

**Herzing University
September 2020 Undergraduate Catalog
Addenda**

- **ADDENDUM, effective November 19, 2020, the Associate of Science / Associate of Applied Science in Medical Billing and Insurance and the Diploma in Medical Billing and Insurance programs are no longer enrolling students.**

- **ADDENDUM, effective November 12, 2020. Herzing University Atlanta, Brookfield, Kenosha, Madison and New Orleans has begun enrolling in the Associate of Science in General Studies – Pre-Nursing program for the January 11, 2021 class start.**

Official Program Outline



HERZING[®]
— UNIVERSITY —

Associate of Science in General Studies – PRE-NURSING

PROGRAM DESCRIPTION

The Associate of Science in General Studies - Pre-Nursing degree is a pathway into Herzing University's Bachelor of Science in Nursing Program. This program offers students foundational knowledge to prepare for a bachelor's degree in nursing. Interaction in courses within the general studies program promotes communication, critical thinking, and problem-solving, as well as quantitative and qualitative reasoning through various course offerings.

PROGRAM OBJECTIVES

Upon completion of this program, the student should be able to:

1. Identify personal, academic, and professional/career goals
2. Integrate principles of critical thinking through knowledge application.
3. Demonstrate effective problem-solving skills
4. Analyze the science behind maintaining body homeostasis.
5. Employ both quantitative and qualitative reasoning in the scientific process
6. Demonstrate communication skills in a variety of formats.

PROGRAM CONTENT

A minimum of 60.00 semester credit hours is required for graduation.

REQUIRED COURSES

All courses, 58.00 semester credit hours, are required.

Course Number	Course Name	Semester Credit Hours
EN 104	English Composition I	3.00
EN 111	Information Literacy	3.00

**Herzing University
September 2020 Undergraduate Catalog
Addenda**

Course Number	Course Name	Semester Credit Hours
EN 116	Speech	3.00
EN 304	English Composition II	3.00
HU 140	Cultural Diversity	3.00
HU 240	Introduction to the Humanities	3.00
HU 340	Humanities and Contemporary Popular Culture	3.00
MA 109	College Algebra	3.00
MA 320	Statistics	3.00
NSG 120	Nursing Pathophysiology	3.00
NSG 124	Pharmacology	3.00
PS 101	Psychology	3.00
PS 105	Developmental Psychology	3.00
SC 150	Nutrition	2.00
SC 166	Microbiology	3.00
SC 186	Chemistry	3.00
SS 350	Social Issues and Technology	3.00

The following courses must be completed with a grade of “B” (80%) or better. Only two attempts are permitted for each course and a student who fails to successfully complete in the maximum attempts will be ineligible for enrollment in the nursing programs.

SC 146	Anatomy & Physiology I	4.00
SC 246	Anatomy & Physiology II	4.00

In addition, BSN students enrolled in the Atlanta Campus are also required to complete the following courses with a “B” (80%) or better:

- SC 186 – Chemistry
- SC 166 – Microbiology

REQUIRED COURSES IN GENERAL EDUCATION

The University’s general education requirement is met through the required courses in this program.

PERSONAL and Professional DEVELOPMENT COURSES

2.00 semester credit hours are required.

Course Number	Course Name	Semester Credit Hours
PD 121	Professional Development I	1.00

Herzing University
September 2020 Undergraduate Catalog
Addenda

Course Number	Course Name	Semester Credit Hours
PD 202	Professional Development II	1.00

- **ADDENDUM, effective November 4, 2020, the Orlando location is enrolling in the Bachelor of Science in Health Sciences and the Bachelor of Science in Interdisciplinary Professional Studies programs.**

- **ADDENDUM, effective November 4, 2020, the following course description is added to the Undergraduate Course Descriptions.**

NSG 125 - Transition to Professional Nursing

This course facilitates the licensed practical nurse (LPN) or paramedic transition into a new role as a bachelor's degree nursing (BSN) student. Emphasis is placed on the scope of practice of the registered nurse and integration of professional competencies, clinical judgement, evidence-based practice, communication, collaboration, technology, cultural competence, quality, and safety. This course is designed to identify and reinforce prior competencies as well as enhance and increase student knowledge. Nursing skills, medication administration, and health assessment concepts are integrated throughout the course and validated in a clinical and lab setting. Upon completion, the student will be prepared to provide quality nursing care, incorporating preexisting proficiency and new concepts identified in this course. Semester Credit Hours: 6.00 Contact Hours: 60/30/45/135 Prerequisites: SC 166 Microbiology, SC 186 Chemistry, and SC 246 Anatomy and Physiology II.

