Summer 2008 Undergraduate Schedule

The National Hispanic University is accredited by the Universities of the Western Association of Schools and Colleges [985 Atlantic Avenue, #100 - Alameda, CA 94501 - (510) 748-9001] to award Associate Degrees in Business Administration and Liberal Studies, Bachelor’s Degrees in Business Administration, Computer Information Systems, and Liberal Studies, Teaching Credentials, and Certificates in Translation and Interpretation.

www.nhu.edu
# Summer Schedule 2008

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2</td>
<td>Begin Summer Intersession – Undergraduate</td>
</tr>
<tr>
<td>June 12</td>
<td>End Summer Intersession - Undergraduate</td>
</tr>
<tr>
<td>June 16</td>
<td>Begin Undergraduate Summer Classes</td>
</tr>
<tr>
<td>July 4</td>
<td>Independence Day — <strong>University Closed</strong></td>
</tr>
<tr>
<td>July 25</td>
<td>End Undergraduate Summer Classes</td>
</tr>
</tbody>
</table>
Dear NHU Students,

As the 2007-2008 Academic Year continues, we have much upon which to reflect, celebrate, and anticipate. While many of our students and their families have been hit hard by the challenging economy, we are proud of our NHU student body’s dedication to its studies. Students’ increased academic load is a positive step toward timely graduation, thus enhancing our graduates’ career opportunities and development. In addition, we are pleased to see students’ friends and family are joining the NHU student body. In fact, we expect to serve over 700 students this year, ¡Si se puede! It can be done, and you are showing us how.

The NHU is continuing on a path of vigorous growth, consequently we have established key priorities this year:

- Continue to increase our student enrollment and attract more undergraduate day-time students.
- Maintain a high standard of quality in our academic programs and support services;
- Strengthen and increase our lower division math and science curriculum that will form the basis for a academically rigorous Math and Science Program with San Jose State University, whereby students can complete their lower division general education and math and science major requirements (three years) and transfer to SJSU to complete a science/engineering degree;
- Augment our academic programs with internships in professional settings where our students can apply the theory and skills learned in the classroom to the workplace setting;
- Increase the NHU Scholarship Program through increased donations – we have yet to maximize the eScrip Donor Program potential (see www.nhu.edu for more information); and
- Build the prestige of the University throughout the Bay Area, California and the US.

These are ambitious but attainable goals—if we work together. I thank you for your continued dedication to being the best students possible and for helping us to grow our enrollment.

I am very proud as your President to continue the legacy of our renowned founder the late Dr. B. Roberto Cruz. He laid a strong foundation, and it is up to all of us to continue building upon that legacy.

Saludos,

David P. Lopez, Ed.D.
President
IMPORTANT PHONE NUMBERS AT NHU

STUDENT SERVICES

Student Services Department __________________________ (408) 273-2772
Office of Admissions/Registrar ________________________ (408) 273-2772/273-2770
Outreach/Recruitment ________________________________ (408) 254-6900
Financial Aid & Scholarship Office _____________________ (408) 273-2708
Bursar Office ______________________________________ (408) 273-2688

ACADEMIC DEPARTMENT ADVISORS

Academic Operations Department ________________ (408) 273-2691
Business Department _____________________________ (408) 273-2717
or (408) 273-2748
Computer Science Department ________________ (408) 273-2766
General Education Department ________________ (408) 273-2693
Liberal Studies Department ________________ (408) 273-2692
Teacher Education Department ________________ (408) 273-2752
Translation and Interpretation Program ____________ (408) 273-2765

OTHER IMPORTANT OFFICES

Library ____________________________ (408) 273-2773
Student Academic Assistance Center ____________ (408) 273-2762
General Directory Information ________________ (408) 254-6900
Main University Fax ____________________________ (408) 254-1369

Visit us at our web site _____________________________ www.nhu.edu

To request an Admissions Application or Enrollment Information
Please call (408) 273–2751 or 2680
THE NATIONAL HISPANIC UNIVERSITY...KEEPS GETTING BETTER

Start any Module!

No Need to Wait for Next Semester!

More Class Choices!

- Choose from day, or evening classes
- You can earn 3 - 6 units per class
- 3 semesters a year. Year-round program

START EARNING YOUR BACHELOR’S DEGREE IN 2 DIFFERENT WAYS:

#1 BA or BS degree, or Certificate

Regular Admissions Process
$50 one-time application fee
*$100 semester registration fee
plus $ 196.00 per unit
Credits apply toward degree

#2. Open University

Easy one-page admission form
No application or registration fee
$228.00 per unit (undergraduate)
$287.00 per unit (post-graduate)
* Students seeking a certificate/degree must formally apply to the University
Can apply up to 12 units (undergraduate) or 9 units (post-graduate) toward a degree or certificate later
Great for professional development!!

