



Sacred Heart UNIVERSITY

HEALTH SCIENCES DEPARTMENT

Bachelor of Science in Health Science Student Policy & Procedure Manual

Academic Year 2025/2026

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Program Aim

The Health Science program is based on healthcare education designed to foster development of human values, effective interpersonal skills, quality of care and a scientific foundation. The Health Science curriculum includes inter-professional education and provides the student with a sound base for graduate education and career advancement in various health related fields. The program fosters the students' ability to think critically, analyze information and communicate effectively with diverse stakeholders. The program prepares students to solve the myriad challenges faced daily in health-related environments in an ever-changing world.

Vision

Our program is dedicated to educating, guiding, and serving students throughout their collegiate career. We foster the development of human values and essential interpersonal skills for their individual plan of study. Students are provided with opportunities to learn critical thinking, problem solving and effective communication skills.

Program Overview

The Health Science (HS) major leading to a Bachelor of Science in Health Science (BSHS) builds on the University core curriculum to allow students to pursue individual interests through a constellation of health science and designated concentration core classes and electives that address contemporary issues and topics in health care. Students will be offered opportunities to develop themselves as holistic healthcare practitioners and pre-professionals, which includes their spiritual, ethical, affective and intellectual development. The HS curriculum provides exposure to up-to-date health care policy and practices, health delivery organizations, health disciplines and roles, cultural competence, health care finance, legal and ethical issues in health care, health management information systems, disparities in health care, professional interactions and leadership.

The Health Science major consists of four distinct concentrations: Dietetics & Nutrition, Healthcare Administration, Public Health, Global Health and a dual degree in Radiography. For students entering the program with an associate degree, the Bachelor of Science in Health Science Online Completion Option track is available.

Tracks and Concentrations

Part-Time Online Completion Option Track

The BS in Health Science (BSHS) Part-Time Online Completion Option Track is an undergraduate major for students interested in completing a Bachelor of Science degree. The BSHS major will prepare students with a solid foundation in core content germane to health professions. Individualized advisement will assist students with developing a plan of study that meets pre-requisite requirements

for specific graduate programs and advisement regarding GPA requirements for admission to particular programs, if desired.

Dietetics & Nutrition Concentration

The Dietetics & Nutrition track is for students interested in a career as a registered dietitian or a career in nutrition. The track has food science, community nutrition, medical nutrition therapy and food service management courses to prepare students for the Dietetic Registration Exam, as well as health science core essentials such as courses on health equity, ethics, healthcare leadership and informatics.

Global Health Concentration

The Global Health concentration curriculum offers an understanding of emerging and re-emerging infectious diseases and their impact on global disease burden, multidisciplinary health care programs in action and health care systems around the globe. Concepts of social justice, cultural competence and social issues are addressed.

Healthcare Administration Concentration

The Healthcare Administration concentration curriculum provides insight into administrative practices including supervision, strategic planning, change management, policy and fiscal responsibility. Health care ethics, patient rights and safety and regulatory compliance are addressed within the curriculum.

Public Health Concentration

The Public Health concentration curriculum includes coursework surrounding health education and promotion, health communication and community health planning. Health care ethics, principles of equity and behavioral aspects of health are also covered.

4 Year Dual Degree – BS in Health Science & AS in Radiography

Sacred Heart University offers qualified undergraduates the opportunity to earn two degrees within four years with a Bachelor of Science degree in Health Science with a concentration in Radiography and Associate degree in Radiography. Students will be dually enrolled in the HSBS program and associate in Radiography program after completing the radiography pre-requisite courses with a minimum of C+ in English Composition and College Algebra and C+ in A&P I & II if taken at Sacred Heart University, if transferring in credits from another institution a B- is required, with a minimum overall GPA of 2.0. Both winter and summer coursework are required for the 4-year option. With appropriate planning, summer and winter coursework may be completed at other universities offering equivalent courses in foundational core classes. Students will be prepared to sit for the licensing exam to be radiography technologists and/or to move on to a professional graduate program.

