2025–2026

UMGC EUROPE CATALOG

UNIVERSITY OF MARYLAND GLOBAL CAMPUS | EUROPE

europe.umgc.edu

SUCCEED AGAIN

Welcome to UMGC Europe

Welcome to the University of Maryland Global Campus in Europe! With over 76 years of experience operating at more than 50 sites in Europe, the Middle East, and North Africa, we know how important it is for you to continue your educational journey while living and working overseas. Whether you are an active duty servicemember, spouse, civilian, DoD contractor, high school dual enrollment student, veteran or retiree, UMGC Europe has the expertise and range of degree & certificate options to help you achieve your education, career, and broader life goals.

As a UMGC Europe student, you can take on-site classes at your on-base Education Center, where small class sizes allow our experienced faculty and staff to get to know you personally and respond flexibly to the many competing demands on your time. Our livestreaming and virtual options offer additional flexibilities for students who may be TDY, on missions, or have other life challenges. Through our online programs you have access to the full breadth and depth of a large public university of over 100,000 students offering more than 135 degrees and certificates. Whether enrolling on-site or online, you can visit our team at the ed centers for all of the support you need! At UMGC you will receive a rigorous and affordable education from an accredited university who provides a curriculum focused on preparing you with the real-world knowledge, skills, and abilities you'll need to succeed in the jobs of today and tomorrow.

From your first inquiry to graduation day and beyond, our faculty, academic advisors, program coordinators, and support staff are invested in your success. We take our mission seriously to "inspire hope, empower dreams, and transform lives . . . one student at a time." We know this means providing you with options—frequent and variable session lengths, on-site and online offerings, hybrid and unit classes, field study courses—along with our years of experience to help you overcome obstacles and stay on track.

We're proud to be part of the U.S. Military Community and excited to join you on this journey!

Ms. Patricia A. Coopersmith
Vice President
and Director
UMGC Europe

Dr. Andrew D. Boone
Associate Vice President
and Associate Dean
UMGC Europe

Accreditation

University of Maryland Global Campus is accredited by the Middle States Commission on Higher Education, 1007 North Orange Street, 4th Floor, MB#166, Wilmington, DE 19801, an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

UMGC is a constituent institution of the University System of Maryland and is governed by the USM Board of Regents. UMGC is certified to operate by the State Council of Higher Education for Virginia (SCHEV). University of Maryland Global Campus, 9625 Belvoir Road, Barden Education Center, Building 1017, Room 128, Fort Belvoir, VA 22060.

University System of Maryland

See the policy statement and additional policies in the index.

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WELCOME TO UMGC

SUCCEED AGAIN

From its founding in 1947, University of Maryland Global Campus (UMGC) has had a single mission: to meet the educational needs of adult students like you—students who must balance study with the demands of work and family life.

Since then, the university has grown to be the largest public university in the nation, serving students throughout the state, the country, and the world. And although its name has changed more than once over the decades (from the College of Special and Continuation Studies to University College, from UMUC to UMGC), the university's mission (stated on inside front cover) and focus on providing open access to high-quality educational programs and services—eliminating the barriers that can keep you from achieving your educational goals—remain unchanged.

For information on UMGC's mission, history, and values, visit *europe.umgc.edu/about/mission-and-core-values*.

MILITARY PARTNERSHIPS

For over 75 years, UMGC has proudly served the U.S. military through its educational partnership in Asia, Europe, and Stateside. More than a million servicemembers have taken UMGC courses.

This long relationship has made UMGC particularly sensitive to the needs of military students and prepared to handle details specific to military life, such as veterans benefits and the transfer of credit earned in military specialty schools. In June 2023, UMGC was awarded a U.S. Department of Defense contract to continue offering programs at its military sites across Europe. In 2022, the U.S. Department of Defense announced that it had extended UMGC's privilege to serve the members of the U.S. military community in Asia.

By proving that traditional standards of academic excellence can be maintained in nontraditional settings, UMGC has won the respect of the military community and established itself as an integral part of military life.

Currently, UMGC provides courses at more than 80 military installations throughout Africa, Asia, Central Asia, Europe, and the Middle East.

KEY ALLIANCES

Through key military alliances, UMGC is committed to helping servicemembers gain the most from their education.

- UMGC is a strong supporter of Community College of the Air Force programs. The GEM program allows Air Force students to quickly complete major requirements for CCAF degrees. Through the AU ABC program, UMGC enables CCAF degree holders to easily transfer credits toward a bachelor's degree.
- ArmyIgnitEd is an online system developed to help Army students move forward academically and achieve their educational goals. Soldiers have unlimited access to educational opportunities, support, and guidance throughout their desired education path.
- The Military Spouses Career Advancement Account (MyCAA) is a unique financial aid program for military spouses. UMGC provides academic advisors to assist students with applying and using MyCAA benefits.

CARRYING OUT THE MISSION

Students First

At UMGC, your success as a student is of paramount importance. The university seeks not only to help you fulfill your current education goals but also to create an educational partnership that will last throughout your career.

To that end, the university looks first for ways to ensure that you can easily access programs and services. Admission policies are designed to simplify the process (standardized tests are not generally required), allowing you to apply and register for most programs at the same time.

As a global university, UMGC makes it possible for you to take classes at almost any time, any place, by offering a large selection of online programs—in addition to classes at sites throughout Maryland and the Washington, D.C., metropolitan area and at military sites all over the world. You can also access student services online, virtually, and by phone, as well as on-site at many locations.

Convenience and flexibility are not the only issues, however. UMGC seeks to create a learning environment that is inclusive, responsive, relevant, and respectful of diverse backgrounds.