OTHER GREAT BENEFITS YOU GET WHEN YOU ATTEND NHU

- The National Hispanic University is accredited by the Accrediting Commission for Senior Colleges and Universities of the Western Association of Schools and Colleges (985 Atlantic Avenue, #100 - Alameda, CA 94501 - (510) 748-9001.
- NHU is approved by California’s CTC for teacher preparation;
- NHU’s Liberal Studies degree has CCTC’s “equivalency approval for CSET;”
- NHU has a “No-Pain” Admissions and Registration Process;
- Classes at NHU are small and highly interactive;
- NHU offers Financial Aid for those who qualify;
- NHU is within easy access from US 101 or I-680, plus free parking;
- NHU has one of the most affordable tuition and fees of any local private university;
- Evening classes at NHU allow you to continue daytime employment;
- You may be able to complete your BA/BS degree in four years and a teaching credential in less than one year.
AND ONCE YOU ARE ENROLLED AT NHU, YOU ARE ELIGIBLE FOR OTHER BENEFITS, SUCH AS:

- Picture ID card. Some merchants and theaters offer discounts to students
- Eligibility to apply for NHU’s “in-house” scholarship program.¹ Thousand $$$ awarded each semester to worthy and/or needy students
- Free use of NHU’s library and Internet-access computers
- Use of NHU’s computer labs for homework assignments
- Tutoring and use of the SAAC
- Our partnership agreement with San Jose State University allows students the following
  - Use of SJSU’s career and job search center
  - Cross-registration into SJSU courses while enrolled at NHU
  - Easier transfer capability into other SJSU degree programs and post-graduate courses

QUICK INFO ABOUT THE NATIONAL HISPANIC UNIVERSITY

HOW OLD IS NHU? NHU was founded as a private university in 1981.

WHERE IS NHU? NHU is located in San Jose, CA at 14271 Story Road, just east of White Rd. Easily reached from routes 280 or 101.

IS NHU JUST FOR LATINOS? Absolutely not! Everyone is welcome and encouraged to apply. NHU students reflect the broad cultural diversity of the Bay Area. All courses are taught in English (except advanced Spanish courses and Spanish literature).

DO NHU COURSES TRANSFER TO OTHER INSTITUTIONS? Yes! The National Hispanic University is accredited by the Universities of the Western Association of Schools and Colleges [985 Atlantic Avenue, #100 - Alameda, CA 94501 - (510) 748-9001]

DOES NHU OFFER FINANCIAL ASSISTANCE? Yes! NHU’s Financial Aid Office develops funding packages for qualified students. A broad variety of financial aid options (such as our NHU scholarships) help you attain an education.

WHAT IS SPECIAL ABOUT NHU?

STRONG ACADEMIC SUPPORT SYSTEMS - The Student Academic Assistance Center (SAAC) offers new student orientations, advising, diagnostic testing, skill upgrade help, counseling.

HIGH EXPECTATIONS – Si se puede! We know you can succeed!

INDIVIDUAL TREATMENT - Small enough to be flexible when we can; we want to help you get there!

CLASS SIZE - Most classes under 20 students.

DIVERSE ROLE MODELS AND A MULTICULTURAL ATMOSPHERE - Most faculty, staff, and administrators is Latino; the challenging curriculum offers a broad range of perspectives.

¹ Subject to availability of funds.
MODULAR CLASSES - Ideal for working students. Students can possibly begin any module.

STUDENT REGISTRATION PROCESS

**Step 1:** Pick up Registration Form in the Office of Admissions/Registrar;

**Step 2:** Meet with your advisor to choose classes; sign the Registration Form and have your advisor sign Registration Form;

**Step 3:** If you are thinking about scholarships, financial aid (Pell, Cal Grant, FSEOG), or loans, or even if you are already receiving any of these, you must go to the Financial Aid Office to obtain an estimated Student Tuition Invoice completed by the Financial Aid Advisor. If you are not receiving any scholarship or Financial Aid assistance, skip Step 3 and go directly to Step 4.

