

Worldwide 2008-2010 Catalog

The following additions or changes apply to the 2008-2010 Worldwide volume of the Embry-Riddle Aeronautical University Catalog with the effective date of July 1, 2008 through June 30, 2010.

New Section: Minnesota Office of Higher Education Registration Disclosure Statement (Eff. 9/1/09)

MINNESOTA OFFICE OF HIGHER EDUCATION REGISTRATION DISCLOSURE STATEMENT

Embry-Riddle Aeronautical University is registered as a private institution with the Minnesota Office of Higher Education pursuant to section 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Updated Section: Admissions-International Students, item 1. – Ref. Page 18 (Eff. 9/1/09)

The following section has been updated to reflect a revised procedures statement and list of credentials evaluations services.

1. International Applicants are required to provide an official evaluation in English, which will be certified by a credential evaluating service determined by Embry-Riddle. For undergraduate level applicants, the evaluation must provide a course-by-course report for all secondary and post-secondary courses completed as well as a cumulative grade point average. For graduate level applicants, the evaluation must provide a course-by-course report reflecting all post-secondary courses and evidence of college graduation equivalent to a baccalaureate degree in the United States as well as a cumulative grade point average.

a.) American Association of Collegiate Registrars and Admissions Officers (AACRAO)

One DuPont Circle NW Suite 520
Washington, DC 20036
(Tel) 202-293-9161, (Fax) 202-872-8857
www.aacrao.org/international/foreignEdCred.cfm

b.) World Education Services, Inc.

Bowling Green Station
P.O. Box 5087
New York, NY 10274-5087
(Tel) 212-966-6311
(Fax) 212-739-6100
www.wes.org

c.) International Education Research Foundation, Inc.

P.O. Box 3665, Culver City, CA 90231
(Tel) 310-258-9451
(Fax) 310-342-7086
www.ierf.org

d.) Josef Silny & Associates, Inc

International Education Consultants
7101 SW 102 Avenue, Miami, FL 33173
(Tel) 305-273-1616
(Fax) 305-273-1338 (Translations) 305-273-1984
www.jsilny.com

Updated Sections: Matriculation Definition: - Ref: Page 19 and 121 (Effective 8/1/09)

MATRICULATION

Matriculation occurs when the student has been officially accepted for admission and has then enrolled in and completed an Embry-Riddle course within one year of the date of admission. If a student reapplies for admission after a break in status, previous courses taken with the University will not matriculate the student.

TRANSCRIBING TRANSFER AND ADVANCED STANDING CREDIT

Students are eligible for an Embry-Riddle transcript of the transfer and advanced standing credit awarded toward the degree after matriculation.

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Updated Section: Minimum Grade Requirements for Prerequisites – Ref. Page 74 (Effective 8/1/09)

COURSE DESCRIPTIONS

Courses numbered 001-099 are basic skills courses and do not apply towards degree requirements. Courses numbered 100-200 are lower-division courses and are generally taken in the freshman and sophomore years. Courses numbered 300-400 are upper-division courses, reflecting advanced levels of technical skills and disciplinary knowledge and are generally taken in the junior and senior years. Many courses serve as prerequisites for other coursework and students are urged to plan ahead to meet necessary prerequisites. Undergraduate level prerequisite courses taken with ERAU must be completed with a grade of C or better. Graduate courses are numbered at 500 and above. Graduate level prerequisite courses taken with ERAU must be completed with a grade of B or better.

New Section: Discloser of Criminal Convictions-Admissions: - (Effective 7/1/09)

The following section has been added to the Admissions section of the catalog:

DISCLOSER OF CRIMINAL CONVICTIONS-ADMISSIONS

Embry-Riddle Aeronautical University reserves the right to consider a student's or applicant's character, academic and behavioral record, criminal record, or other pertinent information in granting or denying admission; making related assignments or schedules, or; imposing reasonable, appropriately-tailored requirements to protect the campus environment. Unless specifically exempted from disclosure by law or order of court, students and applicants have an affirmative duty to immediately disclose any criminal convictions or charges against them for violent offenses, offenses against minors, and/or offenses that are punishable as a felony.

New Section: Criminal Convictions & Violations: - (Effective 7/1/09)

The following section has been added to the Student Affairs section of the catalog:

CRIMINAL CONVICTIONS AND VIOLATIONS

Unless specifically exempted from disclosure by law or order of court, students and applicants have an affirmative duty to immediately disclose any criminal convictions or charges against them for violent offenses, offenses against minors, and/or offenses that are punishable as a felony.

The presence on campus of students or applicants who commit serious violations of University rules, regulations, and procedures, or have unacceptable character, academic or behavioral record, criminal record, or other aspects may be inconsistent with the safety and other business and academic interests of the University. Accordingly, the University may, in the University's sole discretion, temporarily or permanently bar from all or any part of University owned or controlled property, or impose reasonable conditions upon any student or applicant who violates University

rules, regulations, and procedures, or whose character, academic or behavioral record, or criminal record is determined by the University to pose an unreasonable risk to the interests of the University, its students, employees, or visitors. No adverse action based on conduct shall under normal circumstances be taken against admitted students until the student has been afforded due process consistent with applicable policies and procedures. Nonetheless, the University reserves the right to take immediate reasonable action to protect the health or safety of people or property.