Minors

Minor in Global Health

The [minor in Global Health](#) responds to the demands of the 21st century by equipping students with competencies through a broad based and multidisciplinary program designed to prepare them for global engagement and global health incidents. It is designed for students who have strong international interests and wish to pursue those interests in a program of study. The minor is for all majors including Health Science.

The minor requires a total of 18 credit hours of global health coursework. Appropriate paperwork for [adding the minor](#) must be completed and submitted to the Registrar.

Minor in Human Clinical Nutrition

The [minor in Human Clinical Nutrition](#) is designed to provide students with a background in nutrition to enhance their knowledge of healthcare principles. Students learn basic concepts of human nutrition and the relationships between nutrition, health, and disease across the lifespan. This unique clinical education offers dynamic coursework, focusing on a holistic approach to nutrition in preventing and treating disease. The minor is for all majors including Health Science.

The minor requires a total of 18 credit hours of human clinical nutrition coursework. Appropriate paperwork for [adding the minor](#) must be completed and submitted to the Registrar.

Health Science Student Learning Outcomes

Upon graduating with a bachelor's degree in science in health science, students will be able to:

- Evaluate trends in healthcare, health care systems, policy and environments.
- Apply advocacy skills to minimize inequities in access to healthcare.
- Demonstrate effective leadership skills to promote organizational success.
- Evaluate determinants of health and their effect on health inequality.
- Identify multicultural approaches to healthcare delivery.
- Synthesize the interprofessional education and practice domains including values and ethics, roles and responsibilities, interprofessional communication and teamwork.

Health Science Policies

1.1 Registration Policies

A. Course Registration

Prior to the regularly scheduled registration period each student will be notified of their scheduled registration date and time by email from the Registrar. Students are required to meet with their academic adviser prior to registration to discuss academic progress and registration options. Students must register for courses in Student Planning & Advising (SPA) during their assigned day and time.

B. Course Changes, Add/Drop

Students needing to change a course, or a course section can do so in SPA. A student should consult with their adviser prior to dropping or adding a course, except where the add/drop consists merely of a change in section within the same course.

Note: A student's financial assistance may be affected by dropping or withdrawing from a course. Students should check with the [Student Financial Assistance Office](#) or the University policies regarding the credit hour requirement to continue receiving financial aid.

C. Auditing a Course

A student who audits a course does not earn credit or a grade and does not count toward completion of degree requirements. An auditor may not change his or her status after the first week of classes. Auditors must attend classes regularly, do assigned readings, and participate in discussions, but are excused from exams. Required and prerequisite courses may not be audited.

D. Course Overload Policy

The normal credit load for a full-time student is 12 to 18 credits. Any student in good standing wishing to take more than 18 credits must make this request to the University Registrar. The request must also include the reason for the overload. The Registrar will review the request and recommendation and inform the student of the decision. An additional per-credit, non-refundable fee is charged for overloads over 18 credits. The [Request for Overload form](#) is available through the Registrar's Office.

Conditions for Overload:

- A student may not be on academic probation at the time the overload request is submitted.
- Students may not have had more than two previous academic probations.
- Requests must be made separately for the spring semester and for the fall semester in compliance with the Registrar's deadlines. If the request is not approved and the student wishes to petition, it must be submitted to the advisor within one week after notification of the initial request.
- If the student feels extenuating circumstances exist for approval even though they do not meet overload approval criteria, a written petition should be submitted to the advisor. The petition will be considered by the Health Science Program Director.

E. Course Substitution or Course Transfer

Substitutions and waivers for major requirements may be granted at the discretion of the department chair/program director. However, if a student did not meet the academic requirements for a course, a substitution for that course will not be allowed.