Recognizing that financial concerns are often the biggest obstacle to higher education, UMGC also strives to keep tuition costs low and provides numerous financial aid opportunities, including scholarships for military and community college students.

Excellence

A regionally accredited university, UMGC is dedicated to providing the highest quality programs and services and ensuring excellence in its online and on-site classes.

In providing these programs, UMGC relies on a renowned faculty of scholar-practitioners—teachers who bring real-world experience as well as advanced academic credentials to your courses—and the use of the latest technologies. UMGC also is able to provide you with a wealth of resources because of its place within the University System of Maryland.

The success of UMGC's efforts over the years is evident. UMGC has garnered awards from such notable organizations as the World Affairs Council, E-C Council, University Professional and Continuing Education Association, Online Learning Consortium (formerly the Sloan Consortium), and Maryland Distance Learning Association.

Innovation

UMGC has always looked for new and better ways to serve students. Long before the online revolution, the university was delivering courses to students at distant locations, using any and all available technologies—from interactive television to voice mail. Today, you can access both courses and services online, using the university's learning management system and MyUMGC, its online gateway to services and information. Through its Office of Academic Quality, UMGC leads the search for next-generation learning models and best practices for online learning.

PROGRAMS AND FACILITIES

UMGC offers degree programs from the associate level to the doctorate. UMGC Europe is contracted to provide a wide range of undergraduate and graduate programs, accessible to our learners through on-site, livestreaming, virtual, and online formats. These academic programs are administered by the School of Business, the School of Cybersecurity and Information Technology, and the School of Integrative and Professional Studies.
UMGC Europe offers courses on-site and in hybrid formats at over 50 locations throughout Europe, the Middle East, and North Africa. See p. 270 for a list of our current locations or visit *europe.umgc.edu/locations*.

The university's administrative headquarters are located in Adelphi, Maryland, and also serve as home to a prestigious art collection and conference facility, the College Park Marriott Hotel & Conference Center at UMGC. UMGC Europe's administrative headquarters are located in Kaiserslautern, Germany.

UMGC EUROPE OVERSEAS

UMGC was founded in 1947 as the College of Special and Continuation Studies, a branch of the University of Maryland's College of Education in response to the needs of adult students who turned to higher education in search of brighter futures, better jobs, and more fulfilling lives.

The university serves 100,000 students today. UMGC Europe educates a diverse student population, including active-duty military personnel, their spouses, dependents, DoD civilian contractors, their spouses, dependents, plus military veterans, and even high school students. UMGC Europe offers a special overseas tuition rate, events, and scholarships.

In 1949, UMGC became the first university to send faculty overseas to educate active-duty military personnel in Europe. What started off as a noble experiment, with seven professors in six cities in Germany, has turned into a globally-recognized, award-winning institution that includes graduates from all 50 U.S. states, the District of Columbia, and over 20 countries and territories worldwide. This deep-rooted tradition of serving the military in war and peace continues today. We are honored to celebrate more than 75 years of providing quality education to extraordinary students overseas.

Helping You Get Started

At UMGC, your success as a student is of paramount importance. The university seeks not only to help you fulfill your current education goals, but also to create an educational partnership with you that will last throughout your life.

To help you, UMGC looks first for ways to make it easy for you to get started. Admission policies are designed to simplify the process (standardized tests are not generally required), making it possible for you to apply and register for most programs at the same time. Shorter terms and multiple start dates mean you don't have to wait to take that first class (described on the following page), which is geared to help you transition back to college-level study.

Recognizing that financial concerns often present the most challenging obstacle to higher education, UMGC works hard to keep tuition costs low and provides numerous financial aid opportunities, including scholarships for military and community college students, to help you find ways to finance your education (described on p. 25). And to support you at every step—from finding the right program, applying for admission, registering for class, and getting academic and career assistance, to applying for your diploma and graduating—services and resources (described on pp. 46-53) are conveniently available online and by phone, as well as on-site at many locations. Additionally, feel free to visit us six days a week in our UMGC Europe virtual office at: *https://umgc-edu.zoom.us/j/840013102*.

Course Formats and Expectations

As a global university, UMGC makes it possible for you to take classes any time, any place, by offering a large selection of online classes, as well as on-site and hybrid classes that are available at military sites and civilian sites across the United States and at military sites all over the world.

Course content, learning materials, requirements, assignments, and class participation are comparable for online, on-site and hybrid courses, and faculty members are engaged and supportive of students in each format. Each of these course formats require that you have access to appropriate technology to participate in asynchronous, computer-based class discussions; study groups; online database searches; course evaluations; and other online activities.

Classroom-Based Study

In Europe, UMGC courses are offered in classrooms on U.S. military bases throughout Europe, the Middle East, and North Africa through long-standing contracts with overseas military commands.

On-site classes meet in a physical classroom. Hybrid classes combine on-site and online instruction and typically meet on-site at a UMGC location for a number of sessions per term; the remainder of the teaching and learning in the course occurs in the online classroom. The schedule of on-site sessions is provided on our website several weeks before the beginning of the term. Classes offered in a hybrid format are identified by location in the schedule of classes.

Most UMGC Europe locations offer hybrid and web-enhanced on-site courses to various locations in a live stream format via video-teleconference platforms are called connected courses. When students attend a connected or live stream class in an education center, these are considered on-site and abide by the UMGC and VA residency policies for on-site courses. Students joining a class completely from their home/room are classified as online.

With unit courses, you and members of your unit can take customized on-site courses at a time and location that is most convenient for your unit. Any course can be offered in the unit course format. If you think your unit would benefit from this format, contact your local UMGC Europe representative for more information.

Online Study

UMGC's role as a virtual and global university means that you can participate in the university experience from any place in the state, the nation, or the world that has internet access. UMGC's award-winning online courses and programs offer a technology-enriched experience conducted by the same excellent faculty that teaches its on-site offerings.