The applicable rules and regulations may be modified or updated from time to time, and shall be binding as of the date published. Students and applicants are bound by the terms in effect at the time of any event or occurrence. The electronic version of applicable rules, regulations, and procedures shall be the official current version.

New Section: General Education Requirements, Nevada State Course Requirement Ref. page 22 (Eff. 7/1/09)

STATE OF NEVADA COURSE REQUIREMENT

All students who obtain their degree from an Embry-Riddle Worldwide Campus in the State of Nevada must complete a course that covers the United States and State Constitution. Students may satisfy this requirement by completing GOVT 320 American National Government, or through transfer credit of an equivalent course from another institution. This requirement does not apply to students taking courses through Worldwide Online outside of the State of Nevada.

Updated Section: Additional Graduate Degrees: - Ref: Page 125 (Effective 7/1/09)

ADDITIONAL GRADUATE DEGREES

A graduate student is allowed to apply up to 12 applicable credit hours from one graduate degree program to meet the requirements of another graduate degree program. In order to be awarded a second graduate degree, the student must satisfy all the requirements of the first degree sought. However, because of the cohesive and integrated nature of the Master of Science in Technical Management degree program, no more than 6 credits may be transferred from previous graduate work.

Update: Continuous Enrollment, item 2, - Ref: Page 125 (Effective 7/1/09)

CONTINUOUS ENROLLMENT

Students remain in continuous student status unless they:

2. Fail to complete at least one course at Embry-Riddle in any two year period from end date of last course.

Update: Tuition & Fees - Ref: Page 134 (Effective 7/1/09)

The following updated tuition rates and user fees information is effective 7/1/09. Tuition rates for Worldwide students are published on the ERAU-Worldwide website at <http://worldwide.erau.edu/finance/costs/index.html>

Course Level	Location	Per credit hour
Undergraduate	Most United States & International Worldwide locations and Worldwide Online	\$225 - 310
Graduate	Most United States & International Worldwide locations and Worldwide Online	\$355 - 600

*A required fee of \$50.00 is effective 7/1/09 for all Worldwide students applying for graduation. This required graduation fee covers graduation ceremony participants and non-participants.

Graduation Fee (non-refundable) *formerly Commencement Fee* *\$50.00
 Worldwide Campus Co-op –Undergraduate (per 3 credits) \$310.00

Update: International Students Item #4: - Ref: Page 18-19 (Effective 3/1/09)

The following updated statement has been added for the International Students section.

4. Worldwide meets the needs of international students intending to study in the United States, with the assistance of a Principal Designated School Official (PDSO) and Designated School Officials (DSO). This

staff serves as the central point of contact for issues concerning international students at Worldwide campuses. Embry-Riddle is authorized under Federal Law to enroll nonimmigrant students. The following campuses are authorized to enroll F-1 international students:

Everett, WA
Fort Lauderdale, FL
Houston, TX
Miami, FL
Oakland, CA
Oklahoma City, OK
Orlando, FL
Phoenix-Chandler, AZ
Seattle, WA
Sky Harbor, AZ

The campus staff also assists international students with the processing of forms and documentation of status required by foreign governments, sponsors, the U.S. Government, and the University. For further information, please contact the office of Student and Technology Services, International Student Counselor at wwintstc@erau.edu : Toll Free 866-5090744: 386-226-6912.

New: Arizona Cancellation and Refund Policy: - Ref: Page 134 (Effective 3/1/09)

The following refund policy statement has been added for the state of Arizona.

Arizona Students Cancellation and Refund Policy:

An applicant rejected by the school is entitled to a refund of all monies paid. An applicant who provides written notice of cancellation within three days (excluding Saturday, Sunday and federal and state holidays) of signing an enrollment agreement is entitled to a refund of all monies paid. No later than 30 days of receiving the notice of cancellation, the school shall provide the 100% refund. An applicant requesting cancellation more than three days after signing an enrollment agreement and making an initial payment, but prior to entering the school, is entitled to a refund of all monies paid (*minus an administrative or registration fee, not to exceed \$200, if applicable*).

Update: Nevada Refund Policy Revised: - Ref: Page 134 (Effective 10/1/08)

The following refund policy statement has been added for the state of Nevada.

Nevada Students Refund Policy

A full-pay student has the right to a full refund of all charges if he/she cancels this agreement prior to or on the first day of instruction. In addition, the student may withdraw from a course after instruction has started and receive a prorated refund for the unused portion of the tuition and other refundable charges if the student has completed 60% or less of the instruction. A student using Military Tuition Assistance is entitled to a full refund during the drop/add period only.

Update: Washington State HEC Board Addendum-Revised – Ref: Page 13 (Effective 9/1/08)

Washington State HEC Board Addendum has been officially revised to include Associate/Bachelor of Science in Aviation Maintenance. Removed: Associate in Science in Aircraft Maintenance and Bachelor of Science in Aviation Maintenance Management.