Approval of the Program must be secured for any course repetition or substitution at Sacred Heart University or elsewhere. This means all students must receive approval by their academic advisor and/or the Program Director, the department chair of the discipline of the course, and the Dean of the College of Health Professions prior to taking any course outside the University. Credit may not be granted if such approval has not been received in advance. The [Transfer Request Permission form](#) is available through the Registrar's Office. Policy and procedure information is located on the second page of the form. *Professional courses in Health Science must be taken at Sacred Heart.*

In recognizing credit for transfer from other institutions, the University does not accept courses in which the student has received grades lower than C (for undergraduate students) or B- (for graduate students). A maximum of 1 course (3-4 credits) for a winter inter-session **or** summer session may be taken at another institution during a 1-year period. However, a sequence of courses in the sciences (2 lectures and 2 labs) may also be taking at another institution during the summer session for legitimate reasons.

F. Pass/No Pass Policy

All students wishing to take a regularly graded course Pass/No Pass are permitted to take up to four courses Pass/Fail toward the bachelor's degree; however, **required courses may not be taken Pass/Fail.**

1. Students are permitted to designate the Pass/Fail option for up to four courses toward the baccalaureate degree. Once the course is completed with a grade of Pass (P), it cannot be repeated for a letter grade.
2. Courses can be taken under Pass/No Pass only from general elective courses.
3. Courses taken under the Pass/No Pass option will not count in the student's GPA.
4. The Pass/No Pass option must be chosen during registration and cannot be changed after the end of the add/drop period for that semester.

1.2 Leave of Absence/Withdrawal Policy

Any student may apply for a leave of absence or withdrawal from the University using the procedure below:

- Undergraduate students obtain a Leave of Absence form from their academic adviser for official approval by the Dean of Students and/or Executive Director of Wellness Services.
- A student on a leave of absence must notify his/her adviser, in writing, at least four weeks prior to the expiration of the leave, whether or not he/she intends to return to the University. A leave of absence is allowable for up to two consecutive academic year semesters. Leaves of absence may be renewed upon written request by the student for a maximum of one additional year.

1.3 Requirements to Progress in the Major

In the first year of the major, students must complete HS 200, BI 111/113, and MA 131. All non-freshman applicants, including transfer students, must successfully complete HS 200 and have a minimum cumulative GPA of 2.0 to be accepted to the Health Science major.

Once a student is declared as a Health Science major, they must maintain a cumulative grade point average of 2.0. No grade below a C is permitted in any Health Science major core courses, Health Science elective, or required supporting course. If a student earns less than a C in any of these courses, they will be required to retake the course. Students are permitted to retake a major or supporting course one time in any of the following categories: Health Science major courses and required supporting courses. Failure to achieve a grade of C or better in the repeated course will result in a recommendation for dismissal.

This will be monitored by their academic advisor and the Professional Performance Committee (PPC).

1.4 Academic Probation and Dismissal

A. University Policy

The university's policy on academic probation can be referenced in the Undergraduate Catalog.

B. Health Science Policy

All students must maintain a minimum semester GPA of 2.0 or better. Students falling below a semester GPA 2.0 with 15 institution credits will receive the following academic disciplinary action: Students who are below the 15 institution credits threshold and fall below the required semester 2.0 GPA will receive an academic warning and will be required to meet with their adviser to develop an educational plan.

All full-time students must achieve a semester GPA of 2.0 or better. All part-time students with both a semester GPA and a cumulative GPA below 2.0 will be placed on academic program probation. Failure to maintain these academic standards results in a student being placed on HS Program Academic Probation. To remove probationary status, students must achieve and maintain at least a 2.0 semester GPA in the following semester.

A letter is sent to the student informing them of their academic program probation status. Copies of this letter are sent to the Academic Advisor and are recorded at the Registrar's Office on the University Record System. Students placed on program probation are encouraged to seek advice and assistance from their Academic Advisor.

Note: A student on university probation may be ineligible to receive financial aid from the University, college scholarship, or loan funds.

