalent to 240 credits in the European Credit Transfer System.)Students must successfully complete the 40 courses in this program; each course is three semester credits.</i>
Duration:	40 months/4 years <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 40 months or four years to complete the program.</i>

Dual degree program with
University of Roehampton

This program is approved for the dual degree program at the
University of Roehampton. Required courses for the dual degree are
noted with a “◆” next to the course number.

Program Outcomes

Graduates of the International Hospitality and Tourism Management program will be able to:

- Critically analyze foundational knowledge and critical understanding of principles, theories, and current research in international hospitality and tourism management.
- Critically apply an understanding of the management disciplines of marketing, human resources management, operations, and accounting within the context of the international hospitality and tourism industry.
- Assess emerging trends and practices within the international hospitality and tourism sector using relevant research and literature.
- Examine the impact of culture and global business practices in meeting the needs of international hospitality and tourism consumers.
- Develop and implement different strategic and implementation plans of business models in different markets and environments using analysis, planning, implementation, and control.
- Organize and orchestrate resources, factors of production, as well as business and operational models to implement specific plans and strategies in different international business scenarios.
- Using best practices and international standards, justify the need to be aware of and respectful to ethical issues and responsible citizenship as applied in the professional context of international hospitality and tourism management.
- Integrate transferrable skills in oral and written communication, teamwork, guided learning and independent study.
- Foster scholarship and research in advancing international hospitality and tourism management.

Required Program Courses

This program requires the following coursework:

Core Courses:	60 semester credits
Elective Courses:	24 semester credits
General Education:	36 semester credits

The courses for each section are in alphabetical order by course name.

Core Program Courses

Course Code Course Name (semester credits)

ACG 2001 ◆	Accounting I (3 semester credits)
IT 103	Application of Computers (3 semester credits)
BA 341 ◆	Business Finance (3 semester credits)
CA 497 ◆	Capstone (3 semester credits)
HM 423 ◆	Convention & Event Management (3 semester credits)

EN 200 ♦	Cross-Cultural Communication (3 semester credits)
HM 210 ♦	Food & Beverage Management (3 semester credits)
HM 187 ♦	Front Office Management (3 semester credits)
BA 401 ♦	Human Resources Management (3 semester credits)
HM 499	Internship (3 semester credits)
BA 322 ♦	International Marketing (3 semester credits)
GEB 1350 ♦	Introduction to International Business (3 semester credits)
HM 103 ♦	Introduction to Tourism & Hospitality(3 semester credits)
HM 451 ♦	Leadership & Management in Hospitality & Tourism (3 semester credits)
BA 427	Marketing Management (3 semester credits)
BA 261	Principles of Business Law (3 semester credits)
ECO 2023 ♦	Principles of Macroeconomics (3 semester credits)
MAR 2011 ♦	Principles of Marketing (3 semester credits)
ECO 2013 ♦	Principles of Microeconomics (3 semester credits)
BA 374 ♦	Statistics (3 semester credits)

Elective Course Options

<u>Course Code</u>	<u>Course Name (semester credits)</u>
ACG2011 ♦	Accounting II (3 semester credits)
BA 384	Behavioral Aspects (3 semester credits)
BA 370 ♦	Business Communication (3 semester credits)
EC 352	Economic Geography (3 semester credits)
BA 469 ♦	Entrepreneurship and New Ventures (3 semester credits)
HI 225	European History to 1815 (3 semester credits)
BA 437	Multinational Enterprise (3 semester credits)
EN 490	Intercultural Communications (3 semester credits)
VARIOUS	Intermediate Foreign Language 1 and 2
	FR 201 French -or -GE 201 German -or- SP 201 Spanish (3 semester credits)
	FR 202 French -or -GE 202 German -or- SP 202 Spanish (3 semester credits)
BA 439 ♦	International Business Policy (3 semester credits)
IR 356	International Relations of the Pacific Rim Region (3 semester credits)
BA 369 ♦	Introduction to Sustainable Development (3 semester credits)
PSY 376	Organizational Psychology (3 semester credits)
IR 481	Selected Topics in International Relations (3 semester credits)
IR 456	The European Union (3 semester credits)
IR 436	The Middle East (3 semester credits)

General Education Courses

<u>Course Code</u>	<u>Course Name (semester credits)</u>
MA 172 ♦	Applied Mathematics (3 semester credits)

VARIOUS	Beginning Language 1 and 2
	FR 101 French -or -GE 101 German -or- SP 101 Spanish (3 semester credits)
	FR 102 French -or -GE 102 German -or- SP 102 Spanish (3 semester credits)
MGF 1107 ♦	College Mathematics (3 semester credits)
EN 111	English Composition: Expository Writing (3 semester credits)
EN 112 ♦	English: Research and Writing (3 semester credits)
HI 226	European History: Napoleonic Period to Present (3 semester credits)
PSY 1021	General Psychology (3 semester credits)
IR 221 ♦	Introduction to International Relations (3 semester credits)
PS 221	Introduction to Political Science (3 semester credits)
EN 373	Public Speaking (3 semester credits)
SO 137	Science and Society (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Students begin their studies in the 100 and 200 level courses and progress into the 300-400 levels courses. If a prerequisite is identified for an upper-level course, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared to seek entry level positions in a global market in positions such as Meeting and Convention Planner, Tourism and Travel Services Marketing Manager, Lodging Manager, and others in employment settings such as hotels, resorts, travel agencies, and a variety of international corporations.

International Marketing, Bachelor of Science

In the Bachelor of Science in International Marketing students will learn the principles of Marketing in today's digital world within a global context as well as acquire Speaking and effective multicultural communication skills, multicultural writing skills, and critical thinking for judgement and decision-making in a fast-changing environment such as today's digital business world.

Overview

Campus:	Madrid, Paris
Delivery Formats:	Residential, Hybrid

Language of Instruction:	English
Credential awarded:	Bachelor of Science in International Marketing
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	120 semester credits <i>The 120 semester credits in this program are equivalent to 240 credits in the European Credit Transfer System.)Students must successfully complete the 40 courses in this program; each course is three semester credits.</i>
Duration:	40 months/4 years <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 40 months or four years to complete the program.</i>
Dual degree program with University of Roehampton	At the time of this catalog publication, this program is not approved for the dual degree program at the University of Roehampton.

Program Objectives

Graduates of the Bachelor of Science degree in International Marketing will be able to:

- Critically analyze and apply marketing information management concepts, systems, and tools needed to obtain, evaluate, and disseminate information for use in making marketing decisions
- Develop strategies for the efficient and effective communication, placement/distribution of products, concepts, goods, and services that respond to international markets Investigate emerging client needs and desires and make marketing recommendations regarding business decisions
- Formulate a marketing plan that will meet the needs or goals of a business or organization
- Evaluate the impact of changing global, political, economic, competitive, environmental, cultural, and social systems on marketing strategy development
- Using best practices and international standards justify the need to be aware of and respectful to ethical issues and responsible citizenship as applied in the professional context of marketing activity
- Integrate transferrable skills in oral and written communication, teamwork, guided learning, and independent study
- Foster scholarship and research in advancing international marketing

Required Program Courses

This program requires the following coursework:

Core Courses: 84 semester credits

General Education: 36 semester credits

The courses for each section are in alphabetical order by course name.

Core Program Courses

Course Code Course Name (semester credits)

BA 330	Applied E-commerce (3 semester credits)
BA 384	Behavioral Aspects (3 semester credits)
MAR 342	Big Data for Marketing Analysis (3 semester credits)
MAR 470	Brand Management (3 semester credits)
MAR 428	Business and Marketing Plan (3 semester credits)
BA 341	Business Finance (3 semester credits)
CA 491	Capstone Final Project I-A (3 semester credits)
CA 492	Capstone Final Project I-B (3 semester credits)
MAR 490	Corporate Internships (3 semester credits)
BA 472	Cross Cultural Negotiation (3 semester credits)
BA 320	Digital Advertising (3 semester credits)
MAR 352	Distribution and Retail (3 semester credits)
BA 435	Entrepreneurship (3 semester credits)
MAR 328	Integrated Marketing Communication (3 semester credits)
BA 439	International Business Policy (3 semester credits)
BA 322	International Marketing (3 semester credits)
MAR 221	Marketing Research I (3 semester credits)
MAR 222	Marketing Research II (3 semester credits)
MAR 325	Marketing Strategy (3 semester credits)
BA 415	Marketing Technology (3 semester credits)
MAR 351	Price and Cost Management (3 semester credits)
MAR 228	Product Marketing (3 semester credits)
BA 410	Production and Operations Management (3 semester credits)
MAR 329	Relational, Direct and Interactive Marketing (3 semester credits)
DIG 335	Sales & E-commerce (3 semester credits)
MAR 350	Sales Management (3 semester credits)
BA 358	Services Management (3 semester credits)
MAR 425	Social Media Marketing (3 semester credits)

General Education Courses

<u>Course Code</u>	<u>Course Name (semester credits)</u>
ACG 2001	Accounting I (3 semester credits)
MA 172	Applied Mathematics (3 semester credits)
VARIOUS	Beginning Language 1 and 2
	FR 101 French -or- GE 101 German -or- SP 101 Spanish (3 semester credits)
	FR 102 French -or- GE 102 German -or- SP 102 Spanish (3 semester credits)
BA 399	Ethics in International Business Environments (3 semester credits)
PSY 1021	General Psychology (3 semester credits)
EC 310	Intermediate Economic Theory (3 semester credits)
BA 261	Principles of Business Law (3 semester credits)
MAR 2011	Principles of Marketing (3 semester credits)
ECO 2013	Principles of Microeconomics (3 semester credits)
ECO 2023	Principles of Macroeconomics (3 semester credits)
BA 374	Statistics (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Students begin their studies in the 100 and 200 level courses and progress into the 300-400 levels courses. If a prerequisite is identified for an upper-level course, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared to seek entry level positions in a global market in positions such as advertising, promotions, and marketing managers, international market manager, product marketing representative, and others in employment settings such as advertising, public relations, wholesale trade and manufacturing companies.

International Relations and Diplomacy, Bachelor of Arts

Political and economic problems often transcend national boundaries and encompass scientific, technological, cultural, and humanitarian concerns. The Schiller program in International Relations and Diplomacy prepares students to pursue careers in government, international organizations, law, business, journalism, or for graduate study in political science and related areas.

Overview

Campus:	Heidelberg, Madrid, Paris, Online
Delivery Formats:	Residential, Hybrid, 100% online
Language of Instruction:	English
Credential awarded:	Bachelor of Science in International Relations and Diplomacy
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	120 semester credits <i>The 120 semester credits in this program are equivalent to 240 credits in the European Credit Transfer System.)Students must successfully complete the 40 courses in this program; each course is three semester credits.</i>
Duration:	40 months/4 years <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 40 months or four years to complete the program.</i>
Dual degree program with University of Roehampton	This program is approved for the dual degree program at the University of Roehampton. Required courses for the dual degree are noted with a "◆" next to the course number.

Program Objectives

Graduates of the Bachelor of Arts degree in International Relations and Diplomacy will be able to:

- Assess emerging political trends and practices relating to international organizations and the non-governmental sectors (or actors) in view of current events and future developments.
- Propose solutions to questions of public concern based on analysis of data and application of theories relating to International Relations.
- Evaluate theories and concepts of International Relations and their applicability to current and historical events.
- Critically analyze the importance of multilateralism as it relates to multiculturalism and global diversity on the practice of International Relations and Diplomacy.
- Demonstrate a solid understanding of current and historical events that have shaped International Relations.
- Justify the need to be aware of and respectful to ethical issues and responsible citizenship as applied

in the professional context of international relations and diplomacy.

- Integrate transferrable skills in oral and written communication, teamwork, guided learning and independent study.
- Foster scholarship and research in advancing international relations and diplomacy.

Required Program Courses for International Relations and Diplomacy

This program requires the following coursework:

Core Courses:	60 semester credits
Elective Course:	24 semester credits
General Education:	36 semester credits

The courses for each section are in alphabetical order by course name.

Core Program Courses

IR 335 ♦	American Foreign Policy (3 semester credits)
BA 384	Behavioral Aspects (3 semester credits)
CA 497	Capstone (3 semester credits)
IR 341	Concepts of International Relations (3 semester credits)
EN 200 ♦	Cross-Cultural Communication (3 semester credits)
EC 457 ♦	Economics of Developing Countries (3 semester credits)
IR 470 ♦	International Economic Policies & Institutions (3 semester credits)
IR 356	International Relations of the Pacific Rim Region (3 semester credits)
GEB 1350	Introduction to International Business (3 semester credits)
IR 331 ♦	Modern Diplomacy (3 semester credits)
BA 437	Multinational Enterprise (3 semester credits)
IR 450	Political Diplomacy (3 semester credits)
ECO 2013 ♦	Principles of Microeconomics (3 semester credits)
ECO 2023 ♦	Principles of Macroeconomics (3 semester credits)
EC 452 ♦	Resources and the Environment (3 semester credits)
IR 481	Selected Topics in International Relations (3 semester credits)
IR 456	The European Union (3 semester credits)
IR 353 ♦	The Political Economy of North-South Relations (3 semester credits)
PS 370 ♦	The US Political System (3 semester credits)
IR 370	Writing For Foreign Affairs (3 semester credits)

Elective Course Options

ACG 2001	Accounting I (3 semester credits)
ACG 2011	Accounting II (3 semester credits)
IT 103	Applications of Computers (3 semester credits)
MA 172	Applied Mathematics (3 semester credits)
BA 370	Business Communication (3 semester credits)
EC 352	Economic Geography 3 (3 semester credits)
BA 469	Entrepreneurship and New Ventures (3 semester credits)
HI 225	European History to 1815 (3 semester credits)
BA 401	Human Resources Management (3 semester credits)
EN 490	Intercultural Communications (3 semester credits)
EC 310	Intermediate Economic Theory (3 semester credits)
VARIOUS	Intermediate Foreign Language 1 or any 200-400 level elective FR 201 French or GE 201 German or SP 201 Spanish (3 semester credits)
VARIOUS	Intermediate Foreign Language 2 or any 200-400 level elective FR 202 French or GE 202 German or SP 202 Spanish (3 semester credits)
BA 439	International Business Policy (3 semester credits)
EC 455	International Trade and Finance (3 semester credits)
BA 369	Introduction to Sustainable Development (3 semester credits)
BA 427	Marketing Management (3 semester credits)
EC 454 ♦	Monetary Theory and Comparative Banking Systems (3 semester credits)
PSY 376	Organizational Psychology (3 semester credits)
BA 261 ♦	Principles of Business Law (3 semester credits)
MAR 2011	Principles of Marketing (3 semester credits)
IR 436	The Middle East (3 semester credits)

General Education Courses

Course Code Course Name (semester credits)

VARIOUS	Beginning Language 1 and 2 FR 101 French (3 semester credits) and FR 102 French (3 semester credits) OR GE 101 German (3 semester credits) and GE 102 German (3 semester credits) SP 101 Spanish (3 semester credits) and SP 102 Spanish (3 semester credits)
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MGF 1107	College Mathematics (3 semester credits)
EN 111	English Composition: Expository Writing (3 semester credits)
EN 112 ♦	English: Research and Writing (3 semester credits)
HI 226	European History: Napoleonic Period to Present (3 semester credits)
PSY 1021	General Psychology
IR 221	Introduction to International Relations (3 semester credits)
PS 221	Introduction to Political Science (3 semester credits)
EN 373 ♦	Public Speaking
SO 137	Science and Society (3 semester credits)
BA 374	Statistics

♦ Denotes a course required for University of Roehampton dual-degree seekers.

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Students begin their studies in the 100 and 200 level courses and progress into the 300-400 levels courses. If a prerequisite is identified for an upper-level course, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared to seek entry level positions in a global market in positions such as International Relations Research, Manager – Diplomacy, Foreign Research Associate, and others in employment settings such as government, finance, or professional organizations.

GRADUATE PROGRAMS

Schiller International University offers the following graduate degrees:

- Master of Arts (MA)
- Master of Science (MS)
- Master of Business Administration (MBA)

Goals of graduate education

- To provide effective educational experiences leading to marketable graduates, skilled in their respective areas
- To design and maintain a unique environment conducive to developing an international citizen
- To select, support, and develop human resources consistent with excellence in leadership, scholarship, and work and life skills
- To promote the acquisition of competencies that lead to the development of leaders in the world
- To provide opportunities for professional growth and development
- To develop skills that allow the graduates to conduct research, integrating theory and practice

The master's degrees are offered across the Schiller campuses, providing access to regional and world headquarters of multinational corporations and international organizations. These advanced degrees provide the detail and depth for graduates to enter mid- to upper-level management positions in industry, government, and educational institutions.

General Graduate Program Requirements

- Admission requires completion of a bachelor's degree or equivalent in a related field. MBA Preparatory Courses may be required for candidates who have completed a bachelor's degree or the equivalent in a field other than the one in which they want to pursue their graduate degree.
- A cumulative grade point average (CGPA) of at least 3.0 (or the equivalent of "B") is required for graduation with no grades lower than a "C" that have not been remedied by repeating the course.
- Pre-requisites may be required.

Master's Research Project (Thesis)

Schiller's master's degree programs require the successful completion of a thesis for graduation. The thesis may be presented to the appointed faculty member at any time during the academic year, but to graduate, the research project must be submitted when, or prior to, all other graduation requirements are fulfilled. *Each campus and program may have unique requirements and exceptions related to the Master's Research Project.*

Business Administration, Master of Business Administration (MBA)

MBA graduates are desirable in today's market. As the current marketplace evolves and becomes more complex, many employers are choosing to balance their need to retain good employees with their need to acquire candidates with advanced level knowledge and skills in managerial positions. MBA degrees will open doors of opportunity and provide the necessary leverage for corporate advancement to those who possess them. By studying in this Master in Business Administration program you will expand your business knowledge and leadership abilities through coursework concentrating on the various aspects of business operations and management.

Learn by living in different international locations and acquire the knowledge, experiences, skills, and global mindset to become a Smart Global Professional.

Overview

Campus:	Heidelberg, Madrid, Paris, Tampa, Online
Delivery Formats:	Residential, Hybrid, 100% online
Language of Instruction:	English
Credential awarded:	Master of Business Administration, Business Administration
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	36 semester credits <i>The 36 credits in this program are equivalent to 72 credits in the European Credit Transfer System . Students must successfully complete the 12 courses in this program; each course is three semester credits.</i>
Duration:	12 months <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 12 months to complete the program.</i>
Dual degree program with University of Roehampton	This program is approved for the dual degree program at the University of Roehampton. Required courses for the dual degree are noted with a "♦" next to the course number.

Program Objectives

Graduates of this program will be able to:

- Extend their knowledge base.
- Foster diversity and multicultural perspectives in business.
- Drive and foster change and innovation.
- Have a honed sense of ethical standards, law, and lines of service.

- Exhibit critical thinking and well-developed analytical and decision-making skills.
- Refine their management leadership skills.
- Exhibit advanced use of information technology.
- Develop highly effective communication skills.

Required Program Courses

Courses are in alphabetical order by course code. Please see the section in this catalog entitled **Course Descriptions** for the course description and other course information.

<u>Course Code</u>	<u>Course Name (credits)</u>
BA 510 ♦	Business Economics (3 semester credits)
BA 542 ♦	Comprehensive Business Management Seminar (3 semester credits)
BA 544 ♦	Human Resource Management (3 semester credits)
BA 560 ♦	International Business Law (3 semester credits)
BA 522 ♦	International Marketing (3 semester credits)
BA 512 ♦	Managerial Accounting (3 semester credits)
IT 500 ♦	Management Information System (3 semester credits)
BA 515 ♦	Managerial Finance (3 semester credits)
BA 589 ♦	Methods of Research and Analysis (3 semester credits)
BA 529 ♦	Multinational Business Management (3 semester credits)
BA 537	Production and Operations Management (3 semester credits)
BA 599	Thesis (3 semester credits)

For the University of Roehampton dual degree, students must also take BA 523, BA 542, and IR 545.

Typical Course Sequence

Graduate students may take any course in any sequence provided that if there is a prerequisite identified, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared for entry level positions or professional advancement in the global marketplace.

International Business, Master of Business Administration (MBA)

Pursuing an MBA in International Business will open up doors of opportunity and provide the necessary leverage for corporate advancement for executives who can effectively navigate the interests of multinational corporations when dealing with international clients and suppliers. With the right education, you can become an important part of a business team. This 45-credit International Business MBA degree program can be completed within three semesters and a summer session on a full-time basis. This program offers coursework focused on managerial aspects of finance, accounting, marketing, and management. Case studies are designed to prepare students for managerial positions in small businesses as well as large multinational companies.

Overview

Campus:	Heidelberg, Madrid, Paris, Tampa, Online
Delivery Formats:	Residential, Hybrid, 100% online
Language of Instruction:	English
Preparatory Courses	Students with bachelor's degrees in other fields may need to complete MBA preparatory courses. Students who have not completed two undergraduate accounting courses must complete BA 513.
Credential awarded:	Master of Business Administration, International Business
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	45 semester credits <i>The 45 credits in this program are equivalent to 90 credits in the European Credit Transfer System . Students must successfully complete the 15 courses in this program; each course is three semester credits.</i>
Duration:	15 months <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 15 months to complete the program.</i>
Dual degree program with University of Roehampton	This program is approved for the dual degree program at the University of Roehampton. Required courses for the dual degree are noted with a "♦" next to the course number.

Program Outcomes

Graduates of this program will be able to:

- Apply general business skills and practices to international markets.
- Demonstrate the communication skills needed in today's business environment.

- Demonstrate the ability to work cooperatively with others in the workplace.
- Research and analyze secondary data related to the international business environment.

Required Program Courses

Courses are in alphabetical order by course code. Please see the section in this catalog entitled Course Descriptions for the course description and other course information.

<u>Course Code</u>	<u>Course Name (semester credits)</u>
BA 510 ♦	Business Economics (3 semester credits)
BA 542 ♦	Comprehensive Business Management Seminar (3 semester credits)
BA 544 ♦	Human Resources Management (3 semester credits)
BA 560 ♦	International Business Law (3 semester credits)
BA 541	International Corporate Finance (3 semester credits)
BA 522 ♦	International Marketing (3 semester credits)
BA 512 ♦	Managerial Accounting (3 semester credits)
BA 515 ♦	Managerial Finance (3 semester credits)
BA 570	Management Communication for International Business (3 semester credits)
IT 500 ♦	Management Information Systems (3 semester credits)
BA 523	Marketing Management (3 semester credits)
BA 589 ♦	Methods of Research and Analysis (3 semester credits)
BA 529 ♦	Multinational Business Management (3 semester credits)
BA 537	Production and Operations Management (3 semester credits)
BA 599	Thesis (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Graduate students may take any course in any sequence provided that if there is a prerequisite identified, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared for entry level positions or professional advancement in the global marketplace.

International Relations and Diplomacy, Master of Arts (MA)

The Master of Arts in International Relations and Diplomacy is an academic program that prepares students not only for careers in the foreign service, in intergovernmental organizations, or international businesses, but also in such fields as journalism, non-governmental watchdogs or NGOs, foreign policy think tanks and academic research. The program combines problem solving, structural analysis, project development and management with a comprehensive theoretical and critical examination of the political, cultural, legal, and socioeconomic practices that make up our increasingly interdependent and complex world.

Because the political and economic problems central to foreign relations today invariably transcend national boundaries, the international agenda encompasses technological, religious, ethno-linguistic, and humanitarian concerns, as well as the more traditional area of diplomatic activity. Drawing from multiple fields including finance, law, history, philosophy, and theology, this program is decidedly interdisciplinary.

Overview

Campus:	Heidelberg, Paris, Tampa, Online
Delivery Formats:	Residential, Hybrid, 100% online
Language of Instruction:	English
Preparatory Courses	Students with bachelor's degrees in other fields may need to complete MBA preparatory courses. Students who have not completed two undergraduate economics courses will be required to complete EC 500.
Credential awarded:	Master of Arts in International Relations and Diplomacy
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	36 semester credits The 36 credits in this program are equivalent to 72 credits in the European Credit Transfer System . Students must successfully complete the 12 courses in this program; each course is three semester credits.
Duration:	12 months <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 15 months to complete the program.</i>
Dual degree program with University of Roehampton	This program is approved for the dual degree program at the University of Roehampton. Required courses for the dual degree are noted with a "◆" next to the course number.

Program Outcomes

Graduates of this program will be able to:

- Demonstrate working knowledge of several subfields of the discipline.
- Utilize strong research skills.
- Critically analyze international events and issues.
- Apply theories of international relations to the practice of international affairs.
- Demonstrate effective written, oral, and online communication skills.
- Develop the requisite skills to seek employment relevant to the field.

Required Program Courses

Courses are in alphabetical order by course code. Credits listed are for the individual course. Please see the section in this catalog entitled Course Descriptions for the course description and other course information.

IR 511 ♦	Current Issues in International Relations: Theories (3 semester credits)
BA 589 ♦	Methods of Research and Analysis (3 semester credits)
IR 501 ♦	Diplomacy Workshop: Practical and Historical (3 semester credits)
IR 505	Relations & Diplomacy Workshop (3 semester credits)
IR 538 ♦	Media Communication Strategies (3 semester credits)
IR 542 ♦	International Organizations (3 semester credits)
IR 544 ♦	Conflict and Peace Strategies (3 semester credits)
IR 545 ♦	International Economic Problems (3 semester credits)
IR 546 ♦	International Law (3 semester credits) (3 semester credits)
IR 550	Economic Influences on International Business (3 semester credits)
IR 571 ♦	Human Rights (3 semester credits)
IR 581 ♦	Advanced Topics in International Relations (3 semester credits)

♦ This course is required for University of Roehampton dual-degree seekers.

Typical Course Sequence

Graduate students may take any course in any sequence provided that if there is a prerequisite identified, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared for entry level positions or professional advancement in the global marketplace.

Sustainability , Master of Science (MS)

The Master of Science in Sustainability degree is a program that focuses on participants learning from a highly interdisciplinary perspective, including topics such as sustainable development on a global scale, global inequality, environmental policy, ecology, land, city and urban planning, economics, natural resources and materials, ethics, etc. As Schiller students, you will also acquire intercultural speaking and effective multicultural communication skills, critical thinking and problem-solving skills, and leadership and global citizenship to lead the change towards an ethical and sustainable world.

Overview

Campus:	Madrid, Paris
Delivery Formats:	Residential, Hybrid,
Language of Instruction:	English
Credential awarded:	Master of Science in Sustainability
Intakes/Start dates:	Multiple starts per year, please check with Admissions.
Required Credits:	45 semester credits The 45 credits in this program are equivalent to 90 credits in the European Credit Transfer System . Students must successfully complete the 15 courses in this program; each course is three semester credits.
Duration:	15 months <i>The average academic school year is 10 months; students take one three credit course per month and complete 30 credits per year. Students who interrupt their studies will require more than 15 months to complete the program.</i>
Dual degree program with University of Roehampton	At the time of this catalog publication, this program has not been approved for the dual degree program at the University of Roehampton.

Program Outcomes

Graduates of the Master's Degree in Sustainability will be able to demonstrate the following:

- Evaluate the impact business activity has in society
- Apply general professional skills and practices in organizations integrating sustainability in the strategy
- The ability to develop networks and establish alliances with other agents inside and outside the workplace to work together enhancing sustainability
- Build and implement solutions to global challenges considering the triple bottom line: people, profit, and planet

Required Program Courses

Courses are in alphabetical order by course code.

<u>Course Code</u>	<u>Course Name (semester credits)</u>
SU 545	Corporate Governance (3 semester credits)
SU 555	Economic Dimension (3 semester credits)
SU 565	Environmental Dimension (3 semester credits)
SU 530	Global Challenges (3 semester credits)
SU 502	International Institutions (3 semester credits)
SU 590	Internship (3 semester credits)
SU 510	Introduction to Sustainability (3 semester credits)
SU 520	New Business Models (3 semester credits)
SU 560	Project Management on Sustainability (3 semester credits)
SU 535	Reporting and Communication (3 semester credits)
SU 562	Social Dimension (3 semester credits)
SU 570	Sustainability Management (3 semester credits)
SU 550	Sustainable Finance and Investment (3 semester credits)
SU 599	Sustainability Applied Project (3 semester credits)
SU 522	Technology for Sustainability (3 semester credits)

Please see the section in this catalog entitled Course Descriptions for the information related to the course such as description and prerequisites, if any.

Typical Course Sequence

Graduate students may take any course in any sequence provided that if there is a prerequisite identified, the prerequisite(s) must be met before a student may enroll in that course.

Graduate Outcomes

Graduates of this program will be prepared for entry level positions or professional advancement in the global marketplace.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (NON CREDIT)

English for Speakers of Other Languages (ESOL) Courses - Tampa Campus Only

Schiller International University offers English for Speakers of Other Languages (ESOL) courses on-line or focused in-class formats. The ESOL courses consists of three progressive levels:

Beginner English for Speakers of Other Languages (ESOL 30 and ESOL 35)

Intermediate English for Speakers of Other Languages (ESOL 40 and 45)

Advanced English for Speakers of Other Languages (ESOL 50, ESOL 55, ESOL 60, and ESOL 65)

Schiller International University offers instructor-led lectures, instructor-led labs, computer-based materials, and project-based learning sessions. This method allows students to learn English and reach their goals more efficiently.

Program Objectives

At completion of the program, the graduate will possess the knowledge and skill to:

- Enhance opportunities to further education and job opportunities.
- Enhance their ability to introduce and describe in writing themselves, others, and occupations.
- Demonstrate the ability to speak, listen and understand advanced oral language.
- Able to listen and comprehend advanced English.
- Able to write short essays.
- Understand cultural differences.

These are stand-alone courses and are not part of the University curriculum. Students who successfully pass the courses may use these courses to establish proof of English proficiency for entry into one of the University's degree programs. Completion of ESOL 60 is required for entry into a baccalaureate level program; completion of ESOL 65 is required for entry into a graduate level program.

Program Outcomes

At completion of the program, the graduate will possess the knowledge and skill to:

- Enhance opportunities to further education and job opportunities.
- Enhance their ability to introduce and describe in writing themselves, others, and occupations.
- Demonstrate the ability to speak, listen and understand advanced oral language.
- Able to listen and comprehend advanced English.
- Able to write short essays.
- Understand cultural differences.

Admission Requirements

An application for admission for the English as a Second Language program must include the following in order to be considered:

- Placement test fee of US \$50 for students seeking admission to the Florida/Online Campus
- High School Diploma, or Official High School transcript indicating date of graduation, or official GED transcript for US citizen/legal resident students.
- Proof of completion of secondary education for students educated outside of the United States or the American educational system.
- Signed enrollment agreement.
- Copy of official ID or passport (Visa Students).
- Verification in the form of a bank document from the student, parent, or sponsoring legal guardian that there are sufficient funds to cover the costs of the non-credit program.
- Proof of payment no later than the first day of class. Initial deposit amount must be made prior to entering the US and the remaining is due by no later than the first day of class.

Semester 1

ESOL 30	ESOL – Intro 1	45 hours
ESOL 35	ESOL Beginning 2	45 hours
ESOL 40	Intermediate ESOL 1	45 hours
ESOL 45	Intermediate ESOL 2	45 hours
Total		180 hours

Semester 2

ESOL 50	Advanced ESOL 1	45 hours
ESOL 55	Advanced ESOL 2	45 hours
ESOL 60	Advanced ESOL 3	45 hours
ESOL 65	Advanced ESOL 4	45 hours
Total		180 hours

Course Descriptions for Non-credit English as a Second Language

ESOL 30 ESOL - Intro 1

Hours: 45

This course builds English fluency across all areas for adult speakers of English through an integration of meaningful listening, speaking, reading, writing, grammar and vocabulary activities grounded in engaging content from National Geographic and TED. Learners will be able to communicate confidently in social, professional, and academic settings. **Prerequisite:** None

ESOL 35 ESOL Beginning 2

Hours: 45

This course builds English fluency across all areas for adult speakers of English through an integration of meaningful listening, speaking, reading, writing, grammar and vocabulary activities grounded in engaging content from National Geographic and TED. Learners will be able to communicate confidently in social,

professional, and academic settings. **Prerequisite:** To attend this course, learners should have a C+ or better in ESOL 30 or placement test results for this level.

ESOL 40 Intermediate ESOL 1 Hours: 45

This course builds English fluency across all areas for adult speakers of English through an integration of meaningful listening, speaking, reading, writing, grammar and vocabulary activities grounded in engaging content from National Geographic and TED. Learners will be able to communicate confidently in social, professional, and academic settings. **Prerequisite:** To attend this course, learners should have a C+ or better in ESOL 35 or placement test results for this level.

ESOL 45 Intermediate ESOL 2 Hours: 45

This course builds English fluency across all areas for adult speakers of English through an integration of meaningful listening, speaking, reading, writing, grammar and vocabulary activities grounded in engaging content from National Geographic and TED. Learners will be able to communicate confidently in social, professional, and academic settings. **Prerequisite:** To attend this course, learners should have a C+ or better in ESOL 40 or placement test results for this level.

ESOL 50 Advanced ESOL 1 Hours: 45

This course provides learners with the communication skills necessary to identify pros and cons, express and support opinions, and persuade an audience. Emphasizes utilization of past tenses, time expressions, paraphrasing, and communicating confidently. **Prerequisite:** Successful completion of ESOL 45 or placement test results for this level.

ESOL 55 Advanced ESOL 2 Hours: 45

This course provides learners with the communication skills necessary to determine a speaker's attitude, detect uncertainty, and make inferences. Emphasizes utilization of the passive voice, utilizing phrasal verbs and figurative language, and presenting from an outline. **Prerequisite:** Successful completion of ESOL 50 or placement test results for this level.

ESOL 60 Advanced ESOL 3 Hours: 45

This course provides learners with the communication skills necessary to express opinions, make counterarguments and refute ideas or theories. Emphasizes utilization of dynamic and stative passive, expressing possibilities in the past, present and predictions in the future. **Prerequisite:** Successful completion of ESOL 55 or placement test results for this level.

ESOL 65 Advanced ESOL 4 Hours: 45

This course provides learners with the communication skills necessary to write emails for formal communication, thesis statements and conclusions, and expository and persuasive essays. Emphasizes utilization of visual aids, tag questions, intonation, pausing and emphasis in presentations. **Prerequisite:** Successful completion of ESOL 60 or placement test results for this level.

UNIVERSITY OF ROEHAMPTON DUAL DEGREE

For Validation Only

University of Roehampton Agreement

Schiller International University and the University of Roehampton (UoR) in London have signed an agreement where students will study for a degree awarded by Roehampton alongside their Schiller degree and receive two separate qualifications. Students will be enrolled in both Schiller International University and the University of Roehampton (UoR) in London at the same time.

Over a four-year period for undergraduate students or a one year for postgraduate programs, undergraduate students will achieve two degrees, one from Schiller International University and one from The University of Roehampton, delivered by Schiller. Restrictions apply to the number of online courses and on-campus courses a student can take as part of their degree program while maintaining eligibility for the second degree awarded by the University of Roehampton. For both undergraduate and graduate level students, 25% of the courses required for the University of Roehampton degree can be taken online. For undergraduates this is a maximum of seven (7) courses and for graduates a maximum of three (3) courses.

Students' courses will include several credits which will count towards both degrees, in addition to a number that are specific to either their Schiller, or their Roehampton qualification, including a thesis. All teaching and the Thesis will be carried out by Schiller's academics.

Undergraduate Programs

To obtain the UoR award, a thesis is required. The thesis is a substantial piece of written work. The thesis must be empirical research in one or several real organizations. This must be addressed by critically examining existing material and carrying out a relevant literature review which informs the research questions/ hypotheses of the primary research. The primary research methodology may involve surveys, face-to-face, in-depth interviews, semi-structured interviews, focus groups or any combination. It can be started once the students have completed 20 Schiller courses or 60 credits.