- **ADDENDUM, effective November 2, 2020, the Diploma in General Studies – Pre-Nursing program is no longer enrolling students.**

- **ADDENDUM, effective November 2, 2020, the following revisions have been made to each of the respective programs.**

Program	Credit Hours		Course(s) Added	Courses Removed
	Old	New		
Associate of Science in Insurance Billing and Coding Specialist	61.0	60.0	SC 144 Introduction to Anatomy and Physiology HU 240 Introduction to Humanities	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Associate of Science in Medical Assisting Services	60.0	60.0	SC 144 Introduction to Anatomy and Physiology HU 240 Introduction to Humanities	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Associate of Science in Medical Billing and Insurance	61.0	60.0	SC 144 Introduction to Anatomy and Physiology HU 240 Introduction to Humanities	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Associate of Science in Medical Coding	61.0	60.0	SC 144 Introduction to Anatomy and Physiology HU 240 Introduction to Humanities	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Associate of Science in Medical Office Administration	60.0	60.0	SC 144 Introduction to Anatomy and Physiology PD 121 Professional Development I	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II

Herzing University
September 2020 Undergraduate Catalog
Addenda

Medical Office Administration (Diploma)	27.0	24.0	SC 144 Introduction to Anatomy and Physiology PD 121 Professional Development I	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Insurance Billing and Coding Specialist (Diploma)	43.0	39.0	SC 144 Introduction to Anatomy and Physiology	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Medical Assisting (Diploma)	34.0	30.0	SC 144 Introduction to Anatomy and Physiology	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Medical Billing and Insurance (Diploma)	28.0	24.0	SC 144 Introduction to Anatomy and Physiology	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II
Medical Coding (Diploma)	34.0	30.0	SC 144 Introduction to Anatomy and Physiology	SC 146 Anatomy and Physiology I SC 246 Anatomy and Physiology II

- **ADDENDUM, effective October 27, 2020, the following language has been added to the Bachelor of Science in Nursing program currently offered in Atlanta, Brookfield Kenosha, Madison, and New Orleans.**

BSN Nursing Curriculum Progression Milestone Exams and Policy

The purpose of the nursing progression milestone exams and policy is to ensure preparation of the student for the NCLEX exam. This process validates knowledge acquisition and application through standardized, third-party exams. Students will be required to complete three progression milestone exams at key points in the curriculum as well as an exit exam during the final semester.

Progression Milestone exam #1 is administered after completing NSG 120, NSG 121, NSG 122, and NSG 124.

Progression Milestone exam #2 is administered after completing NSG 123, NSG 221, NSG 222, and NSG 223.

Progression Milestone exam #3 is a Pharmacology exam and will be administered during the semester prior to NSG 426 and NSG425. If below the benchmark score on the first attempt a plan for remediation will be developed in collaboration with the faculty/program chair/NCLEX coach. A second attempt will be provided.

If the benchmark score on the first attempt is not attained, a plan for remediation will be developed in collaboration with the faculty/program chair/NCLEX coach and a second attempt will be provided. If the student is below the benchmark score on the second attempt, the student cannot enroll in the next semester clinical nursing courses. The student will be enrolled in any outstanding general education courses as well as a nursing remediation course to provide remediation of content. At the end of the 8-week remediation course, students will be provided a final attempt to demonstrate competency.

RN Exit Exam

The exit exam will cover content from all nursing courses, is reflective of NCLEX readiness and is administered in the final semester. Students who are unable to reach the benchmark score on the exit exam will be required to complete the remediation plan as indicated and will retake the exit exam. Students will receive ongoing remediation, practice, and individualized coaching in preparation to

Herzing University
September 2020 Undergraduate Catalog
Addenda

retake the exit exam. The student must achieve the benchmark score on the exit exam prior to graduation.