Note: A student on HS Academic Probation may choose to enroll in courses during the University's Winter, Late Spring and/or Summer sessions. Grades from these courses will apply to the cumulative institution GPA not the semester GPA causing program probation. It is the responsibility of the student to inform their Academic Advisor if they intend to do so and must request an update of the Probationary status if their grade causes a change of status.

C. Dismissal from the Health Science Major

Students on Program academic probation for two consecutive semesters will be recommended for dismissal from the program to the dean's office. Termination of matriculation within the College shall occur for any student after a second semester of probation.

A student whose matriculation has been terminated has the right to petition the Health Science Program for reconsideration if they can present pertinent evidence which may affect the decision. In general, personal, health, social or emotional problems not brought to the attention of the student's advisor or instructor(s) at the time of the poor performance are insufficient grounds for a reconsideration of academic status, unless extenuating circumstances are evidenced. See Academic Policies and Regulations in the [Undergraduate Catalog](#).

The Dean of the College of Health Professions makes the final decision either granting or denying a Program Dismissal appeal.

D. Program Re-Admission for a Dismissed Student

A dismissed student may subsequently appeal to re-apply to the program if they are currently meeting all HS program requirements and via an appeal to the Dean of the College of Health Professions. Such an appeal should clearly indicate how all programmatic standards are currently being met and a plan for remediating deficiencies and for avoiding further academic or professional behavior problems in the future.

1.5 Awarding of Degree

Students must complete program required courses and program-supporting course requirements, with a "C" grade or better to be eligible for graduation. In addition, students must have a **Health Science major GPA** of 2.0 or higher to be awarded the degree. A student who does not meet program requirements upon completion of all Health Science courses and required supporting courses will not be eligible for the awarding of the Bachelor of Science in Health Science degree. In extenuating circumstances, the student's academic advisor may refer the student's transcript to be reviewed by the

Program Director who will make a recommendation regarding academic status and awarding of the degree.

The University awards degrees three times each year: May, December, and August.

1.6 Grading Policies

A. Grade Changes

Once officially recorded, grades may be changed only by the instructor through the filing of an official grade change form. Students should assume responsibility for checking with the instructor and with the [University Registrar](#) to be certain the grade change has been recorded.

B. Grade Grievance

The procedure for a documented grievance is as follows:

1. The student is expected to resolve the issue at hand with the faculty member.
2. If the solution as provided by the faculty member is unacceptable to the student, the student may present the case in writing with supporting evidence to the department chair of the faculty member involved. The department chair will then make a judgment, after consultation with the faculty member and the student, in an attempt to bring the matter to resolution.
3. If the department chairperson is unable to bring the matter to resolution or the judgment is unacceptable to the student, the student may present a formal appeal in writing to the dean of the college in which the course was taken or to their designee.
4. If the dean of the college or their designee finds that the appeal has merit, they will convene a grievance committee. This committee will consist of only faculty members: one faculty member selected by the student, one faculty member selected by the faculty member concerned, and one faculty member selected by the dean of the college or their designee. The chair of the faculty member against whom the grievance is filed is not eligible to serve on the Grade Grievance Committee. After reviewing all documented evidence, the grievance committee will then propose a solution, supported by a rationale in writing that the grade either stands or should be changed by the faculty member. If the faculty member is unavailable to change the grade, the department chair shall serve in lieu of the unavailable faculty member.

Please refer to the [University Catalog](#) for the entire Student Grievance Policy.

C. Incomplete Course Work

An incomplete may be changed by completing the deficient course work no later than six weeks after the beginning of the following semester. Degree credit for incomplete course courses will not be granted unless the work is completed by the date assigned, which must be no later than one calendar year of the date on which the incomplete date is reported if approved for extenuating circumstances. Any incomplete grade not changed within this designated time period will revert to an "F".