Online courses maintain the same academic standards as on-site and hybrid courses. In online courses, you are linked to faculty and classmates via computer and the internet. The faculty member leads discussions, responds to student inquiries, and posts assignments in individual folders online. You are expected to participate frequently in online discussions.

Another online format is our virtual classes. These classes meet on specific days and times much like on-site courses, only in a secure virtual classroom. Students and faculty interact on a regular schedule and have the opportunity to exchange ideas during discussion. Faculty respond to student inquiries live in person and assignments can be discussed and reviewed. The virtual format has all of the advantages of an on-site class but you can attend from anywhere you are located in Europe, the Middle East, and North Africa.

Technology Requirements

General Requirements

To be successful, you must have some type of internet access. Barring individual course requirements, this access may be through use of a UMGC computer lab; university or public library; or other readily available, reliable source if you do not have access at home. In addition, you must have a current email address; you are responsible for your own internet access costs.

For more information about technology requirements, refer to *umgc.edu/techreqs*.

Note: Tablets, Chromebooks, and cell phones are not compatible with all components of the virtual learning environment.

Discipline Specific Requirements

Some academic programs may have specific technology requirements, such as requiring you to download and install specific computer programs. Additional equipment, beyond the general requirements, may also be required for some cybersecurity and information technology courses, particularly upper-level courses. To determine if such requirements apply to your program, you should consult the program and course descriptions.

Expectations

Before registering, you may want to consider the following requirements to be successful as a student:

- You need strong reading and writing skills in English, because much course communication is written.
- You need to be competent in the use of computers and commonly used software programs.
- Because the online classroom is asynchronous and you are expected to be an active participant, you are encouraged to log in frequently to check what has transpired in your online classroom.
- You will need a distraction-free study environment, effective time management skills, and the ability to work both alone and collaboratively.

First-Year Courses

An array of "first" and preparatory courses are managed by Student Affairs, which is committed to promoting your development and success as a student by providing programs and services that enable you to reach your educational goals. These courses are designed to provide a well-supported and productive start to your academic programs. Faculty members who teach these courses have been selected for their academic credentials as well as for their high degree of engagement and commitment to student success.

Since students come to UMGC with a wide range of academic preparedness and backgrounds in very different fields, the first courses introduce you to UMGC's student support services and focus on core skills that will prepare you to do well throughout your program.

Required Introductory Courses

UNDERGRADUATE

As an undergraduate degree-seeking student, you must take PACE 111 Program and Career Exploration as your first course, when possible. You may elect to take another course concurrently with PACE 111 (or PACE 100).

PACE 111 provides an introduction to UMGC's student support services and an exploration of how UMGC academic programs align to professional goals and career options. It also helps you develop foundational skills be to be successful in college. There are six models of the course to provide focused insight into the fields of business, communication and humanities, multidisciplinary studies (e.g., any field), public safety, sciences and healthcare, and technology.

If you begin undergraduate study at UMGC with 60 or more transfer credits, you may be eligible to take PACE 100 Program and Career Exploration for Transfer Students, which is a condensed orientation to UMGC and exploration of how UMGC academic programs align to professional goals and career options. If you successfully complete this 4-week course, you will earn 3 credits equivalent to PACE 111.

Note: If eligible, you may attempt PACE 100 only once.

GRADUATE

For most master's degree or graduate certificate programs, you must begin your studies with UMGC with UCSP 615 Orientation to Graduate Studies within the first 6 credits.

This five-week noncredit course is designed to help you develop the skills and techniques you need to understand and manage the challenges involved in a graduate program and to familiarize you with research strategies and online library resources—material that is critical for 21st-century professionals.

In the Acquisition and Contract Management and Transformational Leadership programs, you are required to take DCL 600M Decisive Thinking, Communicating, and Leading in Multidisciplinary Fields, a 6-credit introductory course tailored toward the academic area.

Undergraduate Preparatory Courses

If you are an undergraduate student, you may find a number of courses helpful to your success both during and after your undergraduate studies with UMGC. These include LIBS 150 Introduction to Research, CAPL 198A Effective Time Management, and CAPL 398A Career Planning Management.

Orientation and Getting Started

Local UMGC representatives and academic advisors stand ready in military communities to provide you with on-site and virtual assistance with admissions, registration, financial aid, advising appointments, and more.

Contact information for the UMGC location nearest you is available at *europe.umgc.edu/locations*.

Before the beginning of each session, UMGC holds special webinar online and on-site orientations for new and prospective students. At these events, you have the opportunity to learn about UMGC and its programs, student services, academic and career options, and meet faculty members and fellow students. When you participate in these special events, you may have your application fee waived. You will find more information at *europe.umgc.edu/events*.

Admission

UMGC's admission requirements reflect our mission as Maryland's open university.

Eligibility

Active-duty and retired members of the U.S. Armed Forces, American employees of the U.S. government, and their family members residing within an overseas contracted location in the Europe (EUCOM), Africa (AFRICOM), and Central (CENTCOM) theaters may enroll in undergraduate and graduate courses through University of Maryland Global Campus Europe if they meet admission requirements. U.S. military policy requires a valid identification privilege card issued by the military services or U.S. government. Card validation is required after completing the online application. All eligibility questions should be directed to the Student Services Office at UMGC Europe Headquarters.