- **ADDENDUM, effective October 20, 2020. Herzing University Brookfield is enrolling in the Bachelor of Science in Nursing – LPN and Paramedic option for the January 11, 2021 class start. Enrollments prior to this date, please reference the program outline [here](#).**

Official Program Outline



HERZING[®]
— UNIVERSITY —

Bachelor of Science in Nursing – LPN and Paramedic option

PROGRAM DESCRIPTION

This BSN program prepares the licensed practical nurse (LPN), Paramedic, or Military Medic to practice as a nurse generalist member of the healthcare team in a variety of settings. The program focuses on patient-centered care, teamwork, and collaboration, evidence-based practice, safety, quality improvement, and informatics. The program emphasizes the use of innovative technologies and preparation for assuming leadership roles.

Students will receive a minimum of 24.00 semester credit hours of block credit from their LPN or Paramedic license.

PROGRAM OUTCOMES

Upon completion of their program, the student should be able to:

1. Prioritize patient-centered care using clinical judgment and the nursing process.
2. Collaborate with patients, families and team members to provide safe and culturally competent care.
3. Integrate evidence-based practice within diverse clinical settings to deliver optimal care.
4. Minimize risk of harm to patients and providers through both systems effectiveness and individual performance.
5. Use informational technology to communicate, mitigate error, support decision making, and manage patient care.
6. Evaluate quality improvement processes to enhance patient outcomes.
7. Integrate professionalism and advanced leadership skills within the interdisciplinary healthcare environment.
8. Analyze national and global policies, legislative concepts, and economics to address population outcomes.

POTENTIAL OCCUPATIONAL TITLES

Potential occupational titles for this program include, but are not limited to, registered nurse.

PROGRAM CONTENT

Herzing University
September 2020 Undergraduate Catalog
Addenda

A minimum of 120.00 semester credit hours is required for graduation.

THIRD PARTY TESTING

Assessment and remediation are critical components of nursing education. Students in the nursing program may be required to take third-party, standardized exams in an electronic format throughout the curriculum. These standardized tests are valid and reliable predictors of success on the NCLEX examination and provide valuable feedback concerning student strengths and weaknesses. Student learning outcome data identifies content areas that require remediation, allowing faculty to personalize student support and intervention. Courses that utilize third-party exams will incorporate the points earned on the test as a percentage of the final grade earned for the course as specified in the course syllabus.

BSN Nursing Curriculum Milestone Exams and Progression Policy

The purpose of the nursing milestone exams and progression policy is to ensure preparation of the student for the NCLEX exam. This process validates knowledge acquisition and application through standardized, third-party exams. Students will be required to complete three milestone exams at key points in the curriculum as well as an exit exam during the final semester.

Milestone exam #1 is administered after completing NSG 125

Milestone exam #2 is administered after completing NSG 221, NSG 222, and NSG 223.

If the benchmark score on the first attempt is not attained, a plan for remediation will be developed in collaboration with the faculty/program chair/NCLEX coach and a second attempt will be provided. If the student is below the benchmark score on the second attempt, the student cannot enroll in the next semester clinical nursing courses. The student will be enrolled in any outstanding general education courses as well as a nursing remediation course to provide remediation of content. At the end of the 8-week remediation course, students will be provided a final attempt to demonstrate competency.

Milestone exam #3 is a Pharmacology exam and will be administered during the semester prior to NSG 426 and NSG425. If below the benchmark score on the first attempt a plan for remediation will be developed in collaboration with the faculty/program chair/NCLEX coach. A second attempt will be provided.

RN Exit Exam

The exit exam will cover content from all nursing courses, is reflective of NCLEX readiness and is administered in the final semester. Students who are unable to reach the benchmark score on the exit exam will be required to complete the remediation plan as indicated and will retake the exit exam. Students will receive ongoing remediation, practice, and individualized coaching in preparation to retake the exit exam. The student must achieve the benchmark score on the exit exam prior to graduation.