D. Grading Scale

The [grading scale](#) used for determination of course grades in the Health Science Program at Sacred Heart University is:

GRADE	QP	GRADE RANGE
A	4.00	93-100
A-	3.67	90-92
B+	3.33	87-89
B	3.00	83-86
B-	2.67	80-82
C+	2.33	77-79
C*	2.00	73-76
C-	1.67	70-72
D+	1.33	67-69
D	1.00	60-66
F	0.00	0-59

*Minimum required for Health Science major courses and supporting courses

1.7 Advisement Policy

A. Academic Advisor

Students are assigned to the Health Science Program academic advisor or a Health Science faculty member for assistance and advice throughout their academic career.

Student's responsibilities are as follows:

1. Periodically check "My Progress" option within their Student Planning & Advising (SPA) account to be sure that your academic records are complete and accurate.
2. When meeting with your advisor to schedule courses, please refer to your plan of study checklist prior to your meeting.
3. If planning to attend a graduate program upon completion of the Bachelor of Science in Health Science, be aware of the admission requirements for each graduate program in which you plan to apply to be sure requirements are met.

Health Science academic advisor or faculty member advisor responsibilities are as follows:

1. Being available by appointment during office hours.
2. Consulting with students who have academic problems.
3. Referring students to available University counseling services should further assistance be needed.
4. Meeting with advisees at each registration period to approve courses selected by each student.
5. Advising students regarding dropping or adding courses.

6. Suggesting course substitutions.

1.8 Exam/Quiz/Test Policies

A. Policy on Quizzes, Exams, and Tests

Missing a quiz, test or exam will result in a zero. If you have extenuating circumstances, you must submit a request for an alternate test date along with documentation of the circumstance to the instructor **before** the scheduled quiz, test, or exam.

All tests and exams require the use of Respondus Lockdown Browser. It is your responsibility to be sure you have the lockdown browser installed and updated on your computer. Please visit or call The PioTech Center for assistance.

In-person quizzes, tests, and exams require that all personal belongings, including water bottles, be placed at the front of the classroom.

Tests and exams will be no longer than 1.5 minutes per question. Students with time accommodation will be permitted the allowed additional time when taken at the Office of Student Accessibility.

B. Illness during Exams

Students who become ill during an exam must notify the course instructor DURING the exam.

C. Failed Exams

If a student fails an examination, it is the student's responsibility to make an appointment with the course instructor to discuss his/her performance on the exam. The intent of the appointment is to assist the student in identifying the problem(s) or deficiency(s) and, when possible, to identify remediation strategies prior to the next exam.

D. Exam Grade Justification

A student who wishes to question the accuracy or justification of an exam or test grade *must* do so in writing within two weeks of receiving the grade. Requests received after that time need not be considered by the instructor. Students who believe an exam or test question, or answer choice, is incorrect must provide at least two peer-reviewed resources proving the correction. All corrections and evidence must be submitted within two weeks of the test or exam date.

E. Final Examinations

Schedule

The official examination period is indicated on the [University Calendar](#). The examination schedule is determined by the Office of the University Registrar in accordance with the semester class schedule. Adjustments for individual students are made by the faculty member(s) concerned. No written examinations may be held outside the designated final exam period, with the exception of

those courses which do not follow the usual University semester calendar. All final laboratory or practical (activity) testing shall be completed prior to the University period for final examinations.

Other Policies

No individual student shall take more than two examinations per day during the examination period. If a student is scheduled to take more than two examinations in one day, he/she will be allowed to reschedule one of the examinations to another examination day chosen in conjunction with the instructor, to be taken at a central, proctored location provided by the University.

Faculty members are responsible for starting examinations and assisting students who may have questions about the examination directions.

1.9 Evaluation of Academic Components

A. Procedures for Course Evaluations

1. Course evaluations will be conducted within the last two regularly scheduled meeting times for the class.
2. All course evaluations conducted by the University are done electronically and are anonymous. Faculty receives evaluations only after final grades for the semester have been submitted.

1.10 Academic Dishonesty

Sacred Heart University and the Health Science Program are committed to creating an intellectual community in which both faculty and students participate in the free and uncompromising pursuit of learning. This is possible only in an atmosphere of mutual trust where the discovery and communication of truth are marked by scrupulous, unqualified honesty.