Undergraduate Admission Requirements

General Requirements

To be considered for undergraduate admission, you must have fulfilled one of the following conditions:

- You graduated from a state-approved U.S. high school (including a DoDEA overseas high school)
- You received passing scores on a state high school equivalency exam, such as the General Educational Development (GED) (ged.com) or HiSET exam (hiset.org)
- You graduated from a homeschool or alternative high school program that meets the criteria set forth by state and local education regulations
- You graduated from a non-U.S. high school with a credential evaluated as equivalent to a U.S. high school diploma by a National Association of Credential Evaluation Services (NACES) member evaluation agency
- You did not graduate from high school but you earned an associate degree or higher from a UMGC-approved accredited college or university or at least 60 college credits from UMGC-approved accredited college or university with at least a 2.0 grade point average (GPA) on a 4.0 scale
- You served or are serving in the U.S. military and have training/experience documented by a Joint Services Transcript (JST) or Community College of the Air Force (CCAF) transcript

High school students who meet certain criteria as described on p. 8 may also be considered for admission and concurrent enrollment.

In addition to meeting the academic criteria listed above, you must be at least 13 years old, meet UMGC's English proficiency requirement, and be in good standing at any institutions that you previously attended, as noted in UMGC's Undergraduate Admission Policy. Standardized test scores are not required.

You must be admitted to the university before you can register for classes.

UMGC's Undergraduate Admissions Policy is available online at *umgc.edu/policies*.

Undergraduate Student Status

As an undergraduate student, you are assigned to regular, provisional, or visiting/consortium status.

Regular

To be assigned regular student status, you must meet the general admission requirements. If you attended another institution of higher education within the last two years, you must also have a grade point average (GPA) of 2.0 or higher and be in good academic standing at the last institution of higher education you attended.

As a regular student, you are limited to enrolling in the number of credits set forth in UMGC's Academic Load and Enrollment Status Policy (available online at *umgc.edu/policies*). Course load is discussed on p. 10.

Provisional

You will be assigned provisional status if you meet the general admission requirements but one of the following conditions applies:

- You had a GPA lower than 2.0 at the last institution that you attended within the last two years
- You were on academic probation for poor academic performance at the last institution that you attended within the last two years
- You were dismissed for poor academic performance from the last institution that you attended within the last two years
- You are currently a high school student who qualifies for concurrent enrollment. (Additional information about qualifying for concurrent enrollment follows on p. 8.)

If you are a concurrently enrolled high school student, you maintain your provisional status until you submit proof of high school completion; until that time, you are allowed to take a maximum of 7 credits each term. Other provisional students may take more than 7 credits per term, but they must complete 7 credits of graded coursework with a cumulative GPA of 2.0 or higher before being considered for regular student status. All provisional students must contact the Student Services Office to request regular student status.

Visiting/Consortium

Colleges and universities serving the military overseas work together as a *consortium*. If you are seeking a certificate or degree with a consortium institution, you can enroll in a limited number of courses with other consortium institutions without paying an additional application fee. These courses must be (a) needed for you to complete your certificate or degree requirements and (b) unavailable from the institution at which you are seeking to earn your certificate or degree.

Note: UMGC Europe also extends consortium status to Community College of the Air Force (CCAF) students.

If you are a visiting consortium student, you must apply online to UMGC as a consortium student and submit an Application Fee Waiver Request at your local UMGC office after applying in order to have your application fee waived. As a visiting student, you are not required to submit your high school transcript.

If you request an official evaluation from UMGC, you thereby indicate your interest in earning a certificate or degree with UMGC and will be required to pay the UMGC application fee. Your student status will then be changed from visiting to regular. If you are currently attending another institution of the University System of Maryland (USM) as an undergraduate or graduate student, you may take undergraduate courses without applying to UMGC. Instead, you must submit a letter or form from the USM institution authorizing your enrollment at UMGC for the term in which you wish to attend. The number of credits you may take and the transferability of academic work completed at UMGC is determined by your home institution.

Graduate Admission Requirements

General Requirements for Graduate Certificates and Master's Degree Programs

To be considered for admission, you must have graduated from a UMGC-approved accredited college or university with a bachelor's degree (or higher). Graduates from other institutions may be considered on a case-by-case basis. Applicants who are not seeking a degree or certificate must meet the same criteria and are limited to taking a maximum of 12 credits.

In addition to the academic criteria listed above, you must meet UMGC's English proficiency requirement, as noted in UMGC's Graduate Admissions Policy (available online at *umgc.edu/policies*). Standardized test scores, such as the Graduate Record Examination (GRE) or Graduate Management Admission Test (GMAT), are not required for most programs.

You must be admitted to the university before you can register for classes.

Graduate Student Status

As a graduate student, you are assigned regular or visiting status.

Regular

To be assigned regular student status, you must meet the general admission requirements.

As a student in regular status, you are limited to enrolling in the number of credits set forth in UMGC's Student Academic Load and Enrollment Status Policy (available online at *umgc.edu/policies*). Course load is discussed on p. 11.

Visiting

If you are attending an institution outside the University System of Maryland, you must apply for admission to UMGC.

Your previous coursework will be reviewed by the appropriate UMGC academic department to see if course prerequisites have been met. The number of credits you may take and the transferability of academic work completed at UMGC are determined by your home institution.

Graduate Program-Specific Requirements

Transformational Leadership

To be admitted to the Master of Science in Transformational Leadership program, you must meet the standard criteria for graduate admission and belong to one of the following military populations:

- Full-time active-duty members of the U.S. Armed Forces
- Members of the National Guard
- Reservists
- Veterans of the U.S. Armed Forces
- Commissioned Corps members of the U.S. Public Health Service Administration

Special Situations

Applicants Educated Outside the United States

If you were educated outside the United States and English is not your native language, you must demonstrate English proficiency. If you are providing test scores to do so, you must arrange to have the official score reports sent directly from the testing agency to UMGC and marked Incoming Transcripts. The Test of English as a Foreign Language (TOEFL) score recovery code for UMGC is 5804.