Required Courses in Nursing

55.00 semester credit hours are required.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
NSG 120	Nursing Pathophysiology	SC 166, SC 186, SC 246	3.00
NSG 125	Transition to Professional Nursing	SC 166, SC 186, SC 246	6.00
NSG 221	Mental Health Nursing	NSG 120, NSG125	4.00

Herzing University
September 2020 Undergraduate Catalog
Addenda

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
NSG 222	Family Nursing	NSG 123 or NSG 125	6.00
NSG 223	Medical-Surgical Nursing II	NSG 123 or NSG125, NSG 221	6.00
NSG 321	Leadership and Management	None	3.00
NSG 323	Public Health and Global Based Nursing	None	5.00
NSG 324	Evidence-Based Practice in Nursing	MA 320	3.00
NSG 421	Nursing Informatics	None	3.00
NSG 422	Medical-Surgical Nursing III	NSG 223	5.00
NSG 423	Policy, Trends, & Ethics in Nursing	None	3.00
NSG 425	BSN Practicum	NSG 422/NSG 426	5.00
NSG 426	Review of Integrated Concepts	NSG 422/NSG 425	3.00

Required Courses in General Education

Students enrolled in the BSN program must complete a minimum of 41.00 semester credit hours in general education distributed among the following disciplines. A minimum of 9.00 semester credit hours must be upper level (300- to 400-level courses). The Herzing University General Education offerings are listed below. Refer to the General Education section of the catalog for additional information on general education requirement.

12.00 Semester Credit Hours in Communications

- EN 104 – English Composition I
- EN 111- Information Literacy
- EN 116 – Speech
- EN 304 – English Composition II

14.00 Semester Credit Hours in in Science

- SC 146 – Anatomy and Physiology I
- SC 246 – Anatomy and Physiology II
- SC 166 – Microbiology
- SC 186 – Chemistry

6.00 Semester Credit Hours in Humanities (must include 3 semester credit hours of cultural diversity)

- HU 140 – Cultural Diversity
- HU 340 – Humanities and Contemporary Popular Culture

6.00 Semester Credit Hours in Mathematics (see Nursing Program Support Courses below for course requirements)

- MA 109 – College Algebra
- MA 320 - Statistics

3.00 Semester Credit Hours in Social or Behavioral Science

- PS 101 – Psychology

Transfer students may transfer courses that are within 1.00 semester credit hour of the courses listed above to meet these discipline requirements. Any resulting deficiency in the total of 49.00 semester credit hours required in general education may be made up with general education electives from any of the listed disciplines. Science courses being transferred in from other institutions must meet the nursing program science requirements.

Special General Education Grading Requirements

**Herzing University
September 2020 Undergraduate Catalog
Addenda**

The following general education courses must be completed with a grade of “C” (70%) or better for a student to continue in the nursing program.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
SC 166	General Microbiology	None	3.00
MA 109	College Algebra	None	3.00
MA 320	Statistics	None	3.00

The following science courses must be completed with a grade of “B” (80%) or better. Only two attempts are permitted for each course and a student who fails to successfully complete in the maximum attempts is subject to dismissal from the nursing program.

Course Number	Course Name	Prerequisites/Corequisites	Semester Credit Hours
SC 146	Anatomy and Physiology I	None	4.00
SC 246	Anatomy and Physiology II	SC 146	4.00

A student who is dropped from the nursing program for failing to achieve the minimum grade specified in the courses listed above, but who otherwise meets the academic standards of the University may transfer to another Herzing degree program and/or may appeal to reapply to the BSN nursing program in a future semester.

- **ADDENDUM, effective October 19, 2020. Herzing University Atlanta is now enrolling in the Bachelor of Science in Nursing program version located here:**

http://catalog.herzing.edu/preview_program.php?catoid=43&poid=4345&returnto=1823

- **ADDENDUM, effective October 19, 2020. Herzing University Tampa has begun recruiting for its initial class start, January 11, 2021. The following highlights are additions to the September 2020 Undergraduate Catalog for the Tampa location:**

Program Offerings – Undergraduate Programs of Study

Bachelor of Science in Nursing-Bridge to BSN-Orlando/Tampa (BSNBB)

Program Description

The Bachelor of Science in Nursing Bridge to BSN program is a professional program that builds on a foundation of knowledge in science, humanities, multi-disciplines, and prior nursing knowledge. The BSN bridge program in Orlando and Tampa has two options: Accelerated (students who have already earned a bachelor of arts or science degree in another field); and pre-licensure Bridge to RN, which includes applicants who have successfully completed a program in practical nursing, paramedic, respiratory therapy or cardiovascular technology and hold a license in that discipline. Students graduating from this program are eligible to sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) in order to obtain Florida RN licensure.