BSc (Honors) in Global Business – Roehampton –90 credits required

Course Code	Course Name	Credits
ACG 2001	Accounting I	3
ACG 2011	Accounting II	3
MA 172	Applied Mathematics	3
BA 384	Behavioral Aspects	3

BA 370	Business Communication	3
BA 341	Business Finance	3
CA 497	Capstone	3
MGF 1107	College Mathematics	3
EN 200	Cross-Cultural Communication	3
EN 112	English: Research and Writing	3
BA 469	Entrepreneurship and New Ventures	3
BA 401	Human Resources Management	3
GEB 1350	Introduction to International Business	3
IR 221	Introduction to International Relations	3
BA 369	Introduction to Sustainable Development	3
BA 439	International Business Policy	3
BA 322	International Marketing	3
BA 427	Marketing Management	3
BA 437	Multinational Enterprise	3
PSY 376	Organizational Psychology	3
BA 261	Principles of Business Law	3
MAR 2011	Principles of Marketing	3
ECO 2013	Principles of Microeconomics	3
ECO 2023	Principles of Macroeconomics	3
BA 374	Statistics	3
BA 599	Thesis	15

BSc (Honors) in International Hospitality and Tourism Management – Roehampton – 90 credits required

Course Code	Course Name	Credits
ACG 2001	Accounting I	3
ACG 2011	Accounting II	3
MA 172	Applied Mathematics	3
BA 370	Business Communication	3
BA 341	Business Finance	3
CA 497	Capstone	3
MGF 1107	College Mathematics	3
HM 423	Convention & Event Management	3
EN 200	Cross-Cultural Communication	3
EN 112	English: Research and Writing	3
BA 469	Entrepreneurship and New Ventures	3
HM 210	Food & Beverage Management	3
HM 187	Front Office Management	3
BA 401	Human Resources Management	3

BA 439	International Business Policy	3
BA 322	International Marketing	3
GEB 1350	Introduction to International Business	3
IR 221	Introduction to International Relations	3
BA 369	Introduction to Sustainable Development	3
HM 103	Introduction to Tourism & Hospitality	3
HM 451	Leadership & Management in Hospitality & Tourism	3
MAR 2011	Principles of Marketing	3
ECO 2013	Principles of Microeconomics	3
ECO 2023	Principles of Macroeconomics	3
BA 374	Statistics	3
BA 599	Thesis	15

BA (Honors) in International Relations and Diplomacy

<u>Course Code</u>	<u>Course Name</u>	<u>Credits</u>
IR 335	American Foreign Policy	3
CA 497	Capstone	3
MGF 1107	College Mathematics	3
IR 341	Concepts of International Relations	3
EN 200	Cross-Cultural Communication	3
EC 457	Economics of Developing Countries	3
EN 112	English: Research and Writing	3
IR 470	International Economic Policies & Institutions	3
IR 356	International Relations of the Pacific Rim Region	3
GEB 1350	Introduction to International Business	3
IR 221	Introduction to International Relations	3
PS 221	Introduction to Political Science	3
IR 331	Modern Diplomacy	3
EC 454	Monetary Theory and Comparative Banking Systems	3
IR 450	Practical Diplomacy	3
BA 261	Principles of Business Law	3
ECO 2013	Principles of Microeconomics	3
ECO 2023	Principles of Macroeconomics	3
EC 452	Resources and the Environment	3
IR 481	Selected Topics in International Relations	3
BA 374	Statistics	3
IR 456	The European Union	3
IR 353	The Political Economy of North-South Relations	3
PS 370	The US Political System	3

BA 599	Thesis	15
IR 370	Writing for Foreign Affairs	3

Graduate Programs

To obtain the UoR award a thesis is required. The thesis is a substantial piece of written work. The thesis must provide a clear link to important and interesting business, strategic, managerial, and economic applications. A range of approaches may be adopted, like a business plan, the analysis of a current situation or problem faced by the company where the student is working or doing a placement, or a research paper. The thesis can be started after having taken BA 589. In addition, three programs, the MBA Masters in Business, MIM Master of International Management, and the MA Master in International Relations and Diplomacy, require three additional courses that are not in the Schiller programs and must be taken to be eligible to receive the degree award from the University of Roehampton.

MBA, Business Administration

Any of the following three curriculums lead to the Roehampton MBA Award.

Additional coursework must be taken to earn the University of Roehampton (UoR) MBA Business Administration degree. For those eligible to receive US Title IV Financial Aid, financial aid does not cover these three courses.

BA523 Marketing Management
BA541 International Corporate Finance
IR545 International Economic Problems

Option 1 – 45 credits

Course Code	Course Name	Credits
BA 510	Business Economics	3
BA 542	Comprehensive Business Management Seminar	3
BA 544	Human Resources Management	3
BA 522	International Marketing	3
BA 560	International Business Law	3
IT 500	Management Information Systems	3
BA 512	Managerial Accounting	3
BA 515	Managerial Finance	3
BA 589	Methods of Research and Analysis	3
BA 529	Multinational Business Management	3
BA 599	Thesis	15

Option 2 – 45 credits

Course Code	Course Name	Credits
BA 544	Human Resources Management	3
BA 560	International Business Law	3
BA 522	International Marketing	3
BA 512	Managerial Accounting	3
BA 515	Managerial Finance	3
IT 500	Management Information Systems	3
BA 523	Marketing Management	3
BA 589	Methods of Research and Analysis	3
BA 529	Multinational Business Management	3
BA 599	Thesis	15
HM 541	Tourism Planning and Marketing	3

Option 3 – 45 credits

Course Code	Course Name	Credits
BA 542	Comprehensive Business Management Seminar	3
BA 544	Human Resources Management	3
IT 530	Information Technology Project Management	3
IT 576	Information Technology Applications in Business	3
BA 522	International Marketing	3
IT 500	Management Information Systems	3
BA 512	Managerial Accounting	3
BA 515	Managerial Finance	3
BA 589	Methods of Research and Analysis	3
BA 529	Multinational Business Management	3
BA 599	Thesis	15

Master of International Management - 45 credits

Additional coursework must be taken to earn the University of Roehampton (UoR) MIM Master of International Management degree. For those eligible to receive US Title IV Financial Aid, financial aid does not cover these three courses.

BA523 Marketing Management

BA542 Comprehensive Business Management Seminar

IR545 International Economic Problems

Course Code	Course Name	Credits
BA 510	Business Economics	3
BA 513	Managerial and Financial Accounting	3
BA 515	Managerial Finance	3
BA 522	International Marketing	3
BA 529	Multinational Business Management	3
BA 544	Human Resources Management	3
BA 560	International Business Law	3
BA 575	Statistics	3
BA 589	Methods of Research and Analysis	3
BA 599	Thesis	15
IT 500	Management Information Systems	3

MA in International Relations and Diplomacy – 45 credits

Additional coursework must be taken to earn the University of Roehampton (UoR) MA International Relations and Diplomacy degree. For those eligible to receive US Title IV Financial Aid, financial aid does not cover these three courses.

IR 502 Workshop in Diplomacy: International Negotiation

IR 512 Current Issues in IR: Historical Context

IR 567 International Management of Resources

Course Code	Course Name	Credits
IR 581	Advanced Topics in International Relations	3
IR 544	Conflict and Peace Strategies	3
IR 511	Current Issues in International Relations: Theories	3
IR 501	Diplomacy Workshop: Practical and Historical	3
IR 571	Human Rights	3
IR 545	International Economic Problems	3
IR 546	International Law	3
IR 542	International Organizations	3
IR 538	Media Communication Strategies	3
BA 589	Methods of Research and Analysis	3
BA 599	Thesis	15

ADMISSIONS

Schiller International University does not discriminate in its admission policy based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, ability/disability, sexual orientation, gender identity and gender expression, genetic information, veteran status, or any other characteristic protected under the federal, state, or local law. Anyone wishing to attend Schiller can obtain the necessary application from the Office of Admissions or online at www.schiller.edu. (See "Immigration" section for additional requirements that may apply).

Campus Visits and Tours

Prospective students and their families are encouraged to visit the campuses. Guided tours are offered by appointment at the campus of interest. See campus contact information in this catalog and on the website www.schiller.edu.

Admissions Process

Prior to applying for admission, the University recommends that prospective students visit the campus and meet with a member of the Admissions Department. During this interview, the prospective student will take a tour, inspect equipment, and have an opportunity to ask any questions they may have. A visit, however, is not required for admission.

All students are required to meet with Admissions, either in-person or via video/audio call, to discuss the student's educational goals, answer questions about the school and program, discuss enrollment requirements, and receive a copy of the University Catalog.

To apply, the prospective student must submit an Application for Admission and pay the application fee. Once the application requirements are met and documentation is submitted, the Admissions Committee reviews the application. Upon completion of the review, the student is provided written notice (via email) of the student's acceptance or rejection.

The University's decision to reject a student cannot be appealed.

Undergraduate Enrollment Requirements

An application for admission as an undergraduate must include the following to be considered:

- Application fee (see tuition and fees section)
- An Official High School transcript indicating date of graduation, or official GED transcript for US

citizen/legal resident students

- Proof of completion of secondary education for students educated outside of the United States or the American educational system. Examples may include the Abitur, Selectividad, Baccalauréat, International Baccalaureate (IB), A-level exam results from the UK Education System with a minimum UCAS tariff of 64 or 2 subjects completed with a grade of "C" or higher
- Proof of English proficiency for students who are not native English speakers or did not complete their secondary education exclusively in the English language (see "Evidence of English Fluency" for further details)
- Signed Enrollment Agreement
- Copy of official ID or passport (students attending on a Visa)
- Achieve a satisfactory score on the online readiness assessment

University of Roehampton Undergraduate Admission Requirements

In addition to the scores accepted by Schiller to evidence fluency in English, the University of Roehampton also accepts the following:

- GCSE and O Level Grade of C.
- A Pass in Level 2 Functional Skills.
- A Pass in the Key Skills Level 2 in Communication.
- Equivalency Testing grade of C.
- Pearson Test of English score of 51 with no less than 51 in any band.

Graduate Enrollment Requirements

An application for admission as a graduate student must include the following to be considered:

- Application fee (see tuition and fees section)
- Official transcripts from the institution that awarded a bachelor's degree or its equivalent. The student will arrange to have an evaluation of their foreign transcript (non-US recognized degree) by American Association of Collegiate Registrars and Admissions Officers (AACRAO)'s International Education Services, or a member of Association of International Credential Evaluators (AICE), or National Association of Credential Evaluation Services (NACES), prior to the evaluation and award. The cost of the foreign transcript evaluation will be paid by the student.
- Proof of English proficiency for students who are not native English speakers, did not complete their post-secondary education exclusively in the English language, or did not complete at least 24 academic credits in a university level program taught in English (See "Evidence of English Fluency" for further details)
- Signed enrollment agreement
- Copy of official ID or passport (students attending on a Visa)
- Achieve a satisfactory score on the online readiness assessment

Additional Admissions requirements for Master of Arts in International Relations and Diplomacy

Students interested in pursuing the *Master of Arts in International Relations and Diplomacy* must hold a bachelor's degree or its equivalent with a major concentration in either Political Science or International Relations and Diplomacy, with one year of undergraduate economics (micro and macroeconomics) and a minimum of an intermediate level of one foreign language is required. Students who lack one year of undergraduate economics courses will be required to complete EC 500 at Schiller International University before they can take IR 545. Students who lack the intermedial level of one foreign language will be required to complete at least two (2) additional undergraduate courses in a foreign language.

Additional Admissions requirements for MBA, Business Administration and International Business

Students interested in pursuing the MBA in Business Administration or the MBA in International Business must hold a bachelor's degree or its equivalent with a major concentration in a Business related field, with one year of undergraduate accounting. Students who have not completed two undergraduate accounting courses must complete BA 513.

University of Roehampton Graduate Program Admission Requirements

Apart from the scores accepted by Schiller to evidence fluency in English, the University of Roehampton also accepts the following:

- GCSE grade C.
- Level 2 Functional Skills (English) with a pass grade.
- Key Skills Level 2 in Communication with a pass grade.
- LCCIEB, EFB or EFC with a second grade.
- NEAB, UETESOL with a pass grade.
- TEEP at 6.5.
- English Equivalency Test grade of C.
- Warwick English Language Test.
- Pearson Test of English: 59 overall with no less than 51 in any individual band.

Proof of High School Graduation (Secondary Education) or GED

Applicants are required to submit academic transcripts from their high school of graduation, or evidence of having successfully completed the General Education Development (GED) test. Official High School transcripts are those that are received by Schiller that do not state "released to student" or any wording thereof expressing that the transcript was released to the student. Acceptable proof of High School completion must be received prior to the first day of class.

Official copies of equivalent documents that demonstrate proof of completion of secondary education may be considered for acceptance. Examples include the Abitur, Selectividad, Baccalauréat, International Baccalaureate (IB), and A-level exam results from the UK Education System with a minimum of 2 subjects completed with a grade of “C” or higher.

For non-US citizen/legal resident applicants who cannot provide acceptable proof of completion of secondary education requirements, the student must arrange to have the official documents evaluated by American Association of Collegiate Registrars and Admissions Officers (AACRAO)’s International Education Services, or a member of Association of International Credential Evaluators (AICE), or National Association of Credential Evaluation Services (NACES) prior to the evaluation and award. The cost of the foreign transcript evaluation will be paid by the student.

Students being admitted to the Tampa Campus with a foreign high school transcript must arrange to have a translation of their foreign transcript (non-US recognized) by American Association of Collegiate Registrars and Admissions Officers (AACRAO)’s International Education Services, or a member of Association of International Credential Evaluators (AICE), or National Association of Credential Evaluation Services (NACES) prior to the evaluation and award. The cost of the foreign transcript evaluation will be paid by the student.

Evidence of English Fluency

This requirement can be satisfied by providing official documentation of scores achieved for one of the following English language proficiency examinations. Schiller International University must receive the official scores via the Admissions Office. Tests must be less than two years old from the date of enrollment. Minimum scores accepted are noted below.

- TOEFL (Test of English as a Foreign Language) IBT – Internet version
 - minimum score of 80 for undergraduate admission
 - minimum score of 89 for graduate admission. Schiller TOEFL number is 0835.
- TOEIC (Test of English for International Communication)
 - minimum score of 650 for undergraduate admission
 - minimum score of 700 for graduate admission
- IELTS (International English Language Testing System)
 - minimum score of 6.0 for undergraduate admission
 - minimum score of 6.5 for graduate admission.
- Cambridge FCE (First Certificate in English) - *Cambridge Advanced (CAE) or Proficiency (CPE) preferred*
 - grade of “B” (B2 level) or higher
- Duolingo English Exam
 - minimum score of 95 for undergraduate admission
 - minimum score of 105 for graduate admission.

- APTIS (British Council)
 - Level B2 for undergraduate and graduate admission
- Cambridge Linguaskills English
 - minimum B2 on all sections of the test for undergraduate admission
 - minimum C1 on all sections of the test for graduate admission.
- Tampa Language Center
 - successful completion of a Level 6 program for undergraduate admission
- Open Hearts Language Academy
 - Advanced Level 2 for undergraduate admission
- Pearson English Test, Global Scale of English (GSE)
 - Minimum GSE score of 59 for undergraduate admission
 - Minimum GSE score of 76 for graduate admission

This requirement may be waived for students who have graduated from a secondary or postsecondary (associates/bachelor's) degree where English is the language of instruction or the country's official language is English.

Auditing Courses

A student who wishes to attend classes without receiving credit will be classified as an audit student. An audit student must file an application for admission and pay the application fee and the applicable tuition and fees for the respective course. Applications can be obtained from the Office of Admissions.

An audit student is expected to attend class regularly and participate in class activities. Audit courses are not eligible for conversion to credit after the course has begun.

Requirements for Re-admission

Students considered to be a "drop/dismissal/withdrawal" must be formally re-admitted to the University. Re-admitted students will be subject to the requirements set forth in the current catalog at the time of readmission, including enrollment into the current program version. All students must complete an updated Enrollment Agreement along with all required documentation.

A student who has been dismissed for failing to meet Satisfactory Academic Progress (SAP) may petition the SAP Appeals Committee for re-admission to the University. Readmission after dismissal and with approval of the SAP Appeals Committee is conditional on the student having an approved academic plan and continued adherence to their plan. A student may be denied re-admission in the event they will be unable to achieve the

programmatic GPA and/or meet the SAP completion requirements. See the Satisfactory Academic Progress section for additional information of the SAP process.

Immigration

Separate from the admissions process is the process of immigration for international students who wish to attend the Tampa campus in the United States or one of the campuses in the European Union. All applicants who are granted a student visa to attend Schiller must commit to an enrollment of at least two academic semesters (eight months) of continuous enrollment at the campus of original enrollment (where the Visa is granted). The immigration policies for the United States, France, Germany and Spain are, as follows:

United States - Non-US Citizen/Legal Resident Students Seeking Admission

Schiller International University is authorized under the law to enroll non-immigrant alien students. For non-domestic students, a student must have a valid student visa, if applicable. Schiller is required to have official documentation that certifies that the applicant has completed the equivalent of an American High School education and is prepared to undertake university-level work in English.

Although there is no application deadline, Schiller strongly advises applicants who require visas to apply at least four (4) months before the beginning of the term for which they wish to enroll. All students applying for admission in the US must provide a US\$50 application fee. European campuses must provide a €50 (Euros) application fee. Non-Domestic students (campus specific) are also subject to a courier fee for processing and delivery of student visa documentation. The rules and regulations for student visas are subject to change without notice, so it is important that all applicants review these for current information. Immigration authorities may require an applicant to pay tuition fees in advance for two semesters, as well as show proof of financial support for one year. These requirements will vary by country.

For international students seeking to study at the Tampa campus the following will be required: (applicable to all students who do not have a US passport, US Permanent Residency, or lawful legal status)

- Verification in the form of a bank document from the student, parent, or sponsoring legal guardian that there are sufficient funds to cover the costs of one academic year of full-time study
- Proof of payment of one semester tuition and fees by no later than the first day of class. Initial deposit amount must be made prior to entering the US and the remaining is due by no later than the first day of class
- Proof of English proficiency for students who are not native English speakers, did not complete their post-secondary education exclusively in the English language, or did not complete at least 24 academic credits in a university level program taught in English (See "Evidence of English Fluency" for further details)
- Proof of prior studies as required and applicable by the degree level
- Form I-20 issued to the student by the authorized official at the Tampa campus

- Proof of a valid Passport indicating the appropriate valid student visa
- Letter of acceptance to study at the Tampa campus

Germany

International students that require a student visa prior to arriving in Germany must apply at a German consulate or embassy. The processing time for student visas to Germany can be at least four to six months. Students may be charged a courier fee for processing and delivery of student visa documents.

For international students seeking to study at the Heidelberg, Germany campus, the following will be required to satisfy German Immigration regulations (applicable to all students who do not have a passport from an E.U. member country):

- Proof of payment of one semester tuition and fees by no later than the first day of class. Initial deposit amount must be made prior to entering Germany and the remaining is due by no later than the first day of class
- Proof of English proficiency for students who are not native English speakers, did not complete their post-secondary education exclusively in the English language, or did not complete at least 24 academic credits in a university level program taught in English. (See "Evidence of English Fluency" for further details) "Zulassungsbescheinigung" (confirmation of studies) which is issued by the admissions office at the Heidelberg campus
- Travel health insurance that is valid for a minimum of 90 days
- Proof of a valid Passport indicating the appropriate valid student visa
- 2 current passport photos
- Verification, in the form of a bank statement, from a local German bank that the student has sufficient funds to cover rent and living expenses for one calendar year. The German government has stipulated €861 Euros per month, or €10,332 Euros per year as sufficient to cover rent and living expenses. Students originating from Africa, the Middle East, South and Central America, Asia, and Eastern Europe can meet this requirement by establishing a blocked account with a German bank such as Deutsche Bank
- US citizens and legal resident students can enter Germany without establishing a blocked account but must provide verification they have sufficient funds as stipulated by the German government within 90 days of arrival.

Spain

For international students seeking to study at the Madrid, Spain campus, the following will be required to satisfy Spanish Immigration regulations (applicable to all students who do not have a passport from an E.U. member country):

- All non-EU students must apply for a student visa at the Spanish Consulate in their home country prior

to arrival. Be sure to contact the consulate that has jurisdiction over your place of residence for details. Please note that a tourist visa is valid for only 90 days and is not convertible to a student visa on arrival, it is not suitable for study in Spain and processing time for Spanish visas can take up to 3 months

- A criminal background check, translated, and with an apostille of The Hague is required. Obtaining this document can take several weeks, please take this into consideration and apply for these documents in a timely manner. Please contact the Madrid Admissions Office for detailed information of any additional requirements
- Proof of payment of one semester tuition and fees by no later than the first day of class. Initial deposit amount must be made prior to entering Spain and the remaining is due by no later than the first day of class
- Proof of English proficiency for students who are not native English speakers, did not complete their post-secondary education exclusively in the English language, or did not complete at least 24 academic credits in a university level program taught in English. (See "Evidence of English Fluency" for further details)
- Students will need to provide an acceptance letter, proof of financial means, and proof of health insurance. Please contact the Madrid Admissions Office for detailed information of requirements
- Proof of prior studies as required and applicable by the degree level
- All international students must have health insurance to cover them during their stay in Spain prior to arrival. Students must check their personal insurance to ensure that it covers Spain's minimum requirements for a long-term student visa. If your current insurance does not meet the requirements an alternative insurance must be obtained

On arrival in Spain, students must apply for a Spanish Student Resident's card at the local Police. The Madrid campus provides support and information on this process, but students are responsible for presenting the required papers within the timeframe stated on their student visa.

France

For international students seeking to study at the Paris, France campus, the following will be required to satisfy French Immigration regulations (applicable to all students who do not have a passport from an EU member country):

- International students that require a student visa prior to arriving in France must first set up an online account through <https://www.campusfrance.org/en/the-different-types-of-visas>. Only once the student receives confirmation from Campus France can they make an appointment with the French consulate or embassy. The processing time for student visas to France varies between 1-4 months. Students may be charged a courier fee for processing and delivery of student visa documents
- Verification in the form of a bank document from the student, parent, or sponsoring legal guardian that there are sufficient funds to cover the costs of one academic year of full-time study
- Proof of English proficiency for students who are not native English speakers, did not complete their post-secondary education exclusively in the English language, or did not complete at least 24 academic credits in a university level program taught in English. (See "Evidence of English Fluency" for further details)

- Proof of payment of one semester tuition and fees by no later than the first day of class. Initial deposit amount must be made prior to entering France and the remaining is due by no later than the first day of class.
- Certificat d'inscription (confirmation of admission) which is issued by the admissions office at the Paris campus
- Proof of a valid Passport indicating the appropriate valid student visa
- Letter of acceptance to study at the Paris campus.

Transfer Credit

Intercampus Transfer

Domestic or international students wishing to transfer to another Schiller campus must complete an Intercampus Transfer (ICT) form prior to the semester when they plan to attend a different campus. Transfers are normally approved if the program and courses are offered at the location of interest. The student must be in good academic standing, have no outstanding financial obligations with the campus, and have an approved legal status to study in the respective country. Transfers cannot occur in the middle of a student's term (during a particular 4-month semester) or if a student's required course would not be available at the destination campus in the first month when the student plans to transfer.

Prior Coursework

Schiller International University shall evaluate and consider awarding proper academic credit for credits earned only at institutions that are either accredited by agencies recognized by the United States Department of Education, or for international-based institutions, recognized by the respective government as institutions of higher education. The student must arrange to have a translation of their foreign transcript (non-US recognized degree) by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) International Education Services, or a member of Association of International Credential Evaluators (AICE), or National Association of Credential Evaluation Services (NACES) prior to the evaluation and award. The University, at its discretion, reserves the right to require an external transcript evaluation prior to the evaluation and award of any candidate. The student is responsible for any costs related to external transcript evaluations. Acceptance of transfer credit based on a transcript evaluation is subject to final approval of the Dean and is then sent to the Office of the Registrar. Official Standardized European University credits (ECTS) will be converted at 1 US credit = 2 ECTS credits unless otherwise indicated on the transcript.

Transfer credit may be granted for undergraduate and graduate work completed with a grade of "C" (or equivalent) or above, provided it is applicable to Schiller's degree program requirements. The total number of transfer credits from other post-secondary institutions are listed on the student's permanent record. However, only grades in courses taken at Schiller are used to compute the cumulative grade point average (CGPA).

Official transcripts from post-secondary institutions for potential transfer credit must be received by the first of day class. Transfer Credits will be considered for courses taken within 10 years, unless an exception is granted after the evaluation of the course subject matter.

Schiller International University does not offer credits for Experiential Learning.

To support the review for possible transfer credit, students should also submit a detailed course syllabus for each course to be considered. Course syllabi can be submitted as an attached file or a live web link to SIUsyllabi@schiller.edu.

Transcript Requirements

"*Official*" transcripts are those that are marked "official" by the institution that issued the transcript. Official transcripts or E-Official Transcripts can be sent by the institution that issued the transcript or submitted in an envelope sealed by the institution.

"*Original*" transcripts/diplomas are those that are given to the student directly by the institution that issued the transcript/diploma and may be accepted if they are retained in the student's file by Schiller International University.

"*Certified Copy*" of an original transcript is issued by a notary, embassy, or consulate upon presenting the original transcripts and paying a certification fee. Certified copies of the original are acceptable if official transcripts cannot be issued, or the student does not want to relinquish the original transcript.

CLEP, DSST, and Other Accepted Examinations

The University will accept official passing College-Level Examination Program (CLEP) or DSST (formerly DANTES), Advanced Placement (AP), DELF for French, DELE for Spanish, and Test DAF for Germany examinations, results completed within the last ten (10) years for undergraduate course work only and prior to starting school. In addition, the University may accept credits for students that fluently speak a language offered at the University or fluently speaks several Languages based on proof of their ability and the proof must be evaluated by the Provost or designee to determine acceptance.

College Credit for Military Service

Schiller International University uses the ACE Guide in evaluating military training and experience. Students who have at least one year of active military service may be awarded ACE- recommended college-level credit.

Students must submit an original copy of their military transcript or DD214 or Community College of the Air Force Transcript (CCAFT) for review. Contact the Joint Services Transcripts (JST) office to have your military

transcripts sent to the Schiller Office of Admissions for evaluation. Reduced academic residency requirements (25% maximum for degree programs) apply. Refer to the section on CLEP and DSST for additional details.

Evaluation of Credits of Military Service Members

The Registrar serves as the primary point of contact for military service members seeking information about evaluation of credits. All current and former Military Service Members must provide official transcripts for evaluation.

Undergraduate Maximum Transfer Credits

Students must complete at least 25% of the credits for their degree program at Schiller. The maximum transfer credits must be appropriately documented, and the University approved of the total program requirements.

Graduate Maximum Transfer Credits

Students must complete at least 50% of the credits for their degree program at Schiller. The maximum transfer credits must be appropriately documented and approved by the University. Individual academic programs may set additional limits on transfer credits.

ACADEMIC SUPPORT SERVICES AND STUDENT LIFE

Academic Support Services

The Schiller International University Student Services Department is committed to ensuring success at every level of a student's education. The department provides a variety of services including orientation, assistance in locating housing and health insurance providers, and providing local transportation information.

Student Services provides regular communication and calendars of events, while also advocating for student organizations, volunteerism, and much more.

In addition, Schiller has an active and growing Alumni Association, established to recognize, and applaud alumni around the world, as well as support current students.

Please refer to the website at www.schilleralumni.com for updates, announcements, and networking opportunities.

Career Guidance

Career advisors are knowledgeable about the unique employment information specific to their campus and their host country. The Student and Academic Career Services staff provide a variety of professional services to students, graduates, and alumni. These services include:

- Assist students to form the link between academia and business life and secure field-related internship sites for students.
- Coordinate professional development opportunities, networking events and career fairs.
- Organize Career Days with speakers on various areas of interest
- Host workshops on resume writing and job interview techniques
- Assist graduates and alumni with career planning and job searches.
- Maintain a database of Schiller alumni and their employers, assisting both advisors and students in locating employment opportunities in business, government, and the private sector in many nations.

Schiller International University will assist graduates as they seek entry level or advanced employment, however, the University does not imply, promise, or guarantee a job or any level of compensation upon completion of its bachelor's degree or master's degree.

E-Books

Schiller International University has transitioned from using print textbooks to an online eBook platform for all ground and distance learning students. The benefits are many, and include rich media content and interactivity, convenient access through a PC, laptop, tablet or smartphone, and portability. Students find them to be easy and enjoyable to use, and they help to enrich the learning experience. Once downloaded and registered with Vital Source, the student will have access to the e-book for a three (3 semester credits) year period, or more, depending on the publisher.

Physical books will not be available for purchase with the University unless a formal Student Accommodation has been approved. (Reference the “Services for Students with Disabilities” section).

Students can access their e-books while actively enrolled in a course. To ensure uninterrupted access to an e-book after completing a course, students must install the Vital Source download application on their devices, as outlined by Vital Source. Failure to complete this step will result in the student losing access to the e-book once the course is completed

Emergency and Suicide Concerns

Suicide and suicidal behaviors are a major concern for colleges and universities, and efforts are underway to introduce suicide prevention programming on many college and university campuses. Our campuses have information sheets summarizing the data available on suicidal thoughts, attempts, and deaths, and describing risk and protective factors that are common among college and university students.

If you have concerns about your safety or the safety of a student who may be at risk for suicide, harm to others, substance use, depression, or other significant mental health concerns:

Contact one of the following Administrative Personnel Members on your campus:

- Campus Director
- Dean
- Director of Admissions
- Student Services

If there is/may be a weapon involved, or an immediate life-threatening situation, contact 911 in the US or 112 in the European Campuses immediately.

Golden Key International Honor Society

Golden Key International Honor Society is the world's largest collegiate honor society. Membership into the Society is by invitation only and applies to the top 15% of university sophomores, juniors and seniors, as well as top-performing graduate students in all fields of study, based solely on their academic achievements.

As an international honor society with more than 400 chapters at colleges and universities around the world, Golden Key is committed to a high standard of scholastic achievement, and an ethos of integrity, innovation, respect, collaboration, and diversity.

With more than 2 million members, including honorary's like Desmond Tutu, Elie Wiesel and Bill Clinton, Golden Key carries an esteemed legacy of achievement. Members are a community with a linkage to widely respected individuals and ideals ... all part of the continuum of excellence.

Schiller students will be identified as potential Golden Key International Honor Society candidates by the campus Registrars. Invitations will then be sent from Golden Key directly. Please direct any questions to the Registrar's office at the respective campus.

Library Services

The Schiller International University Library Department, a division of the Schiller Student Experience Department, comprises four campus libraries located in Tampa, Madrid, Heidelberg, and Paris, as well as the extensive SIU Digital Library collection boasting over 500,000 digital resources. Both the digital and in-print collections are curated to align with the requirements of the undergraduate and graduate programs. The SIU Library Department maintains an organizational page within the Blackboard platform, accessible to all active students.

The Library plays a central role in the higher education experience. Digital Library provides resources for students to ensure that students have access to the resources necessary for course assignments and research. The University incorporates research and other projects that require Library usage in the individual courses. Therefore, the University requires all students to participate in a Library orientation session. Access to the Digital Library is available through the Blackboard platform and resources are available 24 hours a day/7 days per week.

The Global Digital Library serves the entire University and includes texts and periodicals; research journals and databases; standard works of reference; multi-media and/or electronic resources; electronic library resource technologies; and other resource materials necessary to adequately serve the student body.

The Global Digital Library is accessible 24 hours a day through the BlackBoard platform using a student login and password. The University Library participates in the Library and Information Resources Network (LIRN) consortium and provides a variety of academic digital resources for student and faculty use. The University Library is the gateway to research and digital resources with over 120 databases and online access to millions of peer-reviewed articles, full text journals, magazines, newspapers, eBooks, podcasts and audio/video resources from ProQuest, ProQuest EBook Central®, Skillsoft Books, Business Insights: Global, ABI/Inform® Global, and more, covering subjects and materials related to all Schiller academic programs.

Some of the databases provide access to multi-disciplinary content which is necessary to support the general education component of the Schiller academic degree programs. For example, the ProQuest EBook Central® offers 1.85 million e-books from 1,300+ leading publishers and covers all academic disciplines. Other databases provide Schiller students with access to business collections to support their program specific research and learning outcomes.

The SIU Digital Library/LIRN is available on or off campus with a campus username and password. Monthly webinars are created and distributed to the student body to further information literacy skills. In addition to the Global Digital Library, each Schiller International University campus maintains a physical library staffed by a professional librarian who is available to assist students. Each librarian also provides one-on-one research orientation to SIU students.

Insurance

Students are encouraged to maintain personal health and accident insurance through an employer or independent provider. The University does not provide any type of insurance coverage for students. European students attending Heidelberg and Madrid may register with the National Health Insurance department; however, all non-European students must have private health care. Students attending the Heidelberg campus are required to maintain health insurance from the date of their departure from their home residence to the date of their return to their home country. Paris campus students are advised that they can apply for private student health insurance, as AME, PGA, and AVI International. Students with a student Visa are strongly encouraged to maintain adequate Visa Insurance coverage while studying in the USA; however, there are no insurance requirements set forth by the US Department of State. Schiller International University is not responsible for students lost or stolen personal property. Students are encouraged to take out personal insurance to cover the loss of belongings.

Student Council

The Student Council is the student governing body at Schiller which advocates student rights and responsibilities at the University. Student Services and/or Campus Director work closely with the Student Council to provide the best possible guidance to our students.

Student Activities

Student activities are proposed and coordinated by the Student Council in conjunction with students, faculty, and/or Student Services, and paid for by student activity fees. The appropriation of student activity fees requires approval by the Campus Director. Student activities enable students to immerse themselves in the local culture and activities, participate in sporting programs, and travel on educational trips.

Tutoring

Students may request assistance for classes in which they are experiencing difficulty. In addition, the University offers 24/7 access to Tutor.com, which can be accessed through Blackboard at the SIU Digital Library Department page. Each student is entitled to 5 free hours per month for tutoring assistance at Tutor.com.

ACADEMIC POLICIES

Academic Class Standing

Students who have earned at least thirty (30) credits have achieved sophomore class standing. Students achieve junior class standing when they have earned at least sixty (60) credits. Students have attained senior class status when they have earned at least ninety (90) credits. *Financial Aid statuses differ, consult the Financial Aid Office for additional information on grade levels.*

Academic Integrity and Professional Conduct Policy

Honesty and integrity are essential to Schiller International University's academic standards to educate ethical, global students. Academic integrity is highly valued and expected. If a student uses the ideas or words of another without giving a proper citation, the student will be found responsible for committing plagiarism. Plagiarism is a serious example of academic dishonesty.

A violation of the academic honesty policy undermines the fundamental values inherent in Schiller's mission. Violations include but are not limited to the following:

- **Cheating:** intentionally using unauthorized material. Infringing on the academic rights of others. Copying and pasting discussion posts or other work without proper citation. Using technology to disseminate exam questions and answers. Resubmitting work completed in another course. Having another student or non-student perform a project, take an exam, take an entire course, or submit work as though he or she were the student.
- **Fabrication:** Intentional or unintentional invention or falsification.
- **Plagiarism:** Intentionally or unintentionally representing the words or ideas of another as one's own.
- **Facilitation:** Knowingly helping another to commit an act of academic dishonesty.

The risk of plagiarism can be avoided by clearly indicating the source of any major or unique idea or wording that one did not arrive at on one's own. Sources must be given regardless of whether the material is directly quoted or paraphrased. Faculty should take full advantage of the software Safe Assign, available at every online shell in Blackboard, to verify the similarity index of every assignment submitted by students.

Students who breach the policy will be subject to penalties:

- First offense: the student will receive a "zero" for the assignment with NO opportunity for making it up. The Dean and the Campus Registrar will be notified that the student has cheated in the course.
- Second offense: will result in receiving an "F" for the course and the student may be subject to disciplinary action including suspension or dismissal from the University.

There will be absolutely NO EXCEPTIONS to this policy.

Dean's List

Students named on the Dean's list have displayed a high level of academic performance during the preceding semester. Students are eligible for the Dean's List if they have earned a grade point average of at least 3.5 Cumulative Grade Point Average (CGPA) for Undergraduate Degrees, or at least 3.8 CGPA for Graduate Degrees, and have successfully completed all courses in the previous term for which they have registered.

Class Attendance Policy

Schiller International University is a non-attendance taking institution; however, students are expected to attend all scheduled lectures and any other required class sessions. Students must establish attendance by Wednesday (add/drop date) of the first week of class by completing the Certification and/or Introduction posts. Students who do not establish attendance by Wednesday of the first week of class will be administratively withdrawn from the University due to lack of attendance.

Extenuating/mitigating circumstances must be approved by the Campus Director. Additionally, Faculty members have no obligation to permit a student to complete work that was missed due to an absence. The nature of some classes may make it impossible to complete make-up work.

Class Size

The maximum class size is 35 students.

Course Changes

The University reserves the right to change instructor, classroom, or class time of any class. SIU may cancel any class if enrollment, personnel, or physical conditions demand such a cancellation.

Course Loads

Undergraduate Credit Hours

Undergraduate students must enroll in a minimum of 12 credit hours per semester to be considered a full-time student. Three-credit courses will maintain a minimum of 45 contact hours over the four-week course. Students may enroll in more than 12 credit hours a semester only with approval of the Dean of Faculty and/or Dean of Students according to the parameters listed as follows:

Undergraduate Course Load	Prior Semester GPA	Cumulative GPA
15 credits per semester	2.5 or higher	2.5 or higher
18 credits per semester	3.0 or higher	3.0 or higher
21 credits per semester	3.5 or higher	3.5 or higher

Graduate Credit Hours

Graduate students must enroll in a minimum of 12 credit hours per semester to be considered a full-time student. Three-credit courses will maintain a minimum of 45 contact hours over the four-week course. Students may enroll in more than 12 credit hours in a semester only with approval of the Dean of Faculty and/or Dean of Students, according to the parameters listed as follows:

Graduate Course Load	Prior Semester GPA	Cumulative GPA
15 credits per semester	3.25 or higher	3.25 or higher
18 credits per semester	3.5 or higher	3.5 or higher
21 credits per semester	3.75 or higher	3.75 or higher

Credit Hour Definition

Schiller International University offers each course in a one-month format and awards the semester credit hour for the successful completion of a course. One academic hour is defined as 50 minutes of instruction during a 60-minute period.