Test scores must be less than two years old. Alternative evidence may be accepted as demonstrating English proficiency. Contact Student Services at *studentservices-europe@umgc.edu* for more information.

If you are providing test scores to demonstrate English proficiency, you must arrange to have the official score reports sent directly from the testing agency to UMGC Student Records. The TOEFL score recovery code for UMGC is 5804.

All documentation should be sent to

Attn: Student Records
University of Maryland Global Campus
3501 University Boulevard East
Adelphi, MD 20783-8075

Undergraduate

If you are applying for admission to an undergraduate program and you graduated from a high school not located in the United States (except an overseas DoDEA high school) or one of the countries listed at *europe.umgc.edu/admissions*, you must demonstrate English language proficiency in one of the following ways:

- Certifying on the admission application that you earned a passing score on a U.S. GED test or HiSET exam
- Having earned at least 24 transferable credits from a UMGC-approved accredited college or university or from an institution in one of the countries listed at *europe.umgc.edu/admissions*
- Submitting a passing score on an approved English proficiency examination, as follows:
  - A minimum score of 71 on the internet-based version of the Test of English as a Foreign Language (TOEFL)
  - A minimum score of 525 on the paper-based version of the TOEFL and a minimum score of 4 on the Test of Written English (TWE)
  - A minimum overall score of 6 on the International English Language Testing System (IELTS), including the academic writing and academic reading modules
  - A minimum grade of Pre-1 on the Eiken Test in Practical English Proficiency
  - A score of 95 on the Duolingo English Proficiency Test

See Admission Procedures for information on required documentation related to high school completion.

Graduate

If you are applying for admission to a graduate program and you obtained a bachelor's or master's degree from an institution not located in the United States or one of the countries listed at europe.umgc.edu/admissions, you must demonstrate English language proficiency in one of the following ways:

- Submitting transcript(s) indicating completion of at least 12 credits of graduate coursework, taken within the last two years with a grade of B or higher from UMGC-approved accredited college or university in the United States, which will be considered on a case-by-case basis
- Submitting a passing score on an English proficiency examination, as follows:
  - A minimum score of 79 on the internet-based version of the Test of English as a Foreign Language (TOEFL)
  - A minimum score of 550 on the paper-based version of the TOEFL and a minimum score of 4 on the Test of Written English (TWE)
  - A minimum overall score of 6.5 on the International English Language Testing System (IELTS), including the academic writing and academic reading modules
  - A minimum grade of Pre-1 on the Eiken Test in Practical English Proficiency
  - A score of 105 on the Duolingo English Proficiency Test.

Applicants Expelled or Suspended from Another Institution

FOR ACADEMIC MISCONDUCT

If you were expelled for academic misconduct by any institution in the USM, you are not eligible for admission to UMGC; if you were suspended for that reason, you are not eligible for admission during the period of your suspension.

If you were expelled or suspended for academic misconduct from an institution outside the USM, your case must be reviewed before an admission decision can be made.

FOR DISCIPLINARY MISCONDUCT

If you were expelled under the USM's Event-Related Policy, you will not be admitted to UMGC for one year from the effective date of the expulsion. After that time, you may be considered for admission on a case-by-case. If you were suspended from a USM institution under that policy, you will not be admitted to UMGC during the term of your suspension.

If you were expelled or suspended from a non-USM institution or were expelled or suspended from a USM institution for disciplinary misconduct that was not event-related, you may be considered for admission on a case-by-case basis.

High School Students Seeking Concurrent Enrollment

If you have not completed high school but are currently attending a U.S. regionally accredited or state-approved high school (including a DoDEA overseas high school), you may be admitted as a provisional student. With your application for admission, you must provide a letter of recommendation from the appropriate officials at your high school and a high school transcript. If UMGC determines after a review of this documentation that your record reflects superior scholarship and college readiness, you may be admitted with provisional status.

If you are currently being homeschooled or attending an alternative high school program, you may qualify for concurrent enrollment if your homeschool or alternative high school program complies with applicable state and local education regulations.

As a concurrently enrolled student, you are assigned provisional and non-degree-seeking status and limited to 7 credits per term. Once you meet all of the general admission requirements, you may contact the Student Services Office to request to be changed to regular degree-seeking status.

Admission Procedures

To apply for admission, you must complete an undergraduate admission application online at *europe.umgc.edu/apply* and pay the nonrefundable fee. Documentation required to prove eligibility is detailed in the following sections. Documentation required for proof of English proficiency is detailed under Applicants Educated Outside the United States.

If you are a former UMGC student, and have not attended UMGC for at least two years, you must submit a new application before you are allowed to register. However, you will not be required to pay another application fee.

Military ID card or government ID card validation at your nearest UMGC Europe location is required after completing the online application.

Applicants or current students who submit false information on their application may be subject to disciplinary action, as detailed in in UMGC's Code of Student Conduct Policy (available at *umgc.edu/policies*).

Applicants to Undergraduate Certificate, Associate, and Bachelor's Degree Programs

Once you are admitted to UMGC, you will be assigned an admit term (the academic term in which you are officially admitted, e.g., fall 2024), which will be reflected in your MyUMGC student portal.

You should submit documentation as soon as your application is processed. You may not be able to enroll for a second term if your documentation has not been accepted.