The curriculum is concept-based and moves from simple to complex learning and application to analysis utilizing critical thinking, the nursing process, and evidence-based practice. The curriculum is designed to facilitate complex thinking and deeper understanding of nursing concepts. The curriculum actively engages students and faculty, leading to discovery, reflection, and thoughtful application of nursing

Herzing University
September 2020 Undergraduate Catalog
Addenda

knowledge across the life-span and in culturally diverse populations. The conceptual framework for the program is based on Ida Jean Orlando's Nursing Process Theory and incorporates QSEN guidelines.

The BSNF curriculum framework encompasses The Essentials of Baccalaureate Education for Professional Nursing Practice, the American Nurses Association (ANA) Standards of Nursing and the National League of Nursing's (NLN) Core Values and Educational Competencies and incorporates adult learning theory. Graduates will be primary providers of direct and indirect care in many different settings, including acute care, long-term, and community health. In providing care, nurses will also serve as patient advocates and educators. The focus of care may be an individual, a group, or a specific population. Graduates will also be prepared to assume first-line management positions. Emphasis is placed on the importance of nursing research and evidence-based practice. The program provides an excellent foundation for graduate study in nursing.

Bachelor of Science in Nursing-Orlando/Tampa (BSNF)

Program Description

The Bachelor of Science in Nursing (BSN) professional program builds on a foundation of knowledge in science, humanities, and multi-disciplines. The BSN degree program in Orlando and Tampa has three options: The traditional pre-licensure; the RN-BSN completion (or Bridge) for students who have earned an associate or diploma in nursing and are licensed as a registered nurse; and Accelerated (students who have already earned a bachelor of arts or science degree in another field). Graduates will be prepared for entry-level positions as a baccalaureate-prepared nurse. Students graduating from this program are eligible to sit for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) in order to obtain Florida RN licensure.

The curriculum is concept-based and moves from simple to complex learning and application to analysis utilizing critical thinking, the nursing process, and evidence-based practice. The curriculum is designed to facilitate complex thinking and deeper understanding of nursing concepts. The curriculum actively engages students and faculty, leading to discovery, reflection, and thoughtful application of nursing knowledge across the life-span and in culturally diverse populations. The conceptual framework for the program is based on Ida Jean Orlando's Nursing Process Theory and incorporates QSEN guidelines.

The BSNF curriculum framework encompasses The Essentials of Baccalaureate Education for Professional Nursing Practice, the American Nurses Association (ANA) Standards of Nursing and the National League of Nursing's (NLN) Core Values and Educational Competencies and incorporates adult learning theory. Graduates will be primary providers of direct and indirect care in many different settings, including acute care, long-term, and community health. In providing care, nurses will also serve as patient advocates and educators. The focus of care may be an individual, a group, or a specific population. Graduates will also be prepared to assume first-line management positions. Emphasis is placed on the importance of nursing research and evidence-based practice. The program provides an excellent foundation for graduate study in nursing.

Associate of Science in Nursing-Bridge to ASN-Orlando/Tampa (ASNBA)

Program Description

This bridge to ASN program is open to licensed practical nurses, paramedics, respiratory therapists, and cardiovascular technologists. This associate degree nursing program is approved by the Florida Board of Nursing (FBON) and prepares students to take the National Council Licensing Exam for Registered Nurses (NCLEX-RN®) and to begin a professional nursing career. Graduates will be prepared to integrate nursing knowledge, critical thinking, and nursing skills in the healthcare environment in order to provide a broad, holistic, and concept-based understanding of the roles and responsibilities of the registered

Herzing University
September 2020 Undergraduate Catalog
Addenda

nurse. Courses are designed for students to attend planned clinical and laboratory experiences that will complement classroom learning and development of the critical thinking skills necessary to apply nursing concepts across the health continuum.