One semester credit hour is equivalent to the following hours of instruction

- 15 hours of Lecture (theory, didactic)
- 30 hours of Laboratory
- 45 hours of Practicum (internship/externship)

For example, a typical lecture course that is assessed three semester credit hours requires student to participate in 45 hours of instruction (15 hours X 3 credits).

In addition, for each one (1) credit hour of a lecture, students are expected to dedicate two (2) additional hours of outside course work.

Therefore, the typical three (3 semester credits) semester credit hour lecture course, students are expected to complete a total of 135 hours (45 contact hours of actual class time plus an additional 90 contact hours of outside course work).

Degree Changes

Undergraduate Degree Changes

An undergraduate student who wants to change degree programs must meet the following requirements:

- The grade point average (GPA) for an undergraduate student must be a minimum of 2.0
- The student must meet satisfactory academic progress (SAP) requirements within the current degree program

The student must contact the Registrar's office to complete a program change request form. The Dean of Faculty and/or Dean of Students will evaluate the request and render a decision. A change of degree program may result in the potential loss of credits as not all previously completed credits may apply to the new program. A student is not allowed to change their degree program in the middle of a course. Therefore, a program change request will only be processed at the end of a course. Students who are receiving financial aid should contact the Financial Aid office to evaluate any potential impact that changing degree programs may have on their funding.

Graduate Degree Changes

A graduate student who wants to change degree programs must meet the satisfactory academic progress (SAP) requirements within the current degree program.

The student must contact the Registrar's office to complete a program change request form. The Dean of Faculty and/or Dean of Students will evaluate the request and render a decision. A change of degree program may result in the potential loss of credits as not all previously completed credits may apply to the new program. A student is not allowed to change their degree program in the middle of a course. Therefore, a program change request will only be processed at the end of a course. Students who are receiving financial aid should contact the Financial Aid office to evaluate any potential impact that changing degree programs may have on their funding.

Grading System

Letter Grade	Percentage Grade	Quality Points		Letter	Definition
A	93 – 100	4		CR	Credit Received
A-	90 – 92	3.75		I	Incomplete
B+	87 – 89	3.25		IP	In Progress
B	83 – 86	3		NC	No Credit
B-	80 – 82	2.75		R	Repeat
C+	77 – 79	2.25		TR	Transferred
C	73 – 76	2		W	Withdrawal
C-	70 – 72	1.75		X or AU	Audit
D	60 – 69	1			
F	59 and below	0			

University of Roehampton

Students enrolled in the dual degree program with the University of Roehampton must keep in mind that due to differences between the US and UK educational and evaluation systems and criteria, the course requirements may differ, thus leading to the possibility of different final course grades. Successfully passing the course for one institution does not guarantee successful completion for the other. University of Roehampton grades are unofficial until validation from the exam board occurs.

Undergraduate Grading Scale (University of Roehampton)

- 80% + **Work of outstanding quality** that is fluent and extremely well structured. The relevant issues are identified, completely understood, and analyzed with originality with articulate syntax where appropriate. Work will show a familiarity with and critical use of a substantial range of sources that in coursework would be fully and properly referenced as part of a high standard of presentation.
- 70-79% **70% and above is equivalent to a first in degree classification.** Work of excellent quality with a very clear structure and fluently written. The relevant issues are identified and understood. There is a high degree of ability in evaluating, criticizing, and producing well-reasoned arguments in defense of a point of view. Material will show evidence of a very good knowledge and critical use of a substantial range of sources that in coursework are properly referenced. There will be signs of creative originality and evidence of critical independent thinking
- 60-69% **Equivalent to an upper second in degree classification.** There is evidence in the work of a very good ability to evaluate, criticize and produce well-reasoned arguments in defense of

a point of view. There is an analytical approach to relevant material that includes use of secondary material properly referenced in coursework. Work will show the ability to identify and engage in the relevant issues within a clear and very well-organized structure. Presentation standards are high, and the assessed task is completed with a high degree of competence.

- 50-59% **Equivalent to a lower second in degree classification.** The work is mainly descriptive but demonstrates good coverage of relevant issues with occasional references to secondary material. Evidence exists of an ability to produce arguments relative to the issues under focus but with only limited, if adequate, evidence of an analytical, critical, or evaluative response. Material is presented with reasonable care and has a discernible structure. The assessed task is completed competently but the work is largely descriptive and lacks originality.
- 40-49% **Equivalent to a third in degree classification.** The work is descriptive and covers some of the relevant material but lacks depth and offers little evidence of an analytical, critical, or evaluative approach. Evidence exists of some ability to produce a limited range of arguments relative to the issues under focus. The work draws on only a very limited range of references to secondary material that in coursework is poorly referenced. Material is not particularly well presented or well-structured but there is an attempt at organization. Although there is evidence of an adequate understanding, the interpretation of a topic is limited and pedestrian while remaining intelligible.
- 35-39% **Fail.** Work offers a very limited coverage of relevant material and may contain much irrelevant and/or superfluous material. There is a limited ability to present arguments relative to the issues involved with little evidence that the student has identified and understood the matter to hand. References to secondary material are superficial, inaccurate, or non-existent and in coursework not properly sourced. Although ideas expressed are intelligible, knowledge is minimal and intellectual argument weak.
- 30-34% **Fail.** The work is of unsatisfactory quality, lacking in structure and organization. The relevant issues are not identified or properly understood. Knowledge is superficial and sources are uncited. Analysis and argument are very weak. The presentation is poor.
- 20-29% **Fail.** There has been a clear attempt at the work, but the quality of material is below pass standard and the prescribed task has not been met. There is insufficient and/or inadequate learning, weak and/or inappropriate analysis and focus sometimes based on a partial understanding of the task. There is little sense of academic rigor.

- 10-19% **Fail.** There is only a tentative grasp of the prescribed task. The quality of material is clearly below pass standard. Failure is caused by lack of knowledge, no proper analysis or relevance, and is based on a significant misunderstanding of the task. There is only a trace sense of academic rigor.
- 0-9% **Fail.** There is a very short answer and a fundamental failure to address the prescribed task. There is insufficient material to assess understanding based on lack of material, unreadable material and material that is of no relevance or merit. There is no understanding of the task. There is no evidence of academic rigor.

Graduate Grading Scale (University of Roehampton)

- 80% + An outstanding answer. You demonstrate an original and thorough understanding of key concepts and the relationships between different concepts, including addressing competing perspectives. You engage with relevant theories and models in a critical way. Your work draws on a comprehensive range of sources, including from the more challenging journals. Your assignment is written in very clear concise English. It is well structured with key arguments presented in a logical order; All references are correctly and consistently cited in Harvard format.
- 70-79% An excellent answer. You have used a wide range of secondary sources, academic articles as well as textbooks. These are clearly relevant to the practical problem addressed and they are used to inform that practical problem. The ideas from the reading are clearly understood. You have engaged with the relevant models and theories in a critical manner. Where appropriate you have supplemented this with robust primary data and demonstrated an understanding of the limitations of the data. You have clearly understood and addressed all the issues associated with the question. Your analysis of the data you have collected is rigorous and critical. You clearly understand the issues and dilemmas of your argument and its complexity. You have clearly related your data to the problem that you set yourself, all your arguments are well supported, and you have brought together your arguments in a way that may be unusual or new. Your assignment is written in clear, concise English. It is well structured with the arguments presented in a logical order and making a coherent whole. All references are correctly and consistently cited in Harvard format. The work is presented to a publishable standard.
- 60-69% A good answer. The main ideas from the lectures and core reading have been supplemented by relevant articles. The literature is relevant to the problem addressed and has been related to it. The ideas from the reading are clearly understood and well expressed and you have demonstrated that you have understood and thought about the key models and theories. Where appropriate you have supplemented this with primary data

that has been carefully collected using appropriate methodologies. Your assignment is clearly addressed to the question set. You have competently analyzed the data and clearly related it to the problem that you set yourself. Your arguments are generally well supported and defensible. Your assignment is written in clear English and is broadly well structured. There are only minor errors in referencing and expression, and a few “typos”.

50-59%	An acceptable answer. Secondary sources may be limited, or sources may be used that are not relevant to the problem: however, ideas from literature are broadly understood and accurately described. Where appropriate secondary sources are supplemented by primary data there may be some flaws and limitations to that data. Your assignment broadly answers the question set (although there may be some irrelevant material) and you have analyzed your data (although perhaps somewhat superficially) and related it to the problem. Generally, your arguments are sound (although not always fully supported). Your English is comprehensible (although there may be some errors). Your assignment has a clear “beginning”, “middle” and an “end”. Arguments are referenced although the formatting of those references may be incorrect.
Fail	You use few or inappropriate secondary sources and cannot demonstrate that you have understood what you have read. You use primary sources that have not been systematically collected. You do not answer the question set. You merely reproduce rather than analyze your data. The different parts of your assignment do not relate to each other. Your English cannot be understood. You do not reference your sources.

Final Grade Appeals

Students have the right to appeal their final grade in a course if they believe their grades reflect a capricious, arbitrary, or prejudiced academic evaluation, or reflect discrimination. The posted grade shall remain in effect until the appeal procedure is completed. A final grade appeal request from a student will be considered only within 5 days following the conclusion of the course.

The following procedure will be used to handle the appeal:

- Step 1. The student shall obtain a grade appeal form from the Registrar’s Office. Once the form is completed, the student will submit the appeal via email directly to their instructor within five (5) days after the grade is posted and copy Registrar. If the student is not satisfied with the decision, they should proceed immediately to Step 2.
- Step 2. The student shall contact the Dean of Students to appeal their final grade by submitting the appeal along with the instructor’s reply via email and copy Registrar. The Academic Dean will render a decision within five (5) days. If the student is not satisfied with this decision, they should proceed immediately to Step 3.

- Step 3. The student shall contact the Provost for further review of the appeal request. The Provost will notify the student of a decision within five (5) days. The decision of the Provost is final.

Graduation

Graduation Requirements

Students are responsible for satisfying the academic requirements for graduation in their specific program and for observing the academic policies of Schiller International University. Petitions for graduation should be submitted at least one month before the proposed graduation date. The Registrar's Office will approve these petitions if all degree requirements will have been completed before the proposed graduation date and if all required documents have been submitted.

To receive a Schiller International University degree, a student must:

- For Undergraduate programs academic requirements include a cumulative grade-point average (CGPA) of 2.00 (C) or above and submitting and presenting a thesis. PLEASE NOTE that each campus and program may have unique requirements and exceptions related to the Bachelor Research Project.
- For Graduate programs academic requirements include passing all courses with grade "C" or above, as well as submitting and presenting a thesis. PLEASE NOTE that each campus and program may have unique requirements and exceptions related to the Graduate Research Project.
- Meet the Satisfactory Academic Requirements
- Satisfy all financial obligations to the University
- Successfully complete all program requirements for their program of study

Degrees may be awarded in absentia only after the graduation ceremonies are held.

Undergraduate Graduation with Honors

Bachelor's degree candidates may qualify for honors distinction on their diploma if they have completed three consecutive terms at Schiller prior to receiving their degree and have successfully completed all courses for which they have registered with the following grade point averages:

- at least 3.50 Cum Laude
- at least 3.70 Magna Cum Laude
- at least 3.85 Summa Cum Laude

Graduate Graduation with Honors

Master's degree candidates may qualify for honors distinction on their diploma if they have completed three consecutive terms at Schiller prior to receiving their degree and have successfully completed all courses for which they have registered with the following grade point averages:

- at least 3.70 Cum Laude
- at least 3.85 Magna Cum Laude
- at least 4.0 Summa Cum Laude

Participation in Graduation Ceremonies

Students in good standing who meet all requirements for completion of their degree (or have special permission from the Registrar) are eligible to participate in the graduation ceremony. Students participating in the commencement event must indicate their intention by completing an order for academic apparel and submitting it to the Registrar by the announced deadline. Online students should contact the Registrar's Office for additional information.

Leave of Absence (LOA)

Students approved for a Leave of Absence (LOA) may have their financial obligations impacted and should consult with the Financial Aid and/or Bursar's Offices prior to seeking a LOA and understand implications resulting from the failure to return from a LOA.

Approved LOAs must not exceed a total of 180 days in any 12- month period.

The following are approved reasons to request an LOA:

- Employment
- Medical
- Military
- Scheduling limitations

Students are allowed to take less than four courses per semester when on an approved LOA. Student must complete and submit a LOA form, signed and dated, to the Registrar's Office and sign a new finance plan prior to beginning the LOA. Students are expected to return for classes as scheduled and as indicated in the LOA form.

All students must complete one full semester prior to being eligible to apply for a LOA.

No additional charges will be billed during the LOA. The student will only be charged for the number of classes taken when the LOA is applied for and approved.

A LOA must be requested prior to the start of the course. LOA requests will not be granted in the middle of a course. Exceptions must be approved by the Campus Director, Dean of Students and/or Academic Dean. Any LOA request that is not approved will result in student withdrawal, unless the student terminates their request for the LOA.

Students must report to the Registrar's Office by the date indicated on the Leave of Absence form. Students who fail to return to the University by the expected date will be considered withdrawn, and the student will therefore be responsible for any balance due. All refund calculations will be applied per the refund policy. A LOA may extend a student's graduation date. Students on LOA may not be able to maintain their course sequencing.

If a student chooses to return from a LOA earlier than originally scheduled, the student must complete an updated finance plan prior to their return. Students cannot return to a course after the first week of class has passed. If a student does not return after the LOA period, the student must undergo the re-admittance process.

Multiple Degrees

Students wishing to earn multiple degrees must complete all requirements for each degree. Completion of all degree requirements must be fulfilled prior to pursuit of an additional degree. Any equivalent Schiller courses that are common across the other Schiller academic programs may be used to meet requirements for multiple Schiller degrees.

Registration Changes

Students wishing to make a change in registration must contact the Registrar's office. New students may enroll no later than Friday prior to the scheduled start date.

Scheduling

Students typically complete four courses each semester by taking one course per month. Each course is four weeks (one month) in length. Course schedules are specific to the students' degree requirement.

Students who meet specified GPA requirements may enroll in more than 12 credit hours in a semester only with approval of the appropriate University official(s) and should consult with other appropriate offices such as financial aid or bursar to confirm eligibility.

Satisfactory Academic Progress (SAP)

Satisfactory Academic Progress (SAP) is designed to monitor a student's progress through their program of study based on qualitative (cumulative grade point average) and quantitative (completion rate) achievement.

Minimum Grade Point Average (Qualitative)

An undergraduate student must maintain a cumulative GPA of at least 2.0. A graduate or professional student must have a cumulative GPA of at least 3.0. Cumulative GPA is calculated each semester.

Quantitative Measure

Students are expected to complete their program within 150 percent of the published length of the program. Quantitative Progress is measured at the end of each semester.

Evaluation of SAP

A student's CGPA and completion rate are evaluated at the end of every semester after grades are posted (approximately 10 days after the end of the semester). The completion rate is calculated by comparing the number of credits earned to the number of credits attempted.

SAP Criteria

The minimum cumulative grade point average (CGPA) and completion rate required based on program and semester credit progression is as follows:

Bachelor's Degree Programs		
Semester Credits Attempted	Minimum Completion Rate (Credits Completed / Credits Attempted)	Minimum CGPA
0 to 45	50%	1.8
46 to 90	67%	2.0
91 to 135	67%	2.0
136 and above	67%	2.0

Master's Degree Programs		
Semester Credits Attempted	Minimum Completion Rate (Credits Completed / Credits Attempted)	Minimum CGPA
0 to 18	67%	2.5
19 to 36	67%	3.0
37 and above	67%	3.0

Failure to Meet SAP Criteria

At the end of each semester, if the student has less than the minimum acceptable cumulative grade point average and/or has not earned at least the percentage of attempted credits described in the charts above (required to complete the program within 150% of the program length), they will be notified in writing and placed on SAP Warning for the following evaluation period (semester).

A student on SAP Warning continues to be eligible for financial aid funds scheduled. If a student fails to achieve satisfactory academic progress by the end of the SAP Warning period, the student will be dismissed from the program (unless the student files, and is granted, an appeal as defined below, or the student chooses to enroll on an Extended Enrollment status without benefit of student financial aid) and will be notified in writing. If the student regains SAP by the end of the semester, they will be removed from SAP Warning.

Satisfactory Academic Progress Appeals, Probation, and Academic Plans

A student may appeal the University's determination of dismissal due to failure to meet satisfactory academic progress prior to the end of the SAP Warning period to the SAP Appeals Committee based upon extenuating circumstances. These might include the death of a relative, an illness of or injury to the student, or other extraordinary situations.

The student's appeal must be received on or before the Wednesday of the 2nd week of class prior to the new semester for the student to be eligible to register for the following semester.

The appeal must contain:

- an explanation of why the student failed to meet the SAP standards
- a description of what has changed in the student's situation that will enable them to again meet satisfactory progress standards.
- supporting documentation must be submitted if applicable (i.e., hospitalization)

The SAP Appeals Committee will meet regularly to review the information submitted in the context of the student's entire academic record and notify the student of the decision within 48 hours. This decision is final. If the appeal is granted, then the student will be placed on SAP Probation for the semester, and the notice to the student will outline the requirements of the Academic Plan the student must follow. The terms of the Academic Plan may extend beyond one semester but must ensure the student will be able to complete the program within the maximum timeframe (1.5 times the program length) and with the required CGPA for graduation. A student on SAP Probation continues to be eligible for financial aid funds scheduled.

The student's satisfactory academic progress will be evaluated based upon the Academic Plan. If the student is meeting the SAP standards, or they have met all the terms of the Academic Plan, the student will be eligible to remain enrolled. In all subsequent semesters, the student must again meet the SAP standards or the terms of the Academic Plan. If the student fails to meet the terms of the Academic Plan at the end of any respective noted checkpoint of the plan, the student may be dismissed.

Procedure for Re-establishing Satisfactory Academic Progress

A student who is placed on SAP Warning and re-establishes SAP at the end of the warning period will be removed from SAP Warning. A student who is placed on SAP Probation and re-establishes SAP at the end of the probation period will be removed from SAP Probation.

The Effect on SAP for All Withdrawal, Incomplete, Repeated Courses, and Transfer Credits

Withdrawals: If the student withdraws from a course during the first week for any given semester (e.g., student receives a grade of W for the course), the course credits are included in determining credits attempted for the purposes of establishing satisfactory academic progress completion rate. A withdrawal does not impact the CGPA.

Incomplete Grades: An incomplete grade can only be issued under extenuating circumstances. A grade of incomplete (I) is not an official final grade. An incomplete is counted in credit hours attempted; however, it is not included in the calculation of the CGPA, or total credit hours earned. If not completed, the "I" becomes an "F" and is then included in the calculation of the CGPA. If a student receives an Incomplete, they must complete all work within 30 days or prior to the due date noted by a faculty member in a written agreement. Students are responsible for this deadline. Any extension of the period to finish the remaining work must be approved by the Dean of Faculty and/or Dean of Students, provided relevant documentation has been submitted. In situations in which all missing work is not submitted in due time, incomplete ("I") grades are changed by the registrar's office into a final F grade.

Transfer Credits: All accepted transfer credits count both as attempted and as earned credit hours toward the qualitative and maximum timeframe measures for completion of program of study. In general, transfer credits may reduce the time to complete the program.

No Credit (NC) Grade: As of the fall 1993 semester, the grade of "NC" is used in the calculation of a student's semester and cumulative GPA. The "NC" results in zero (0) quality points.

Repeated Courses: Repetition of a course increases the number of credit hours attempted and the number of credit hours earned, if passed. If a student repeats a failed or previously passed course, the lower grade and corresponding grade points earned are excluded in the calculation of the GPA. The higher grade and corresponding grade points, of the original attempt or the repeat, is used in the GPA calculation. Each time a course is attempted, it is considered an attempt when calculating quantitative and maximum timeframe measures, regardless of whether the course is subsequently repeated for a better grade. The credits for all attempted courses are used when measuring the quantitative standard. The repetition of a course negatively affects the student's ability to satisfy quantitative and maximum timeframe standards.

The Effect on SAP for Non-punitive Grades and Non-credit or Remedial Courses

SIU does not offer remedial courses. The grade assignment of AU for auditing a course (non-credit) is a non-punitive grade that does not impact CGPA or completion rate calculations.

The Effect on SAP When a Student Seeks to Earn an Additional Credential

If a student seeks an additional credential, the credits attempted and grades in the original credential that apply to the new credential are included in the determination of a student's satisfactory academic progress, both in CGPA and completion rate, in the new program of study.

The Effect on SAP for Extended-Enrollment Status

A student who was withdrawn for failure to meet SAP standards and who is approved for re-enrollment by the University may choose to enroll without benefit of student financial aid. Such a student will be enrolled as an Extended Enrollment student. Following the Extended Enrollment period, the student may re-establish eligibility for financial aid by submitting an appeal in accordance with the procedures outlined in the section "Satisfactory Academic Progress Appeals, Probation and Academic Plans". If the appeal is granted, the student will be placed on SAP Probation for the subsequent semester of enrollment.

The Effect on SAP When a Student Changes Programs or is Re-admitted to the Same Program

If a student is re-admitted into the University or changes their program of study, the credits, and grades that are applicable to the student's current program of study will be included in determining the student's satisfactory academic progress, and the appropriate evaluation level for the student. Students are not permitted to change programs of study unless they are meeting SAP requirements in their current program of study.

Re-entry for Students Dismissed due to Failure of SAP

Students who have been dismissed for lack of satisfactory progress may apply to be re-admitted as the class schedule permits, after one semester. A detailed academic plan for meeting SAP must be submitted and approved by the SAP Appeals Committee prior to re-entry. Submission of an academic plan for meeting SAP does not guarantee re-entry and will be determined on a case-by-case basis. Such a student will be enrolled as an Extended Enrollment student and will not be eligible to receive financial aid until they have established SAP. This procedure applies only to dismissals caused by lack of satisfactory progress and when the student is re-entering the same curriculum.

Student Responsibility

Students are responsible for knowing their scholastic standing as it relates to the published regulations and standards of Schiller International University, which may be found at www.Schiller.edu. This responsibility includes knowing the regulations of the University and the department or division in which a degree is being earned.

Withdrawals

Withdrawal from a Course

Course withdrawal through the end of the first week of the class results in a grade of “W” on the student’s transcript. It is the student’s responsibility to complete the necessary paperwork required by the Registrar’s Office. Withdrawals after the first week of class will result in an “F”. If a student is taking only one (1) class at a time, then withdrawal from this class would be considered withdrawal from the University. This likely would have a significant effect on the student’s continuing enrollment, future graduation date, and overall financial aid status. Students should always consult the Office of Financial Aid, if applicable, the Office of the Bursar, and their academic advisor before withdrawing. Upon withdrawal from the University, if the student wishes to re-enter, they will be subject to following the current program offerings which can result in different graduation requirements.

Withdrawal from the University

When a student is considering withdrawing from the University, the student should first talk with the Academic Advisor, Registrar, Dean of Students, or the Campus Director. The student must contact the Financial Aid Office, if applicable, and the Bursar’s Office to discuss the financial impact of withdrawal. International students in Florida must meet with the SEVIS Compliance Officer before initiating the withdrawal process. All students who are withdrawn from the University will be required to pay the Withdrawal Fee.

Withdrawal Process

The withdrawal process begins when the student notifies the Registrar of their intent to leave the institution. At that time the student should complete the University Withdrawal Form. The University Withdrawal Form requires signatures from various academic and administrative offices. A student’s notification of intent to withdraw from the institution will begin a series of events involving the recalculation of financial aid entitlement for the term and the future registration of the student at the institution.

The withdrawal form must be processed through Financial Aid and the Bursar’s Offices where the student’s eligibility for any refund of tuition and fees will be determined. If a student is receiving student aid, the Financial Aid Office will determine whether adjustments must be made to any federal, state, institutional, and/or other aid and arrange for the return of funds, if required.

Determination of Withdrawal Date

Notification Given: When a student discusses withdrawal and/or brings the withdrawal form to the Registrar, the Registrar will note that date as the “Official Notification” date of withdrawal.

Notification Not Given: If a student fails to complete the withdrawal form and leaves during a course or between courses for which they are pre-registered, the student will be considered to have withdrawn without

notification and the day of the last academic related activity the student attended will be used as the official withdrawal date. If a student has withdrawn, the student's registration for future classes will be cancelled. Please see Return of Title IV section for further details regarding treatment of Financial Aid for withdrawn students.

Student Learning Outcomes Assessment

Schiller is committed to academic quality and consistently assesses student learning outcomes. The Institutional Effectiveness Plan incorporates student outcomes assessments to provide a process of continuous evaluation of all available information concerning the students, the educational programs, and the educational environment. The data is used to help the institution ascertain the degree of change in students' learning and to form valid judgments about students' growth, the effectiveness of the educational programs, and the environment. The Institutional Effectiveness Plan purpose is to improve teaching, learning, and the quality and effectiveness of the overall Schiller experience.

Transferability of Credit Outside Schiller

In the U.S. higher education system, transferability of academic credit is determined by the receiving institution. Schiller International University does not imply, promise, or guarantee that academic work earned will be accepted by another postsecondary school. It is the student's responsibility to research whether their Schiller International University coursework will be accepted if they transfer to another school.

UNIVERSITY POLICIES

Alcohol and Illegal Drug Use Policy

In accordance with legal mandates, as well as its philosophy of providing a safe, secure, and optimum learning environment, Schiller International University will enforce the following policy:

- Any student found in possession of an illegal drug or alcohol on campus shall be subject to disciplinary action, which may include suspension, expulsion, and criminal prosecution.
- Any student found distributing an illegal drug or alcohol on campus shall be subject to disciplinary action which could include suspension, expulsion, and criminal prosecution.
- Any student found in a state of intoxication shall be subject to disciplinary action including dismissal, discharge, or suspension.

The University complies with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

Schiller International University will uphold and cooperate with all Federal, State, or other laws related to illegal drugs and alcohol.

Copyright Policy

Schiller International University strictly prohibits the unauthorized downloading, duplication, or sharing of copyrighted materials. The United States Copyright Act of 1976, as well as the International Copyright Act of 1981, grants copyright owners the exclusive right to reproduce their works and distribute copies of their work. Works that receive copyright protection include published works such as textbooks. Copying a textbook without permission from the owner of the copyright may constitute copyright infringement. Civil and criminal penalties may be assessed for copyright infringement. Civil penalties may include damages up to \$100,000; criminal penalties may include a fine up to \$250,000 and imprisonment as applicable by law.

Non-Discrimination Policy

At Schiller International University we are passionate about creating a diverse and inclusive environment that provides equitable opportunities for all. We are committed to making everyone within our community feel welcome and valued.

Schiller International University prohibits discrimination and harassment based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, ability/disability, sexual orientation,

gender identity and gender expression, genetic information, veteran status, or any other status protected by applicable law to the extent prohibited by law.

Schiller International University will not discriminate on the basis of race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, ability/disability, sexual orientation, gender identity and gender expression, genetic information, veteran status, or any other status protected by applicable law to the extent prohibited by law in the administration of its educational policies, admission policies, employment practices, scholarship and loan programs, and other University administered programs.

Schiller International University will not discriminate against any employee or applicant for employment based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, ability/disability, sexual orientation, gender identity and gender expression, genetic information, veteran status, or any other status protected by applicable law to the extent prohibited by law.

Schiller International University will admit students without bias based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, ability/disability, sexual orientation, gender identity and gender expression, genetic information, veteran status, or any other status protected by applicable law, to the extent prohibited by law, to all the rights, privileges, programs, and activities generally accorded or made available to students at the University.

Schiller International University is an Equal Opportunity Employer.

If you have any questions or concerns regarding this policy, please contact the respective Campus Director.

Americans with Disabilities Act

Schiller International University follows the letter and spirit of the Civil Rights Act of 1964 and the Title IX Amendment to the Education Amendments of 1972, as well as Section 504 of the Rehabilitation Act of 1973, the Florida Human Rights Act, the Americans with Disabilities Act of 1990, the Equal Employment Opportunity Act of 1972, and other applicable laws and regulations.

United Kingdom Equality Act

The University is committed to supporting the needs of disabled students and those with specific learning difficulties in accordance with the requirements of the United Kingdom Equality Act 2010. Adjustments will be made for disabled students to allow equity of access to learning, teaching and assessment, all student services, and access to the campus. Reasonable adjustments will be made, both in anticipation of students' needs, and on an individual basis, as the need arises.

Any reasonable adjustments should not compromise the competency or standards of a program, but will ensure that learning, teaching, and assessment within the program are accessible to the student and enable them to participate equally.

Services for Students with Disabilities

Our goal is to provide disability services where students with disabilities have an equal opportunity to participate fully in all aspects of the educational experience. Schiller recognizes its obligation under the Americans with Disabilities Act of 1990 and the Rehabilitation Act of 1973 and commits to the success of its students and faculty by prohibiting discrimination based on disability and requiring reasonable accommodations to qualified disabled students in all programs and activities.

Students with disabilities do not have to self-disclose or register with the Campus Director, although the University encourages them to do so. Students seeking academic accommodations or adjustments must contact the Campus Director to request such services.

Students are required to be aware of the following documentation guidelines and the necessary information which is required by the campus:

- The documentation of disability must be in written form (Source must be a recognized professional) and include recommendations for accommodation at the post-secondary level (A recognized professional is a learning disabilities specialist, educational specialist, physician, licensed psychologist, or professional counselor who is qualified to perform psycho-educational or neuropsychological evaluations).
- An IEP or Section 504 plan prepared by the high school last attended, if such is dated within the last three years, will be considered acceptable if it contains a diagnosis and recommended accommodations.

Requests for services will not be reviewed until a completed request form and all required documentation is on file with the Campus Director.

Students will not receive accommodation until all documentation has been evaluated by the Schiller International University Accommodations Committee consisting of the Campus Director, Registrar and Student Services Advisor. The prior history of a certain accommodation does not guarantee its continued provision. Each request for accommodation will be evaluated and reasonable accommodation will be provided for qualified students.

Information provided to the Campus Director is considered confidential. Documentation and evaluation information will not be released outside of the academic community without the students signed consent or

under compulsion of legal process. The Campus Director will verify that the documentation is on file and will discuss the accommodation only with such faculty and staff at the campus with a need to know.

Students are required to review and complete the following documentation:

- STUDENT FORM: Student Request for Accommodations and Documentation Review
- STUDENT FORM: Qualified Professional Documentation Form
- STUDENT FORM: HIPAA/FERPA form
- CD HANDOUT: Student Rights and Responsibilities

Once the student has completed and submitted all the documents listed above, the Campus Director will meet with the student to complete a Student Interview and Accommodations Request form.

After all documents have been reviewed, a decision will be made to determine the required accommodation. The approved accommodation is good for (1) one year upon approval and will need to be re-applied for the following year.

Faculty, Dean of Students, and Student will receive an Accommodations Approval letter listing the approved accommodations. Students will be required to sign the document, acknowledging receipt of approved accommodations, and return it to the Campus Director. The Campus Director will forward the signed document to the Registrar/Dean of Students. The Dean of Students will discuss the accommodation with the student faculty members. All accommodation will be effective immediately upon approval and will not be retroactive. Student's Accommodation file will be kept in the Campus Directors office until student graduates or withdraws from Schiller.

Disability Accommodations: Grievance Procedure

If a student believes that Schiller International University has inadequately applied the principles and/or regulations or believes they were discriminated against, on the basis of a disability, the person may file a grievance. A grievance may be filed at any time.

The student should first meet with the Campus Director and outline the grievance. If the grievance is against the Campus Director specifically, the student should contact the CEO.

The Campus Director will work with the student and accept the written grievance on behalf of the University. The grievance will be submitted to the Accommodations Committee for review and decision. The decision of the Accommodations Committee will be delivered to the Campus Director, who will meet with the student and explain the decision of the committee and any options given.

If the student wishes to appeal the decision of the Accommodations Committee, a written appeal should be submitted to the Campus Director. The Campus Director will submit the appeal to the CEO of the University. The University CEO's decision will be final and may not be appealed further.

Faculty, Dean of Students, and Student will receive an Accommodations Approval letter listing the approved accommodations. Students will be required to sign the document acknowledging receipt of approved accommodations and return it to the Campus Director. The Campus Director will forward the signed document to the Registrar/Dean, and Director of Compliance. The Dean of Students or Campus Director will discuss the accommodations with the student faculty members. All accommodations will be effective immediately upon approval and will not be retroactive. Each Campus Director serves as the Section 504 Coordinator/ADA Coordinator.

Intellectual Property

The University agrees that all rights of intellectual property and other ownership rights in a work created by a student will belong, as between the University and the student, to the student only if all of the following conditions respecting such work are met:

- The work is not a derivative of or otherwise infringes upon any other University-owned intellectual property right.
- The work is created by the student entirely in his/her personal time.

Each student shall remain at all times responsible and liable for his/her own actions in the creation, use and distribution of intellectual property created by the student.

Standard of Conduct

Students accepted at Schiller International University are considered mature enough to value the educational and cultural opportunities that studying in a multicultural environment affords. SIU students are expected to behave responsibly, to exercise good judgment, to respect the rights and feelings of others, and to consider the customs and manners of the host country. Any kind of harassment including hazing will not be tolerated. Experience has demonstrated that such a basic attitude is essential to succeeding in and enjoying life and study in a foreign country.

- Students are expected to refrain from the following behaviors which adversely affect the student's suitability as a member of the University community:
- Disrupting any educational activity or process including but not limited to, any class, lab, administrative activity, or other University activity or event;
- Bringing pets or any animals into university buildings unless prior consent from the Campus Director has been granted*

- Serious expression of inappropriate language or intent to cause physical or emotional harm to a person or damage to a person's property;
- Posting or distributing information of any kind on University property or at a University event or activity without prior Campus Director or Provost consent;
- Engaging in attempted misconduct which infringes upon the rights of other members of the University community;
- Conspires with others to engage in conduct unbecoming of a Schiller student.
- The use of Social Media to instigate mistreatment, speak ill off, or intimidate campus staff or other students.

* Schiller International University complies with all ADA regulations, please see the Campus Director for additional information: https://www.ada.gov/service_animals_2010.htm

Such violations will constitute cause for immediate suspension and/or expulsion from the University and may also be subjected to whatever penalties may be imposed by appropriate University and/or civil authorities. Please refer to the General Grievance Policy if you feel you would like to appeal a decision made regarding your status with Schiller International University.

Statement on Harassment

Rationale

Laws in the United States and Europe protect employees and students from discrimination and harassment based on certain characteristics, such as race, age, gender (sex), religion, disability, and national origin. In its Guidelines on Discrimination Because Of Sex, the Equal Employment Opportunity Commission states that sexual harassment is an unlawful practice. The purpose of this policy is to unequivocally set forth Schiller's position regarding sexual, and other forms of illegal harassment, and the procedures to be implemented in order to carry out this policy. Schiller prohibits any conduct on a student's part that subjects other students or employees to illegal harassment, including sexual harassment.

Definitions

Sexual harassment means conduct on the bases of sex that satisfies one or more of the following:

- A school employee conditioning education benefits on participation in unwelcome sexual conduct (i.e., quid pro quo); or
- Unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the school's education program or activity; or
- Sexual assault (as defined in the Clery Act), rape, dating violence, domestic violence, or stalking.

Illegal harassment consists of comments or behaviors that are directed at a person's race, gender, age, disability, religion, national origin, or veteran status. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly as a term or condition of an individual's employment or academic success.
- Submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's performance or creating an intimidating, hostile, or offensive environment.

Policy

Schiller's continuing policy is to provide an environment free from any form of illegal harassment. Sexual harassment in any manner or form is expressly prohibited.

Retaliation against anyone exercising a legal right, such as filing a complaint in good faith or providing information during an investigation, is also expressly prohibited, will not be tolerated, and will result in disciplinary action, regardless of the disposition of the underlying complaint.

Procedures

A student who feels that he or she has been subjected to sexual or other illegal harassment by fellow students, employees, vendors, visitors, and/or guests should immediately report the incident in writing to the Campus Director who serves as the Title IX Coordinator for the campus.

Complaints will be promptly and thoroughly investigated by an appropriate person or persons. Investigations will be designed to protect the reasonable privacy interests of all parties concerned. Disciplinary and corrective action will be taken dependent upon the circumstances and as appropriate.

Schiller will not tolerate verbal or physical conduct by any employee or student that harasses, disrupts, or interferes with another's work performance, or which creates an intimidating, offensive or hostile work environment. Harassment of any kind will not be tolerated, including harassment on the basis of race, color, creed, religion, sex, sexual orientation, national origin, ability, or disability.

All violations of the Student Code of Conduct, which include complaints of harassment, should be brought to the attention of the Campus Director, who is the Title IX Coordinator on campus will notify the SIU Title IX Coordinator.