Appropriate documentation varies according to your situation as follows:

- If you graduated from a state-approved high school, you must submit an official transcript from that school. You may be eligible to complete and submit a UMGC-issued attestation form certifying your graduation from high school. Check your To-Do-List in the MyUMGC student portal to see if you are eligible to complete the attestation form (*my.umgc.edu*)
- If you served or are currently serving in the U.S. Armed Forces, you may submit a Joint Services Transcript (JST) or Community College of the Air Force (CCAF) transcript as proof of high school equivalency.
- If you completed a state high school equivalency exam such as the GED or HiSET, you must submit an official score report.
- If you graduated from a homeschool or alternative high school program, you must submit documentation showing high school completion and compliance with state and local education regulations for the state in which you were homeschooled or attended an alternative high school program.
- If you graduated from a non-U.S. high school, you must submit documentation of your education to a NACES member evaluation agency and have the credit evaluation agency submit its recommendations to UMGC. For a list of NACES members, visit *naces.org/members*.
- If you graduated from high school and have completed at least 30 college-level credits, you are not required to submit documentation of high school graduation, you must submit official documentation of at least 30 completed college-level credits from one or more of the following sources:
  - UMGC-approved two- and four-year colleges and universities
  - Military occupational specialties and experience
  - Vocational and technical coursework
  - Professional or technical coursework based on statewide agreements and alliances
- If you have not graduated from high school but have completed an associate degree or higher or at least 60 college-level credits, submit official documentation of the completed degree or at least 60 college-level credits from one or more of the sources listed above.

You need not submit proof of standard examinations.

Applicants to Graduate Certificate and Master's Degree Programs

To be admitted to most graduate programs or to take graduate courses without pursuing a degree, you must submit official transcripts demonstrating completion of a bachelor's degree from a UMGC-approved accredited college or university or other institution (approved on a case-by-case basis) by the end of your admit term at UMGC. You should submit documentation as soon as your application is processed. You may not be able to enroll for a second term if your documentation has not been accepted.

Until the university receives your official transcript(s) and verifies your completion of a bachelor's degree, you are limited to enrolling in no more than 6 credits of graduate coursework. Failure to submit official transcripts will prevent you from enrolling in additional graduate courses until such transcripts are received and verified by UMGC.

You may apply to all UMGC Europe graduate programs online at *europe.umgc.edu/apply*.

PROGRAM-SPECIFIC PROCEDURES

Some master's degree programs require the submission of official transcripts before you can be admitted and enroll in classes. These programs have specific admission requirements and/or prerequisite coursework, described under Graduate Program Specific Requirements and on the UMGC Europe website. A list of the programs that require submission of a transcript before admission is available at *umgc.edu/admission-transcript*.

Depending on your program, your official transcript may need to reflect specific coursework and/or a given GPA. You may also be required to provide documentation of industry certification, test scores, or military status.

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Military-Affiliated Students

Military servicemembers may apply to all UMGC programs online via MyUMGC at *umgc.edu/apply*.

Note: If you intend to use military TA benefits, you must contact your educational services officer or counselor within your branch of service for details on eligibility and your military branch's process for submitting TA forms before you submit an application for admission to UMGC.

Students Seeking Readmission

If you have not enrolled in classes at UMGC for a period of two years (six or eight terms, depending on the program) or more, you must reapply for admission before you will be allowed to resume enrollment. However, you need not pay another application fee unless you change degree level.

Refer to the requirements section of the degree or certificate you plan to pursue for information on continuous enrollment and the requirements you must follow.

If you were academically dismissed, you may not register for classes. You may reapply for reinstatement, for more information on reinstatement after academic dismissal, see p. 37. Reinstatement is not guaranteed.

Military Servicemembers Seeking Readmission

If you discontinued your studies with UMGC because of your military service obligations and would like to return as a student, email *studentservices-europe@umgc.edu* within three years after completion of military service to seek readmission. The cumulative length of time of all absences due to military service time may not exceed five years. If the program in which you were enrolled no longer exists, UMGC will enroll you in the most similar program, unless you request or agree to a different program.

Unless precluded by military necessity, you should provide oral or written notice of a service obligation to Student Services at *studentservices-europe@umgc.edu* or +49-(0)631-56000-90000 as far in advance as possible. Refer to UMGC's Readmission for Military Servicemembers Policy at *umgc.edu/policies* for more information.

Relocating Between UMGC Divisions

Relocating to UMGC Asia or UMGC Stateside with UMGC is simple. It is important for you to notify UMGC when you are relocating to a new duty station, so residency and tuition rate can be accurately determined.

If you plan to relocate from one UMGC division (stateside, Europe, or Asia) to another and you have attended classes with UMGC within the last two years, you must amend the Student Information Update form before the start date of the term in which you intend to begin study at the new division. This form may be accessed via the MyUMGC student portal (my.umgc.edu) under Helpful Links. If you have not attended UMGC within the last two years, you will need to complete the regular UMGC admission application instead and indicate the division that you wish to attend by answering the questions presented. There is no fee for relocation for readmission.

Students Changing Programs

If you are considering a change to your major or certificate program at the undergraduate level or a change from one master's degree program, concentration, or certificate program to another at the graduate level, you must first consult an academic advisor, who can help you determine the impact of changing degree programs.

The academic advisor can determine if another application is required, if any previous credit is likely to apply, and when you may begin to take classes in the new program. Generally, the requirements for completing your new program are those in place when you enroll in the new program.

After speaking with an academic advisor, send an email request to your academic advisor (you will find contact information for your academic advisor at *europe.umgc.edu/students/advising*), including your name, student ID number, current program, and requested program.

If you are using veterans education benefits or transferred benefits, you are required to submit certain forms to the Veterans Administration.

Cross-Enrollment Between Programs

You may be admitted either as an undergraduate or a graduate student, but you may not hold both classifications simultaneously.

Generally, you are not eligible to enroll in courses outside your degree program. However, if UMGC has developed an accelerated pathway between undergraduate and graduate programs, specific courses may apply to both degree programs. In such cases, you are eligible to cross-enroll and will be charged the undergraduate rate for undergraduate courses and the graduate rate for graduate courses.