The College expects all students to adhere strictly to the accepted norms of intellectual honesty in their academic work. It is the responsibility of the student to abide by the [University Academic Integrity Policy](#). Plagiarism and the participation in any activity which is deemed dishonest is not acceptable behavior at Sacred Heart University nor in the profession of allied health professions. Any student that does not adhere to these standards may receive an "F" in the course in which the infraction occurred or may be dismissed from the Health Science Program and/or University.

One of our purposes in the BSHS major is your development as a person and a professional. One aspect of your development includes learning to practice ethically and honestly. Here in the BSHS major, as will be the case in practice, we expect the utmost performance from our students in terms of their ethics and integrity. We expect you to take responsibility for your education by completing required work on your own. Plagiarism, dishonesty, writing assignments using artificial intelligence (AI) and any form of cheating are regarded as serious violations of the BSHS major and the University's academic integrity policies.

Intentional and unintentional plagiarism will be treated the same way. A failing grade will be earned on assignments, quizzes or exams in which plagiarism, dishonesty, or cheating occurred. A second occurrence may result in a zero for the course and recommendation to the Dean for dismissal from the program.

Citations and References: All Health Science Program courses require American Psychological Association (APA) style academic writing. Citations and references **must** be in APA 7 style. All students must purchase the Publication Manual of the American Psychological Association, 7th ed. (2020).

1.11 Plagiarism Definitions

Two kinds of plagiarism might occur: intentional or unintentional.

Intentional plagiarism means you know that the work you are turning in is not your own, such as using a paper obtained from someone else as your own or working/consulting/collaborating with others on an individual assignment or using AI to write your assignment. Cutting and pasting work from sources, none of which written by you, is also plagiarism. Unintentional plagiarism occurs when students do not properly cite or reference their work.

Unintentional plagiarism can also occur when you paraphrase a statement by changing only a few words and do not cite it. You are required to obtain the APA Publication Manual, 7th edition (2020) and use it as your guide. If you are unsure how to cite material, please err on the side of caution. Material used word for word and material re-written with only a few word changes must be held in quotation marks quoted and cited as a quotation. Material that is paraphrased, i.e., re-written and re-phrased in your own words, or ideas synthesized from a variety of sources, must be cited taking care to cite all original sources. Not including in-text citations in written assignments, even if unintentional, is plagiarism and grounds for earning a zero on your assignment. More than one instance is grounds for a zero in the course.

2.1 Accommodations for Students with Special Needs

Any student who wishes to identify him or herself as having a disability that requires special accommodations to complete a course or professional program requirements (including exams), must follow the procedures defined by the [Office of Student Accessibility](#) (OSA).

2.2 Electronic Mail

The Health Science Program requires each student to have a SHU email account and expects that email account is checked at a minimum daily. It is the student's responsibility to read his/her email and keep abreast of important Program or course information sent electronically. Professional behavior is expected in all email correspondence. All emails must be properly written and follow appropriate guidelines:

- Properly address the recipient: When emailing faculty, it is professional to start an email with “Dear Professor X or Dear Dr. X or even Hi Professor X or Hi Dr. X”. When emailing staff, it is professional to start an email with “Dear Mr. or Mrs. X or Hi Mr. or Mrs. X”, unless the staff member holds a doctorate in which case the email should be started with, “Dear or Hi Dr. X”.
- It is never professional to begin an email with “Hey”, “Hey there”, or other use of a familiar opening.
- Proper grammar, punctuation, and spelling throughout body of email must be included.
- “Sign” the email in conclusion.

Students should allow for a 24-hour response window from Health Science faculty and staff on weekdays. Emails sent after 4:00 pm on Friday may not be replied to until Monday morning. If the faculty or staff member will be away from email for an extended period of time, they will post an automatic reply message.