Title IX Coordinator for Schiller International University

Egan Hanson, Global Head of Compliance and Institutional Effectiveness

Address: 400 North Tampa Street Suite #1700, Tampa, FL 33602

Phone: 1 877-298-9078

Email: egan.hanson@schiller.edu

Campus Title IX Coordinators

Tampa, Florida

Jeanette Espinal, Dean of Students
Address: 400 N. Tampa St. #1700
Tampa, FL 33602
United States
Phone: (813) 323-9087
Email: jeanette.espinal@schiller.edu

Madrid, Spain

Carmen Alba Ruiz-Morales, Campus Director
Address: °Paseo de Recoletos, 35
Madrid, 28004, Spain
Phone: +34 91 448 2488 ext. 3112
Email: carmen.alba@schiller.edu

Heidelberg, Germany

Sanja Stevic, PhD, Campus Director
Address: 1, Zollhofgarten
69115 Heidelberg, Germany
Phone: +49 (0) 6221 45 81 20
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Paris, France

Aude Prebay, Campus Director
Address: 55 Avenue Hoche
Paris, 75008, France
Phone +33 1 45385601
Email: aude.prebay@schiller.edu

Retention and Graduation Rates

Information about retention and graduation rates, as well as other information in compliance with the Student Right to Know and Campus Security Act, is available in the Campus Director's Office. This information, including the annual security and safety report, is available on the University website at www.schiller.edu.

Student Grievance Policy and Procedures

General Grievances

For matters other than a final grade appeal that a student wishes to address formally with the University, these steps are to be followed.

Step	Time Frame*
1. Student contacts the Campus Director either in person or via email stating the concern as clearly, specifically, and briefly as possible	Within 10 business days
2. The Campus Director will reply by email with a decision with respect to the appeal	Within 3 business days
3. If the student wishes to appeal the Campus Director's decision, they may appeal to the Provost by email	Within 3 business days
4. The Provost will reply to the student by email with a decision with respect to the appeal	Within 3 business days
5. If the student wishes to appeal the Provost's decision, they may appeal to the CEO by email	Within 3 business days
6. The CEO will reply by email with a final decision with respect to the appeal. The CEO's decision is final unless the appeal affects the UoR award. In this case, the students will have the right to go through the UoR appeal system	Within 3 business days

*Time Frame: Depending on the complexity of the issue and staff availability to respond, the response times from University personnel may vary. All efforts will be made to resolve general grievances within 21 days of notification from the student.

General Grievance Processing Exceptions

If the grievance involves the Campus Director, then the student shall appeal directly to the University CEO. It is the policy of Schiller International University to provide an appropriate grievance policy and procedures to every student.

An Academic Committee has been created to deal with grievances and questions of misconduct in the academic area and a Rules Committee to deal with grievance questions of misconduct in the social area. Both Committees provide the student with procedural due process. This includes adequate notice of the allegations against them; the right to present their case, and any supporting evidence; and an impartial decision by the respective committee. In the event that the remedy presented by the respective committee is exclusion from the University, the student has the right to present their case personally to the University Provost, who may confirm the decision of the committee or return the case to the committee for further consideration.

In all other grievance matters, the student may present their grievance to the Campus Director if it relates to a Campus issue, to the University Provost if it relates to an academic issue, or to the University CEO if it relates to the Campus Director or the Provost. The Campus Director and/or University Provost will provide the student with an opportunity to present their case, present any evidence, and shall, at the student's request, provide a decision in writing.

Students may also contact:

ACCSC
2101 Wilson Boulevard, Suite 302
Arlington, Virginia 22201
Telephone: 1-703.247.4212 Fax: 1-703.247.4533

Students attending the Tampa, Florida Campus may contact the:

Commission for Independent Education (CIE)
325 West Gaines Street, Suite 1414
Tallahassee, FL 32399-0400
Toll-free telephone (888) 224-6684

Distance Education Grievance Process

Students who are enrolled in a distance education program must go through the General Grievance process above. If the student is not satisfied with the outcome of the complaint, the student may contact the following agency:

Florida State Commission for Independent Education
325 W. Gaines Street, St. 1414
Tallahassee, FL 32399-0400
or email cieinfo@fldoe.org

Distance Education students who have completed the General Grievance process and the applicable state grievance process may appeal non-instructional complaints to the Florida State Authorization Reciprocity Agreement (FL-SARA) Postsecondary Reciprocal Distance Education Coordinating (PRDEC) Council. For additional information on the complaint process, please visit the FL-SARA Complaint Process Page <https://www.fldoe.org/sara/complaint-process.shtml>. The student may appeal the complaint to the Council by sending an email to FLSARainfo@fldoe.org.

Requirements

- Complaint must be filed within two years of the incident about which the complaint is made
- Complete the institutional and state agency complaint process prior to submitting complaint to the Council
- Complaint must be a formal assertion in writing that the terms of SARA, or of laws, standards or regulations incorporated by SARA, are being violated by a person, institution, state, agency or other organization or entity operating under the terms of SARA
- You are a student of a FL-SARA approved institution

- If you are not a student, but have a concern about any of the above, you may submit a complaint

Student Records

Schiller collects, processes, and maintains student information that is germane to the institution, and the students, based on two criteria: enabling the University to better serve its objectives and strengthening the efforts to protect students from any damage that might result from a misuse of the information. The University will not redistribute or sell student information including, but not limited to, student lists, mailing labels, or electronic emails, for any solicitation, commercial, recruitment, or any other purpose that is not directly related to the University.

Student records are maintained that include grades, previous education and training, awards, courses attempted, and attendance. Grade reports are furnished at the end of each course.

Transcript Request

Students may request a copy of their official transcript at any time. Transcripts can be released directly to the student, or to a third party, such as an employer, or to another university. All transcripts will be sent digitally, paper copies can be processed upon request.

Please visit the following link to request a transcript via Parchment:

<https://www.parchment.com/u/registration/2427991/account>

Students who attended or graduated prior to January 1, 2009, please choose *Legacy Transcript* as the campus when submitting the request.

Duplicate Diploma

To request a duplicate diploma, please log in or register an account with Parchment at the following link:

<https://www.parchment.com/u/registration/2427991/account>. Please send any questions to registrar@schiller.edu.

Education Verification Requests

Please submit all education verification requests through Parchment at the following link:

<https://www.parchment.com/u/registration/2427991/account>.

Apostille Requests

To request an apostille for your diploma or transcripts, please log in or register an account with Parchment at the following link: <https://www.parchment.com/u/registration/2427991/account>. You will need to upload a scanned

copy of the document you want apostilled or order a duplicate document through Parchment as well. Please send any questions to RegistrarTampa@schiller.edu.

Processing Time

Documents are prepared on campus and sent to the Florida Secretary of State for the apostille. Total processing time is 4-6 weeks before documents are shipped to the student.

Personal Student Data Protection Policies

United States FERPA Policy

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have been transferred are eligible students.

As noted above, the rights under FERPA transfer from the parents to the student once the student turns 18 years old or enters a postsecondary institution at any age. However, although the rights under FERPA have now transferred to the student, a school may disclose information from an "eligible student's" education records to the parents of the student, without the student's consent, if the student is a dependent for tax purposes. Neither the age of the student nor the parent's status as a custodial parent is relevant. If a student is claimed as a dependent by either parent for tax purposes, then either parent may have access under this provision.

Parents and Eligible Students Rights include the right to inspect and review the student's education records within 45 days of the day Schiller receives a request for access.

A parent or eligible student should submit to the Campus President a written request that identifies the record(s) the parent or eligible student wishes to inspect. The University official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the parent or eligible student's privacy rights under FERPA.

A parent or eligible student who wishes to ask Schiller to amend a record should write the Schiller official responsible for the record, clearly identify the part of the record the parent or eligible student wants changed and specify why it should be changed.

If Schiller decides not to amend the record as requested, Schiller will notify the parent or eligible student in writing of the decision and the parent or eligible student's right to a hearing to request an amendment.

Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

A school official is a person employed by Schiller in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom Schiller has contracted as its agent to provide a service instead of using Schiller employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Directors; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks; and in order to comply with a lawfully issued subpoena or court order.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for Schiller.

Upon request of another school, Schiller also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

Schiller has designated the following types of information as directory information: the student's name, address, telephone number; date and place of birth; honors, awards and certifications; and dates of attendance. Parents and eligible students may request that the school not disclose directory information about them by contacting the Campus Director of the Schiller campus that the student is currently attending or has previously attended.

Written consent must state the purpose of disclosure, specify records to be disclosed, identify those to whom the disclosure may be made, and must be signed and dated. The Campus Director will provide directions for these requests.

The student has the right to file a complaint with the U.S. Department of Education concerning alleged failures by Schiller to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-8520
Phone 1.800.USA.LEARN (1.800.872.5327)

Individuals who use TDD may use the Federal Relay Service <http://www.ed.gov/about/contacts/gen>

European Parliament Protection of Personal Data Policy

Latest version: March 2021

Protecting the personal data, we collect and process on behalf of our students, employees, suppliers and third parties is our priority. As an individual, you have the right to data privacy and how your personal data is used as part of our business operations.

By means of this notice, Schiller International University informs you about the Personal Data Protection Policy that applies to the processing of personal data we collect from you.

In accordance with the regulations in force on the Protection of Personal Data, of the European Parliament and the Council, of 27 April 2016, on the protection of individuals regarding with the processing of personal data and the free movement of such data and repealing Directive 95/46/EC, hereinafter ("General Data Protection Regulations" or "GDPR"), we inform you of the following:

Definitions

- "Personal Data" means: *any information relating to an identified or identifiable natural person ('DATA SUBJECT'); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural, or social identity of that natural person.*
- "Special categories of personal data" means: *any personal data revealing racial or ethnic origin, political opinions, religious or philosophical beliefs, or trade union membership, and the processing of genetic data, biometric data for the purpose of uniquely identifying a natural person, data concerning health or data concerning a natural person's sex life or sexual orientation.*
- "Processing" means: *any operation or set of operations which is performed on personal data or on sets of*

personal data, whether or not by automated means, such as collection, recording, organization, structuring, storage, adaptation or alteration, retrieval, consultation, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, restriction, erasure, or destruction.

- *"Data Controller" means: the natural or legal person, public authority, agency, or other body which, alone or jointly with others, determines the purposes and means of the processing of personal data; where the purposes and means of such processing are determined by Union or Member State law, the controller or the specific criteria for its nomination may be provided for by Union or Member State law.*
- *"Data Processor" means: a natural or legal person, public authority, agency, or other body which processes personal data on behalf of the controller.*

Who is responsible for processing your data?

The responsible for the processing of personal data collected through service proposals, agreements, or contracts; applications; forms; educational platform; web site; social networks; blog; chat; or by any other means will be Schiller International University that will incorporate them into automated files whose ownership and responsibility will be held for the specific purposes for which they were collected in each case.

For the purposes of our data protection policy, the contact address is dpo@schiller.edu

What kind of data can we have about you and how have we obtained it?

Depending on the relationship we have with you, the following types of data may be available to us:

- Identification data (e.g., name and surname, identity card, passport, Social Security/Mutuality number, postal address, e-mail address, telephone number, handwritten signature, fingerprint, image/voice, electronic signature). Online identification data (IP).
- Data on personal characteristics (marital status, family data, date of birth, place of birth, age, sex, nationality, native language).
- Data on social circumstances (e.g., characteristic of accommodation/housing, property or possessions, hobbies and lifestyle, membership of clubs or associations, licenses, permits or authorizations).
- Academic and professional data (e.g., curriculum vitae, training/degree, student background, professional experience, membership in professional associations or colleges, qualifications, results, objectives, achievements).
- Employment details data (e.g., profession, job position, non-economic payroll data, employee background).
- Economic, financial and insurance data (e.g., income and rent, investments and assets, credits, loans and guarantees, banking data, pension and retirement plans, economic data of payroll, data of tax deductions and taxes, insurance, mortgages, subsidies and benefits, credit history, credit card).
- Data on transactions of goods and services (e.g., goods and services provided by the affected party, goods and services received by the affected party, financial transactions, compensation, and indemnification).

- Commercial information data (e.g., activities or businesses, commercial licenses, subscriptions to publications or media, literary, artistic, scientific, or technical creations).
- Health data (e.g., food intolerances, allergies, disabilities, handicaps).

All the above-mentioned types of data may have been obtained directly from you or from third parties, by filling in the "contact" section of the website or other sites; by means of contracts, service proposals or offers for professional or non-professional recruitment or connection as a collaborator, supplier, teacher, employee, student, user, or other purposes. Depending on the type of data processed, your prior knowledge and, if applicable, your prior consent will be required.

If your personal data is modified, it will be your obligation to provide us, in each case, with the updated data. Our Service does not address anyone under the age of 18 ("Children").

We do not knowingly collect personally identifiable information from anyone under the age of 18. If you are a parent or guardian and you are aware that your children have provided us with Personal Data, please contact us. If we become aware that we have collected Personal Data from children without verification of parental consent, we take steps to remove that information from our servers.

Information for United States residents regarding their personal information

In order to comply with your request for access to our educational platform, or website or other services we must verify your identity to prevent unauthorized access to your data.

We do not use your personal data for sale in connection with our services.

For what purpose do we process your data?

The data will be treated in our files, with the purpose, depending on the case, of the integral management of the services of Schiller International University in its private and public professional relations, as well as in the legally required obligations.

We may use your data to perform some of the following actions, which are not limited to, but may include:

1. Administrative and economic management, invoicing, accounting, and legal obligations,
2. Educational management of students and teachers,
3. Management of employees, contacts, suppliers, alumni, ex-teachers, candidates in selection processes, volunteers, interns, visitors, family members, participants, guests, others,
4. Management of stay and accommodation of students and/or teachers in different locations where we offer our training services,
5. Management of complementary and/or extra-university activities,
6. Management of student and/or teacher departures from university campuses,
7. Management of other activities organized or sponsored by Schiller International University on any of its campuses or outside them.
8. Management of the sale of merchandising products offered by Schiller International University on any of

its campuses or outside of them.

9. Management of activities organized or sponsored by Schiller International University for events, congresses, conferences, courses or online; as well as any activity related to educational or cultural activities in general.
10. Management of communication and promotion of Schiller International University in publications: magazines or press (online/paper), official or third-party social networks; official or third-party web page, official or third-party blog, newsletter; for promotional, advertising, divulging or informative purposes related to the educational or cultural activity, upon request of explicit permission from the interested party.
11. Management of the surveillance of facilities, persons, and goods.

The data collected will be stored under the confidentiality and security measures established by law. The refusal to provide the requested data, as well as the non-authorization to process them could result in the impossibility of providing certain services and not being able to access them.

The data included in our files will not be used for commercial purposes under any circumstances, except with your prior consent.

How long will we store your data?

We will store your personal data for the time required to perform the objectives of the activities indicated in this Privacy Policy or those that may arise in the future; to fulfill the legitimate objectives of the person responsible for the processing of personal data, to comply with a legal obligation or until you ask us to cancel it, and this can be done if the legal requirements are met.

What is the basis of legitimacy for the processing of your data?

Depending on the purpose for which the processing of your personal data is aimed, it will be necessary to have a type of data and a specific processing that may involve, among others, the following actions: Collection; Registration; Structuring; Modification; Conservation; Extraction; Consultation; Communication by transmission; Diffusion; Interconnection; Comparison; Limitation; Suppression; and Destruction of the data. In such cases, the basis of legitimacy for such processing may be:

- The maintenance of the business, contractual, administrative management or other relationship, the performance of complementary activities to comply with the service requested or offered by Schiller International University.
- The observance of legal requirements or requests for information from law enforcement agencies, judicial authorities (judges and courts), public administrations (tax, education, health, etc.), or the competent national data protection authorities.
- Schiller International University 's legitimate interest in analyzing the use of its Web Site, social networks, blogs, educational platforms, promotional communications, newsletters, its functionalities, and services; the protection of your interests and defense of your rights against third parties in case of controversy or third-

party claims, and in general, the development of the service and management of products offered by Schiller International University.

- Schiller International University 's legitimate interest, when the regulations allow it - except for its express refusal - to communicate or notify you of information with promotional or non-promotional content related to Schiller International University, as well as promotions and offers about its activities, services, and products.
- The legitimate interest guaranteeing the security of our website, social networks, blogs, educational platforms, newsletters, communications, and systems to prevent or detect fraud, security incidents or other crimes.
- The unequivocal consent of the interested party for the management of services or products, complementary or not, demanded by him or that we can offer him, such as: management of organized or sponsored activities - attendance to events, congresses, conferences, courses or other activities related to the cultural or educational activity or any other that may be offered in the future by S Schiller International University; management for transport procedures, location of residence or other needs for your stay in any of our campuses. The fulfillment of online forms for newsletters and other services.

With your consent we will be able to offer you a service adapted to your needs. You can choose not to do so for some of the purposes indicated, however, we must always treat your data for the maintenance of the service provided. Within each corresponding section of our web site, you will be asked for your consent - when it is about treatments that require it - you will have a functionality (click box) that will allow you to complete in an express and unequivocal way the communication of your consent.

To which recipients will your data be communicated?

The personal data may be communicated to third parties, provided that this communication responds to a requirement for the development of the legal relationship to be established, whether it results from a legal or contractual obligation, or from your prior consent. For example: Tax Agency, banks, agencies and/or public administration with competence in the field of education (centers, institutions, organizations, foundations, universities, our campus) or others.

International data transfer

In order to perform certain processes, for example data storage in cloud systems, personal data is processed on servers that are both within the territory of the European Economic Area (EEA) - and therefore do not have the status of international data transfer under GDPR - and within the territory of the United States of America - considered as an international data transfer under GDPR-; in these cases the Data Controller guarantees that the processing of your personal data involving an international transfer of data will be performed in accordance with European Union Regulation 2016/679 on the Protection of Personal Data (GDPR), for which reinforced security measures and **Standard Contractual Clauses** (According to EU COMMISSION DECISION of 5 February 2010 for the transfer of personal data to processor established in third countries under Directive 95/46/EC of the

European Parliament and of the Council) with our suppliers are in place to certify that any data transferred outside the EU is adequately protected, and they provide an essentially equivalent level of protection.

What are your rights as an interested party in the processing of personal data?

At any time, you may exercise the following rights free of charge against Schiller International University:

Right of access: This is the right of the interested party to obtain confirmation from the Data Controller as to whether or not personal data concerning him are being processed, and in the event that the processing is confirmed, access to the data and information available to him must be provided.

Right to rectification: The person concerned shall have the right to obtain from the Data Controller without undue delay the rectification of the personal data concerning him when such data proves to be inaccurate. In view of the purposes for which the data have been processed, the data subject shall have the right to have the personal data supplemented where they are incomplete, in particular by providing an additional statement.

Right to restriction of processing: It is the right to obtain from the Responsible of the Treatment the limitation of the treatment of personal data.

Right to erasure ("right to be forgotten"): It refers to the right of the data subject to obtain from the Data Controller the erasure of personal data concerning him without undue delay, and the Data Controller shall be under the obligation to erase personal data without undue delay when the requirements of Article 17 of the Regulation are met.

Right to data portability: This consists of the right to receive the personal data concerning you, which you have provided to a Data Controller, in a structured, machine-readable format and to transmit them to another Data Controller without being prevented by the Data Controller to whom the data were provided.

Right to object: The data subject may object at any time, on grounds relating to his particular situation, to personal data concerning him being processed for the fulfilment of a public interest or for the satisfaction of a legitimate interest, including the profiling on the basis of such provisions.

The exercise of the above rights is subject to certain exemptions, to safeguard the public interest (for example, the prevention or detection of crimes) or our interests (for example, the maintenance of a legal obligation). We will attempt to comply with your request as soon as reasonably possible. Requests to exercise these rights may be granted in whole, in part or denied, depending on the scope and nature of the request and applicable law. When required by applicable law, we will notify you if we deny your request and will notify you of the reasons why we cannot comply with your request.

No discrimination or penalties will occur for exercising your rights under this Privacy Policy.

You can exercise the rights indicated by sending an e-mail to dpo@schiller.edu. To do so, you must provide a photocopy of your official document of nationality or valid passport, indicating the reason and the right you intend to exercise. The photocopy of the above-mentioned documentation may be replaced provided that the identity is accredited by any other legally valid means.

In any case, all requests must be accompanied by:

- Request in which the application is specified (Year requested or information to be accessed). If it does not refer to a specific file, you will be provided with all the information in your name. If you request information from a specific file, only the information in this file will be provided. If you request information about a third party, it will never be provided. If you request it by phone, you will be instructed to do so in writing and will be informed of how you can do so and the address to which you must send it. You will never be provided information over the phone.
- Address for notification purposes.
- Date and signature of the applicant.
- Supporting documents of the petition that you submit.

If you consider that despite your request, your personal data or your inquiry have not been treated properly, you can go before competent authority in matters of Personal Data Protection, in Spain before the AEPD (www.aepd.es), in France CNIL (www.cnil.fr), in Germany (www.baden-wuerttemberg.datenschutz.de), in the United States of America the one corresponding to the State of Florida.

Social Networks and Links

Through the social networks where you have a Schiller International University account you can choose to share information. This means that the information that is shared, with name and preferences will be visible to visitors of your personal pages. Our recommendation is that you carefully read the privacy policies of third parties on social networks, which will be applicable to the treatment that they make of your personal data.

Regarding the user's opinions expressed through the web site or other participation tools that may be created, such as blogs, social networks, etc., we inform you that Schiller International University shall not be responsible for the comments, nor for the contents that attempt against the honor, the privacy, or the own image of third parties.

Our website may contain links to other websites belonging to third parties. Please be advised that SCHILLER INTERNATIONAL UNIVERSITY is not responsible for the privacy, content or security practices employed by such other web sites which are not governed in any way by this Privacy Policy. We recommend that you carefully read the privacy policies of any third-party web site not owned by Schiller International University.

Cookies

The use of our website allows us to collect certain information that is considered as personal data by the applicable regulations on the subject (an identifiable natural person is one whose identity can be determined directly or indirectly by means of a name, an identification number, location data or an online identifier), therefore, through cookies that are installed on your computer, or other tracking technologies, when you visit our website, we collect personal information. When necessary, you will be asked for your consent to our use of cookies. For

more information on the use of cookies by Schiller International University you may consult our Cookie Policy section.

Security measures

Under the protection of the applicable regulations on personal data protection we respect your privacy, and we are committed to keep your personal data safe, as well as to manage them according to our legal obligations on privacy and security, to guarantee the confidentiality, integrity, availability and permanent resilience of the processing systems and services.

To this purpose, we will have the necessary technical, physical, and organizational measures to protect your personal data against misuse, destruction, loss, alteration, disclosure, acquisition, accidental, illegal or unauthorized access, all in accordance with the technical possibilities of the moment and the demand that their protection requires.

However, you are aware that security measures on the Internet are not impregnable and therefore we inform you that Schiller International University is not responsible for unauthorized or intentional access that is beyond our control.

Applicable legislation

These Conditions shall always be governed by the provisions of European legislation on the protection of personal data and privacy as well as by the rules applicable in each territory in terms of privacy, consumers, and users.

Versions of Privacy Policy

Schiller International University reserves the right to modify its Privacy Policy at its discretion due to a change in regulations or organizational practice. Such modifications will be published on the Schiller web site, providing the user with the necessary resources to access them. In any case, the relationship with users will be governed by the rules provided at the specific time of access to this website.

TUITION AND FEES

Tuition includes course materials for both undergraduate and graduate. Students may choose to opt out of this program and purchase their own course materials. To opt out, email coursematerials@schiller.edu for further instructions. All tuition and fees are due and payable before arrival in country or on campus unless other arrangements have been made and specifically approved in writing by the President or Financial Officer of Schiller International University.

For important information about the educational debt, earnings, and completion rates of students please visit: <https://www.schiller.edu/disclosures/>.

Schiller International University reserves the right to change tuition and fees at any time with 30 days' notice.

Terms of Payment

Applicants should verify payment instructions with the Bursar at the specific campus of interest.

Students are required to pay 100% of their estimated amount due for the semester by the first scheduled day of class. Students with student visas may be required to pay in advance for immigration purposes. Applicants and students should check with the Admissions Representative at their campus of interest for details.

Payment may be made in cash, by check, by wire transfer, or by VISA, MasterCard, American Express or Discover Card (Some campuses cannot accept checks from foreign banks and are unable to accept all credit cards. Applicants and Students should check with the Bursar at their campus of interest for credit card or wire transfer options. Some additional fees for credit card payments may be applied at European campuses). Questions regarding payment should be directed to the Bursar's Office.

A Credit Card Charge Authorization form can be requested at each campus. In addition to handling these charges by mail, students can also present their credit cards to the Campus Bursars. Charges assessed by banks on foreign checks, or on bank transfers, will be charged to the student's account.

All payments by check or bank transfer must include student name, semester of study, and campus being attended. Funds for living expenses and/or housing should not be transferred to the University.

Any student who is financially delinquent with the University may not be permitted to register, audit, or attend classes, until all charges are paid, or an agreement has been reached with the University. Schiller reserves the right to not release official transcripts, or other records, for any student who has an outstanding account balance, or is delinquent. If a student with an outstanding balance on their account were to separate from the

institution, through withdrawal or suspension, that student remains responsible for the account balance in full. Delinquent accounts may be sent to collections.

It is the responsibility of the student to send payments promptly according to the Schedule of Tuition and Fees.

All fees must have been paid prior to the start of classes. Students should consider incidental costs for housing, personal laundry service, independent travel, clothing, and other items that vary according to individual needs and preferences.

Undergraduate Programs

TUITION AND FEES * Effective February 1, 2023	RESIDENTIAL PROGRAMS 100% on ground or hybrid schedule						DISTANCE LEARNING 100% online schedule		
	European Campuses In European Union Euros (€)			Tampa United States in US Dollars (\$)			In US Dollars and EU Euros		
	Tuition per credit hour	Tuition Per Semester (12 credits)	Total Tuition for program	Tuition per credit hour	Tuition per Semester (12 credits)	Total Tuition for program	Tuition per credit hour	Tuition Semester (12 credits)	Total Tuition for program
Program US Degree Awarded upon Completion									
Computer Science Bachelor of Science 120 semester credits 10 semesters, 40 months	Madrid and Paris only								
	€ 500	€ 6,000	€60,000						
International Business Bachelor of Science 120 credits 10 semesters, 40 months	€ 500	€ 6,000	€60,000	\$570	\$6,840	\$68,400	\$285 €250	\$3,420 €3,000	\$34,200 €30,000
International Hospitality and Tourism Management Bachelor of Science 120 semester credits 10 semesters, 40 months	Madrid only						€250	€3,000	€30,000
	€ 500	€ 6,000	€60,000						
International Marketing Bachelor of Science 120 semester credits 10 semesters, 40 months	Madrid and Paris only								
	€ 500	€ 6,000	€60,000						
International Relations and Diplomacy Bachelor of Arts 120 semester credits	€ 500	€ 6,000	€60,000				\$285 €250	\$3,420 €3,000	\$34,200 €30,000

10 semesters, 40 months								
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Graduate Programs

TUITION AND FEES * Effective February 1, 2023	RESIDENTIAL PROGRAMS 100% on ground or hybrid schedule						DISTANCE LEARNING 100% online schedule		
	European Campuses In European Union Euros (€)			Tampa United States in US Dollars (\$)			In US Dollars and EU Euros		
	Tuition per credit hour	Tuition Per Semester (12 credits)	Total Tuition for program	Tuition per credit hour	Tuition per Semester (12 credits)	Total Tuition for program	Tuition per credit hour	Tuition Semester (12 credits)	Total Tuition for program
Program US Degree Awarded upon Completion									
Business Administration Master of Business Administration 36 semester credits 3 semesters, 12 months	€ 530	€ 6,360	€ 19,080	\$600	\$7,200	\$21,600	<u>\$300</u> € 265	<u>\$3,600</u> €3,180	<u>\$10,800</u> €9,540
Data Analytics Master of Science 45 semester credits, 3.75 semesters, 15 months	Madrid and Paris only								
	€ 530	€ 6,360	€ 23,850						
International Business Master of Business Administration 45 semester credits, 3.75 semesters, 15 months	€ 530	€ 6,360	€ 23,850	\$600	\$7,200	\$27,000	<u>\$300</u> € 265	<u>\$3,600</u> €3,180	<u>\$13,500</u> €11,925
International Relations and Diplomacy Master of Arts 36 semester credits 3 semesters, 12 months	Heidelberg and Paris only			\$600	\$7,200	\$21,600	<u>\$300</u> € 265	<u>\$3,600</u> €3,180	<u>\$10,800</u> €9,540
	€ 530	€ 6,360	€ 19,080						
Sustainability Master of Science 45 semester credits, 3.75 semesters, 15 months	Madrid and Paris only								
	€ 530	€ 6,630	€ 23,850						

*Tuition includes all instruction for graduate and undergraduate programs and the required e-Books for the coursework within the program. Students may choose to opt out of this e-book program and purchase their own course materials. To opt out, email coursematerials@schiller.edu for further instructions. (Effective July 1, 2016, as per U.S. Department of Education regulation). Tuition and fees are subject to change with at least thirty (30) days' prior notice to students. **The tuition does not include airfare, travel expenses, accommodation, visa fees or other additional and options** fees that may be incurred, please see the "Other Fees" section in this Enrollment Agreement or the SIU Catalog.

Other Fees

Required Fees (in alphabetical order)	US Campus	Europe Campuses
Application Fee	\$50	€50
CVEC Student Fee (France ONLY)	N/A	€100/academic year
Graduation Fee (Germany ONLY)	N/A	€81
Student Activity Fee (residential programs ONLY)	N/A	€40/Month
Thesis Fee	\$600	€650
University of Roehampton Dual Degree fee (undergraduate programs) – per credit	\$114	€100
University of Roehampton Dual Degree fee (graduate programs) – per credit	\$120	€106
Optional Fees (in alphabetical order)	US Campus	Europe Campuses
Apostille Fees		
First request fee, plus shipping costs	\$75	N/A
Each additional Apostille request fee, plus shipping costs per request	\$15	N/A
Apostille shipping costs		
Domestic, Ground Delivery	\$25	N/A
Domestic, Second Day Delivery	\$45	N/A
Domestic, Next Day Air	\$95	N/A
International, Expedited, timelines noted below	\$150	N/A
Canada, two (2) business days		
Mexico, three (3) Business days		
Europe, three (3) to four (4) days		
Asia and Latin America four (4) to five (5) business days		
Please note that all apostille requests are processed through the main campus in Tampa, Florida, USA, regardless of the location of the campus that that Schiller student is attending, therefore all fees are in US dollars)		
Auditing Fee – UG as per field of study – per credit hour	\$570	€500
Auditing Fee – Graduate as per field of study – per credit hour	\$600	€530
Cancellation Fee (due to Visa Denial)	N/A	€100
Courier Fee/Admin Fee – International students (base cost)	\$300	€87
Credit by Examination Fee – Undergraduate, as per field of study – per credit hour	\$570	€500
Credit by Examination Fee – Graduate as per field of study – per credit hour	\$600	€530
Diploma Reprint Fee	\$150	€130
Distance Education - there are no additional fees for the following:		
Distance Education instruction	N/A	N/A
Verification of student identity for students engaged in distance learning	N/A	N/A
Re-Examination Fee	\$100	€100
Student Insurance - Consult each campus for details		Varies
Transcript Fees – Official Transcripts	\$20	€20
Withdrawal Fee – official and unofficial student withdrawals	\$100	€81

Institutional Cancellation Policy

Student Right to Cancel

Cancellation Prior to the Start of Classes

A student may cancel their enrollment for any reason. Cancellations can be made in person, by electronic mail, or by certified mail. In the event of a student cancellation, all monies paid by an applicant will be refunded within 30 days, if:

- Student cancels within three (3) business days of signing the enrollment agreement and making initial payment; or
- Students cancels after signing the enrollment agreement, but before instruction begins; or
- Student cancels within three (3) business days following the regularly scheduled orientation procedures; or
- Students who enroll prior to visiting the campus will have an opportunity to cancel their enrollment within three (3) business days following a tour of SIU's facilities and inspection of equipment.

Cancellation After the Start of Classes

If a student cancels (withdraws) after the student starts class, he/she must provide written notice of the withdrawal to the University. The student will be responsible for the following:

1. The application fee, US \$50 or EUR €50 and a cancellation fee of US \$100 or EUR €100.
2. Tuition, as of the student's last date of physical attendance, based on the refund policy below. The official date of withdrawal from the program is the last date of attendance unless the University receives written notification indicating earlier withdrawal from the program.

University Right to Cancel

Cancellation of Class Start

SIU reserves the right to cancel a start date due to any circumstances that it deems would be in the students' best interest. Cancellation of a scheduled class start date for any program shall entitle the enrollee to elect either:

1. A guaranteed reservation in the next scheduled class for that program, or
2. Cancellation of enrollment with a full refund of all pre-paid tuition and fees. Refund will be made within thirty (30) days

Cancellation/Termination of Student Enrollment

SIU may terminate a student's enrollment for one of the following reasons:

1. Insufficient academic progress, and/or
2. Non-payment of academic costs, and/or
3. Failure to comply with rules and policies established by the University as outlined in the University Catalog and this Enrollment Agreement.

The date of withdrawal shall be deemed the last date of recorded attendance. All refunds and return of funds will be made within thirty (30) calendar days of the date of determination.

Institutional Refund Policy

Refund if SIU Rejects an Applicant

SIU will notify the student, in writing, of his or her acceptance or rejection. In the event that an applicant is rejected by the University, all tuition, fees, and other charges will be reversed, and any pre-payment of tuition and any fees paid will be refunded. Refunds will be made within 30 of the student's rejection of enrollment.

Refund for Withdrawals and Terminations

For students who begin a semester, and then subsequently withdrawals or is terminated prior to the end of that semester; the University will earn tuition and fees based on a pro-rata basis through 20% of the semester from which the student withdrew. Withdrawals occurring after 20% of the semester; the student will be obligated to 100% of the semester's tuition and fees.

Refunds are processed in accordance with policy and regulatory requirements. Refunds shall be made within 30 days of the date that the institution determines that the student has withdrawn. The Financial Aid Office will contact student loan borrowers who withdraw from the University and provide information regarding loan repayment.

Last Date of Attendance/Termination Date

When calculating the refund due to a student, the last date of actual attendance by the student is used in the calculation unless earlier written notice was received.

Housing and Meals

Housing and meal expenses are the responsibility of each student and are not included in the cost of tuition and fees. The costs students can expect to incur for housing and meals may vary greatly with individual student preferences as well as with each campus. Each campus should be contacted for current information on this subject.

Methods of Payment

Payments may be made in the form of cash, check, major credit card, money order, wire transfer, and/or through scheduled disbursements of federal financial aid programs. Payments made by credit card can incur a processing charge of up to 3.5% of the charged amount. Payments made by wire transfer may incur additional fees per the University Catalog. Payment schedules are on a semester or monthly basis and must be paid by no later than the first day of the semester or first day of the course for monthly installments unless other arrangements have been agreed upon in writing by the Financial Aid Office and appropriate approving SIU official.

Holder in Due Course Statement

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds, hereof Recovery hereunder by the debtor shall not exceed amounts paid by the debtor (FTC Rule effective 5-14-76).

Tuition Payment Plan

If a student elects to use a Tuition Payment Plan, the Tuition Payment Plan is incorporated into this Enrollment Agreement. **Any changes in the student financial plan must be updated with each change occurrence.**

Reservation Deposit

Students choosing to pay tuition and fees in monthly installments are required to pay a reservation deposit of 10% of academic year tuition due 7 days following acceptance at Schiller International University. The reservation deposit will be deducted from the total amount of the first academic year. Prior to each course start, student will be obligated to pay their next installment payment in the amount of tuition and fees for 1 academic course (3 semester credits) credits. Reservation deposit and monthly installments do not apply to international students seeking student visa.

International Student Information

International students granted a visa to attend SIU must commit to an enrollment of at least two (2) semesters in order to be admitted to Schiller International University. Each semester, a schedule of twelve (12) credits for undergraduate programs and twelve (12) credits for graduate programs is required. International students will be required to submit an advanced deposit equal to SIU's charges for one (1) semester's tuition and fees.

Retention and Graduation Rates

Information about retention and graduation rates, as well as other information in compliance with the Student Right to Know and Campus Security Act, is available in the Campus Directors Office. This information, including the annual security and safety report, is available on the University website at www.schiller.edu

French Government CVEC Student Fee

What is it?

Students admitted to an institution of higher education in France are subject to a fee known as the CVEC, which helps to improve student services that enhance the student experience, especially in the areas of social life, health, culture, and athletics. The Funds raised through the CVEC program will finance those whose primary beneficiaries are students. These will take a variety of forms, among them access to health care, social support, recreational opportunities, and artistic and cultural events. The result will be an overall improvement in student services and support.

Cost/Payment

The amount of the CVEC for the 2023/2024 academic year is €100.

- The fee is to be paid directly to the French Authorities each year. Schiller International University requires proof of payment to be eligible for registration. This applies to all current and prospective students
- The CVEC may be paid online or in cash (at the post office)

Prepare These Documents to Upload

- Schiller International University Certificat de scolarite. Contact the Registrar's at RegistrarParis@Schiller.edu.
- A picture or scan of your ID document (passport, driver's license, government issued ID card)

Next Steps

Go to <https://cvec.etudiant.gouv.fr/> (for more information on the CVEC).