As a graduate student, you may be enrolled in only one master's degree program at a time, and you may not enroll in courses outside your degree program. If you change graduate degree programs, you may not enroll in courses in the new degree program until the current term is completed.

Enrollment Information

You can find information about schedules, session dates, and registration on the UMGC Europe website or at MyUMGC.

Ways to Register

Registration begins each session as soon as the course schedule becomes available on the web and continues until the deadline listed. Check the current schedule of classes (*webapps.umgc.edu/soc/europe/*) and the online academic calendar (*europe.umgc.edu/schedule*) for registration information.

UMGC offers a number of ways to register for most courses, including online (via MyUMGC) and on-site registration.

Registration Process

All students must

- Complete an application online at *umgc.edu/apply* and pay the nonrefundable $50 application fee when applying for the first time
- Register online through MyUMGC or visit your local UMGC office for assistance
- Complete and process the appropriate forms if receiving government tuition assistance (TA) or VA education benefits (information about military TA deadlines is found at *europe.umgc.edu/tadeadlines*)
- Pay all tuition and fees in full prior to the first class meeting

Priority Enrollment for Veterans

If you have a past-due balance, your record will have a hold that prevents you from enrolling in additional UMGC course(s). An exception may apply if you are receiving veterans education benefits. Once you have completed the steps to request certification of your enrollments for veterans benefits, and if your benefit type pays directly to the school, and the past due balance is within the current term, you will be allowed to enroll for additional classes. This exception is designed to allow eligible veterans to enroll while awaiting payment of veteran education benefits.

Waiting List

If an on-site, hybrid, or virtual class is already full at the time of registration, you can place your name on a waiting list for that class.

Regardless of how you register, the following policies apply:

- You may put your name on the waiting list for up to six on-site or hybrid courses or sections.
- You may not attend a class for which you are on the waiting list.
- If you are already enrolled in a different section of the same class for which you are waitlisted, you will not be enrolled in the waitlisted section even if space becomes available.
- If you are already enrolled in the maximum number of allowable credits and you are on a waiting list for another course, you will not be registered in the additional course even if space becomes available in the class.
- Faculty members and academic advisors are not authorized to add you to closed classes.
- If a space becomes available and you are the next person on the waiting list, you will automatically be registered for that class, and the charge will appear on your account. You will be notified of the enrollment by email. If you are ineligible for enrollment (because you have not met prerequisites or are enrolled in another class that conflicts in time), the space will go to the next person on the waiting list.
- If you no longer want a class, you should remove your name from the waiting list to prevent the possibility of being automatically enrolled and charged for the class.

The waiting list option is not available for online classes.

Course Load

See UMGC's Student Academic Load and Enrollment Status Policy at umgc.edu/policies for more information.

Undergraduate

Full-time enrollment is defined as 12 or more credits per term (fall, spring, summer) and half-time as 6 to 11 credits per term. Decisions on the number of courses you can successfully complete in any one session are normally left to your discretion.

Most UMGC students register for between 3 and 7 credits, and you are strongly advised not to exceed this limit. Carefully and realistically assess your other commitments before you register for more than 7 credits. You may not register for more than 18 credits in a 17-week period without written permission.

To initiate the permission process, contact your academic advisor. Permission to register for more than 18 credits

is at the university's discretion and is based on demonstrated academic excellence at UMGC. A minimum GPA of 3.5 and an enrollment history indicating success in carrying a heavier-than-average course load at UMGC are required.

You may not register for courses whose scheduled meeting times overlap.

Graduate

If you are enrolled in a master's program that operates on a three-term calendar (fall, spring, summer) for the academic year, you are considered a full-time graduate student if you are registered for at least 9 credits of graduate coursework per term and half-time if you are enrolled for 6 credits per term.

If you are enrolled in a program that operates on a four-term calendar (fall, winter, spring, summer) for the academic year, you are considered a full-time graduate student if you are registered for 6 credits per term.

Given the time commitment required for graduate study, the normal academic load is 6 credits per term. UMGC strongly recommends that you limit your academic load to conform with the demands of your employment and the time you have to prepare for class.

Taking more than 6 credits per term is not allowed in any program that operates on a four-term calendar but may be allowed in programs that operate on a three-term calendar, if certain conditions are met.

If you have a compelling need to take more than 6 credits per term (and are enrolled in a program that allows course overloads), you may submit to your academic advisor a written request to take 6 additional credits of coursework (i.e., two additional courses) for a maximum total of 12 credits. You must have fulfilled the prerequisites for the additional course you wish to take. In the request, you must indicate your acceptance of the academic risk entailed in adopting the course overload.

To be considered for a course overload, you must

- Be a degree- or certificate-seeking student in a program that operates on a three-term calendar
- Be in good academic standing
- Have completed the prerequisites for all requested courses

Dropping or Withdrawing from Classes

Procedures

To cancel your enrollment in a class without any mark on your transcript (dropping a class), you must access the MyUMGC portal and follow the steps for dropping a class before the end of the drop period.

When you drop a class, all tuition charges for that course are removed from your student account and no mark or record of the course will appear on your transcript.

If you wish to cancel enrollment in a class after the drop period ends (i.e., withdraw from a class), you must access the MyUMGC portal and follow the steps for withdrawing from a class before the end of the withdrawal period.

Withdrawing from a class will result in a mark of W (described in a later section) on your academic transcript. You may be refunded a portion of your tuition based on the withdraw date and the refund schedule. You will be responsible for any remaining tuition due.