**Step 4:** Go to Business Office with a complete Add/Drop Form with student signature, advisor’s signature and make sure all proper information is filled out in order to be accepted by the Business Office. If you are on an Installment payment plan, you need to tell Business Office Representative to revise your payment plan based on the change of units.

ADDITIONAL INFORMATION FOR ADDING/DROPPING COURSES

- Through the first full week of instruction any student may add any open course. Add/Drop Forms must be signed by an advisor and by the student.

- Students will receive credit for a course, ONLY if they have officially registered for it. It is the student’s responsibility to add/drop any class by completing the required forms. Students who simply stop attending a class or tell the instructor they are dropping the course without filing the required form, will have an unauthorized withdrawal (UW) for the class, as indicated in the catalog.

- Courses dropped before the census date -- Courses dropped before 5:30pm on Census Date will not appear on the student’s permanent record.

- Courses dropped after the census date — Once the Census Date has passed, dropping courses can be done only for compelling reasons and requires the approval of the appropriate Department Chair for each course dropped. Courses dropped after the Census Date are recorded as “W” (Withdrawal) on the student’s permanent academic record. A “W” does not affect the student’s grade point average.
Final date for dropping courses – Last day to drop with a “W” will be on/or before the completion of 36 (thirty-six) hours of class. Classes dropped after the 36 (thirty-six) hours of meeting will result in the instruction assigning a grade based on he or she worked completed to date.

COURSE CANCELLATION AND CHANGES
NHU reserves the right to make changes in its schedules or policies without prior notice. Please carefully check the schedule board located at Admissions/Registrar and Academic Department for any changes. If a room has been changed, that information will be posted outside the originally listed classroom. If a class is cancelled staff will make every effort to place students in another appropriate class.

WITHDRAWING FROM THE UNIVERSITY
Students planning to withdraw from the University are required to make an appointment with the Department Coordinator prior to initialing the withdrawal procedures. A student who wishes to withdraw from the University must secure a Withdrawal Form from the Registrar and MUST obtain the signatures specified on the Withdrawal Form. Only when the completed form has been returned to the Registrar does the withdrawal become official.

TUITION AND FEE SCHEDULE
The following is a schedule of tuition and fees for the academic year 2005-2008. These figures are subject to change.

<table>
<thead>
<tr>
<th>Tuition and Mandatory Fees</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergraduate Tuition</td>
<td>$196.00/unit</td>
<td></td>
</tr>
<tr>
<td>Credential Tuition</td>
<td>$254.00/unit</td>
<td></td>
</tr>
<tr>
<td>Open University Tuition</td>
<td>$228.00/unit</td>
<td></td>
</tr>
<tr>
<td>(Undergraduate courses)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Open University Tuition</td>
<td>$287.00/unit</td>
<td></td>
</tr>
<tr>
<td>(Credential courses)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Application fee (non-refundable) $ 50.00
Registration fee (per semester) $ 100.00

And other fees determined by the Institution.

Other School Fees

(If applicable)

$20.00 Late registration fee (this applies to all students who register after the first class meeting)
$10.00 Student ID replacement fee
$15.00 Laboratory fee, for courses with laboratory component per course
$50.00 Graduation fee per degree
$50.00 Transcript analysis fee
$8.00 Rush transcript
$4.00 Regular transcript
$2.00 Each additional regular transcript per order
$25.00 Returned check fee per check
$25.00 Installment payment plan fee (per semester)

Note: Health Insurance Plan (Mandatory for International Students) Please consult the Office of Admissions & Registrar.

The charges related to tuition and fees described in this section apply to the current academic year only. TUITION AND FEES ARE SUBJECT TO CHANGE.

Method of Payment

The National Hispanic University accepts the following payment for student’s account:

- Cash
- Check, cashier’s check, certified money order or money order
- Credit Cards: Visa, MasterCard and Discover Card only.

All checks and money orders should be made payable to The National Hispanic University and include appropriate identification, such as name, social
security number, or driver’s license number. Student’s whose checks are returned due to insufficient funds will be subject to cancellation of their registration in addition to the $25 returned check fee per check.

Unpaid Balance

Students who register for classes prior to the beginning of a semester must pay tuition and registration fee in full on the day he/she registers for classes. However, payment may be deferred for students in the following categories:

- Those who receive financial aid and/or scholarships.
- Those who signed up for an Installment Payment Plan (IPP). IPP will be broken into three monthly installments per semester and all balances must be paid in full by the end of the current semester.