- Select "OBTENIR MON ATTESTATION" to create your account and obtain your proof of payment. At present the payment platform is only available in French. For more information in English from Campus France: <https://www.campusfrance.org/en/10-things-you-need-to-know-about-the-new-student-and-campus-life-contribution-cvec-0>
- When asked to select your university (établissement) select: AUTRE
- Send your "CVEC attestation"
- Current students: the formal attestation should be sent to Mr. Cyril Nehme: cyril_nehme@schiller.edu
- Prospective (new) students: the formal attestation should be sent to Mrs. Lala Samba lala.samba@schiller.edu
- Please ensure the document you send is the formal Attestation PDF; your proof of payment or a screenshot of the page will not be accepted

Please Note

Save your "CVEC attestation" PDF as you will need it when you apply for Social Security in France

Sending your "CVEC attestation" will allow you to check in for the semester. If you do not check in, you risk your courses being dropped

Frequently Asked Questions about the CVEC

Q: Does this apply to me; I am a French citizen?

A: Yes, absolutely. It applies to all students in France.

Q: I will graduate at the end of the fall semester; do I still need to pay this fee?

A: Yes, you do. This annual fee is due every academic year, even if you do not stay for the whole year.

Q: Schiller International University does not show in the website's drop down menu, what do I do?

A: Please select "Autres".

Q: Are there any exemptions from this fee?

A: Some students are not obliged to pay the CVEC contribution. These exemptions include: Students receiving need-based scholarships managed by CROUS (recipients of scholarship grants from the ministries of higher education, culture, or agriculture), Students receiving French government scholarships and students financed by one of France's regions to study in paramedical, health, and social programs, Students who are refugees, student aliens who have been granted "subsidiary protection" (protection subsidiaire), and students seeking asylum. Specifically, not exempt from the CVEC are students in the following categories: Students receiving foreign government scholarships and Students receiving grants from private entities (such as a foundation)

Q: Can Schiller International University pay this fee and charge my student account.

A: No, as per governmental regulations, every student must pay themselves and present their payment attestation to their university.

Q: I am only registered in an internship or a thesis extension semester, do I owe CVEC?

A: Your thesis registration gives you student status; therefore, you owe the CVEC fee.

Payment by cash at La Poste office

By choosing this payment method:

- You immediately receive a payment notice to present at any La Poste office.
- In addition to 92 €, you must pay a postal fee of 5 €.
- Within 2 business days after your payment, you will receive an attestation d'acquittement by e-mail, to be submitted to your establishment

To pay in cash at a post office:

1. Register at the site <https://messervices.etudiant.gouv.fr>.
2. Then connect to the dedicated CVEC site <https://cvec.etudiant.gouv.fr>.
3. Download a payment notice
4. Make the payment at any post office
Within two business days you will receive proof of payment by e-mail.
5. Download and retain this proof of payment, which you will need to show when you register at your university or other institution

For more information in English from Campus France:

<https://www.campusfrance.org/en/10-things-you-need-to-know-about-the-new-student-and-campus-life-contribution-cvec-0>

FINANCIAL AID

United States Federal Financial Aid

Schiller International University is approved for participation in the US Federal Financial Aid Title IV Programs authorized under the Higher Education Act of 1965, as amended, for those who qualify. Not all programs are approved for Title IV aid, please check with the admissions office at your desired campus to learn more.

“Title IV Funds” refers to Federal Financial Aid Programs authorized under the Higher Education Act of 1965, as amended, and includes Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Iraq and Afghanistan Service Grants, Federal Perkins Loans, Federal Direct Stafford Loans, and Federal PLUS loans. Additional information regarding the **Calculation of Earned Title IV, Post-Withdrawal Disbursement, and the Return of Title IV Funds by the Institution and Student** may be found in the University Catalog.

College Work Study (CWS) may be awarded to students who possess a good academic record (either from a secondary or post-secondary institution), maintain satisfactory academic record in their current studies, and must be in good financial standing with the University. The student should exhibit useful skills and financial need. Recipients serve part-time as library assistants, office assistants, building and grounds assistants, etc. Compensation is given for hours worked.

For a student to be eligible for Federal Financial Aid, the student must be a United States citizen or eligible non-citizen, additional eligibility information is available at <https://studentaid.gov/understand-aid/eligibility/requirements>.

To apply for Federal Financial Aid students will be required to complete the Free Application for Federal Student Aid (FAFSA) to determine their eligibility. Schiller will prepare a summary for the student to sign, anticipating the amount for which they qualify. Students are required to complete loan counseling regarding their rights and responsibilities for repayment on any loan funds received. Students may be selected for additional verification to establish their eligibility.

Students may direct inquiries to the Financial Aid Office by calling 1-877-298-9078 or sending an email to financial_aid@schiller.edu.

To begin the process of completing the FAFSA or for additional information please visit <https://studentaid.gov/>.

Return of Federal Title IV Aid (R2T4)

The Return of Title IV Funds Policy applies to students if they received or were scheduled to receive federal student aid program funds and subsequently leave Schiller International University. The requirements of the Federal Return of Title IV Funds policy are separate from the institutional refund policies and any applicable state refund policy. Therefore, a student may owe a balance to the University for Institutional Charges after the application of the Return to Title IV calculation. The University processes the Return of Title IV Aid calculation in accordance with Department of Education regulations. The term Title IV Funds refers to Federal Financial Aid Programs authorized under the Higher Education Act of 1965, as amended.

The University will first calculate the amount of unearned Title IV assistance that must be returned to the federal student aid programs under the Federal Return of Title IV Aid policy. The University will then determine the Adjusted Amount Paid by subtracting the unearned portion of Title IV funds from the total amount of all funds that were paid for institutional charges (tuition and fees, etc.) during the semester from which the student withdrew. The University will then calculate the number of institutional charges (tuition and fees, etc.) that will be retained, based on the requirements of any applicable state law, or the applicable University's institutional refund policies. The Adjusted Amount Paid will be subtracted from the amount of institutional charges retained. If a credit balance from Title IV funds remains on the student's account, a refund will be made to the student or, with the student's written authorization, to federal student aid programs in the order consistent with policy. If there is a non-Title IV credit balance, the credit balance will be returned to the source of funding per agency policy, and/or to the student, as permitted.

The student will be billed for any outstanding charges.

Calculation of Earned Title IV Aid

The formula is a pro-rata formula and the calculation for return of Title IV funds is based on the withdrawal date as determined by the Registrar's Office. The number of days completed in the semester is divided by the total number of scheduled days in the semester, excluding scheduled breaks that are 5 days or more, to determine the percentage of semester completed. This is also the percentage of federal student aid earned by the student.

If the percentage is 60% or more there is no return of Title IV funds due and the student has earned 100% of scheduled Title IV funds. If the percentage is less than 60%, this percentage is multiplied by the total amount of Title IV aid originally scheduled to be received to determine the total amount of Title IV aid earned by the student.

Return of Unearned Title IV Funds

Students are encouraged to review and understand this policy. All students who consider withdrawing should contact the Financial Aid Director to determine the effect that the withdrawal will have on their financial aid package. **This policy will apply to all students who withdraw, drop out, or are terminated from SIU and have received Title IV funds.**

The Higher Education Amendments of 1998 changed the formula for calculating the amount of aid a student and the University can retain when a student withdraws from all classes. Students who officially withdraw or are unofficially withdrawn from all classes prior to completing more than 60% of a payment period will have their eligibility for aid recalculated based on the percent of the payment period completed.

A student's withdrawal date is defined as: The date the student began the institution's withdrawal process or officially notified the institution of the intent to withdraw; or the date the University determines to drop the student according to the policy under which the student is being dropped.

Title IV aid is earned in a prorated manner up to and including the 60% point of the payment period. Title IV aid is considered earned after a student has completed 60% or more of the payment period.

Unearned aid shall be returned by SIU from the student's account to the following program(s) as follows: Federal Direct Unsubsidized Loan, Federal Direct Subsidized Loan, Federal Direct PLUS Loan (for parents), Pell Grant.

When the total amount of unearned aid is greater than the amount returned by SIU from the student's account the student is responsible for returning unearned aid to the appropriate programs(s) as follows: Federal Direct Unsubsidized Loan, Federal Direct Subsidized Loan, Federal Direct PLUS Loan (for parents), Pell Grant. Loan amounts are returned with the terms of the promissory note.

The Return of Title IV Funds Policy applies to students if they received or were scheduled to receive federal student aid program funds. The requirements of the federal Return of Title IV Funds policy are separate from the institutional refund policies and any applicable state refund policy. Therefore, a student may owe a balance to the University for institutional charges after the application of the Return to Title IV calculation. Federal regulations require SIU to calculate a return of Title IV funds for any student who withdraws or does not complete a semester and who has received or was scheduled to receive financial assistance from the Title IV programs. The calculation is performed using a specific formula required by the U.S. Department of Education.

If the total amount of Title IV funds earned as of the withdrawal date (LDA) is less than the amount disbursed, the difference between the two amounts will be returned to the Title IV program(s) and no further disbursements will be made. The University shall return the funds as required by the Department of Education.

The Title IV funds will be returned in the order below as prescribed by federal regulations:

- Unsubsidized Direct Stafford Loans

- Subsidized Direct Stafford Loans
- Direct PLUS loans
- Federal Pell Grants
- Iraq-Afghanistan Service Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)

The student may obtain copies of the refund or return of Title IV funds calculations from the Financial Aid Office.

Post-Withdrawal Disbursement

If the total amount of the Title IV grants and/or loan assistance earned as of the withdrawal date is more than the amount that was disbursed to the student, the difference between the two amounts will be treated as a post-withdrawal disbursement. In the event that there are outstanding charges on the student's account, the University will credit the student's account for all or part of the amount of the post- withdrawal disbursement of grant assistance up to the amount of the allowable charges, which includes tuition, fees, and other educational-related charges, if an authorization was provided to the institution. If there are grant funds in excess of these allowable charges, the grant assistance will be provided to the student in accordance with regulatory requirements.

If the post-withdrawal disbursement includes loan funds, the institution must obtain confirmation from the student, or parent, in the case of PLUS Loans, prior to disbursing any funds. Post-withdrawal disbursements of loan funds will be offered to the student or parent in accordance with regulatory requirements. Upon receipt of a timely response from the student, or parent, the University will disburse the funds within 90 days of the date of determination of the student's withdrawal. Schiller International University maintains the right to approve or deny a request for a post-withdrawal disbursement received greater than 14 days from the date that the notification was sent. If the University decides not to make this post-withdrawal disbursement, it will inform the student in writing.

Department of Veterans Affairs (VA)

Schiller has a Veterans Affairs School Certifying Official responsible for the certification of tuition and fees, and reporting attendance to the VA. Not all programs at all locations are approved for benefits. For additional information on resources and program eligibility please consult the Financial Aid Office.

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from the VA.

This school will not:

- Prevent the student's enrollment
- Assess a late penalty fee to the student
- Require the student to secure alternative or additional funding
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to start a program of study, students are to provide a copy of their VA Certificate of Eligibility (COE) by the first day of class, or a written request to be certified, or any additional information needed to properly certify the enrollment.

Scholarships

Schiller International University offers a variety of scholarships to new students and continuing students based on their program of study, academic achievement, and/or other criteria. Scholarships may be used to reduce the cost of tuition and fees and these funds do not need to be repaid. Below is a summary of scholarship opportunities currently available at Schiller International University.

Scholarship	Campus	Programs Eligible for Scholarship			
		Undergraduate /Bachelor's Degrees		Master's Degrees	
GENERAL SCHOLARSHIPS					
Alumni	All	All programs		All programs	
Diplomatic	All	All Programs		All Programs	
Early Acceptance	All	All Programs		All Programs	
Employer Reimbursement	All	All Programs		All Programs	
Global Intern	All campuses except students enrolled 100% distance education.	All programs, must have earned 60 credits or more.		All Programs	
Global Leadership	All	None		All Programs	
Premier	All	All Programs		All Programs	
Referral	All	All Programs		All Programs	
ACADEMIC SCHOLARSHIPS					
International	All	All Undergraduate programs		None	
President	All	All Undergraduate programs		None	
Academic Excellence	All	All Undergraduate programs		None	
Golden Key Honor Society	All	All Undergraduate programs		All graduate programs	
HIGH SCHOOL MEDALLION SCHOLARSHIPS					
Gold	Madrid	Bachelor's degrees: IB, IRD, and CS		None	
Silver	Madrid	Bachelor's degrees: IB, IRD, and CS		None	
	Paris	Bachelor's degrees: IB and IRD		None	
Bronze	Madrid	Bachelor's degrees: IB, IRD, and CS		None	
	Paris	Bachelor's degrees: IB and IRD		None	
BUSINESS PARTNER SCHOLARSHIPS					
International Talent	Madrid	Bachelor's degrees: IRD, IB, CS, and ITHM		None	
	Heidelberg	Bachelor's degrees: IRD and IB		None	
	Distance Learning	Bachelor's degrees: IRD and IB		None	

A detailed description of each scholarship including the initial eligibility requirements, minimum cumulative grade point average (CGPA), documentation, and the amount of each scholarship award follows. Schiller reserves the right to change or withdraw this offer at any time without prior notice.

Scholarships are awarded a percentage of the total tuition for a given semester/program. Any application which is renewable upon meeting the required CGPA requirements does not require a new scholarship application. However, if the student fails to meet the requirement, a new application is required once eligibility has been reestablished. Please contact the Bursar on your campus if you need additional information.

Scholarship Descriptions

ACADEMIC SCHOLARSHIPS

Alumni Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility Requirements

This scholarship is available to Alumni who wish to enroll in a new program of study or continue studies in a graduate degree program or the alum's direct relative or partner who wants to enroll at Schiller International University.

Documentation Required

1. Scholarship Application
2. Essay
3. Proof of Alumni status

Amount of Award

20% of the semester tuition; this scholarship is awarded at the start of the student's first semester.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 2.5 or above.
Graduate students must maintain a cumulative CGPA of 3.0 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

Diplomatic Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility Requirements

This scholarship is available to direct relatives of a Diplomat

Documentation Required

1. Scholarship Application
2. Essay
3. Original Official Transcripts
4. Proof of Diplomatic status

Amount of Award

20% of the semester tuition; this scholarship is awarded at the start of the student's first semester.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 2.5 or above.
Graduate students must maintain a cumulative CGPA of 3.0 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

Early Acceptance Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility Requirements

Students must meet the following deadlines:

1. Following the admissions interview, the student has one week to submit all required documentation for admission.
2. Following acceptance, the student has five days to pay the reservation fee.
3. Students may also apply for the Alumni, Premier or Referral Scholarship along with the Early Acceptance Scholarship, if the student meets the published eligibility requirements. If a second scholarship is awarded, the student's account will reflect the reduction of tuition for the Early

Acceptance Scholarship first. Any other scholarship will be secondary and based on the remaining tuition.

Documentation Required

1. Scholarship Application
2. Original Official Transcripts

Amount of Award

20% of the semester tuition; this scholarship is awarded at the start of the student's first semester, as noted below by program level:

Undergraduate: 20% of tuition, scholarship awarded at the start of the undergraduate's first semester and scholarship is available for the first year of the program, if continued eligibility requirements are met.

Graduate: 20% of the tuition, scholarship awarded at the start of the graduate's first semester and scholarship is available for the entire graduate program, if eligibility requirements are met.

This scholarship is valid for the first year of studies (undergraduate) or the entire program (graduate).

Continued eligibility and re-application, if required

1. Upon completion of the first year of studies at Schiller International, undergraduate students who received the Early Acceptance Scholarship may apply for one of the following Academic Scholarships, which are awarded based on the first year GPA.
 - International Scholarship, first year 3.3 CGPA required.
 - President Scholarship, first year 3.5 CGPA required.
 - Academic Excellence, first year 3.8 CGPA required.
2. Please note, the granting of a new scholarship is not guaranteed.

Employer Reimbursement Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility Requirements

Students whose employer offers a tuition reimbursement program.

Documentation Required

1. Scholarship Application
2. Original Official Transcripts
3. Proof of employer tuition reimbursement program

Amount of Award

Schiller will match the employer's tuition reimbursement program up to a maximum of 30% of tuition; this scholarship is awarded at the start of the student's first semester.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
 - Undergraduate students must maintain a cumulative CGPA of 2.5 or above.
 - Graduate students must maintain a cumulative CGPA of 3.0 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following

terms will apply:

- a. Students will not receive the scholarship for their next semester.
- b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
- c. Please note, the granting of a new scholarship is not guaranteed.

Global Intern Scholarship

Campuses

All campuses.

Programs

All undergraduate and graduate programs; students pursuing their degree through 100% distance education are not eligible for this scholarship.

Initial Eligibility Requirements

Undergraduate and master's students who want to participate in career-related opportunities, such as internships are eligible to apply. The student must have entered into a binding internship agreement with a company. Internships may be full or part time and may be paid or unpaid. The internship is not required to be a program completion requirement. International students may have additional requirements as a condition of their visa.

Documentation Required

1. Scholarship Application
2. Binding document signed by the company and student or similar

Amount of Award

Up to \$500 per month may be awarded for the duration of the internship, not to exceed six (6) months. This award is offered once and is not renewable.

Special considerations related to this scholarship

1. Schiller does not guarantee placement in an internship.
2. There may be financial aid and/or tax implications. If you have questions about the impact of a scholarship, check with the financial aid office or your tax professional.

Global Leadership Scholarship

Campuses

All campuses and distance learning

Programs

All graduate degree programs

Initial Eligibility Requirements

This scholarship is available to graduate students.

Documentation Required

1. Scholarship Application
2. Essay, 1000 word essay in English
3. Curriculum vitae

Amount of Award

30% of the semester tuition; this scholarship is awarded at the start of the student's first semester.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status. Students must maintain a cumulative GPA of 3.5 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

Premier Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility requirements

Undergraduate: Student pre-pays the entire first year of tuition upon acceptance to the University.

Graduate: Student pre-pays the entire program tuition upon acceptance to the University.

This scholarship is compatible with the Early Acceptance Scholarship.

Documentation Required

Scholarship Application

Amount of Award

10% of the tuition; this scholarship is awarded upon the payment of the tuition.

Continued Eligibility and Re-application for Undergraduate Students

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester after the first year of studies.
2. The student must maintain satisfactory academic and financial status. Students must maintain a cumulative GPA of 3.5 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible

- for notifying a student when they have regained eligibility.
- c. Please note, the granting of a new scholarship is not guaranteed.

Referral Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility Requirements

New (candidate) students who enroll in a full time undergraduate or graduate program who were referred by a candidate, student, alumni, partner or supplier, or association.

Documentation Required

1. Scholarship Application
2. Proof of email referral

Amount of Award

10% of the semester tuition; this scholarship is awarded at the start of the student's first semester. The Referral Scholarship is compatible with the Early Acceptance Scholarship.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 2.5 or above.
Graduate students must maintain a cumulative CGPA of 3.0 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

ACADEMIC SCHOLARSHIPS

Academic Excellence Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate degree programs

Initial Eligibility Requirements

Students who have maintained a CGPA of 3.8 in the first year may apply.

Documentation Required

Scholarship Application

Amount of Award

50% of the semester tuition; this scholarship is awarded at the start of the student's second academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 3.8 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

International Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate degree programs

Initial Eligibility Requirements

Students who have maintained a CGPA of 3.8 in the first year may apply.

Documentation Required

Scholarship Application

Amount of Award

20% of the semester tuition; this scholarship is awarded at the start of the student's second academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 3.3 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-

established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.

- c. Please note, the granting of a new scholarship is not guaranteed.

President Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate degree programs

Initial Eligibility Requirements

Students who have maintained a CGPA of 3.5 in the first year may apply.

Documentation Required

Scholarship Application

Amount of Award

30% of the semester tuition; this scholarship is awarded at the start of the student's second academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 3.5 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

Golden Key Scholarship

Campuses

All campuses and distance learning

Programs

All undergraduate and graduate degree programs

Initial Eligibility Requirements

Golden Key Honor Society members

Documentation Required

1. Scholarship Application
2. 500 word essay

3. Golden Key Membership Certificate or Golden Key Letter of Acceptance.

Amount of Award

50% of the semester tuition; this scholarship is awarded at the start of the student's first semester.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative GPA of 3.65 or above.
Graduate students must maintain a cumulative GPA of 3.65 or above.
3. If the student's CGPA falls below the minimum CPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

HIGH SCHOOL MEDALLION SCHOLARSHIPS

Gold Scholarship

This scholarship is awarded in conjunction with local high schools

Campus

Madrid

Programs

Bachelor of Science in International Business
Bachelor of Arts in International Relations and Diplomacy
Bachelor of Science in Computer Science

Initial Eligibility Requirements

Students jointly chosen from local high schools and Schiller International University

Documentation Required

Scholarship Application

Amount of Award

Two scholarships awarded per academic year at the Madrid Campus
75% of the semester tuition; this scholarship is awarded at the start of the student's first academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 3.8 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following

terms will apply:

- a. Students will not receive the scholarship for their next semester.
- b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
- c. Please note, the granting of a new scholarship is not guaranteed.

Silver Scholarship

This scholarship is awarded in conjunction with local high schools. Four scholarships are awarded per academic year at the Madrid Campus and four scholarships are awarded at the Paris campus per academic year.

Campuses

Madrid and Paris

Programs

Bachelor of Science in International Business (Madrid and Paris)
Bachelor of Arts in International Relations and Diplomacy (Madrid and Paris)
Bachelor of Science in Computer Science (Madrid only)

Initial Eligibility Requirements

Students jointly chosen from local high schools and Schiller International University

Documentation Required

Scholarship Application

Amount of Award

50% of the semester tuition; this scholarship is awarded at the start of the student's first academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 3.5 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

Bronze Scholarship

This scholarship is awarded in conjunction with local high schools. Four scholarships are awarded per academic year at the Madrid Campus and four scholarships are awarded at the Paris campus per academic year.

Campuses

Madrid and Paris

Programs

Bachelor of Science in International Business (Madrid and Paris)
Bachelor of Arts in International Relations and Diplomacy (Madrid and Paris)
Bachelor of Science in Computer Science (Madrid only)

Initial Eligibility Requirements

Students jointly chosen from local high schools and Schiller International University

Documentation Required

Scholarship Application

Amount of Award

20% of the semester tuition; this scholarship is awarded at the start of the student's first academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status.
Undergraduate students must maintain a cumulative CGPA of 3.3 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

BUSINESS PARTNERS SCHOLARSHIPS

International Talent Scholarship

Campuses

Madrid, Heidelberg, and distance learning

Programs

Bachelor of Science in International Business (Madrid, Heidelberg, and distance learning)
Bachelor of Arts in International Relations and Diplomacy (Madrid, Heidelberg, and distance learning)
Bachelor of Science in Computer Science (Madrid only)
Bachelor of Science in International Travel and Hospitality Management (Madrid only)

Initial Eligibility Requirements

Students referred by business partners

Documentation Required

1. Scholarship Application

2. 500 word essay

Amount of Award

40% of the semester tuition; this scholarship is awarded at the start of the student's first academic year.

Continued eligibility and re-application, if required

1. Continued eligibility for the scholarship award will be assessed after the completion of each semester.
2. The student must maintain satisfactory academic and financial status. Students must maintain a cumulative CGPA of 3.0 or above.
3. If the student's CGPA falls below the minimum CGPA required for the scholarship, the following terms will apply:
 - a. Students will not receive the scholarship for their next semester.
 - b. The student can only re-apply for the scholarship when the required CGPA has been re-established. The student has seven (7) days in which to reapply from when grades are posted, and eligibility is re-established. Schiller International University is not responsible for notifying a student when they have regained eligibility.
 - c. Please note, the granting of a new scholarship is not guaranteed.

CAMPUS INFORMATION

Tampa

Administration & Staff

Title	Name	Email
Campus Director – Interim	Jeanette Espinal	jeanette.espinal@schiller.edu
Academic Dean	Jesus Soto, PhD	jesus.soto@schiller.edu
Admissions Office	General Department Mailbox	admissionsfl@schiller.edu
Admissions and Recruitment Advisor	Olivia Sullivan	olivia.sullivan@schiller.edu
Bursar	Gil Mulrooney	gmulrooney@schiller.edu
Dean of Students	Jeanette Espinal	jeanette.espinal@schiller.edu
Financial Aid Director	General Department Mailbox	financial_aid@schiller.edu
Librarian	Vilma Silva Butym	vilma.silvabutym@schiller.edu
Registrar/DSO	Stephanie Russick	registrar@schiller.edu
Student Academic & Career Services Advisor	Vacant	

Faculty

Course syllabi contain contact information for each Schiller Professor.

Name	Degree
Alexandra Aaron Silva	Post Degree Diploma (PDD), Finance, IEB Instituto de Estudios Bursátiles Master in Finance, IEB Instituto de Estudios Bursátiles BA, International Business and Economics, Schiller International University
Nadia Al-Khateeb, DBA	DBA, Accounting, Argosy University MBA Finance, Strayer University MA Accounting, Strayer University
Peter Aguilar	MBA, Schiller International University, Paris, France BA, International Relations, University of Colorado
Susana Boboko, PhD	PhD, Law, Universidad Autonoma de Madrid Bacherol Degree, Law, Universidad Autonoma de Madrid

Kathleen Cornett, PhD	PhD, Administration Management, Walden University MBA, The George Washington University BS, Business Administration, American University
Carlos de Aquino, PhD	PhD, Science & Technology, University of Sao Paulo, Brazil MSc, Structural Engineering, George Washington University, USA BSc, Civil Engineering, Federal University of Rio de Janeiro, Brazil
Cristina García de la Fuente, PhD	PhD, Mathematical Engineering, Universidad Carlos III de Madrid, Spain Master in Mathematical Engineering, Universidad Carlos III de Madrid, Spain Bachelor in Applied Mathematics, Instituto Tecnológico Autónomo de México
Genevieve Dobson, DBA	DBA, University of South Florida MBA, University of Maryland University College BS, Psychology, University of Maryland University College
George Dollar	Master in Project Management, DeVry University MBA, Management, Liberty University BS, General Studies, Pillsbury College
Jörg Fleckenstein	MBA, Business Administration, Schiller International University BA, International Relations, University of Westminster, London, UK
David S. Folkers	MA, Applied Linguistics, Universidad Complutense, Madrid, Spain BA, English, University of Missouri
Wonda Dorothy Grobbelaar, PhD	MBA, University of Wolverhampton Diploma, Pastry Chef, Capsicum Culinary School
Paloma Garcia-Cassanave	MA, French, Language and Literature, Michigan State University MA, Spanish, Michigan State University
William Harris, PhD	PhD, Business Administration, St. Leo University MBA, University of South Maine BSBA, University of South Maine
Dr. Lyman Hussey, PhD	PhD, History, University of Georgia MA, History, University of Arkansas BA History, Biology, Lambuth University AA, General, Paducah Jr. College
Vasil Hadzi Jordanov	MBA, International Business, Schiller International University MBA, Information Technology, Schiller International University BA, International Relations and Diplomacy, Schiller International University

Samar Khalife	MS, General Health Psychology/Clinical Psychology, Universidad de Almeria MA, Family and Couples Therapy Universidad Pontificia de Comillas BA, Psychology, University of Miami
Henry LaChapelle	MBA, Business Management & Marketing, Webster University BA, Politics, University of Massachusetts
Angela Christine Moore	MA, Spanish Literature, University of Illinois MA, Teaching English as a Second Language, University of Illinois BA, Spanish, French, Education, Drake University
Cynthia Parmenter, DBA	DBA, International Business, Argosy University, USA MBA, General Business, Lake Forest Graduate School of Management, BA, University of Missouri, USA
Theresa Pavone, PhD	PhD, Industrial/Organizational Psychology, Capella University MA, Management, University of Phoenix
Carlos Perez	MBA, Florida International University Master of International Business, Universidad Metropolitana Caracas, Venezuela. Bachelor of Business Administration, Universidad Nueva Esparta Caracas, Venezuela
Owen Robertson, EdD	EdD, Educational Innovation, University of South Florida MFL, Writing for Stage and Screen, New Hampshire Institute of Art BA, English, Saint Leo University
Ronald Rojas, DBA	DBA, University of Sarasota, USA MBA, Southern Illinois University, USA BS, Electrical Engineering, University of Puerto Rico
Maria Dolores Romero, PhD	Ph.D. in Applied Linguistics, Fundación Ortega Mara��n (FOM), Universidad Complutense de Madrid, Spain MA, Latin America and Spanish Studies, The American University Graduate Certificate, Translation, The American University Bachelor, Philosophy and Education, University of Seville, Spain
Miguel Sanchez	MBA, Chamber of Commerce -IDE CESEM -Pamplona y Madrid Bachelor, Public and International Relations, Universidad de Navarra
Gour Saraff	MBA, Finance, New York University BS, Management, New York University
Natasha Sardzoska, PhD	PhD, Sociology and Anthropology, University of Tugingen

	<p>PhD, Cultural Studies/Critical Theory and Analysis, Universite Sorbonne Nouvelle</p> <p>Masters, International Relations, Univeridade Nova de Lisboa</p> <p>MA, Media, Communications Studies, Universita degli Studi di Bergamo</p> <p>BA , Italian Language and Literature, Saints Cyril and Methodious University of Skopje</p>
Stephen Scherrer, PhD	<p>PhD, International Business and Marketing, Michigan State University</p> <p>MBA, Finance and Marketing, Michigan State University</p> <p>Juris Doctor, Concentration in Business Law, University of Detroit</p> <p>BA English, University of Detroit</p>
Jesus Alfonso Soto Pineda, PhD	<p>Postgraduate Diploma in Law and Economics, Harvard University Law and Economics</p> <p>PhD, Law and Political Science, Universidad Autónoma de Madrid</p> <p>LLM, Corporate Law, Universidad Autónoma de Madrid</p> <p>BA Law, Universidad Externado de Colombia</p>
Mohammad Sumadi, DBA	<p>DBA, Business Accounting, Argosy University</p> <p>MSM, Project Management, Strayer University</p> <p>MSAC, Taxation, Strayer University</p> <p>MA, International Economics, University of Florida</p> <p>BS, Economics, Applied Science University</p>
Jame Vricos, JD	<p>LL.M., Litigation and Dispute Resolution, The George Washington University Law School</p> <p>Juris Doctorate, Touro College Jacob D. Fuchsberg Law School,</p> <p>B.S., History and Political Science, Florida State University</p>
Tomi Wahlstrom, DM	<p>Doctor of Management, Colorado Technical University</p> <p>MA, Human Resource Management, Hawaii Pacific University</p> <p>BA, Psychology, Hawaii Pacific University</p>
Elizabeth Willems, PsyD	<p>PsyD Clinical Psychology, Alliant International University, California School of Professional Psychology</p> <p>MA, Intercultural Relations, International Education Exchange Focus Lesley University</p> <p>BA, Sociology, University Wisconsin-Milwaukee</p>
William Scott Wilson, PhD	<p>PhD, Political Science and International Affairs, Atlantic International University</p> <p>MA, Political Science, West Virginia University</p> <p>BS, Business Administration and Marketing, West Virginia University</p>

Russell Wright, PhD

PhD, Information Technology, Capella University

MS, Information Technology, Capella University

BA, English/Philosophy, Massachusetts College of Liberal Arts

Parking

Students are responsible for knowing and obeying Park-Tower parking policies. Parked vehicles cannot block access to doors, to parking entrances, or otherwise impede access. Students are encouraged to secure their vehicles. Schiller is not responsible for lost, stolen, or damaged property or vehicles

Campus Security

Schiller staff will contact emergency services such as police, fire, or ambulance, or call 911 in the case of an emergency.

The presence of campus staff does not eliminate the need for students to take precautions to safeguard their people and their valuables. The University is not responsible for lost, damaged, or stolen items left unattended.

Pursuant to the Student Right to Know and Campus Security Act (known as the Clery Act), Schiller publishes an Annual Campus Security Report and a Fire Safety Report. This report can be accessed via <http://ope.ed.gov/security> and input information for the main Campus in Tampa, Florida then select your school information.

The Florida Department of Law Enforcement (FDLE) requires all schools to provide students with access to the sexual predator and sexual offender registry website and toll-free telephone number. Please review the information provided below.

FDLE website: <http://offender.fdle.state.fl.us/offender/homepage.do>

FDLE toll-free number: 1-888-357-7332 for TTY Accessibility - 1-877-414-7234

2023 Academic Calendar - Tampa

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**Summer vacation for Master's students is only observed from August 7th to September 1st.*

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Campus Holidays

January 2, New Year's Day (obs)
January 16, Martin Luther King Day
February 20, Presidents' Day
April 7, Good Friday
May 29, Memorial Day
June 19, Juneteenth
July 4, Independence Day
September 4, Labor Day
October 9, Columbus Day
November 10, Veterans Day (obs)
November 23, Thanksgiving
November 24, Thanksgiving
December 22, Christmas Eve (obs)
December 25, Christmas Day

Class Start Dates

January 9, 2023
February 6, 2023
March 6, 2023
April 10, 2023
May 8, 2023
June 5, 2023
July 10, 2023
August 7, 2023
September 4, 2023
October 2, 2023
October 30, 2023
November 27, 2023

Student/Class Breaks

Winter Break Jan 3 - 6, 2023
Spring Break April 3 - 7
Summer Break July 3 - 7
Summer Vacation July 3 - Sept. 1
Winter Break December 25 - 29
Winter Break Jan 1- 5, 2024

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

2024 Academic Calendar - Tampa

January S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	March S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Campus Holidays January 1- New Year's Day January 15- Martin Luther King Day February 16- Presidents' Day March 29 - Good Friday May 27- Memorial Day June 19 - Juneteenth July 4- Independence Day September 2- Labor Day October 14- Columbus Day November 11 - Veterans Day (obs) November 28- Thanksgiving November 29- Thanksgiving December 24- Christmas Eve December 25- Christmas Day
April S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	May S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Class Start Dates January 8, 2024 February 5, 2024 March 4, 2024 April 8, 2024 May 6, 2024 June 3, 2024 July 8, 2024 August 5, 2024 September 2, 2024 September 30, 2024 October 24, 2024 November 25, 2024
July S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Student/Class Breaks Spring Break- April 1-5, 2024 Summer Break - July 1-5, 2024 Undergrads Summer Vacation- July 1-Aug 30, 2024 Master Students Summer Vacation - Aug 5-30, 2024 Winter Break - Dec. 23, 2024 to Jan. 3, 2025
October S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

Heidelberg

Administration & Staff

Administration, Faculty, and staff are listed below and are available on the Schiller website at www.schiller.edu.

Title	Name	Contact
Campus Director	Sanja Stevic, PhD	sstevic@schiller.edu
Academic Program Lead: International Business	Geoffrey Writes, PhD	geoffrey.writes@schiller.edu
Admissions Office	Juan Lawless	hei_admissions@schiller.edu
Bursar/Office Manager	Cyril Nehme	Cyril_nehme@schiller.edu
Financial Aid Advisor	Egan Hanson	Egan.hanson@schiller.edu
Front Desk / Office Assistant	Leticia Sanz Barrasa	leticia.barrasa@schiller.edu
Immigration Services/Reception	Heidi Harrison	heidi_harrison@schiller.edu
Librarian	John Sturm	john.sturm@schiller.edu
Student Academic and Career Services Advisor	Tiffany Myers	tiffany.myers@schiller.edu
Student Services Advisor	Monika Weuster	monika_weuster@schiller.edu
Registrar	Rod Rojas	rod.rojas@schiller.edu

Faculty

Course syllabi also contain contact information for Schiller instructors.

Name	Degree
Zlatko Bars-Dimitroff, PhD	PhD (SJD), Institute Legal Studies, Bulgarian Academy for Science, Sofia, Bulgaria MA, Tufts University Fletcher School of Law and Diplomacy, USA MA Law, Moscow State Institute of International Relations, USSR
Gerhard Bleifuss, PhD	PhD History, University of Mannheim, Germany State Exams, University of Mannheim, Germany
Kathleen Graham	MBA in HR & Operations Mgt., Benedictine College, USA BSBA, University of Illinois at Urbana-Champaign, USA

Jeffrey Girod	BA, Babson College, Wellesley, MA, USA BA Political Science, University of Oregon, OR, USA
Hubert Hieke, PhD	Ph.D., Economics, University of Tennessee, Knoxville, USA MSc in Economics, Western Illinois University, Macomb, USA
Matthew Hartman, PhD	PhD, The Johns Hopkins University, USA MA, The Johns Hopkins University BA, University of California at Berkeley, USA
Ekatarina Kechler	MA Linguistic/Translation, University of Heidelberg, Germany BA, People's Friendship University, Moscow, Russia
Atsuri Johnson, Dipl. Eng.	Master of Science in Electrical Engineering, University of Darmstadt, Darmstadt, Germany
Peter Nyarko, PhD	PhD in Applied Mathematics, Kwame Nkrumah University of Science and Technology, Ghana MSc in Mathematics, Technical University Kaiserslautern, Germany
Jane Roesel	MA English, Concordia College, Delaware, USA BA (Hons) - German, History, University of QLD, Australia Accredited technical translator English/German
Rodrigo Rojas	MA Dept. Economic & Social Sciences - concentration European Political Studies University of Heidelberg, Germany
Natasha Sardzoska, PhD	PhD Social Anthropoligy, Karls Eberhard Universität Tübingen, Germany/Paris, Sorbonne, France MA in Media, Communications and International Relations, Rome, Italy BA in Romance Philology, Rome, Italy
Michael Schuetz, J.D.	Doctor of Law (Juris Doctor), University of Wisconsin, Madison, USA
Abhishek Singh	MSc Mathematics and Computer Science, University of Leipzig, Germany, MBA General Management, HHL Leipzig Graduate School of Management, Germany
Gabriele Ana Smith	MBA, University of Mannheim, Germany
Sanja Stevic, PhD	BA HR Management and Strategy, Henley Business School, UK BSc. Psychology, University of Kingston, UK
Alenka Verbole, PhD	PhD International Relations and Human Rights, Wageningen University, Netherlands MSc in International Relations and Sustainability, Wageningen University, Netherlands

Geoffrey Writes, PhD	PhD Business Administration, School of Management, University of Surrey, UK MBA Financial Management, City University Bellevue Seattle, US
Patricia Zamalloa	Certificado Economista, Bachiller en Cientes Sociales, Catholic University of Peru, Peru MSc in Evaluation Studies, University of Saarland, Germany

Parking

Students are responsible for knowing and obeying community parking policies. Parked vehicles cannot block access to doors, to parking entrances, or otherwise impede access. Parking is available on a first come, first serve basis along Max Jarecki Strasse. Parking at bus stops is strictly forbidden and vehicles may be towed by the city. Schiller is not responsible for lost, stolen or damaged property or vehicles.