Associate of Science in Nursing (ASN) – Orlando/Tampa

Program Description

This associate degree nursing program is approved by the state board of nursing in the states in which it is offered and prepares students to take the National Council Licensing Exam for Registered Nurses (NCLEX-RN®) and to begin a professional nursing career. Graduates will be prepared to integrate nursing knowledge, critical thinking, and nursing skills in the healthcare environment while managing care for multiple clients with complex conditions. Theoretical and practical instruction is complemented with clinical experience in a variety of healthcare settings in order to provide a broad, holistic, and concept-based understanding of the roles and responsibilities of a professional nurse. Students will participate in planned clinical and laboratory experiences that will complement classroom learning and develop application of nursing concepts across the health continuum.

Diploma in Practical Nursing-Orlando/Tampa (DPNFL)

Program Description

This practical nursing program is approved by the Florida Board of Nursing and prepares students to take the National Council Licensing Exam for Practical Nurses (NCLEX-PN®). Graduates will be prepared to integrate nursing knowledge, critical thinking, and basic nursing skills into the healthcare environment while coordinating care for clients. Theoretical and laboratory instruction are further enhanced by simulation and clinical experience in a variety of healthcare facilities. The curriculum is concept-based, with emphasis placed on patient safety, legal and ethical issues, and an understanding of the roles and responsibilities of the practical nurse.

Academic Information

Nursing Programs-Special Grading Requirements

Minimum Passing Grade for Anatomy and Physiology:

Students enrolled in a Associate or Associate of Applied Science in Nursing, or Bachelor of Science in Nursing program are required to earn a B (80%) or higher in [SC 146 Anatomy and Physiology I](#) and [SC 246 Anatomy and Physiology II](#). Students enrolled in a Diploma in Practical Nursing Program are required to earn a B (80%) or higher in [SC 144 Introduction to Anatomy and Physiology](#) or [SC 143 Body Structure and Function \(Clock Hour Course\) / SC 143L Body Structure and Function Lab \(Clock Hour Course\)](#) (Orlando and Tampa Locations).

Minimum Passing Grade for Nursing Program Support Courses:

Certain general education and science courses require a grade of C (70%) or higher to be considered passing. See the program outline in the [Undergraduate Programs of Study](#) section of this catalog.

Clock-Hour Program Information

The Diploma in Practical Nursing (DPNFL) at the Orlando and Tampa Campus is a clock hour program.

Payment Periods

Herzing University September 2020 Undergraduate Catalog Addenda

The DPN program at the Orlando and Tampa Campus is divided into three payment periods. Students must successfully complete a minimum of 450 hours prior to obtaining eligibility for a second disbursement of funds. Students must successfully complete a minimum of 900 hours prior to obtaining eligibility for a third disbursement of funds.

Loan Eligibility

Students may only receive first-year loan limits for the entire length of their program.

This policy is in addition to the overall attendance policy that is found within the University Catalog under Withdrawals Due to Attendance.

Admission Information

Practical Nursing (PN) Program Admission Option

A conditionally admitted student may complete the above coursework/tutoring either as:

- A non-degree seeking student; or
- While enrolled in the nursing program on a conditional basis.

Atlanta, Brookfield, Kenosha, Madison, Minneapolis, Tampa, and Orlando Campuses Criteria

Atlanta, Brookfield, Kenosha, Madison, Minneapolis, Tampa, and Orlando campuses are not included in the Conditional Admission policy for the Pre-Licensure Nursing Programs. Please see "Unconditional Admission to Undergraduate Pre-Licensure Nursing Programs" for admissions criteria.

Additional Admission Requirements for Nursing, Dental, and other Healthcare Programs

Orlando and Tampa Campus Nursing Program: Nursing programs offered by the Orlando and Tampa campus of Herzing University may utilize clinical sites that exceed a 50-mile radius from the campus location to accommodate student travel from their residence. If student(s) agrees to use a clinical site which is greater than a 50-mile radius from the campus, but equal to or less than a 50 mile radius from their residence, any expenses associated with such travel, including, but not limited to lodging, food, and gas, are the responsibility of the student.

