

# ALASKA PACIFIC UNIVERSITY

2008 - 2009  
Catalog

Office of Admissions  
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Rescue Methods on Land class at Sunshine Butress  
Photo by Thaddeus Livingston

**Semester Information**

Alaska Pacific University has three semesters per year: spring, summer, and fall. Within a semester are multiple terms: Block, Session, and Module. For specific semester and term dates, please see the academic calendar.

F = Full Semester = 15 weeks Summer = 14 or 15 weeks		
B = Block = 4 weeks	S = Session = 11 weeks (Summer = 10 weeks) S1 & S2 = Sessions I & II in Summer only = 5 weeks	
M1 = Module I = 7 weeks	M2 = Module II = 7 weeks	

**Transfer Credit**

Transfer courses must be graduate degree level with a grade of "B" (3.00) or better. Please refer to Limitation of Time section of this catalog up to (including) one-third of the credits required for a Master's degree at Alaska Pacific University will be allowed to come from other accredited institutions. The Program Director will implement this policy based upon which credits are appropriate for the program.

**OTHER POLICIES**

**Comprehensive Examinations**

Examination dates are available in the individual graduate program offices.

**Course Numbering System**

- 50000 - 59999 POSTBACCALAUREATE credit (does NOT apply toward a Masters Degree)
- 60000 - 69999 GRADUATE LEVEL

**E-mail Address**

All currently enrolled students will be given an Alaska Pacific University e-mail address. This will be the student's e-mail address for the duration of time the student is at APU plus 12 months. This e-mail address will be deemed the official means of communication with the student.

**Honor Policy**

Alaska Pacific University is a community of learners and teachers in which all enjoy freedoms and privileges based upon mutual trust and respect as well as a clear sense of responsibility. This philosophy forms the foundation of the academic and social environment at this university.

In the academic arena, students are responsible for their own learning while faculty members enhance these learning experiences. Students are expected to do all work assigned, to do it honestly and with integrity, and to ensure that the instructor has actually received the work.

As noted in the Student Handbook, cheating on examinations, plagiarism, or submitting the work of others as one's own are specific examples of prohibited conduct. Students who engage in such activities will be subject to disciplinary measures, which may include failure in the course or expulsion from the university. (See Student Handbook for further information.)

**Independent/Directed Study**

With the exception of MAP Students, enrollment in either Independent or Directed Study courses is limited to nine or less credit hours per student. See individual graduate program.

**Jury Duty**

Students will be excused from class attendance for jury duty upon presenting evidence of their summons. Students are expected to make up missed class work expeditiously upon completion of their duty.

**Limitation of Time**

All coursework must be completed within a seven-year period. The date of entry into the first course of a student's graduate program, including work for which transfer credit is allowed, is viewed as the starting point of the seven-year period. If a course taken to complete the requirements for the master's degree does not fall within the seven-year period allowed for the degree, the course, with departmental approval, may be retaken for credit. Otherwise, another course of equivalent credit hours must be substituted in the program.

**Meningitis, Alaska Postsecondary Immunization Act**

In an effort to increase public awareness of meningococcal disease, the Alaska Postsecondary Immunization Act was signed into law on May 18, 2005. This law requires that all educational providers give written notice to each student regarding meningococcal disease as described in statute. The educational provider must obtain a signature from each student indicating that the student has either 1) received an immunization against the disease, or 2) received written notification informing them of meningococcal disease.

**Personal Information**

All students must provide in the first month of attending Alaska Pacific University the following additional information: date of birth, ethnicity, and social security number. The age and ethnicity are used to report to the federal government, in aggregate only, as is required in the Integrated Postsecondary Education Data System (IPEDS). The social security number in combination with the birth date is a means of identification and is required for those students receiving federal moneys.

Students may initiate an official name change by presenting one of the following documents to the Registrar's Office: birth certificate,