Campus Security

In the event of an emergency, Students, Staff, and Faculty are advised to contact emergency services by dialing 112 for Police and/or Fire Department. Students are encouraged to take precautions to safeguard their person and their valuables. The University is not responsible for lost, damaged, or stolen items left unattended.

Pursuant to the Student Right to Know and Campus Security Act (known as the Clery Act), Schiller publishes an Annual Campus Security Report and a Fire Safety Report. This report can be accessed via <http://ope.ed.gov/security> and input information in for the main Campus in Tampa, Florida then select your school information.

2023 Academic Calendar– Germany

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
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March						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Campus Holidays						
January 2, 2023, New Year's Day (obs)						
January 6, 2023, Epiphany						
April 7, 2023, Good Friday						
April 10, 2023, Easter Monday						
May 1, 2023, Labor Day						
May 18, 2023, Ascension Day						
May 29, 2023, Whit Monday						
June 8, 2023, Corpus Christi						
October 3, 2023, Day of German Unity						
November 1, 2023, All Saint's Day						
December 24, 2023, Christmas Eve						
December 25, 2023, Christmas Day						
December 26, 2023, 2nd Day of Christmas						
December 31, 2023, New Year's Eve						

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
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May						
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28	29	30	31			

June						
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11	12	13	14	15	16	17
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July						
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August						
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30	31					

September						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**Summer vacation for Master's students is only observed from August 7th to September 1st.*

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
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29	30	31				

November						
S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
S	M	T	W	T	F	S
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Class Start Dates						
January 9, 2023						
February 6, 2023						
March 6, 2023						
April 10, 2023						
May 8, 2023						
June 5, 2023						
July 10, 2023						
August 7, 2023						
September 4, 2023						
October 2, 2023						
October 30, 2023						
November 27, 2023						

Student/Class Breaks						
Winter Break Jan 3 - 5, 2023						
Spring Break - April 3 - 6						
Summer Break - July 3 - 7						
Summer Vacation July 3 - Sept. 1						
Winter Break December 25 - 29						
Winter Break Jan 1 - 5, 2024						

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

2024 Academic Calendar– Germany

January S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	March S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Campus Holidays January 1, New Year's Day January 6, Epiphany March 29, Good Friday April 1, Easter Monday May 1, Labour Day May 9, Ascension Day May 20, Whit Monday May 30, Corpus Christi October 3, Day of German Unity November 1, All Saints' Day December 25, Christmas Day December 26, 2nd Day of Christmas
April S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	May S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Class Start Dates January 8, 2024 February 5, 2024 March 4, 2024 April 8, 2024 May 6, 2024 June 3, 2024 July 8, 2024 August 5, 2024 September 2, 2024 September 30, 2024 October 24, 2024 November 25, 2024
July S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Student/Class Breaks Spring Break- April 1-5, 2024 Summer Break - July 1-5, 2024 Undergrads Summer Vacation- July 1-Aug.30,2024 Master Students Summer Vacation - Aug 5-30, 2024 Winter Break - Dec. 23,2024 to Jan.3, 2025
October S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

Madrid Campus Information

Administration & Staff

Administration, Faculty, and staff are listed below and are available on the Schiller website at www.schiller.edu.

It is Spanish custom to use two surnames; where two names are shown, please use the first surname to identify staff and faculty.

Title	Name	Email contact information
Campus Director	Carmen Alba Ruiz-Morales, PhD	carmen.alba@schiller.edu
Academic Dean	Jesus Soto, PhD	jesus.soto@schiller.edu
Admissions Office	Department Mailbox	admissions@schiller.edu
Admissions and Recruitment Advisors	Emmanuel Lopez	emmanuel.lopez@schiller.edu
	Lorena Y. Perez	Lorena.perez@schiller.edu
	Sofia Bosnyak	sofia.bosnyak@schiller.edu
	Araceli Molina Martínez-Gómez	araceli.molina@schiller.edu
	Daniel Spagna	daniel.spagna@schiller.edu
	Juan Lawless	juan.lawless@schiller.edu
	Francisco Javier Vázquez González	javier.vazquez@schiller.edu
Bursar/Business Manager	Alexandre Chernavin Guitlin	alexandre_chernavin@schiller.edu
Chair, International Business Programs	Alexandra Aaron	alexandra.aaron@schiller.edu
Employability Advisor	Ángela Guerrero	angela.guerrero@schiller.edu
Financial Aid Office	Department Mailbox	finacial_aid@schiller.edu
Librarian	Verónica Ludeña	veronica.ludena@schiller.edu
Program Lead: Business Programs	José B. Pinto	jbpinto@schiller.edu
Program Lead: IRD and Diplomacy	Miguel Angel Benedicto	miguel.benedicto@faculty.schiller.edu
Registrar Office	Department Mailbox	registrar@schiller.edu
Registrar	Artemis Tsemstsis	artemis.tsemstsis@schiller.edu
Student & Academic Advisor	Nieves Gíron García	nieves.giron@schiller.edu
	Cecilia García	cecilia.garcia@schiller.edu
Student Experience Manager	Cristina Bamond	cristina.bamond@schiller.edu

Faculty

It is Spanish custom to use two surnames; where two names are shown, please use the first surname to identify staff and faculty. Course syllabi also contain contact information for Schiller instructors.

Name	Degree
María Alexandra Aaron Silva	Master in Financial Markets IEB, Spain BBA in International Business & Economics, Schiller International University
Miguel Ángel Benedicto Solsona PhD	PhD International Relations, University Complutense de Madrid BA Political Sciences, University Complutense de Madrid BA Information Sciences, University Complutense de Madrid
Angel Araujo	PhD in Economics, university of Navarra Master of business Administration, Hult Ashridge Master in International Finance, CUNEF BS Economics, Universidad Autónoma de Madrid
Susana Bokobo, PhD	PhD Law, Universidad Autónoma de Madrid, Spain BA Law, Universidad Autónoma de Madrid, Spain
Amanda Blanco	MA, University of British Colombia (Psychology) BA, Universidad Autónoma de Madrid (Psychology)
Jorge Colvin Muñoz, PhD	PhD Universidad Antonio de Nebrija
Cristina Garcia de la Fuente, PhD	PhD in Mathematical Engineering, Universidad Carlos III Madrid
Álvaro Díaz Rivas	MA in Digital Business Executive Program, ISDI, Spain Master in Coaching Psychology, University Complutense de Madrid, Spain BA Business Administration, University Pablo de Olavide, Spain
María Felix Soler	MA University of Kentucky (Statistics) BA University of Missouri (Mathematics)
David Folkers	Coursework for Master's in Applied Linguistics, University Complutense de Madrid BA English, University of Missouri St Louis
Paloma García-Casenave	Master of Arts, Michigan State University (French, Language and Literature) Master of Arts, Michigan State University (Spanish)
Samar Khalife	MA Family Therapy; Universidad Pontificia comillas, Spain

	BA Psychology, University of Miami, USA
Chris Kostov, PhD	PhD in History, University of Ottawa, Canada MA in History, University of Ottawa, Canada BA in Political Science, Varna, Bulgaria
Luis Lacalle, PhD	PhD Business and Economics, University Europea de Madrid, Spain Master in Education, University Complutense de Madrid, Spain BA Business administration, Universidad Europea de Madrid
Angela Moore	MA in Teaching of English as a Second Language, University of Illinois at Urbana-Champaign MA in Spanish, University of Illinois at Urbana-Champaign BA in French, Drake University, USA
Jose B. Pinto	MA International Relations, University of New York
Almudena Rodríguez Tarodo, PhD	PhD Marketing-Universidad Complutense de Madrid, PDG General Management- IESE Business School MA-University of the Pacific BA Business. Universidad Pontificia de Comillas (ICADE), Spain
María Dolores Romero, PhD	PhD. Linguistics, Instituto Universitario Ortega y Gasset
Miguel Sanchez	MA Business Administration, IDE CESEM, Spain MA International Commerce, ESIC, Spain BA Public Affairs, Navarra University, Spain
Cesar San Juan Pajares, PhD	PhD Economics, Finance and Accounting, University Complutense de Madrid BA Business and Economics, University Complutense de Madrid
Gour Saraff	MBA New York University (International Business & International Relations) BS New York University (Management)
Chloe Sharpe, PhD	PhD York University (History of Art) MA Essex University (European Art) BA Birmingham University (English and Art)
Duncan Shaw, PhD	PhD, Spanish History & Politics, University of London
Jesus Soto	PhD in Law and Political Science, Universidad Autónoma de Madrid LLM Corporate Law, Universidad Autónoma de Madrid BA Law, Universidad Externado de Colombia

2023 Academic Calendar - Madrid

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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February						
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March						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Campus Holidays						
January 2, New Year's Day (obs)						
January 6, Epiphany						
March 20, St. Joseph's Day						
April 6, Holy Thursday						
April 7, Good Friday						
May 1, First of May						
May 2, Dos de Mayo						
May 15, San Isidro						
August 15, Assumption of Mary						
October 12, Hispanidad						
November 1, Todos los Santos						
November 9, La Almudena						
December 6, La Constitución						
December 8, Immaculate Conception						
December 25, Christmas Day						

April						
S	M	T	W	T	F	S
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9	10	11	12	13	14	15
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May						
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June						
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July						
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August						
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September						
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9	10	11	12	13	14	15
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23	24	25	26	27	28	29
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Class Start Dates						
January 9, 2023						
February 6, 2023						
March 6, 2023						
April 10, 2023						
May 8, 2023						
June 5, 2023						
July 10, 2023						
August 7, 2023						
September 4, 2023						
October 2, 2023						
October 30, 2023						
November 27, 2023						

*Summer vacation for Master's students is only observed from August 7th to September 4th, 2023

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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November						
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December						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Student/Class Breaks						
Winter Break Jan 3 - 5, 2023						
Spring Break April 3 - 7						
Summer Break July 3 - 7						
Summer Vacation July 10 - Sept. 1						
Winter Break December 25 - 29						

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

2024 Academic Calendar – Madrid

January S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	March S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Campus Holidays January 1, New Year's day March 28, Holy Thursday March 29, Good Friday May 1, First of May May 2, Dos de Mayo May 15, San Isidro August 15, Assumption of Mary October 12, Hispanidad November 1, Todos los Santos November 9, La Almudena December 6, La Constitución December 8, Immaculate Conception December 25, Christmas Day
April S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	May S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Class Start Dates January 8, 2024 February 5, 2024 March 4, 2024 April 8, 2024 May 6, 2024 June 3, 2024 July 8, 2024 August 5, 2024 September 2, 2024 September 30, 2024 October 24, 2024 November 25, 2024
July S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Student/Class Breaks Spring Break- March 25-29, 2024 Summer Break - July 1-5, 2024 Undergrads Summer Vacation- July 1-Aug 30, 2024 Master Students Summer Vacation - Aug 5-30, 2024 Winter Break - Dec. 23, 2024 to Jan. 3, 2025
October S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

Paris Campus Information

Administration & Staff

Campus Director	Aude Prebay	aude.prebay@schiller.edu
Academic and Career Advisor	Lala Samba	lala.samba@schiller.edu
Academic Dean - Interim	Jesus Soto	jesus.soto@schiller.edu
Admissions Office	General Mailbox	admissions@schiller.edu
Admissions and Recruitment Advisors	Rana Mahfouz	rana.mahfouz@schiller.edu
	Sheila Rittner	sheila.rittner@schiller.edu
Bursar	Cyril Nehmé	cyril_nehme@schiller.edu
Financial Aid Office	General Mailbox	financial_aid@schiller.edu
Financial Aid Advisor	Maria Ferre	mferre@schiller.edu
Librarian	Odile Alaphilippe	odile.alaphilippe@schiller.edu
Registrar Office	General Mailbox	registrar@schiller.edu

Faculty

Course syllabi also contain contact information for Schiller instructors.

Name	Degree
Peter Aguilar	MBA, Schiller International University, Paris, France BA International Relations, University of Colorado, USA
Fereshteh Barei	MSc in International Management, Université de Paris XII, France
Myriam Benraad, PhD	PhD in Political Science, Institute of Political Science, Paris, France
Albana Canollari-Baze, PhD	PhD in Psychology, Oxford Brookes University, UK
Marc Chapuis	MSc Business Consulting, ESCP Business School, Supélec, France
Juan-Lorenzo Estrada, PhD	PhD in Economics, Université de Paris III Sorbonne Nouvelle, France
Amin Farvardin, PhD	PhD in Computer Science, University Dauphine, Paris, France MSc in Computer Science, JN Technological University, Hyderabad, India
Maria Ferré	MSc in Mathematics, Open University, UK
Daniel Hirsch	MBA, Insead Business School, France
Roman Krys	MA in International Affairs, Columbia University, USA

Rachel Lassale	MA in French Language and Literature, University of Paris, Sorbonne Nouvelle, France
Xiaoyu LI	MSc in International Human Resources Management, Université de Paris II, Panthéon-Assas, France
Ivan Manohka, PhD	PhD in International Relations, University of Sussex, UK MA International Relations, University of Sussex, UK
Regis Maubrey, PhD	PhD, Education, Université Paris VIII, France MSc, Environmental Science, University of Virginia, USA
Costas Miltiades	MA in International Relations, Université de Paris II, Panthéon- Assas
Asanka Niroshan	MBA, University of Wales Trinity Saint David FCCA – Accounting & Finance – Fellow – ACCA BSc Marketing Management, University of Sri Jayewardenepura, Sri Lanka
Benjamin Redt	Masters in Political Science, Université de Strasbourg Robert Schuman, France
Sabrina Sedouga	MSc in Software Engineering, Cytech, Cergy, France

2023 Academic Calendar – Paris

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
				1	2	3
				4	5	6
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March						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Campus Holidays						
January 1, 2023 - New Year's Day						
April 9, 2023 - Easter Sunday						
April 10, 2023 - Easter Monday						
May 1, 2023 - Labor Day						
May 8, 2023 - Victory 1945						
May 18, 2023 - Ascension						
May 28, 2023 - Pentecost						
May 29, 2023 - Whit Monday						
July 14, 2023 - National Day						
August 15, 2023 - Assumption						
November 1, 2023 - All Saints' Day						
November 11, 2023 - Armistice 1918						
December 25, 2023 - Christmas						

April						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
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May						
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27	28	29	30	31		

June						
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Class Start Dates						
January 9, 2023						
February 6, 2023						
March 6, 2023						
April 10, 2023						
May 8, 2023						
June 5, 2023						
July 10, 2023						
August 7, 2023						
September 4, 2023						
October 2, 2023						
October 30, 2023						
November 27, 2023						

July						
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30	31					

August						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
S	M	T	W	T	F	S
						1
						2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Student/Class Breaks						
Winter Break Jan 2 - 6, 2023						
Spring Break April 3 - 7						
Summer Break July 3 - 7						
*Summer Vacation July 10 - Sept. 1						
Winter Break December 25 - 29						
Winter Break - Jan 1-5, 2024						

*Summer vacation for Master's students is only observed from August 7th to September 1st, 2023.

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
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						2
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December						
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						2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

2024 Academic Calendar – Paris

January S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	March S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Campus Holidays January 1, New Year's day April 1, Easter Monday May 1, Labor Day May 8, WWII Victory Day May 9, Ascension Day May 20, Whit Monday July 14, Bastille Day August 15, Assumption of Mary Nov 1, All Saints' Day Nov 11, Armistice Day December 25, Christmas Day
April S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	May S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Class Start Dates January 8, 2024 February 5, 2024 March 4, 2024 April 8, 2024 May 6, 2024 June 3, 2024 July 8, 2024 August 5, 2024 September 2, 2024 September 30, 2024 October 24, 2024 November 25, 2024
July S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Student/Class Breaks Spring Break- April 1-5, 2024 Summer Break - July 1-5, 2024 Undergrads Summer Vacation- July 1-Aug 30, 2024 Master Students Summer Vacation - Aug 5-30, 2024 Winter Break - Dec. 23, 2024 to Jan. 3, 2025
October S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	

Please note that the holidays indicated here are the official SIU observed holidays which may or may not coincide with the actual holiday date. If a holiday happens to fall on a weekend, SIU will observe the holiday the prior Friday or the following Monday.

COURSE DESCRIPTIONS

Course Numbering System

Undergraduate Courses	100 – 199	Lower Division Course numbers are assigned to courses typically completed in the first and second year of undergraduate studies.
	200 – 299	
	1000 – 1999	
	2000 – 2999	
	300 – 399	Upper-division courses are assigned to courses typically completed in the third and fourth year of undergraduate studies.
	400 – 499	
Graduate	500 – 599	Master's degree courses.

The number in parentheses following the course title indicates the number of semester credits for each course

Prerequisites: Before registering for a course, students must have successfully completed all required pre-requisites for that course.

Course Descriptions

Courses are in alphabetical order by COURSE CODE and NUMBER

ACCOUNTING

ACG 2001 Accounting I (3 semester credits)

ACG 2001 Accounting I is called the language of business because all organizations set up an accounting information system to communicate data to help people make better decisions. This course deals with basic accounting such as analyzing, recording, and processing transactions. Ethics is also included. **Prerequisite:** MGF 1107 or MA 172

ACG 2011 Accounting II (3 semester credits)

ACG 2011 Accounting II is called the language of business because all organizations set up an accounting information system to communicate data to help people make better decisions. This course deals with in-depth discussion of long-lived assets, bonds, stockholders' equity, etc.; and introduces cost accounting concepts, analysis of financial statements, and income taxes. Ethics is also included. **Prerequisite:** ACG 2001

ART

AR 222 History of Art: Renaissance to 19th Century (3 semester credits)

AR 222 History Art: Renaissance to 19th Century is a survey of European painting, sculpture and architecture of the Renaissance, Baroque, Rococo, and of the Romantic Realist and Impressionist periods. The course reviews distinct chronological and cultural periods. Students come to appreciate that art is not necessarily about the artist's technical finesse, but it is about communicating an idea using visual language. **Prerequisite:** None

BUSINESS ADMINISTRATION

BA 261 Principles of Business Law (3 semester credits)

BA 261 Principles of Business Law consists of rules that regulate the conduct of individuals, businesses, and other organizations in society. This course is designed to give general coverage of the fundamental principles of business law. The course is designed to acquaint the student with areas of law in business such as personal business ventures. This course also addresses business ethics, e-commerce, regulatory and international issues. **Prerequisite:** None

BA 320 Digital Advertising (3 semester credits)

BA 320 Digital Advertising will learn the techniques necessary to implement digital marketing campaigns and how to position a brand, product, or service online. In addition, we will take a practical look at the world of creativity from a purely digital viewpoint, looking at how to be heard and how to connect with consumers. **Prerequisite:** None

BA 330 Applied E-Commerce (3 semester credits)

BA 330 Applied E-Commerce will have students create and design their own e-commerce business from start to finish and grow it from concept and design to the market launch plan. A tax number is then assigned to them in order to be able to invoice and the e-commerce business opens to the market. The students are provided with a marketing budget, so they invest in real search engines and social media campaigns to generate traffic. From this moment on, potential clients begin to visit the website and generate metrics that serve to optimize the site, and also generate orders that require the development of payment and delivery logistics and a customer care model, all supported by a CRM with real customers. The turnover is reinvested in additional marketing campaigns which incorporate newly acquired knowledge in order to grow the business. **Prerequisite:** BA 320

BA 322 International Marketing (3 semester credits)

BA 322 International marketing addresses global issues and describes concepts relevant to all international marketers, regardless of the extent of their international involvement. This course covers the entire range of international marketing, beginning with start-up operations, continuing with new market entry considerations, and concluding with the international issues confronting giant global marketers. Addresses the reality of the interchange between business and government by analyzing international marketing issues from both the

business and policy perspective, integration of the societal dimensions of diversity, environmental concerns, ethics, and economic transformation. **Prerequisite:** MAR 2011

BA 334 Leadership and Management Planning Techniques (3 semester credits)

BA 334 Leadership and Management Planning Techniques for Implications of quantitative and qualitative approaches to decision-making. Information systems, decision-making under conditions of certainty and uncertainty. **Prerequisites:** GEB 1350, BA 374

BA 341 Business Finance (3 semester credits)

BA 341 Business Finance is a rigorous introduction to the study of the basic principles of finance and their application to the usual financial issues and decision-making of business enterprises. This is a very important course for your career. The main objective of this course is for the student to obtain at least a good working knowledge of the topics stated in the tentative course outline below for use in your future courses and for your careers. **Prerequisite:** ACG 2001

BA 358 Services Management (3 semester credits)

BA 358 Services Management focuses on the review of the service sector and its role in the economy, strategic management of services, service portfolio management, innovation and productivity in the service sector, services marketing, service quality and service systems. As economies all over the world are increasingly becoming more service oriented, there is a need to go further in the study of all aspects related to the management of service industries. **Prerequisite:** BA 228

BA 369 Introduction to Sustainable Development (3 semester credits)

BA 369 Introduction to Sustainable Development introduces the main concepts, ideas and theories related to the term sustainable development. Students will gain insights into (the limits to) humanity's immense impact on the earth's systems and the underlying drivers of these unsustainable trends. Furthermore, sustainable development requires an understanding that inaction has consequences. Students will learn about some of the contemporary ideas about how to achieve a more sustainable society. **Prerequisite:** None

BA 370 Business Communication (3 semester credits)

BA 370 Business Communication introduces the student to the fundamental principles of business communication and prepares students for the communication challenges in the workplace. The course aims to improve the student's ability to write well-organized, effective business messages, including letters, resumes, memoranda, and reports. Strategies and techniques will be analyzed for communicating in a range of typical business situations. This course includes writing and presentation practice. **Prerequisite:** EN 111 OR EN 112

BA 374 Statistics (3 semester credits)

BA 374 Statistics introduces basic statistics. Students are expected to achieve a basic understanding of the methods of descriptive statistics (summarizing data in various ways), the principles of statistical inference

(constructing confidence intervals and performing hypothesis tests), and the underlying probability theory on which all inference rests. By the end of the course, students should be able to solve elementary problems using these techniques. **Prerequisite:** MA172 OR MGF1107

BA 384 Behavioral Aspects (3 semester credits)

BA 384 Behavioral Aspects embraces organizational behavior. Organizational behavior is the multidisciplinary field that seeks knowledge of behavior in organizational settings by systematically studying individual, group, and organizational processes. This course focuses on group behavior and the leadership that is necessary to transform human resources into effective organizational entities. It is a subset of overall business administration and management, which emphasizes the theory and practice that relate to individuals interacting in the work environment. Case studies, films and guest speakers may be included. **Prerequisite:** PSY1021

BA 399 Ethics in International Business Environments (3 semester credits)

BA399 Ethics in International Business Environments is designed to develop the student's ability to recognize and critically analyze ethical issues associated with international business environments and leadership.

Prerequisite: None

BA 401 Human Resources Management (3 semester credits)

BA 401 Human Resources Management all aspects of human resource management including how companies interact with the environment, acquire, prepare, develop, and compensate employees, and design and evaluate work, can help companies meet their competitive challenge and create value. Meeting challenges is necessary to create value and to gain a competitive advantage. This course familiarizes students with the activities of a human resources (HR) manager and the specific problems of managing a workforce in today's competitive environment. The course addresses the global, new economy, stakeholder, and work system challenges that influence a company's ability to successfully meet the needs of the shareholders, customer, employees, and other stakeholders. **Prerequisite:** GEB1350

BA 410 Production and Operations Management (3 semester credits)

BA 410 On successful completion of the Business Operations Management course, you will gain a solid understanding of organizational structure and the fundamental principles of operations management. You will explore the role and responsibilities of an operations manager in detail and the changing nature of operations. Each module covers central topics such as process management, supply chain management, project management, and planning and sourcing. This course also introduces Lean Project Management methodology and the Six Sigma improvement model. On completion, students will have improved knowledge of the operations management process, which will allow them to progress to gain a more in-depth understanding of these critical business processes. In addition, the course addresses the production and delivery of goods and services from an international perspective. Students will learn to observe and analyze an organization from a systems or process-perspective including design, operation, and improving the systems that deliver goods and services using operational management tools and resources in diverse settings. **Prerequisite:** MAR 352

BA 415 Marketing Technology (3 semester credits)

BA 415 Marketing Technology will approach the fundamental concepts behind marketing technologies that have arisen alongside CRM solutions in order to improve client management. We will also learn the platform architecture necessary to build a correct and scalable business structure, focusing specifically on the automation necessary to do it in a scalable and efficient way. In addition, the fundamental components of event-based marketing will be analyzed, considering the importance of data analysis and the orchestration of channels that allow us to define touchpoints with the client. The student will learn to use technologies (such as Salesforce), tools, and their extended services to develop automation experiences. **Prerequisite:** BA 330

BA 422 Business Information Systems (3 semester credits)

BA 422 Modern business requires that companies use a broad range of information systems, such as enterprise resource planning systems for organizing production (ERP), executive systems for supporting decision making, customer relationship management systems (CRM), etc. The course will discuss the strategic importance of the effective use of these systems in organizations and in business companies. The main types of these systems will then be studied including their key properties and components, the basic issues related to the selection, implementation, architecture, and use of such systems. Students will have a hands-on experience on an enterprise system commonly used in industry (SAP ERP System). **Prerequisite:** None

BA 424 Case Studies in Marketing (3 semester credits)

BA 424 Case Studies in Marketing of Case analysis, Diagnosis, evaluation, and recommendation on corporate problems from a marketing standpoint. **Prerequisites:** MAR 2011, BA 322

BA 427 Marketing Management (3 semester credits)

BA 427 Marketing Management strategic marketing management concepts and their application. Includes the critical role of marketing in organizational performance, market-oriented strategic planning, the application of online marketing and the development of marketing programs. **Prerequisite:** MAR 2011

BA 433 European Banking and Finance (3 semester credits)

BA 433 European Banking and Finance critically analyses the differences between the European and American banking systems; credit institutions, commercial banks, investment banks; the role of government in European financial transactions; instruments and methods of European banks and European Union transactions; Euro dollars; and the role of governments in currency fluctuation. **Prerequisite:** ECO 2023

BA 435 Entrepreneurship (3 semester credits)

BA 435 Entrepreneurship will analyze what it means to be an entrepreneur and the implications of launching a startup, while exploring different business models and forms of funding available. **Prerequisite:** BA 410

BA 437 Multinational Enterprise (3 semester credits)

BA 437 Multinational Enterprise is designed to keep students knowledgeable about cultural, legal, political, and social differences among countries so they can be informed employees in the global workplace. The course uses case studies to explore how firms address cultural, legal, and technological differences among countries. International trade and investment conflicts, natural and man-made disasters, as well international trade statistics, exchange rates, expatriate costs of living and political unrest are also explored. **Prerequisite:** GEB 1350

BA 439 International Business Policy (3 semester credits)

BA 439 International Business Policy takes an In-depth look at the multinational corporation as it operates and competes in the international business environment. The emphasis on organizational and administrative policies of the multinational company and their development and importance of structuring these aspects of the corporation to suit the international environment in which it operates. Examines the development of the functional skills of planning, financing, marketing, and personnel management unique to the international company. The analysis of major international organizations provides current information on how these companies operate and relate theory to actual practices. **Prerequisite:** Minimum of 90 Credits Required

BA 469 Entrepreneurship and New Ventures (3 semester credits)

BA 469 Entrepreneurship and New Ventures is designed to follow the entrepreneurial process. The entrepreneurial process has four distinct phases including identification and evaluation of the opportunity, development of the business plan, and determination of the required resources and management of the resulting enterprise. This course takes a disciplined and practical look at entrepreneurs and small business enterprises. Characteristics of the entrepreneur; rewards and pitfalls of new businesses; basic planning techniques for new successful business venture and ending that venture are among the areas explored in this course. **Prerequisites:** GEB 1350, ACG2001 or ACG2011

BA 472 Cross Cultural Negotiation (3 semester credits)

BA 472 Cross Cultural Negotiation is designed to help students develop the essential skills needed to obtain better results on international sales and the intercultural negotiation process. Students will come to understand how culture influences all processes that take place in an organization, requiring more multicultural business interactions than ever before. This course considers how cultural differences, alternative negotiation styles, and various personality types, affect sales strategies and communications, giving the student an appreciation of how developing cultural awareness in international marketing context, can help negotiators to obtain better results. Finally, through this course, the student will encounter alternative approaches to the art of communicating, persuading, convincing others under different environments and circumstances. **Prerequisite:** MAR 350

BA 482 Select Topics in International Business (3 semester credits)

BA 482 Selected Topics in International Business is an introduction to selected topics of current interest in international business. This course may be repeated for credit as the topic varies. **Prerequisite:** GEB 1350

BA 501 Organizational Behavior (3 semester credits)

BA 501 Organizational Behavior is designed to provide students with an understanding of the impact that individual and group behavior can have on organizational performance. It will stress differences in organizational behavior across cultures. The course will also focus on the key factors that affect and shape organizational behavior. It will provide practical examples; exercises and simulations; and methods for problem solving on behavioral issues. **Prerequisite:** Graduate standing

BA 510 Business Economics (3 semester credits)

BA 510 Business Economics is an essential tool that enhances a manager's ability to make effective economic decisions. Because understanding concepts is more important than memorizing technics, this course examines both theory and practice, so students conclude how to produce and apply information that is useful in day-to-day decision making. This course emphasizes the applicability of economic theory to both the business/internal dynamics of the business and the external circumstance under which businesses operate. The course provides the necessary knowledge, tools and understanding of economic discourse as a basis for the study of business as well as a background of the basic economic principles relevant to business.

Prerequisite: Graduate standing

BA 512 Managerial Accounting (3 semester credits)

BA 512 Managerial Accounting is an essential tool that enhances a manger's ability to make effective economic decisions. Because understanding concepts is more important than memorizing techniques, this course describes both theory and practice, so students understand how to produce and apply information that is useful in day-to-day decision making. This course deals with all business sectors, non- profit, retail, wholesale, service, selling and administrative situations as well as manufacturing. The focus is on planning and controlling decisions, not on product costing for inventory valuation and income determination. Management accounting is the process of identifying, measuring, accumulating, analyzing, preparing, interpreting, and communicating information that helps managers fulfill organizational objectives. This course builds upon the student's basic understanding of financial and managerial accounting by exploring in more depth the essential concepts of managerial accounting, including ratio analysis, budgeting, and cost measurement. **Prerequisites:** Two undergraduate accounting courses or BA 513

BA 513 Financial and Managerial Accounting (3 semester credits)

BA 513 Managerial and Financial Accounting is designed for the MIM and MBA student who has little or no previous background in accounting. The course consists of two parts: financial accounting and managerial (management) accounting, to include cost accounting and budgeting. Financial accounting provides information for external users, primarily investors and creditors, and accounting provides information for internal management. This course introduces students to various accounting themes and evolving concerns. This dual emphasis, finance, and accounting, allows students to become grounded in accounting fundamentals. The course addresses important issues such as accounting integrity, fraud, corporate

governance, and business ethics, as well as how to use financial statements to make important financial decisions. **Prerequisite:** Graduate standing

BA 515 Managerial Finance (3 semester credits)

The collapse of the sub-prime mortgage market, the financial crisis and the global economic crisis make it more important than ever for students and managers to understand the role that finance plays in a global economy, in their own companies, and in their own lives. The course combines theory and practical implications. The synthesis and understanding of finance theory are essential for anyone developing and/or implementing effective financial strategies. The course begins by exploring fundamental concepts, including background on the economic and financial environment, financial statements, and the time value of money, bond valuation, risk analysis, and stock valuation. With that background the course moves to specific techniques and decision rules that can be used to help maximize the value of the organization. **Prerequisite:** Two undergraduate accounting courses or BA 513

BA 522 International Marketing (3 semester credits)

BA 522 International Marketing is designed to take a strategic approach to marketing by outlining the major dimensions of the global business environment. The course will focus on a set of conceptual and analytical tools that prepare students to successfully apply the four Ps to global marketing. The course will help the student formulate international strategies in planning market research and control with regards to legal, cultural, and economic factors involved in crossing borders. Ethics, corporate social responsibility, and social responsiveness in the globalization era are also addressed. **Prerequisite:** Graduate standing

BA 523 Marketing Management (3 semester credits)

BA 523 Marketing Management is focused on the process by which a company from any country can creatively adapt to the international environment within which they operate relative to the marketing concept and strategic aspects of marketing management. The course provides comprehensive coverage of the marketing mix, including various types of entry modes and channels. It also addresses aspects of the changing international marketing environment. Special attention is focused on the techniques and tools for effective decision making in the international marketing environment with practice case examples.

Prerequisite: One course in Marketing and Management

BA 529 Multinational Business Management (3 semester credits)

BA 529 Multinational Business Management is designed to help students develop the essential skills needed to formulate and implement successful strategic moves in the new competitive and interlaced global environment. Students will come to understand that successful multinational managers view the world as an integrated market where competition and collaboration evolve from anyone and anywhere. This course considers how cultural differences affect strategies and operations and gives the student an appreciation of how social institutions such as the economic system, the polity, the education system, and religion play an important role in any multinational operation. This course emphasizes specific techniques utilized by a

multinational firm; its strategy, marketing, finances, decision-making, organization, communication, planning and control. **Prerequisite:** Graduate standing

BA 537 Production and Operations Management (3 semester credits)

BA 537 Production and Operation Management introduces the basic methods and models of production management and operations research. The course addresses inventory control and demand forecasting. The course places emphasis on analytical techniques of POM and modern topics such as lean production involving just-in-time systems, computer-integrated manufacturing, etc. **Prerequisite:** One Management Courses or BA 529

BA 541 International Corporate Finance (3 semester credits)

BA 541 International Corporate Finance focuses on how managerial thinking influences strategy formation and implementation. The importance of change and the need for managerial dynamic thinking and the importance of organization learning are reviewed. The case study approach integrates the various disciplines associated with management such as accounting, finance, human resources utilization, and organization behavior. This is the capstone course is a comprehensive course that addresses issues ranging from corporate governance and social responsibility to competitive strategy, functional strategy, and strategic alliances. **Prerequisite:** One course in finance or one course in accounting

BA 542 Comprehensive Business Management Seminar (3 semester credits)

BA 542 Comprehensive Business Management Seminar focuses on how managerial thinking influences strategy formation and implementation. The importance of change and the need for managerial dynamic thinking and the importance of organization learning are reviewed. The case study approach integrates the various disciplines associated with management such as accounting, finance, human resources utilization, and organization behavior. This is the capstone course is a comprehensive course that addresses issues ranging from corporate governance and social responsibility to competitive strategy, functional strategy, and strategic alliances. **Prerequisites:** At least 18 credits of graduate level business courses including one 500-level management course.