2.3 Inclement Weather Policy

The Health Science Program will observe inclement weather closings and delay procedures enacted by the University. However, due to extenuating circumstances it may be necessary for faculty to cancel classes. Course material for the missed class will be provided in Blackboard. It is the student’s responsibility to complete the coursework assigned due to inclement weather.

2.4 Medical Emergencies, Illness or Injury

If a student experiences a medical emergency, illness or injury during participation in a Health Science course, the following procedures must be followed:

- The instructor will notify Public Safety to respond to the situation.
- The student will be required to seek assessment from a health care provider.
- The student will provide the instructor with a note from a healthcare provider that they are able to resume class participation.

2.5 Professional Behavior Policy

Professional behavior of students is required in the classroom and in all internship/observation settings. Students enrolled in the program represent the College of Health Professions and Sacred Heart University.

- Health Science students are expected to consistently demonstrate the professional behaviors listed in sections 2.5.1, 2.5.2, and 2.5.3 of this manual.
- Faculty will report incidents of unprofessional behavior to the Health Science Professional Performance Committee (PPC). If warranted, the PPC will issue a professional warning to students who fail to demonstrate one or more professional behaviors which will be documented in the student’s file.

- Further disciplinary action may be required if serious or subsequent violations occur including recommendation of dismissal from the program.
- Students' questions regarding the Health Science Professional Behaviors in sections 2.5.1, 2.5.2, and 2.5.3 should be discussed with course faculty or academic advisers.
- Students are expected to adhere to the standards of professionalism of the Health Science program and the [University Code of Student Conduct](#).

2.5.1 Responsibility

Students are expected to:

- be punctual and dependable in the classroom, internship, field experience, global program locations, and all other Health Science sponsored programs and events.
- know and abide by relevant policies and procedures of the HS Program.
- know and abide by relevant policies and procedures of internship or field placement sites of any community partner.

2.5.2 Accountability

Students are expected to:

- be prepared for class sessions internship, field placement, and global health program sessions.
- identify and communicate learning needs with faculty assistance, if necessary.
- ask relevant questions during class or asynchronously online, indicating interest as well as preparation for learning.
- pursue learning independently without being consistently dependent upon others.

2.5.3 Professionalism

Students are expected to:

- be honest and demonstrate integrity in all situations.
- maintain professional and personal boundaries that are appropriate for the situation.
- voice criticism and negative perspectives in an appropriate way and at appropriate times.
- be attentive and respectful when others are speaking.
- present or discuss one's own views in a way that demonstrates respect for those with opposing viewpoints.
- use the established protocol as described in this manual for resolving academic questions/issues.
- engage in self-assessment and reflection on a regular basis to promote professional growth and development.
- respect and respond appropriately to feedback. Use feedback from faculty in a positive way by developing a success plan for improvement.
- demonstrate sensitivity for interpersonal differences, including cultural, racial, religious, gender, age, sexual orientation, and ability.
- dress and present an appearance appropriate to the classroom, internship, field placement, global health program, or any other situation.
- utilize an appropriate level and type of language for the person, group, and/or situation.
- use a tone and attitude that demonstrates respect for others and their roles.

- employ a professional tone and language in all correspondence. **Address all faculty as doctor or professor, as appropriate.**

College and University Resources

The College of Health Professions and the University offer many resources to students who may be struggling academically, emotionally, and physically or simply feeling overwhelmed. The following resources are available to you:

College of Health Professions' Resources:

[CHP Path](#)

[Academic Advisors](#)

Faculty (advising, office hours, mentoring)

University Resources:

[Office of Student Accessibility](#)

[Office of Student Advising & Success](#)

[Center for Teaching & Learning](#)

[Counseling Services](#)

[Recovery Services & Programming](#)

[Campus Ministry](#)

[Agape Center for Human Dignity](#)

[Title IX Office](#)

[Student Health Center](#)

[Center for Career & Professional Development](#)

[Residential Life](#)

[Veteran Student Affairs](#)