Campus Information

Tampa Location

3632 Queen Palm Drive, Tampa, FL 33619

tel: (813) 670-7025

e-mail: tam-info@herzing.edu

The Tampa location of Herzing University is located at 3632 Queen Palm Drive and houses collaborative and adaptive classrooms, computer labs, and nursing simulation labs. It also has a learning commons, several break areas, a reception area, and administration and admissions offices.

Financial Information

Refund Policy for All Herzing University locations (Except Minneapolis) and All Credit-Hour Degree / Diploma Programs

Withdrawal From the University in the Second Eight Weeks of the Semester:

Herzing University September 2020 Undergraduate Catalog Addenda

Students enrolled through the Orlando and **Tampa locations of Herzing University; refunds shall be made within 30 days of the date that the institution determines that the student has withdrawn (Florida Rule 6E-1.0032 (6) (i), F.A.C.).*

Withdrawal From the University:

Students enrolled through the Orlando and **Tampa locations of Herzing University; refunds shall be made within 30 days of the date that the institution determines that the student has withdrawn (Florida Rule 6E-1.0032 (6) (i), F.A.C.).*

Refund Procedures

Students enrolled through the Orlando and **Tampa locations of Herzing University; refunds shall be made within 30 days of the date that the institution determines that the student has withdrawn (Florida Rule 6E-1.0032 (6) (i), F.A.C.).*

University Information

Herzing History

Tampa Location

The Tampa location of Herzing University began enrolling student in January 2021 and serves the Tampa area.

Campus Administrators

Tampa Location

President	Jeff Cross M.B.A.
Academic Dean and Nursing Department Chair	Pat Edwards Ed.D., R.N.
Director of Admissions	Open
Director of Financial Aid	Michelle Stuparu, B.B.A.

Accreditation and Licensures by Campus

Tampa Location of Herzing University

1. Regional Accreditation: Herzing University is accredited by the Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, Illinois, 60604-1413, www.hlcommission.org, 800-621-7440. This means all students attending Herzing University are attending an accredited institution.
2. State Licensure: The Tampa Campus of Herzing University 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 number (888)224-6684.
3. Diploma in Practical Nursing: The Diploma in Practical Nursing program at Herzing University Tampa is approved by the Florida Board of Nursing (4042 Bald Cypress Way, Tallahassee, Florida, 32399-3252, 850-245-4125, www.floridasnursing.gov). Consequently, graduates are eligible to apply for authorization to sit for the National Council of State Boards of Nursing (NCLEX-PN) licensing exam upon successful completion of the program.
The Diploma in Practical Nursing program at Herzing University Tampa does not have specialized programmatic accreditation by the Accreditation Commission for Education in Nursing (ACEN, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia, 30326, 404-975-5000, www.acenursing.org). No representation has been made as to when or if such accreditations will be obtained. Some employers may prefer applicants from programs that have ACEN accreditation. Students are advised to consult with employers of preference as to the importance of this accreditation on their hiring decisions.

Herzing University
September 2020 Undergraduate Catalog
Addenda

4. Associate of Science in Nursing: The Associate of Science in Nursing program and the Associate of Science in Nursing—Bridge to ASN program at the Herzing University Tampa are approved by the Florida Board of Nursing (4042 Bald Cypress Way, Tallahassee, Florida, 32399-3252, 850-245-4125, www.floridasnursing.gov). Consequently, graduates are eligible to apply for authorization to sit for the National Council of State Boards of Nursing (NCLEX-RN) licensing exam upon successful completion of the program.

The Associate of Science in Nursing program at the Herzing University Tampa located in Tampa, FL is not accredited by the Accreditation Commission for Education in Nursing (ACEN, 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia, 30326, 404-975-5000, www.acenursing.org). At this time and no representation has been made as to when or if such an accreditation will be obtained. Some employers may prefer hiring graduates from a programmatically accredited program. Students are advised to consult with employers of preference as to the importance of this accreditation on their hiring decision.