BA 544 Human Resources Management (3 semester credits)

BA 544 Human Resources Management focuses on HRM in a multinational setting in terms of human resource activities, types of employees and countries of operation. The complexity of operating in different countries and employing different national categories of workers is a key variable that differentiates domestic and international HRM, rather than any major difference between HRM activities performed. The course familiarizes the student with the basic functions of HR including staffing, recruiting, training and development, compensation, employee relations and performance management with an emphasis on the international environment. **Prerequisite:** Graduate standing

BA 560 International Business Law (3 semester credits)

BA 560 International Business Law emphasizes private and public law. The private law applicable to international business transactions includes the law of international sales, trade finance and letters of credit, licensing and distribution agreements, agreements with foreign sales representatives and other governing law. Public international law includes conventions, treaties and agreements among nations that make up the legal framework within which international business takes place. Public international law provides the basis for government regulation of international business. It affects the environment within which a firm develops its international business strategies and establishes the organization's responsibility to national laws and administrative regulations. Legal concerns including ethics and social responsibility will be addressed throughout the. **Prerequisite:** Graduate standing

BA 570 Management Communication for International Business (3 semester credits)

BA 570 Management Communication for International Business reflects the vital importance of effective communication skills to success in management. This course covers the basic business communication principles, focusing on communicating economically, accurately, and cogently. Communication strategies to meet business situations that managers encounter is also addressed. Students analyze cases and compose appropriate business communications. **Prerequisite:** Graduate standing

BA 575 Statistics for Business (3 semester credits)

BA 575 Statistics: In today's global and economic environment, anyone can access vast amounts of statistical information. The most successful managers and decision makers understand the information and know how to use it effectively. This course introduces the student to the software packages of Minitab 16 and Microsoft Office Excel 2010 and emphasizes the role of computer software in the application of statistical analysis. BA 575 is an intensive introduction to statistical methodology in business and economics. Topics included in the course include descriptive statistics, probability, interval estimations, hypothesis testing, experimental design, ethics in interpretation and multiple regressions. **Prerequisite:** Graduate standing

BA 589 Methods of Research and Analysis (3 semester credits)

BA 589 Methods of Research and Analysis: Business research is a systemic inquiry that provides information to guide managerial decisions. It is a process of planning, acquiring, analyzing, and disseminating relevant data, information, and insights to decision makers. This course is designed to give students experience in applying a wide range of methodological and fieldwork activities involved in an actual piece of research. The main stages in historical, social science and business research are explored. **Prerequisite:** Graduate standing

BA 599 Thesis for Business (15 only for UoR)

Completion of relevant research, writing and submission of the Thesis. **Prerequisite:** Approval from Assigned Faculty

GEB 1350 Introduction to International Business (3 semester credits)

GEB 1350 Introduction to International Business is developed to help students become better employees, more informed consumers, and/or more successful business owners in an international environment. The course is designed to help students understand the various aspects of the global business environment including organizational administration, employment opportunities available in a career in business as well as what is required to be a successful employee including the knowledge, skills and abilities to work in a culturally diverse, global workforce. Interpersonal, analytical, technical, and conceptual skills necessary to be successful managers are reviewed. Some discussion around small business owners and entrepreneurship is introduced in this course. A basic understanding of international business will help students invest in the future and become informed consumers by analyzing issues such as financial structures and financing, stocks, mutual funds, and other alternatives to investing in the global business environment. Other topics addressed in this course include patterns of international trade and multinational business operations. **Prerequisite:** None

CAPSTONE

CA 491 Capstone Final Project 1-A (3 semester credits)

CA 491 Capstone Final Project 1-A will have students work in groups analyzing an international company's current business situation and apply a digitalization project. During this semester, students will develop a marketing plan for their digital business project. Furthermore, they will work on the areas of innovation, UX, product, business, plan, and go-to-market of their project using agile methodologies and merging all the concepts and techniques learned during the previous courses. **Prerequisite:** Successful completion of 60-90 Credits

CA 492 Capstone Final Project 1-B (3 semester credits)

CA 492 Capstone Final Project 1-B will have students work in groups analyzing a company's current business situation and apply a digitalization project. During this final semester, students will overview the final results of their project by integrating the different aspects learnt during the previous courses, applying a metrics plan and analyzing these metrics results. **Prerequisite:** CA 491

CA 497 Capstone (3 semester credits)

CA 497 Capstone course is designed to assess student acquisition of knowledge and skills aligned to program learning outcomes prior to graduation. The purpose of CA497 is to assist students through the dissertation proposal writing processes including the formulation of the problem statement, conceptual and theoretical framework, literature review, research design and methodology. The topic of the dissertation and timeline to completion is negotiated with the student, approved, and completed under the supervision and guidance of an appointed tutor/mentor. **Prerequisite:** Course taken in year 3

COMPUTER SCIENCE

CS 110 Programming Foundations (3 semester credits)

CS 110 Programming Foundations is designed for the student with little to no programming background and provides the basic concepts of structured programming with a procedural language like C. The course will start introducing the software development life cycle and structured programming. Afterwards the course will cover the fundamentals of the C programming language: data types, operators and expressions, flow control, functions, program organization, pointers, arrays, input and output, text files and so on. The course will finally cover some Unix topics related to C. All these concepts are taught with a practical hands-on approach through the usage of the C language by the student. **Prerequisite** : None

CS 180 Introduction to Object-Oriented Programming (3 semester credits)

CS 180 Introduction to Object-Oriented Programming provides the basic concepts and main practices of object-oriented programming: objects, classes, methods, inheritance, and polymorphism, along with the handling control structures flow. The concepts and practices are taught with a hands-on approach through the usage of the Java language by the student. The course starts by describing the basic features of Object-Oriented principles and Java programming, followed by the fundamentals of objects and classes, and logic and looping. Next topics are Object-Oriented Design, Inheritance and Polymorphism, Event management and GUI programming. Finally, the course will cover I/O programming and Multithreading in Java. Topics like design, debugging and testing of programs are covered as well along the course. **Prerequisites**: CS 110 and MA 221

CS 210 Data Structures (3 semester credits)

CS 210 Data Structures describes fundamental concepts, types and efficient usage of data structures which are widely used in Computer Science. Firstly, the course will cover the concepts of abstraction, encapsulation, and modularity. Afterwards the course will present several types of data structures: array lists, linked lists, stacks, queues, priority queues, binary trees, and hash tables. The course addresses important issues such as efficiency of data structure operations, applications of data structure and basic analysis of algorithms, and how to use them. Finally, the course covers graphs, trees, and networks. This course will teach how to choose the best solution to a specific problem using an object-oriented programming language like Java. **Prerequisite**: CS 180

CS 215 Introduction to Operating Systems (3 semester credits)

CS 215 Introduction to Operating Systems introduces the students to the fundamental concepts and practice of operating systems, the basic software that interfaces between the user applications and the hardware resources. Due to this role, operating systems are extremely important, and it is critical to understand the philosophy, main concepts, and components of operating systems. This course has a hands-on approach by using Linux. The course consists of two parts: a theoretical one where the students will learn about operating systems components, architecture, and how they collaborate among them. Afterwards the course covers processes, threads, memory management, Input/Output management and file systems. And a second practical part where the main basic components of Linux operating system will be introduced, and the

students will use command line interface, directories, file systems, redirecting and piping operators, shells scripts and system administration tasks. During the course the students will do low-level programming using C and Linux. **Prerequisite:** CS 210

CS 220 Database Systems (3 semester credits)

CS 220 Database Systems course introduces students to this topic and teaches how to efficiently design, implement, analyze, and access databases using a Data Base Management System (DBMS) and ensuring the required response time, load, number of concurrent users, availability, integrity, and recovery. The course first introduces the student to DBMS. Later on, the course covers the Entity-Relationship model, and Relational model. The course then moves on to the SQL query language. Afterwards, the course presents the topics of normalization, and access to databases from programming languages and web interfaces. Finally, it addresses several topics of optimization of relational queries, database design and implementations, addressing topics such as data storage, indexes, and security. **Prerequisite:** CS 285

CS 251 Integrative Project 1 (3 semester credits)

CS 251 Integrative projects provide an opportunity for a sustained period of independent study and research combined with interaction with other students from the same or different programs. They allow students to concentrate on topics that are of particular interest to them and in which they will have to apply the knowledge acquired on previous courses of the program. Integrative projects will enable the student to apply what he/she has learnt on courses focused on isolated subjects to the solution of a real problem faced in business and industry, bringing together theoretical learning with practical experience. The integrative project starts with a real-world business problem, either provided by the instructor or an industrial partner, and then a research-based solution is sought integrating the knowledge acquired in some previous specific courses, aiming to reproduce real world consulting activities. The course does not include additional theoretical content. The emphasis is on combining several concepts, types of knowledge, and skills learned through previous courses to address a specific challenge.

The previous courses that this project intends to integrate are Principles of Microeconomics, Introduction to Object-Oriented-Programming, and Statistics. An example of a proposed integrative project might be the development of a Java program that automates statistical concepts that analyzes real data of a small company using statistical concepts to make some business decisions. **Prerequisites:** ECO 2013, CS 180, BA 374

CS 252 Integrative Project 2 (3 semester credits)

CS 252 Integrative projects provide an opportunity for a sustained period of independent study and research combined with interaction with other students from the same or different programs. They allow students to concentrate on topics that are of particular interest to them and in which they will have to apply the knowledge acquired on previous courses of the program. Integrative projects will enable the student to apply what he/she has learnt on courses focused on isolated subjects to the solution of a real problem faced in business and industry, bringing together theoretical learning with practical experience. The integrative project starts with a

real-world business problem, either provided by the instructor or an industrial partner, and then a research-based solution is sought integrating the knowledge acquired in some previous specific courses, aiming to reproduce real world consulting activities. The course does not include additional theoretical content. The emphasis is on combining several concepts, types of knowledge, and skills learned through previous courses to address a specific challenge. The previous courses that this project intends to integrate are Web Development Technologies and Database Systems. An example of an integrative project for this course might be to develop a basic web application which accesses a relational database using JavaScript, HTML, CSS, PHP, and SQL. **Prerequisites:** CS 280, CS 251

CS 260 Object Oriented Analysis and Design (3 semester credits)

CS 260 Object Oriented Analysis and Design introduces students to object-oriented analysis and design. Object-oriented analysis is the process of analyzing a task or customer requirements, producing a conceptual model comprised of use cases, class diagrams and interaction diagrams. Object-oriented design defines software objects and how they collaborate to fulfill the requirements, and constraints to the conceptual model. This course will firstly recap main object-oriented principles such as objects, classes, inheritance, polymorphism, aggregation, abstract classes, and explain the formal notations for expressing topics relating to the analysis, design, and implementation of systems. It also covers a reminder of known Java concepts and presentation of new ones. The course then will present the topic of analyzing and designing problems using UML. Afterwards Object-oriented analysis and Object-oriented analysis will be discussed. **Prerequisite** CS 210

CS 280 Web Development Technologies (3 semester credits)

CS 280 Web Development Technologies explores several of the present-day main technologies and the basic technical skills widely used for design and development of web applications. The course will discuss the following topics: introduction to web and mobile applications; design of web applications focusing on usability and accessibility; web development technologies including markup languages (HTML5 and XML); content style languages (CSS); HTTP protocol (Hypertext Transfer Protocol); client programming languages (JavaScript); technologies for asynchronous web applications (Ajax); web servers, including set up and maintenance; server programming languages (PHP); and Cloud SaaS (Software as a Service) concept. **Prerequisites:** CS 220, CS 260

CS 285 Data Structure and Algorithms (3 semester credits)

CS 285 The objective of the course is to acquaint students with basic data structures and their use in fundamental algorithms. Data structures and algorithms are essential to programming and to understanding computation foundations. The students will be introduced to the tools for applying data structures and some basic algorithms to computational problems. Basic and essential topics in data structures, such as array-based lists, linked lists, skip lists, hash tables, recursion, binary trees, scapegoat trees, red-black trees, heaps, sorting algorithms, graphs, and binary trees are covered. **Prerequisite:** CS 110

CS 324 Computer Architecture (3 semester credits)

CS 324 Computer Architecture provides a basis for students to understand and analyze modern computer system architectures. Computer Architecture deals with the selection and interconnection of hardware components to design computers that meet functional, performance and cost requirements. Firstly, the course introduces some concepts of computer architecture and organization followed by a review of the main concepts of data representation and Boolean logic and gates. From there, the course covers the Arithmetic and Logic Unit; CPU; Parallelism; Graphical Processing Unit (GPU). Memory organization and structure; Control Unit. **Prerequisites:** CS 210, CS 215

CS 325 Advanced Databases (3 semester credits)

CS 325 This course explores advanced database systems, their management, and their importance in business practice. The students will be provided with the competencies required to design and configure analytical databases, evaluating the different possible alternatives in the context of their company and the sector they are operating in. Database management systems, transactional database systems, data warehouses, e-commerce databases and databases for storing complex data will be presented. Concepts of generic relational databases are also dealt with, in order to further study non-relational alternatives, also known as NOSQL managers, most appropriate for Big Data environments, emphasizing the configuration in analytical environments. **Prerequisites:** CS 220 and CS 280

CS 330 Software Engineering (3 semester credits)

CS 330 Software Engineering analyzes the theory and practice of software engineering, "an engineered discipline in which the aim is the production of software products, delivered on time and within a set budget, that satisfies the client's needs". It covers all aspects of software production ranging from the early stage of product concept to design and implementation to post-delivery maintenance. The course consists of two parts: The first one introduces the concept of Software Engineering, addresses the principles of software process, process models, software process improvement, and Agile development. The second part is devoted to the description of the activities across the process model phases: requirements elicitation, analysis, design, coding, testing, and delivery. Topics of object-oriented analysis and design will be used. The course will move on to describe the transversal tasks, such as Configuration Management, Software Quality Assurance, System Documentation and Applications Maintenance. And finally, it will examine the professional, ethical, and social responsibility of a Software Engineer. Along the course examples of the real world will be provided to illustrate the concepts. **Prerequisite:** CS 260

CS 335 Mobile Applications (3 semester credits)

CS 335 Mobile Applications familiarizes students with the analysis and practice of mobile applications development. It all begins by introducing the topic of mobile applications, following with the technologies involved, types of applications and mobile application architecture. Then the course will address mobile application design following Usability guidelines. Afterwards, the IOS and Android's main characteristics and development resources will be discussed. The course then moves on to explaining the issues of the different options of mobile application development, and the mobile application frameworks and their benefits. Finally,

the course will cover in detail the mobile framework React Native. The students will produce a paper about mobile applications development technologies during the course. **Prerequisite:** CS 280

CS 340 Algorithms (3 semester credits)

CS 340 Algorithms provides the students the fundamental concepts and skills required to design, implement, and analyze algorithms for solving problems. As the performance of any software system depends on the algorithms chosen and the appropriateness and efficiency of the implementation, algorithms are fundamental to software engineering. Therefore, algorithms are crucial in all advanced areas of computer science where the performance is essential like artificial intelligence, databases, distributed computing, graphics, networking, operating systems, programming languages, security, and so on. Moreover, the design and implementation of algorithms needs efficient data structures that have been studied in the former year. The course will cover the following topics: Introduction to algorithm analysis. Best, expected, and worst-case behaviors of an algorithm. Basic sorting review. Binary search trees. Analysis of iterative and recursive algorithms. Algorithm strategies: Brute-force, Greedy and Divide- and- Conquer. Dynamic programming. Sequential and binary search algorithms. Some advanced topics on sorting algorithms. Hash tables. Graphs and graph algorithms and shortest-path algorithms (Dijkstra's and Floyd's algorithms) and Computational intractability. **Prerequisites:** CS 210, MA 222

CS 353 Integrative Project 3 (3 semester credits)

CS 353 Integrative projects provide an opportunity for a sustained period of independent study and research combined with interaction with other students from the same or different programs. They allow students to concentrate on topics that are of particular interest to them and in which they will have to apply the knowledge acquired on previous courses of the program. Integrative projects will enable the student to apply what he/she has learnt on courses focused on isolated subjects to the solution of a real problem faced in business and industry, bringing together theoretical learning with practical experience. The integrative project starts with a real-world business problem, either provided by the instructor or an industrial partner, and then a research-based solution is sought integrating the knowledge acquired in some previous specific courses, aiming to reproduce real world consulting activities. The course does not include additional theoretical content. The emphasis is on combining several concepts, types of knowledge, and skills learned through previous courses to address a specific challenge. The previous courses that this project intends to integrate are Mobile applications, Software Engineering, and IT Project Management. An example of an integrative project for this course could be to develop a basic mobile application managed and using SCRUM. **Prerequisite:** CS 252

CS 360 Operating Systems (3 semester credits)

CS 360 Operating Systems is the prolongation of the Introduction to Operating Systems course. This course will firstly present and analyze the following topics: Processes and threads, inter-process communication, scheduling, process communication and synchronization, mutual exclusion, and deadlocks. Afterwards will cover files and I/O, memory management and virtual memory, file management and disk organization, Virtualization, Cloud, multiprocessor systems and Security. Finally, the course will cover operating systems

design, a review of Unix, Windows and Android structures and main characteristics and an introduction to operating system tuning. **Prerequisite:** CS 210, CS 215, CS 324

CS 365 Distributed Systems (3 semester credits)

CS 365 Distributed Systems requires students to analyze those systems that according to Tanenbaum are a “collection of autonomous computing elements that appears to their users as a single unique coherent system”. Therefore, this collection of nodes needs to collaborate, and this course will analyze how they collaborate. The course first begins explaining the fundamentals of distributed systems: characterization, models, software architectures, remote invocation, and inter-process communication. The next topics are the architecture and communications of distributed systems, including SOA and Web services, process management, distributed file systems and name services, coordination and distributed transactions, operational issues of distributed systems and finally, service architectures based on cloud computing. The students will produce a paper about computer networks during the course. **Prerequisite:** CS 360

CS 380 IT Project Management (3 semester credits)

CS 380 IT Project Management introduces the BS student to the analysis of project management methodologies and frameworks in software development and maintenance. Firstly, the course focuses on general, non-IT specific, project management methodologies and best practices, such as the Project Management Book of Knowledge (PMBOK) developed by the Project Management Institute (PMI). This first part sets up very good principles, that are needed to better understand what comes later: Waterfall model, Agile philosophy, and the SCRUM Agile framework. Though the last two were initially oriented to software development activities, nowadays are used in other fields like sales or marketing. The course finishes describing DevOps, a set of best practices to improve the relation between Development and IT Operations organizations; Kanban, an agile framework to improve maintenance or service-oriented activities; and Lean, a system oriented to the continuous improvement of organizations. DevOps, Kanban and Lean fit very well with Agile software development and maintenance frameworks. **Prerequisite:** None

CS 410 Computer Graphics and Visual Analytics (3 semester credits)

CS 410 This course will introduce the basic techniques of Visual Analytics, that enables business analytics supported by a highly interactive visual interface. Techniques and algorithms for creating effective visualizations based on principles from graphic design, visual art, perceptual psychology, and cognitive science will be studied by means of commercial software applications. Students will also learn to evaluate the effectiveness of visualization designs, and think critically about each design decision, such as mapping data attributes to graphical attributes, choice of color or choice of strategic visual encoding. **Prerequisite:** BA 422

CS 422 Computer Networks (3 semester credits)

CS 422 Computer Networks presents the student with an analysis and synthesis of computer networks, the basis of our digital age, and the underpinning concepts behind them: the design and implementation, their protocols, and applications. The course will analyze how networks work and explain how to do network

programming. It will firstly present computer networks by explaining the Internet and its protocols. Later the course will describe the OSI reference model, which is the foundation of computer networks and the Internet 5-layer model. The description of the OSI model will start with application level describing some TCP- based protocols: HTTP, SMT and FTP, two UDP-based protocols: DNS and P2P file transfer, and sockets programming. Then the course will describe the transport layer and its implementations on TCP and UDP and afterwards will cover the network layer focusing on the IPv4 and IPv6 protocols. Finally, the course will explain the data-link level implemented on Ethernet, Wi-Fi, or GSM. The students will produce a paper about computer networks during the course. **Prerequisite:** CS 360

CS 425 Web Applications Development (3 semester credits)

CS 425 Web Applications Development will require students to critically analyze the software engineering activities, fundamentals, architectures, and main technologies involved in the design, development, and testing of web applications in order to fulfill their functional and non-functional requirements. The course starts introducing the main topics and discussing User Experience Design, User Interface and Usability that will be used in the application design. Afterwards the technologies related to the front-end or client side are discussed: the browser, HTML5/CSS, JavaScript, and JavaScript frameworks. The course then moves on to cover the back end or server-side main topics: The web server, Node.JS, Express and databases, covering SQL databases and NOSQL databases such as MongoDB. Then the course addresses web application architectures. The next topic is mobile applications, whose specifics are discussed. Finally, the course covers web application security and the testing of the applications.

Prerequisite: CS 280

CS 430 Data Analytics (3 semester credits)

CS 430 Data Analytics requires students to analyze and evaluate the concepts and tools of Analytics so that they can obtain from very large amounts of raw data a knowledge of the patterns and structures inside the data, to support decision making or address practical research questions. After an introduction to the topic, the course will review or introduce some relevant concepts about statistics and will present some tools widely used in Analytics such as the R Statistical Software, that will be used during the course. Afterwards the topic of Big Data storage, quality and processing will be discussed. Later on, the course will start discussing the core Data Analysis topics: linear and no linear regressions, model assessment and selection, logistic regression. Followed by classification, clustering, and decision trees. And finally, the course will cover the topic of presentation of results. The students will produce a paper about computer networks during the course.

Prerequisites: BA 374, MA 222

CS 465 Machine Learning (3 semester credits)

CS 465 Machine Learning is a subfield of artificial intelligence whose goal is the development of algorithms capable of learning from data automatically. It uses techniques from different origins such as statistics, linear algebra, optimization, and computer science to create automated systems that can scrutinize large volumes of data at high speed to make predictions or decisions without human intervention. It has broad applications in distant fields such as business intelligence, homeland security or biochemical interactions. This course will

examine the field of machine learning, in particular focusing on the core concepts of supervised and unsupervised learning. The course will request the students to analyze the algorithms which are required in common machine learning techniques, understanding too the theoretical relationships between them. Some projects will be developed to cover the application of machine learning to a range of real-world business problems. **Prerequisite:** CS 480

CS 475 Introduction to Computer Security (3 semester credits)

CS 475 This course will provide the students with the fundamental principles of computer and network security by analyzing attacks on computer systems, network, and the Web. The course will look at the security policies, models and mechanisms related to confidentiality, integrity, authentication, identification, and availability issues related to information systems. Other topics covered include basics of cryptography, network security, risk management, security assurance and secure design principles, as well as e-commerce security. Issues such as organizational security policy, legal and ethical issues in security, standards and methodologies for security evaluation and certification will also be covered.

Prerequisite: CS 285

CS 480 Artificial Intelligence (3 semester credits)

CS 480 Artificial Intelligence gives a broad analysis of the problems and methods studied in the field of knowledge representation, problem solving, and learning methods of Artificial Intelligence (AI). The covered topics will include AI methodology and fundamentals; intelligent agents; search algorithms; game playing; propositional logic and first order logic; Bayesian networks; fuzzy logic; decision networks; Markov decision processes; reinforcement learning; robotics and vision; and ethical implications of AI. **Prerequisite:** CS 285

ECONOMICS

EC 310 Intermediate Economic Theory (3 semester credits)

EC 310 Building directly on knowledge gained in ECO 2013 and ECO 2023 (Principles of Microeconomics and Principles of Macroeconomics) this course examines important areas of both microeconomics and macroeconomics in greater depth. The micro section focuses on the theory of the firm and pricing with emphasis on competitive, and on factor markets. The macro section focuses on the analysis of aggregate supply and demand and fiscal policies. International competition and interdependencies are examined throughout. **Prerequisites:** ECO 2023, ECO 2013

EC 352 Economic Geography (3 semester credits)

EC 352 Economic Geography examines economic activity and production as a function of geographical location. It uses economic models to explain how economic activities are located by looking at primary, secondary, and tertiary production, and services. It illustrates the effects of technology and the impact of natural resources. It provides a comparative analysis of global demography, the rise and roles of the city and the metropolis. The course examines national, regional, and strategic political and commercial alignments and realignments. **Prerequisites:** ECO 2013 and ECO 2023

EC 452 Resources and the Environment (3 semester credits)

EC 452 Resources and the Environment focuses on an in-depth examination of the distribution, allocation, and consumption of both renewable and non-renewable resources, as well as the evaluation of the potential environmental problems. The course examines potential ways of solving current environmental problems. Examples of issues that will be analyzed include: the changing patterns in resource development, the issues of private producer control vs. state-owned enterprises, and the impact of future markets on resource prices and allocations. **Prerequisites:** ECO 2013 and ECO 2023

EC 454 Monetary Theory and Comparative Banking Systems (3 semester credits)

EC 454 Monetary Theory and Comparative Banking Systems analyzes the fundamentals of modern monetary theory in the context of stabilization policies. It investigates the history and functioning of modern banking systems with special reference to the USA, Germany, Japan, and other nations. Different banking systems are examined, such as the supply/demand for money and the determination of interest rates in an international context. International cooperation in monetary policy is examined. **Prerequisites:** ECO 2023, ECO 2013

EC 455 International Trade and Finance (3 semester credits)

EC 455 International Trade and Finance will explore the major theories which seek to explain the patterns of international trade, the reasons for and the attempts to overcome barriers to free trade, the mechanisms for international payments, and the various systems by which exchange rates are determined or influenced. The course will also critically evaluate the major international institutions influencing trade, payments, and exchange rates, as well as the role of international investment and multinational corporations.

Prerequisites: ECO 2013 Principles of Microeconomics and ECO 2023 Principles of Macroeconomics

EC 457 Economics of Developing Countries (3 semester credits)

EC 457 Economics of Developing Countries provides the student with a solid understanding of economic development allowing them to evaluate the current problems facing Third World countries. These findings will be linked to theories explaining economic mal-development and to in-depth discussions of practical attempts to escape from its vicious circles. Specific problem areas are analyzed more in-depth including questions of population growth, capital demand, foreign trade imbalance, foreign investment, and the agrarian sector.

Prerequisites: ECO 2013 and ECO 2023

EC 500 Introduction to Economics (3 semester credits)

EC 500 Introduction to Economics is a prerequisite for students who have no undergraduate economics background and register in the MIM or the MAIRD program. It covers the principles of both micro and macroeconomics. Microeconomics topics will include the basics of supply and demand, the behavior of consumers and businesses, and how markets operate. Macroeconomic topics will include the fundamental

components of gross domestic product (GDP), the problems of inflation and unemployment, the impacts of government fiscal and monetary policies, and economic growth.

ECO 2013 Principles of Microeconomics (3 semester credits)

ECO 2013 Principles of Microeconomics will explore individual economic choices and how markets coordinate the choices of various decision makers. Microeconomics explains how price and quantity are determined in individual markets. Economists use scientific analysis to develop theories or models that explain economic behavior. Throughout the course the concern will be in developing an economic relation that can be expressed in words, represented as a table of quantities, described by a mathematical equation, or illustrated by a graph. The course will introduce various market systems, public policy and how the market affects international economics in terms of international trade, international finance, and economic development. **Prerequisite:** None

ECO 2023 Principles of Macroeconomics (3 semester credits)

ECO 2023 Principles of Macroeconomics will explore the performance of the economy as a whole. Whereas microeconomics studies the individual pieces, macroeconomics puts all the pieces together to look at the big picture. Throughout the course the concern will be in developing an economic relation that can be expressed in words, represented as a table of quantities, described by a mathematical equation, or illustrated by a graph. The course will examine the fundamentals of macroeconomics, fiscal and monetary policy, and international economics. **Prerequisite:** None

ENGLISH

EN 111 English Composition: Expository Writing (3 semester credits)

EN 111 English Composition: Expository Writing is an overview of grammatical and syntactical elements, paragraphs, and theme development. Expository writing is aimed to enhance students' capacity to formulate, organize, and express thoughts logically, clearly, and effectively. Students write short essays and read selected prose models. **Prerequisite:** None

EN 112 English: Research and Writing (3 semester credits)

EN 112 English: Research and Writing requires the application of grammatical and syntactical elements, paragraphs and development used in academic writing. This course will highlight academic writing and research. It is aimed to enhance students' capacity to formulate, organize, and express thoughts logically, clearly, and effectively using credible information sources. Students will prepare a significant research paper using a specific series of steps. **Prerequisite:** None

EN 200 Cross-Cultural Communication (3 semester credits)

EN 200 Cross-Cultural Communications illustrates the different cultural norms at play when people interact. It will provide application of the various factors which affect communication, particularly in an international context. The course will explore the relationship between the discipline of cultural anthropology, its central concept of culture and the conduct of global business. The course will present a number of different models for understanding cultural differences, including contrasting values and metaphors to help students appreciate how people from different cultures view the world from the perspective of their own cultural assumptions and

how culture affects thinking and behavior. Emphasis is placed on building and maintaining relationships through verbal and nonverbal communication. The course will also examine three functional processes critical to success in conducting global business: negotiating, partnering, and managing. **Prerequisite:** EN 111 English Composition: Expository Writing or EN 112 English: Research and Writing

ENG 200 Research and Writing for Effective Communication (3 semester credits)

EG 200 Research and Writing for Effective Communications concentrates on developing students' abilities to conduct meaningful research and to produce analytical written works within the contexts of academic and technical writing. Special attention will be paid to clarity and directness for effective communication as well as editing to improve clarity of expression, which is a fundamental skill. Students use a problem-solving model of goal and audience analysis in producing reports, organizational correspondence, and instructional media. The focus is also on developing research skills and strategies for the final research document, using the provided Salem manual of style. Building on prior English courses' content. **Prerequisite:** None

EN 373 Public Speaking (3 semester credits)

EN 373 Public Speaking introduces public speaking. Often listed as the number one fear of employees, this course provides a systematic system for success in public speaking. The focus is on preparing, organizing, and presenting an effective and professional speech. **Prerequisite:** None

EN 490 Intercultural Communication (3 semester credits)

EN 490 Intercultural Communication addresses the ways in which social structuring, social assumptions, and intercultural language usage bears on interactions between members of different cultures. This course is the culmination of foundational principles presented in the core General Education coursework expressed in terms of intercultural contexts. The emphasis is on interdisciplinary activities in the fields of communication, sociology, psychology, technology, and research. Students employ critical thinking and analytical skills to evaluate and integrate diverse ideas within various cultural backgrounds. **Prerequisite:** None

FRENCH

FR 101 Beginning French I (3 semester credits)

FR 101 Beginning French is a beginning course for students who wish to learn French. They will be introduced to basic grammar, vocabulary, phonetics, and writing. Students will be able to participate simply, but consistently, in topics on everyday personal topics in the present time frame and to handle themselves in basic travel and social situations. By the end of the course the student will be able to manage everyday situations, maintain a simple conversation and read simple texts. The intent of the curriculum is not to make students proficient in French. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** None

FR 102 Beginning French II (3 semester credits)

FR 102 Beginning French II is the second of the beginning courses for students who wish to learn French. Using the same French method as FR 101, the course continues to develop the student's ability to understand, speak and write in French. Students will be able to participate simply, but consistently, in conversations on everyday personal topics and to handle themselves in basic travel and social situations, among others. By the end of the course, students will be able to read non-complex texts and write short compositions. **Prerequisite:** FR 101

FR 201 Intermediate French I (3 semester credits)

FR 201 Intermediate French I aim is to give students an intermediate level in spoken and written French. They are taught complex grammar and vocabulary, reinforced with the use of audio and video to improve their listening comprehension. By the end of the course, students will be able to read complex texts and write long compositions. **Prerequisite:** FR 101

FR 202 Intermediate French II (3 semester credits)

FR 202 Intermediate French II aim is to give students an upper intermediate level in spoken and written French. They are taught complex grammar and vocabulary, reinforced with the use of films to improve their listening comprehension. By the end of the course, students will be able to read complex texts and write long compositions. **Prerequisite:** FR 201

GERMAN

GE 101 Beginning German I (3 semester credits)

GE 101 Beginning German is a beginning course for students who wish to learn German. They will be introduced to basic grammar, vocabulary, phonetics, and writing. Subjects taught are basic vocabulary, pronunciation, and elementary grammar (genders, cases, negative and interrogative sentences, pronominal structures, prepositions, conjugation of present tense-verbs, word order of main and subordinate clauses). The intent of the curriculum is not to make students proficient in German. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** None

GE 102 Beginning German II (3 semester credits)

GE 102 Beginning German II continues basic vocabulary, pronunciation, and elementary grammar. Practice of different structures using various pattern drills. Language of communication is German. The intent of the curriculum is not to make students proficient in German. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** GE 101

GE 201 Intermediate German I (3 semester credits)

GE 201 Intermediate German I enhances the students' capacity to formulate, organize and express their thoughts in German. Also, using various pattern drills, systematic discussion of selected grammatical difficulties is stressed (declension of nouns, article words and adjectives, use of prepositions, sentence

structure, etc.). Intermediate composition, readings of simple prose and verse and modern topics. The intent of the curriculum is not to make students proficient in German. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** GE 102

GE 202 Intermediate German II (3 semester credits)

GE 202 Intermediate German II consolidates the student's knowledge of basic German structures and usage. Grammar patterns discussed are, in particular, verb forms, and sequence of tenses. At the end of this course students have expanded their vocabulary, acquired the ability to master specific grammar difficulties and improved their skills of reading, writing, and speaking. The intent of the curriculum is not to make students proficient in German. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** GE 201

HISTORY

HI 225 European History to 1815 (3 semester credits)

HI 225 European History to 1815 provides a survey of European history from medieval era to 1815. This course familiarizes students with the mainline political, socio-economic, and cultural development in this time period. Religious and military history is covered as well. It also shows students how Europe evolved from the fall of the Roman Empire through the Early Modern era. This course should provide students with general background material, serving as a complement to their area of concentration or as an introduction to further work in history or related fields. **Prerequisite:** None

HI 226 European History: Napoleonic Period to the Present (3 semester credits)

HI 226 European History: Napoleonic Period to Present provides a survey of European history from Napoleonic Period to Present. This course familiarizes students with the mainline political, socio-economic and cultural development in this time period. Religious and military history is covered as well. It also shows students how Europe evolved from the Napoleonic Period through to the Early Modern era. This course should provide students with general background material, serving as a complement to their area of concentration or add an introduction to further work in history or related fields.

Prerequisite: None

HOSPITALITY MANAGEMENT

HM 103 Introduction to Tourism & Hospitality (3 semester credits)

HM 103 Introduction to Tourism and Hospitality examines the growth and development of hospitality and tourism from early inns to the much broader modern tourism industry. The course demonstrates the organization of a broad range of tourist activities and subsectors including hotel and lodging management (rooms, security, housekeeping, food, and beverage), gaming, tourist attractions and event management. The course also highlights management processes in the hospitality industry with a historical look at key players in the industry. **Prerequisite:** None

HM 187 Front Office Management (3 semester credits)

HM 187 Front Office Management analyzes the organization and operation of the front office. It identifies the techniques used in maximizing the profitability of room division by achieving the highest possible occupancy at the highest possible average rate. It develops front office computer skills and examines the roles of interpersonal skills needed to provide outstanding customer service and other means of maximizing revenues. Other topics covered include security, accounting, operations, food & beverage, human resources, and revenue management. **Prerequisite:** None

HM 210 Food and Beverage Management (3 semester credits)

HM 210 Food and Beverage Management investigates the principles and practice of food and beverage control. Topics include food and beverage cost standards, menu development, budgeting, food and beverage product control, preparation of forecasts for a food and beverage service operation, understanding principles and importance of labor cost controls. The development and use of standards and calculation of actual cost are explained. The application of computer software will also be examined. **Prerequisite:** None

HM 423 Convention and Event Management (3 semester credits)

HM 423 Convention and Event Management explores the scope and segmentation of the convention and group business market. It proposes marketing and sales strategies to attract markets with specific needs. It also critically analyzes these techniques to propose the best solutions to meet different needs. The student will be introduced to the many facets of managing an event both in general, and in the tourism and sporting industries; particularly covering events such as festivals, fairs, tournaments, conferences and other entertainment and cultural events. **Prerequisite:** HM 103

HM 451 Leadership & Management in Hospitality and Tourism (3 semester credits)

HM 451 Leadership & Management in Hospitality and Tourism is designed to allow students to explore the changing nature of leadership, management, and quality issues in the context of today's hospitality industry. Students will explore the following topics in depth: quality control, power and empowerment, communication skills, goal setting, high-performance teams, challenges of diversity, managing organizational change, and strategic career planning. This will provide the student with the knowledge and skills needed to determine appropriate leadership strategies for hospitality organizations in a challenging and demanding environment. **Prerequisite:** HM 103

HM 499 Internship (3 semester credits)

HM 499 Internship in hotel management field. Supervision and written project required. Certain work restrictions may apply. **Prerequisite:** Provost Approval

HM 541 Tourism Planning and Marketing (3 semester credits)

HM 541 Tourism Planning and Marketing: This course brings into focus the growing importance of tourism in developing economies of the world for producing change, alleviating poverty, and achieving sustained growth.