Students on financial aid and/or scholarships will be given a deferral of their payments until the loan or grant or scholarship is received by NHU. After all financial aid and/or scholarships are credited to the student’s account, any remaining balance is due before the end of the current semester.

Unpaid Balance

Holds will be placed immediately on student with unpaid balance after the semester ends and/or after the third or last payment due date. A student under this circumstance will not be allowed to register for the following semester, request a transcript, request for a diploma and/or certificates.

Refund Policy

The schedule of tuition refund applies to all NHU students; percentages listed (days 0-24) will be applied to University Registration and Tuition Fees. Students who withdraw or drop courses on or before the 24th working day, counting from the first day of instruction maybe eligible to receive a refunds for some fees. To withdraw or drop courses, students must complete either a “Withdrawal Petition Form” or a “Drop Form”. Both forms can be obtained from the Office of Admission & Registrar.

Exemptions to this policy are the following:

1) Directed Study (D.S.): Students who signed up for D.S. will not be eligible for any tuition refund once the student turned in their registration or add form to the Bursar’s Office.

2) Continuing Education Units (C.E.U.): Students who signed up for C.E.U. will not be eligible for any refund once the Bursar’s Office received the student’s C.E.U. application and payment.

3) One Unit Classes (ex. INFO 100): Since schedule of this classes are short, students are required to drop this class on or before the second class meeting to get a full refund. There will be no further assessment of tuition refund after the said deadline.

The effective date to determine a refund will be based on the actual submittal date of the “Withdrawal Petition Form” or a “Drop Form to the Bursar’s Office.

Refunds shall be made within 30 days of the official withdrawal, or 30 days of the date of determination of withdrawal.

If a student stops attending a class without officially withdrawing or dropping, the student will be charged for the entire tuition fee and any fees associated to that class.

Note: It is the student’s responsibility to drop a class on a timely manner.
COURSES OFFERED FOR SUMMER 2008 AND THEIR DESCRIPTIONS

The courses scheduled for Summer 2008 are listed alphabetically and by subject.

Day Legend:  M = Monday, T = Tuesday, W = Wednesday, TH = Thursday, F = Friday, SAT = Saturday. Class meeting days may be combined; e.g., MW = Monday and Wednesday classes, TTH = Tuesday and Thursday classes.

In order to read the scheduling information for each course, see the example below:

<table>
<thead>
<tr>
<th>Days</th>
<th>Module</th>
<th>Semester</th>
<th>Meeting Time</th>
<th>Course Dates</th>
<th>Room</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>MW</td>
<td>Jun - Jul</td>
<td>Summer</td>
<td>8:00 AM – 10:30 AM</td>
<td>Jun 16 – Jul 23</td>
<td>RM 210</td>
<td>Mooney</td>
</tr>
</tbody>
</table>

ANT 100 3 units
Introduction to Anthropology
Students will be provided with an overview of the discipline, which includes the study of the theory of evolution, the origins of mankind, early human cultures, and cultural systems in cross cultural comparison. Students will gain an appreciation of what it has meant to be human in different places during different historical eras. Students will explore how humans adapt to, interpret, and affect the world in which they live.
GE Area D1
Pre-requisite: None

Section Number: 1U01
MW Jun - Jul Summer 8:00 AM – 11:45 AM Jun 16 – Jul 23 RM 308 Staff

ANT 125 3 units
Human Understanding and Development
This course examines the human cycle in its socio-cultural, psychological, and biological contexts. It offers a cross-cultural perspective on the life cycle, and more generally, on what it means to be human. Successful completion of this course satisfies Area E of the General Education requirements.
Pre-requisite: None

Section Number: 2U01
TTH Jun - Jul Summer 5:30 PM – 9:15 PM Jun 17 – Jul 24 RM 308 Staff

ANT 422 3 units
Cultures of Mexico
The course is a survey and analysis of the major cultures and civilizations of Mesoamerica. Students will learn about the nature and impact of the Spanish Conquest and Colonization, along with a review of contemporary status and issues of indigenous people in Mexico.
Pre-requisite: None
ENG 100
This course emphasizes reading-based academic writing in a multicultural milieu. The student will critically respond to a variety of writers on various topics and themes. In addition, English 100 will cover the rhetorical modes, culminating in an argumentative research paper.
GE Area A2
Pre-requisite: English Placement Test or ENG 45

INF 100
Information Literacy
Information literacy prepares the student for college level research. Students will learn to develop a search strategy, locate and evaluate material from a variety of sources and in a range of formats, and compile a bibliography and footnotes.
Pre-requisite: None