5. Bachelor of Science in Nursing: The Bachelor of Science in Nursing program at Herzing University Tampa is approved by the Florida Board of Nursing (4042 Bald Cypress Way, Tallahassee, Florida, 32399-3252, 850-245-4125, www.floridasnursing.gov). Consequently, graduates are eligible to apply for authorization to sit for the National Council of State Boards of Nursing (NCLEX-RN) licensing exam upon successful completion of the program.

The baccalaureate degree program in nursing at Herzing University Orlando is accredited by the Commission on Collegiate Nursing Education (<http://www.ccnaccreditation.org>). This accreditation includes the baccalaureate degree program offered at the satellite Herzing University Tampa location.

6. Bachelor of Science in Nursing—Bridge to BSN: The Bachelor of Science in Nursing—Bridge to BSN program at Herzing University Tampa is approved by the Florida Board of Nursing (4042 Bald Cypress Way, Tallahassee, Florida, 32399-3252, 850-245-4125, www.floridasnursing.gov). Consequently, graduates are eligible to apply for authorization to sit for the National Council of State Boards of Nursing (NCLEX-RN) licensing exam upon successful completion of the program.

The baccalaureate degree program in nursing at Herzing University Orlando is accredited by the Commission on Collegiate Nursing Education (<http://www.ccnaccreditation.org>). This accreditation includes the baccalaureate degree program offered at the satellite Herzing University Tampa location.

State Approvals

Florida

Orlando and Tampa Campuses

The Orlando and Tampa Campuses of Herzing University are licensed by the Commission for Independent Education, Florida Department of Education. Additional information regarding these institutions may be obtained by contacting the Commission.

Commission for Independent Education

Florida Department of Education
325 West Gaines Street, Suite 1414
Tallahassee, Florida 32399-0400
(850) 245-3200 or (888) 224-6684
www.fldoe.org/policy/cie

Department of Health

Florida Board of Nursing
4052 Bald Cypress Way Bin C-02
Tallahassee, Florida 32399-3252
(850) 245-4125

**Herzing University
September 2020 Undergraduate Catalog
Addenda**

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- **ADDENDUM, effective October 5, 2020.** Herzing University Kenosha and Herzing University Madison are now enrolling in the Bachelor of Science in Nursing program version located here: http://catalog.herzing.edu/preview_program.php?catoid=43&poid=4345&returnto=1823

- **ADDENDUM, effective September 30, 2020.** The Program Grade Point Average sample calculation description has been corrected.

Program Grade Point Average

Each grade is assigned a numerical value on a 4.00 system as shown under quality points in the chart below. In order to determine a student's program grade point average (PGPA), the credit or clock hours for each course are multiplied by the quality points for the grade earned in the course. The total number of points, as calculated, is then divides the total number of credits or clock hours attempted to obtain the PGPA. In instance when a student transfers programs, only courses applicable to the current program of study are included in the PGPA. A sample calculation is shown:

<u>Course</u>	<u>Grade</u>	<u>Quality Points</u>	<u>Credits</u>	<u>Total Points</u>
MA 109 College Algebra	B	3.00	3.00	9.00
PS 101 - Psychology	C	2.00	3.00	6.00
BU 106 - Introduction to Business	B	3.00	4.00	12.00
SC 146 - Anatomy and Physiology I	A	4.00	4.00	16.00
Totals			14.00	43.00

The sum of 43.00 total points divided by 14.00 credits gives a grade point average of 3.07. In the case of a course being repeated, the highest grade earned is used to determine the program grade point average. Any courses below the 100 level (i.e., RE 090, RE 099) are not included in the grade point average calculation.

- **ADDENDUM, effective September 23, 2020.** The Program Delivery section has been updated for the Surgical Technology program.

The Surgical Technology program is delivered in a hybrid format. Students are required to take the Support Courses and General Education Courses online. Additional Surgical Technology courses may be offered in an online format. Courses delivered online are denoted below with a hashtag (#).

Please note courses with a hashtag (#) are noted within the program outline:

http://catalog.herzing.edu/preview_program.php?catoid=43&poid=4302&returnto=1823