Conservation of irreplaceable natural environmental features, restoration of unique specimens of cultural heritage, capacity restraints, and thresholds of social acceptability must be considered in planning sustainable tourism. The course shows the interrelation and interdependence of tourism planning and marketing. The course also provides an understanding of the importance of planning and management in tourism development and implementing strategies that consider environmental and community issues. **Prerequisite:** Graduate standing

INFORMATION TECHNOLOGY

IT 103 Applications of Computers (3 semester credits)

IT 103 Application of Computers acquaints students with the four major applications of computers in business: word processing, databases, spreadsheets, and presentation software using Microsoft Office. The course concentrates on the fundamentals as it is a "hands on" course. A basic view of the operational software, Windows, and an introduction to Internet Explorer is also part of this course. The course finished with an introduction to web page creation. **Prerequisite:** None

IT 500 Management of Information Systems (3 semester credits)

IT 500 Management of Information Systems: This course is a comprehensive overview of information systems and the management of these functions. Emphasis is made on introducing computer hardware, software, procedures, systems, and human resources. The course will include discussions and readings on conceptual and practical foundations of information-processing systems support for management. Topics include decision-making functions, computer system project management, and economic, ethical, and legal considerations of management information systems, system implementation, and evaluation. **Prerequisite:** Graduate standing

IT 530 Information Technology Project Management (3 semester credits)

IT 530 Information Technology Project Management: This course presents an integrated approach to managing projects, exploring both technical and managerial challenges. The course broadens the focus beyond the traditional project management activities of planning and scheduling, project control, and terminations to a more general, inclusive and more value perspective of the project management process. **Prerequisite:** IT 500

IT 576 Information Technology Applications in Business (3 semester credits)

IT 576 IT Business Practicum is an integrative practicum for the Master of IT program. Students will examine and propose solutions to real-world projects and problems. They will also engage in project management techniques to create practical solutions. This course will take an integrative and managerial approach to address the integration of a broad range of technologies including hardware, software, data, people, and processes involved in Information Systems. **Prerequisite:** Graduate standing

INTERNATIONAL RELATIONS AND DIPLOMACY

IR 221 Introduction to International Relations (3 semester credits)

IR 221 Introduction to International Relations introduces students to the global states-system emerging from the Treaty of Westphalia in 1648, the activities of non-state actors and international organizations across national boundaries and major theories of international relations. International relations involve not only philosophical and institutional matters, but also problems of an economic, strategic, social, cultural, and legal nature. In addition, the study of international relations as an academic discipline demands the ability to research and analyze complex information from various sources for which the course provides entry level students with the terminology, concepts, and necessary conceptual tools. **Prerequisite:** None

IR 331 Modern Diplomacy (3 semester credits)

IR 331 Modern Diplomacy seeks to identify and define major trends and developments in diplomacy in the modern era. This course will explore and scrutinize the emergence of the international conventions that progressively codify diplomatic relations between states in the modern period and give way to modern diplomacy. **Prerequisite:** IR 221 or PS 221

IR 335 American Foreign Policy (3 semester credits)

IR 335 American Foreign Policy traces the history, evolution, and implementation of American foreign policy. 19th-century doctrines of isolationism and exceptionalism will be explored and scrutinized against the backdrop of such expansionist programs as "manifest destiny". From the "Monroe Doctrine" and the "Roosevelt Corollary" to the "Truman Doctrine" as well as subsequent and intermittent articulations of presidential prerogative (the lesser-known doctrines of preceding and succeeding US presidents), students will learn to identify and assess the consistencies and inconsistencies in the historical narrative of the rise of the US to a major world power in the early 20th century to a superpower following WWII. The role the US has played and plays in the global arena will be extensively explored with an eye to the future. **Prerequisite:** IR 221 or PS 221

IR 341 Concepts in International Relations and Diplomacy (3 semester credits)

IR 341 Concepts in International Relations and Diplomacy critically addresses concepts and approaches in international relations and diplomacy such as state sovereignty, state and non-state actors, interests, and levels of analysis as well as such themes and theories as globalization, cultural and economic imperialism, or neocolonialism, hegemony, complex interdependence, and other related topics. The role of international public law in fostering interstate regimes and such treaties as the Vienna Convention on Diplomatic Relations in codifying interstate relations will also be addressed. Against the backdrop of such international relations paradigms as realism, liberalism, structuralism and constructivism, the course will also explore geopolitical variables (e.g., climate change, demography, natural resources) in light of their impact issues related to national and collective security. **Prerequisite:** IR 221

IR 353 The Political Economy of North-South Relations (3 semester credits)

IR 353 The Political Economy of North-South Relations profound and increasing economic divide between North and South will be examined within historical, political, economic, social, and environmental perspectives. Particular attention will be given to investment and trade condition, population, urbanization, poverty and uneven development, the implications of the debt crisis, and social and political instability. **Prerequisite:** IR 221

IR 356 International Relations of the Pacific Rim Region (3 semester credits)

IR 356 International Relations of the Pacific Rim Region analysis of the historical, political, cultural, military, and economics aspects of the Pacific Rim. The relationship between the Pacific Rim and the United States, the EC, and the global economy. A special study of the impact of the end of the Cold War on the region and the economic collapse following an unprecedented growth in the economics of the Pacific Rim. **Prerequisite:** IR 221

IR 370 Writing for Foreign Affairs (3 semester credits)

IR 370 Writing for Foreign Affairs course explores various types of diplomatic and political writing, including political analysis papers, position papers, spot reports, cables, press releases as well as diplomatic signaling and, in general, the use of language in diplomacy. In the process of examining and analyzing various forms of diplomatic correspondence and discourse, students will also explore current debates related to confidentiality and privacy, diplomatic immunities, and privileges in the modern era of “open” and “transparent” public diplomacy. The role of the media and the internet in diplomatic discourse will also be addressed. **Prerequisites:** EN 111 OR EN 112

IR 436 The Middle East (3 semester credits)

IR 436 The Middle East course of Middle Eastern political, economic, religious, and cultural history with emphasis on the period after 1945. The importance of tradition and historical memory in the politics of the area, and the cultural and development relations with the West. Rise and fall of the area’s empires, the imperial rivalries of the Great Powers, Cold War Alignments, Islamic resurgence, and more recent events. Connections between current trends and developments in the Arab world of North Africa.

Prerequisites: IR 221, or PS 221, IR 341

IR 450 Practical Diplomacy (3 semester credits)

IR 450 Practical Diplomacy is an essential political activity that enables states to secure the objectives of their foreign policies without resorting to force, propaganda, or by going against the law. Accordingly, diplomacy can be addressed from a variety of perspectives: historical, legal, cognitive, social, or ethical. The objective of this course is to provide students with a theoretical understanding of diplomacy and practical diplomatic skills. Students will explore and analyze the various concepts of diplomacy, contrast and evaluate the historical development of diplomacy from ancient Egypt, Greece, and China up until today- examine and compare theoretical explanations about how diplomats have taken decisions- and evaluate how diplomacy has adapted itself to the 21st Century. **Prerequisite:** IR221

IR 456 The European Union (3 semester credits)

IR 456 The European Union is designed to introduce the students to the economic, political, and social forces that have combined, within Europe, over the last 50 years, to produce the political entity now called the European Union. The course will also introduce the shifting role of Europe on the global stage and the tremendous changes that have affected Europe and the Europeans in recent decades. **Prerequisites:** IR 221, ECO 2023, ECO 2013

IR 470 Introduction to International Relations (3 semester credits)

IR 470 International Economics Policies and Institutions combines the excitement of world events and the incisiveness of economic analysis. This course introduces and critically explores the principal international economic institutions and policies created during and after World War II, the so-called Bretton Woods system. The roles, interests, and functions of the principal private and public players in the development and elaboration of modern financial and political institutions will be critically examined: The World Bank Group and United Nations Development Group, including the International Monetary Fund, the General Agreement on Tariffs and Trade, and such successor institutions as the World Trade Organization. This course will also interrogate the increasingly significant and controversial role of regional institutions and multilateral development banks, such as the European Union or the Asian Infrastructure Development Bank. The role global and regional economic and financial institutions play in the maintenance of the Post World War II interstate system of mutual self-interest and interdependence will be critically evaluated in the context of competing national and international interests in achieving such UN Millennium Development goals as the "Eradication of Poverty." **Prerequisites:** IR 221, ECO 2013, and ECO 2023

IR 481 Selected Topics in International Relations (3 semester credits)

IR 481 Selected Topics in International Relations This course is designed to allow a thorough evaluation and Analysis/Research Paper on a specific institution e.g. European Union, NAFTA, Mercosur; a region of the world e.g. Middle East, Africa, South East, South America; or on a topic such as global terrorism, global inequality and poverty, global crime, globalization of disease, cyber diplomacy, cyber warfare, nationalism and separatism in various regions, conflict resolution, international migration, human rights or weapons proliferation.

Prerequisites: IR 221 or PS 221, ECO2013 or ECO2023

IR 501 Diplomacy Workshop: Practical and Historical Aspects (3 semester credits)

IR 501 Diplomacy Workshop: Practical and Historical - This course concentrates on practical aspects of diplomacy, including policy formulation, representation, reporting, analysis, and persuasion, as well as consular functions, public and political affairs. Accordingly, students will examine the fundamental international treaties that lay the ground and provide a framework for diplomatic relations in the modern "interstate" system. The course will also focus on other aspects of diplomacy in practice, e.g., diplomacy in the cyber age, the release of privileged diplomatic communications and the demand for transparency; violence against diplomats and diplomatic establishments; diplomatic asylum; and diplomacy as a basic, traditional tool of commerce. **Prerequisite:** Graduate standing

IR 505 Relations and Diplomacy Workshop (3 semester credits)

IR 505 Relations and Diplomacy Workshop is designed to address special topics in the field of international relations ranging from Global Health or other such transnational issues as Climate Change to Area Studies or Regional Development. The focus and topics will change from semester to semester. Flexibly conceived, the course aims to address issues of particular interest to students as they work toward identifying or developing dissertation topics. Using a workshop format, students are expected to collaborate in developing course activities and requirements to meet established learning outcomes. **Prerequisite:** Graduate standing

IR 511 Current Issues in International Relations: Theories (3 semester credits)

IR 511 Current Issues in International Relations and Diplomacy: Theories focuses on the application of international relations theory to current issues in the field. Accordingly, topics covered will vary. In addition to revisiting principal paradigms in IR theory, students will be given the opportunity to apply these theories to their particular areas of interest. The course will be conducted as a seminar, and students will be expected to actively engage their colleagues in their research. **Prerequisite:** Graduate standing

IR 538 Media Communication Strategies (3 semester credits)

IR 538 Media Communication Strategies: This course reviews aspects of media power and media's role in politics, in particular: the relationship between the audience, the media and governments, the political decision-making process in the digital/social media age, virtual democracy, mediatization, principles of media freedom and freedom of expression, as well as media ethics and media justice. The course will also evaluate contemporary journalistic practices, media objectivity, media ownership and new forms of journalism.

Prerequisite: Graduate standing

IR 542 International Organizations (3 semester credits)

IR 542 International Organizations: This course will critically examine key theoretical and practical dimensions of international or, more specifically, intergovernmental organizations (IGOs) (their origins, development, structure), and the role they play in interstate politics. Arbiters of international cooperation in times of peace and conflict – assuming such myriad responsibilities as the management of economic relations, the promotion of human rights, the prosecution of international crimes and, increasingly, the development of environmental standards – the ways in which such IGOs seek to "institutionalize" cooperation at the interstate or international level will be a main focus of the course. Students will analyze the mandates of such organizations as the United Nations, NATO, the European Union, the African Union, and others. **Prerequisite:** Graduate standing

IR 544 Conflict and Peace Strategies (3 semester credits)

IR 544 Conflict and Peace Strategies explores sources of conflict and examines conflict-resolution mechanisms and preventative diplomacy tools such as negotiation, mediation, and peace building. While historical efforts at fostering a culture of conflict resolution will be addressed, the course will focus on peace strategies in the Post-World War II era. War- the use of force- is illegal under international law except in cases of self-defense, or action authorized by the UN Security Council. The UN Charter and subsequent treaty law

“universally” condemn offensive military action or acts of aggression. Accordingly, the course will examine international acts of violence – if not above all the growing number of intra-state conflicts and their international spill-over effects – against the backdrop of international law: whether these acts are unilateral, multilateral (coalition-based), defined as “policing” or humanitarian interventions, or acts perpetrated by non-state actors. **Prerequisite:** Graduate standing

IR 545 International Economic Problems (3 semester credits)

BA 545 International Economic Problems provides analytical frameworks linked to events in the world economy. The course is designed to stress concepts and their application in an international environment. In this framework, students critically examine theories of trade and globalization, as well as major aspects of finance and currency regimes. Issues such as income distribution, poverty, and standard of living are also explored. **Prerequisite:** Graduate standing

IR 546 International Law (3 semester credits)

IR 546 International Law provides a broad platform to describe the main elements of Public International Law, including those contestable theories that underpin their political context. It affords students with various insights concerning the formal structure of the international legal system. The main emphasis is on international law as a decentralized legal order. The different features, which the law exhibits, from the centralized arrangements of familiar domestic legal systems will be explored. Discussion points may include environmental protection, land and maritime disputes, jurisdictional conflicts, investment arbitration, and the newer fields affecting the global harmonization of cybercrime legislations, etc. **Prerequisite:** Graduate standing

IR 550 Economic Influences on International Relations (3 semester credits)

IR 550 Economic Influences on International Relations focuses on the economic dimension of international relations, among states and between states and non-state actors. It explores how states and non-state economic actors cope with the logic of free and governed markets, and how the global economy in turn shapes them. The course shall focus on the geopolitical aspect of such dimension. Students will be first introduced to some of the main theories of international political economy as well as the historical foundations of the current global economic order and the international institutions which oversee it. The different roles of states, non-state actors and international organizations within such multifarious order will be subsequently explored through the analysis of some key themes, including trade, global finance, foreign aid, South cooperation, foreign direct investments, migration, and environmental governance. **Prerequisite:** Graduate standing

IR 571 Human Rights (3 semester credits)

IR 571 Human Rights: The proposition that “humans” have rights irrespective of their diverse cultural, political, and religious heritage forms the basis of international law as articulated in the United Nations Charter of 1945. This proposition of a jus cogens, or “peremptory norms”, from which no derogation is permitted will be analyzed. The United Nations (UN) asserts that human rights are not only “universal and inalienable” but also “interdependent and indivisible”. The UN does not recognize a hierarchy of rights – from the basic negative

“civil and political” rights, the positive “socio-economic, and cultural” rights to “group” rights and the rights of “future generations.” This course will also critically explore these various approaches to the Universalist proposition. **Prerequisite:** Graduate standing

IR 581 Selected Advanced Topics in International Relations (3 semester credits)

IR 581 Selected Advanced Topics in International Relations is designed to allow a thorough evaluation and analysis on a specific institution, or an issue of political interest selected by the instructor. Instruction will focus in depth on the specific issue of current importance, such as the analysis of a relevant institution, political issue, or conflict relevant at the time of teaching. **Prerequisite:** Graduate standing

MARKETING

MAR 2011 Principles of Marketing (3 semester credits)

MAR 2011 Principles of Marketing introduces students to the concept and techniques of marketing in the business setting. Top marketers share a common goal: putting the consumer at the heart of the market. Today’s marketing is about creating customer value and building profitable customer relationships. This course introduces students to the concept and techniques of marketing in the business setting. Marketing starts with understanding consumer needs and wants, determining which target markets the organization can best serve, and developing a compelling value proposition by which the organization can attract and grow valued customers. The course provides practical examples and applications, showing the major decisions that marketing managers face day to day. **Prerequisite:** None

MAR 221 Market Research I (3 semester credits)

MAR 221 Market Research I introduces students to the basic concept and techniques to analyze the roles, the functions and the processes that surround marketing research, emphasizing the new specification, collection and analysis of primary data. Coherent between the different forms of examine the research process, problem definition, alternative research designs, qualitative methods, survey methods, experiments, measurement and questionnaire design, data collection and foundational techniques for basic data analysis. Marketing Research I provides the student with initial experience in developing critical analysis and math/statistics skills.

Prerequisite: MA 172

MAR 222 Market Research II (3 semester credits)

MAR 222 Market Research II introduces students to the concept and techniques of advanced market research, to help them describe, and more importantly predict, future industry events and the consumer behaviors that will follow them. Whereas Market Research I gathers and describes a set of data points, this course gathers, describes and then infers significance from them. Using statistical analytics like factor, cluster, conjoint and discriminant analyses, regression methods and other modeling techniques. Market research II provides the student with substantial experience in making inferences from collected data. **Prerequisite:** MAR 221

MAR 228 Product Marketing (3 semester credits)

MAR 228 Product Marketing focuses on the review of the product marketing plan that companies must perform to establish their international strategy as opportunity identification, concept selection, product design, pre-test, and test marketing. It also explores product management concepts and tools, such as multi-product, multi-market organizations, the diffusion of innovations and consumer adoption process, and the forecast sales of new technologies and likelihood of successful launch. **Prerequisite:** MAR 2011

MAR 325 Marketing Strategy (3 semester credits)

MAR 325 Marketing Strategy - focuses on the review of the marketing process that companies follow, to establish their value propositions in the market, with a special focus on those decisions related to market segmentation, targeting, brand positioning and the marketing mix across different industries and market geographies. It also analyzes strategic business concepts and tools, such as SWOT analysis, Experience Curve, Corporate strategy, and portfolio theory, including introduction to Generic Competitive Strategies.

Prerequisite: BA 322

MAR 328 Integrated Marketing Communication (3 semester credits)

MAR 328 Integrated Marketing Communication introduces students to the concept and techniques of business communication as a strategic and operative function. The capacity to communicate appropriately with different audiences is a key factor for success for every organization. Coherent between the different forms of communication, understanding the role for advertising and other promotional tools to achieve effective marketing campaigns based on clear objectives, market segmentation and target marketing, within established time and cost parameters. The development of an Integrated Marketing Communication program requires an understanding of the overall marketing process, communications theory and processes, marketing communication tools, and consumer behavior. **Prerequisite:** MAR 2011

MAR 350 Sales Management (3 semester credits)

MAR 350 Sales Management focuses on how to formulate, implement, and evaluate a sales program, developing and maintaining relationships with customers and managing the sales process. The importance of finding, concerting, and keeping customers while achieving the organization's goals.

Communication techniques, career planning, selling strategies and tactics. This course provides students with an overview of the theory and practice of personal selling and sales management. **Prerequisite:** MAR None

MAR 351 Price and Cost Management (3 semester credits)

MAR 351 - Price and Cost Management focuses on the process of formulating pricing strategies, that companies must perform, to establish their international strategy as opportunity identification, concept selection, pre-test, and test marketing. This course provides the student with the ability to decide what is the optimal price for the products and services, making predictions and understanding customer behavior, helping to improve pricing decisions, using pricing dynamics and pricing psychology. **Prerequisite:** MAR 2011

MAR 352 Distribution and Retail (3 semester credits)

MAR 352 Distribution and Retail focuses on the review of the retail marketing plan that companies must perform, to establish their international strategy as opportunity identification, including how this sector differs from manufacturing and service industries. It explores the specific nature of retailing, placing the retail organization in its distribution channel, setting, and viewing other channels of distribution than retail stores. The development of a Distribution and Retail strategy requires an understanding of the overall retail mix, including types of retailers, multichannel retailing, consumer buying behavior, retail marketing strategies, selecting retail site locations, supply chain management, merchandising, pricing, store management, store layout and design and customer service. **Prerequisite:** MAR 2011

MAR 425 Social Media Marketing (3 semester credits)

MAR 425 Social Media Marketing focuses on the critical analysis of the social media landscape, the importance for modern businesses to formulate a social media marketing strategy and building relationships and foster engagement with their target audience. The development and prioritization of a social media marketing strategy requires an understanding of the different social media services, tools, and platforms to accomplish marketing objectives. **Prerequisite:** BA 320

MAR 428 Business and Marketing Plan (3 semester credits)

MAR 428 Business and Marketing Plan introduces students to the business and marketing plan and its practical implementation. It focuses on different stages related to the marketing planning process, with a special focus on those decisions related to market segmentation, targeting, brand positioning and the marketing mix across different industries and market geographies. It critically examines turning market opportunities into a marketing plan, with business model innovation, monetization, marketing management as well as strategies that improve performance of new business ventures. **Prerequisite:** MAR 2011

MAR 470 Brand Management (3 semester credits)

MAR 470 Brand Management introduces students to the understanding of the importance of brand equity as well as how to build, measure and manage brand equity. It will cover topics in the utilities of branding, steps/process of building brands, methods of measuring brand equity, ways to leverage brand equity, strategies in managing brand portfolios, and management of brands over time, geographic boundaries, and market segments. The development of a Brand Management strategy requires creating a unique identity for an organization by maintaining brand character, quality, and customer interactions. **Prerequisite:** MAR 328

MAR 490 Corporate Internships (3 semester credits)

MAR 490 Corporate Internships are off-campus experiential learning activities designed to provide students with opportunities to make connections between the theory and practice of academic study and the practical application of that study in a professional work environment. The student will apply digital business concepts learned throughout their studies and further develop skills by completing qualified supervisory and/or digital business duties and/or projects as an employee or intern at a business organization. The student will be

required to work a minimum of 135 hours required to successfully complete the internship. The student will work with faculty and staff to establish a set of qualified assignments & learning goals that will be achieved during the semester. At the end of the internship, the student will present an internship portfolio highlighting their work experience. **Prerequisite:** Successful completion of 90 credits

MAR 2011 Principles of Marketing (3 semester credits)

MAR 2011 Principles of Marketing introduces students to the concept and techniques of marketing in the business setting. Top marketers share a common goal: putting the consumer at the heart of the market. Today's marketing is about creating customer value and building profitable customer relationships. This course introduces students to the concept and techniques of marketing in the business setting. Marketing starts with understanding consumer needs and wants, determining which target markets the organization can best serve, and developing a compelling value proposition by which the organization can attract and grow valued customers. The course provides practical examples and applications, showing the major decisions that a marketing manager faces day to day. **Prerequisite:** None

MATHEMATICS

MA 172 Applied Mathematics (3 semester credits)

MA 172 Applied Mathematics focuses on the reasoning and technical skills necessary for students to become proficient in applying the mathematical concepts and tools of calculus. This course emphasizes the applications of algebra to a variety of fields, including probability, statistics, and finance. It also covers mathematical modelling and set theory. **Prerequisite:** None

MA 221 Mathematics for Computer Science I (3 semester credits)

MA 221 Mathematics for Computer Science I introduces students to the mathematical concepts from Discrete Mathematics that are very relevant when studying computer science and during students' professional careers. Topics such as formal logic, proofs, sets, sequences, strings, functions, algorithms, basic number theory, mathematical induction, relations, discrete probability, graphs, trees, and Boolean logic are presented. This course will help students to think logically and mathematically and improves their capability to solve problems computationally. **Prerequisite:** None

MA 222 Mathematics for Computer Science II (3 semester credits)

MA 222 Mathematics for Computer Science II continues introducing the students to the mathematical concepts that underpin Computer Science and that are used during their studies and later during their professional careers. Previously in Mathematics for Computer Science I concepts of Discrete Mathematics were presented and now concepts of Calculus, like limits, continuity, differentiation and integration of functions, logarithms, exponentials, and Taylor's theorem are presented. And concepts of sequences and series along with concepts of linear Algebra, including vector spaces, subspaces, basis, eigenvectors and eigenvalues and linear equations, are taught. **Prerequisite:** MA 221

MA 230 Stochastic Processes (3 semester credits)

MA 230 A stochastic process is a mathematical model for phenomena that changes dynamically and unpredictably over time. This course is oriented to acquaint the student with the theory of the Stochastic Processes and their application to business as well as technical subjects. Simple probability and matrix theory can be used to build this notion into a useful piece of applied mathematics that can be used in business analysis. Markov chains, random walks and martingales will be studied to give powerful solutions to questions such as the pricing of a financial derivative as an option giving the right to buy or sell a stock at a particular price at a future time. **Prerequisite:** MA 270

MA 240 Introduction to Problem Solving (3 semester credits)

MA 240 – Introduction to Problem Solving provides students the fundamental best practices, strategies, and techniques to solve problems in an efficient way. Problem Solving regularly appears as a highly ranked skill from the point of view of Employers, as Computer Science professionals are expected to have a characteristic style of thinking and excellent problem-solving skills. This course closely follows the required textbook below “Strategies for Creative Problem Solving” and covers the main topics of Problem Solving organized in a process-oriented manner. The course will begin explaining the importance of Problem Solving, followed by characteristics, skills and attitude required for effective problem solving. Next the Problem-solving process will be discussed covering the following topics: First steps to be taken; problem definition techniques: Critical Thinking, Duncker diagram and Statement/Restatement; breaking down the barriers to generating solutions; generating solutions with brainstorming, Lateral Thinking and TRIZ techniques; deciding the actions to be taken using Kepner- Tregoe approach; implementing the solutions; and evaluating the effectiveness of the solution. The course will finish covering troubleshooting. **Prerequisite:** None

MGF 1107 College Mathematics (3 semester credits)

MGF 1107 College Mathematics reviews basic math fundamentals and introduces the student to concepts what he or she will need in other University courses. This course reviews, reinforces and develops algebraic skills in problem solving as well as functions, analytical geometry, sequences and series and linear programming. As a review of real numbers, the student is presented with methodology to solve linear equations and functional linear applications. The course then moves on to maximization and minimization techniques and probability and statistics. A variety of practical problems are also introduced. **Prerequisite:** None

POLITICAL SCIENCE

PS 221 Introduction to Political Science (3 semester credits)

PS 221 Introduction to Political Science introduces students to the universal scope, methods, and application of politics as either (a) an academic discipline, or (b) as an occupation. This course examines some of the core normative beliefs linked to democratic politics and the legitimate scope of authority upon which consensual power and allegiances rest. It challenges students to reflect on political inputs and outputs, the

nature and functioning of institutions and rules, the aims of the same, and their ultimate capacity to promote human welfare and social stability. Students will approach these questions through the comparative study of a range of countries while applying the empirical principles, key concepts and the necessary theoretical frameworks associated with the science of politics. **Prerequisite:** None

PS 370 The U.S. Political System (3 semester credits)

PS 370 The U.S. Political System examines the politics, principles, and institutions that developed following the declaration of independence of British colonies in North America. This 18th-century North American experiment in constitutional democracy, namely the United States of America, was a milestone in republican governance that set precedents, not only for representative democracy worldwide, but also for the cause of popular “self-determination” and the wider “interstate” system that prevails today in the form of the United Nations. Against the backdrop of such guiding conceits as “American Exceptionalism,” “Manifest Destiny,” and “Manifest Duty”, the course will thus also examine the larger role the US Political System has played and continues to play in the politics and economics of globalization. In exploring and scrutinizing the federalist ethos, it will focus in particular on the tensions between ideals of rugged individualism (President Herbert Hoover), states’ rights, and federal authority. To this end, the course will critically exam the institutions that make up the system of checks and balances, namely, the three branches of the political system. **Prerequisite:** None

PSYCHOLOGY

PSY 1021 General Psychology (3 semester credits)

PSY 1021 General Psychology is an introduction to the scientific study of motivation, perception, meaning, learning, emotions, feelings, and the psychological basis of behaviors. This course is meant to help students learn to think like a psychologist and to understand why scientific and critical thinking is so important to everything they do: from the decisions they make in their own lives to being wary of Internet scams, hoaxes, and viral panics. The course examines theories of personality and development, examining Freudian and post Freudian theories of personality, the way in which the brain, neurons and hormones affect psychological functioning, the basic principles of learning and the impact of social and culture on behavior, The course also shows how the mind, body and environment influence emotions, stress, and health. **Prerequisite:** None

PSY 376 Organizational Psychology (3 semester credits)

PSY 376 Organizational Psychology examines the methodology and content of Organizational Psychology. This is the branch of psychology that examines people in the workplace and all the factors that affect how people behave at work. This course provides an overview of individual, group, and organizational issues that enhance the understanding of the world of business and research findings involved in the study of how people behave, think about, influence, and interact with each other at work, with an emphasis on factors that affect job performance. **Prerequisite:** None

SOCIOLOGY

SO 137 Science and Society (3 semester credits)

SO 137 Science and Society looks at society as a whole through the lens of science and ethics. The course introduces the students to social concerns and advancements in technology in the following areas: nanotechnology, biotechnology, energy requirements, production, conservation, population growth, disease prevention, world food shortage, information technology and changing lifestyles and genetic engineering.

Prerequisite: None

SPANISH

SP 101 Beginning Spanish I (3 semester credits)

SP 101 Beginning Spanish is a beginning course for students who wish to learn Spanish. They will be introduced to basic grammar, vocabulary, phonetics, and writing. Students will be able to participate simply, but consistently, in conversations on everyday personal topics in present time frame and to handle themselves in basic travel and social situations. By the end of the course the student will be able to manage everyday situations, maintain a simple conversation and read simple texts. The intent of the curriculum is not to make students proficient in Spanish. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** None

SP 102 Beginning Spanish II (3 semester credits)

SP 102 Beginning Spanish II is the second of the beginning courses for students who wish to learn Spanish. They will continue to be introduced to basic grammar, vocabulary, phonetics, and writing. Students will be able to participate simply, but consistently, in conversations on everyday personal topics in the present time frame and to handle themselves in basic travel and social situations. This course focused on oral language and by the end of the course, students will be able to manage everyday situations, maintain conversations, read non-complex texts, and write short compositions. The intent of the curriculum is not to make students proficient in Spanish. Students may need to take additional classes elsewhere to gain the proficiency required for placement. **Prerequisite:** SP 101

SP 201 Intermediate Spanish I (3 semester credits)

SP 201 Intermediate Spanish is designed for those who wish to improve their Spanish. This intermediate course consolidates student's knowledge and use of basic Spanish structures. It provides further instruction and practice in grammar and vocabulary. The focus is on spoken language, short speeches and reading aloud will be performed at least once weekly. This course is not designed to make the student proficient in the Spanish language. **Prerequisite:** SP 102

SP 202 Intermediate Spanish II (3 semester credits)

SP 202 Intermediate Spanish II emphasizes and consolidates student's knowledge and use of the major concepts of Spanish grammar. It provides further instruction and practice in the general guidelines of how to write a composition, including organization and structure, coherence, sentence structure, word choice, etc. In addition, the students will learn advanced lexicon and will use it in conversations. By the end of the course, students will achieve a high Intermediate level of proficiency in Spanish grammar, written comprehension, and conversation. **Prerequisite:** SP 201

SUSTAINABILITY

SU 510 Introduction to Sustainability (3 semester credits)

SU 510 Introduction to Sustainability prepares students to reflect on the foundations of Sustainability concept, providing an in-depth approach of its multiple dimensions and implications. It shows an overview of the historical evolution of the concept to understand the reasons that have led to the approval of the Sustainable Development Objectives that mark the present global agenda. Students also learn the reasons that drive organizations to have an ethical commitment with multiple stakeholders to direct business performance towards Sustainability. **Prerequisite:** None

SU 530 Global Challenges (3 semester credits)

SU 530 focuses on the phenomenon of globalization, analyzing its threats and opportunities. The student will know here which the main impacts globalization are generating on both humankind and the planet, deepening in the complex causes and consequences related to each one of the problems covered. The approach to the understanding of concerns such as human rights, diversity, poverty, or climate change -among others-, is made from the business perspective in order to reflect about the role of business in society. Cases on actual situations will help students to understand the reality where they are called upon to influence professionally.

Prerequisite: None

SU 562 Social Dimension (3 semester credits)

SU 562 Social Dimension performance has a significant impact on the social dimension of sustainability. Placing people at the center of the company's decision-making process implies a deep understanding of the singularities of each stakeholder group. In this course, the main levers which can have a positive impact on the communities with which it relates are addressed. The course focuses on how to address issues such as education, cultural heritage, or multiculturalism. Furthermore, the courses also cover solutions to integrate people into a more just and equitable sustainable development that leaves no one behind, attending those on the base of the pyramid. **Prerequisite:** None

SU 565 Environmental Dimension (3 semester credits)

SU 565 Environmental Dimensions Natural capital is suffering the consequences of an accelerated lifestyle, production and consumption, threatening sustainability. However, new initiatives are emerging aimed at reversing this situation. This course shows the possibilities of transforming the economic model to tackle the degradation of the environment. Students will analyze the call to climate action that is landing in corporate

agenda and will work on research projects that are fostering an energy transition aimed to reduce carbon footprint in different key sectors, such as agriculture, construction, or textile. **Prerequisite:** None

SU 555 Economic Dimension (3 semester credits)

SU 555 Economic Dimensions dives into the functioning of international trade, analyzing the motives for countries or organizations to restrict or regulate international trade and studying the effects of such policies on economic welfare. Topics covered include (1) the effects of trade on the three pillars of Sustainability: people, profits, and planet; (2) the multilateral institutions that play a leading role in the transition to more sustainable economic model; and alternative economic models like (3 semester credits) Green Economy, (4) Degrowth theories and (5) Common Good Economy. **Prerequisite:** None

SU 570 Sustainability Management (3 semester credits)

SU 570 Sustainability Management shows how to manage Sustainability within organizations and, specifically, businesses. For enhancing the company's contribution to a better world, an increasing number of companies is developing and implementing its Corporate Social Responsibility (CSR), understood as a management philosophy committed to sustainability. With this course, students learn about the concept of CSR and its nuances with respect to Sustainability. Hence, the course delves into a deeper analysis of some of the functions that are attracting greater attention from managers, due to the resources required and risks associated to bad practices negatively impacting the company and its environment. Concretely, these processes are Supply Chain Management, Human Resources Management and the (Organization) Change Management. **Prerequisite:** None

SU 560 Project Management on Sustainability (3 semester credits)

SU 560 Project Management on Sustainability spread-out way of implementing sustainability is through projects. Students develop here their analytical and critical skills for selecting the most accurate project design for the solution to build. The course shows different models and techniques for project management, besides metrics and indicators to evaluate the results of the developed projects. Students are also introduced to different standards and certifications used to assess the sustainability projects developed. A strong practical methodology is being applied with the requirement of a final project hands- on, that allows students to demonstrate the acquisition of the competencies for managing sustainability in organizations. **Prerequisite:** None

SU 535 Reporting and Communication (3 semester credits)

SU 535 Reporting and Communication will allow students to learn about the different ways in which companies and organizations report their commitment and performance regarding sustainability. Not informing stakeholders of the actions implemented and the results achieved can have negative consequences for the reputation of stakeholders. These aspects are dealt within this course, which also covers the norms and standards currently followed to fulfil this commitment to report. **Prerequisite:** None

SU 545 Corporate Governance (3 semester credits)

SU 545 Corporate Governance in order to manage sustainability in a fair and efficient manner, it is determinant to count with structures, tools and mechanisms that facilitate business performance. That purpose should be concreted through Corporate Governance in those organizations which size and/or complexity justifies its existence. In this course students will learn about the meaning and scope of Corporate Governance. They will also learn about the guidelines that supranational bodies have issued to make this governance effective, as well as the different forms that corporate governance models take. To this end, various illustrative examples are shown, and students will have the opportunity to tackle business cases on this topic. The course is completed with an approach to the functioning of public policies, their formulation and impact on companies, influencing this governance, as a capstone for sustainability management. **Prerequisite:** None

SU 502 International Institutions (3 semester credits)

SU 502 International Institutions that the global agenda to guarantee sustainability requires the orchestrated action of the different social agents, this course will introduce the main public, private and mixed organizations with a relevant role in this purpose. Here, students will learn the importance of corporate diplomacy and how necessary it is to interact with others, through alliances, to cooperate in the achievement of common objectives. **Prerequisite:** None

SU 520 New Business Models (3 semester credits)

SU 520 New Business Models response of companies to the demands on the Sustainability arena is arising new business models. Creative formulas for social innovation are dealt with in this course, which also addresses new forms of production and consumption that are more responsible with the social and environmental surroundings. **Prerequisite:** None

SU 550 Sustainable Finance and Investment (3 semester credits)

SU 550 Sustainable Finance and Investment focuses on Sustainable Investment and Finance foundations. Students learn here how to deal with financial instruments and metrics address to measure and support sustainability. They are trained in building up arguments to attract investors for which the social and environmental impact of their decisions is key. The existence of international initiative to promote this type of investment is also covered in this course, along with indexes, standards and metrics that facilitate investment decisions related to sustainability. **Prerequisite:** None

SU 522 Technology for Sustainability (3 semester credits)

SU 522 Technology for Sustainability emphasizes the importance of technology in generating progress for society and ensuring sustainability. Students are introduced to characteristics of the 4.0 industry with a specific approach considering the links to Sustainability. The course covers the opportunities technology represents for the improvement of people's life but, equally, the conflicts arising from digitalization. The course also shows examples of technology applied to sustainability initiatives to scale positive impacts. **Prerequisite:** None

SU 590 Internship (3 semester credits)

SU 590 Internship provides the student with an opportunity to gain knowledge and skills from a planned work experience in the field of Sustainability. Internship placements in this program are directly related to any of the dimensions of Sustainability, providing learning experiences not available in the classroom setting. Internships proportion career experience and workplace competencies that employers value when hiring new employees. The learning goals achieved must be reflected in a final report to deliver.

Students will be tutored by a professional in worksite and by an academic tutor during the course. **Prerequisite:** Successful completion of all Sustainability (Master) coursework aside from SU 599

SU 599 Sustainability Applied Project (3 semester credits)

SU599 Sustainability Applied Project is designed to allow students to reveal the knowledge acquired and the skills developed during the program, demonstrating they have achieved the learning objectives of all courses and the specifics of this one. Concretely, they have to create a project with an (intra)Entrepreneur initiative that proposes a solution to a substantial problem (or need), through the creation, development and or improvement of a product, service, process, or system of work. The description of the project will be included in a report and presented in a professional manner in front of a competent audience. The project aims to provide essential professional skills required after graduation, including communication skills, teamwork, analytical and problem-solving skills, personal management skills, technical competency in computer skills, leadership, learning skills and strong ethical values at work. **Prerequisite:** Successful completion of all Sustainability (Master) coursework aside from SU 590

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