You should be careful to note deadlines according to your class format (on-site, online, or hybrid) and division (Stateside, Europe, or Asia). According to UMGC Europe policy, if you register for:

- on-site classes or weekend seminars, you must officially withdraw no later than the day before the final class.
- hybrid classes, you must officially withdraw no later than Sunday-9 days prior to the end date of the class.
- online classes, you must officially withdraw before 65 percent of the total number of days in a session has expired. (Dates for the online drop period are found at *umgc.edu/academiccalendar*.)

Failure to drop or withdraw from a class in the appropriate manner or by the posted deadlines may result in your receiving a failing grade and forfeiting any refund. The following actions do not constitute dropping or withdrawing from a course:

- Stopping payment on checks
- Non-payment of tuition charges
- Never attending or participating in a class
- Ceasing to attend or participate in a class

More information about dates and refunds for drops and withdrawals is found at *europe.umgc.edu/withdrawal*. If you have additional questions concerning withdrawing from or dropping a course, see UMGC's Course Withdrawal Policy at *umgc.edu/policies*.

Effect on Student Aid

If you are using financial aid and/or veterans benefits, you are strongly encouraged to contact the Financial Aid Office or Veterans Affairs Office before you drop or withdraw from a class to fully understand the impact of such an action on your current and future financial aid awards and/or veterans benefits. Withdrawing from class could leave you responsible for a portion of the tuition. For more information contact your local UMGC Europe office.

If you are using military tuition assistance, you must contact your military education counselor or education services officer for guidance on withdrawals related to emergencies or official duty requirements before dropping or withdrawing from a class to fully understand the impact of such an action on your current and future military tuition assistance benefits.

Ways of Earning Credit

UMGC excels in combining access with academic quality. It opens doors to learning by bringing education to you wherever you may be. Because UMGC understands the importance of lifelong learning, it has established academic policies that encourage the appropriate use of transfer credit from other institutions as well as credit from less traditional sources. Recognizing that adult students bring to the university not only a willingness to learn but also an educational history informed by experiential learning, UMGC incorporates the assessment of nontraditional learning (i.e., learning gained outside the classroom) into the evaluation of student competencies and academic credit.

The various ways in which one may earn credit toward a degree—beyond taking courses at UMGC—are detailed below. Limits to the amount of credit from such sources that may be applied to a degree or certificate follow on p. 22.

Earning Credit at UMGC

Classroom and Online Study

UMGC uses the latest technology to extend degree opportunities to you. Most of UMGC's degree and certificate programs allow blended formats to suit your schedules and preferences. UMGC courses observe the same standards of quality regardless of delivery format. Any given course maintains the same intended learning outcomes and requirements, awards the identical amount of academic credit, and may be applied toward the same undergraduate degrees and certificates whether it is delivered in a stateside classroom, overseas, or online.

As a UMGC Europe student, you can take courses overseas in classrooms at over 50 sites in Europe, the Middle East, and Africa. You can also attend class worldwide in UMGC's online courses. Additionally, you may be able to enroll in field study courses held at significant cultural locations (see p. 200 for more information) or attend a class specifically scheduled for you and your unit.

Both classroom and online programs are also supported by a full range of student services and academic resources—from extensive online library databases to admission, academic advising, and registration—that can be accessed on-site, online, and by phone.

Resident Credit

Study in the overseas divisions establishes resident credit with University of Maryland Global Campus. Since both faculty members and courses overseas meet academic standards set by the university, courses offered overseas carry resident credit identical to that earned in the stateside programs of UMGC. Thus you may earn a UMGC associate, bachelor's, or master's degree or certificate entirely through study overseas or in combination with study in Maryland, the Washington, D.C., metropolitan area, and other stateside locations. In addition to on-site classroom courses, UMGC offers an extensive array of courses through its acclaimed online program, all of which carry UMGC resident credit.

Transfer Credit from External Sources

Be sure to discuss all previous experience and training with an academic advisor to ensure that you request evaluation from all the sources that apply to you.

Sources, Requirements, and Restrictions

UMGC accepts credit from a variety of outside sources, including the following:

- Institutionally accredited two- and four-year colleges and universities and other accredited institutions, including vocational and technical colleges, that have been approved by UMGC
- Other higher education institutions with whom UMGC has an articulation agreement for acceptance of credit and/or a joint program
- Non-U.S. institutions based on UMGC review of the report of a NACES member international credit evaluation agency
- High schools with which UMGC has an articulation agreement for acceptance of credit
- Corporate training or coursework; military occupational specialties, training, and experience; vocational and technical organizations; and industry certifications evaluated by nationally recognized credit evaluation agencies, such as the American Council for Education (ACE) or National College Credit Recommendation Service (NCCRS), or evaluated and approved by UMGC
- Standardized examinations (listed later in this section)

Criteria for each type of credit are detailed in the following sections.

Be sure to discuss all previous experience and training with your academic advisor to ensure that you request evaluation from all the sources that are available to you.

If you have earned credit at another college or university, you are responsible for determining whether courses you plan to take at UMGC would duplicate any previously earned credit and for submitting all official transcripts from colleges and universities you attended, as well as documentation of military and professional learning and pertinent test scores (CLEP, AP, etc.)—regardless of whether they appear on a previous college transcript or not.

UMGC does not accept transfer credits for remedial, precollege, or sectarian religious courses. If you plan to transfer credit from other institutions to UMGC, you may request a Fast Plan for a review of your previous credit to determine how those credits may apply to a degree from UMGC. Official transcripts are required for UMGC to evaluate and award transfer credit on your official evaluation. For nontraditional sources of credit, other documentation is required as set forth in the sections that follow. Transfer credit is granted only if it is applicable to your chosen program.

You are encouraged to consult a UMGC academic advisor before registering. Academic advisors are available to provide you with a Fast Plan (Tentative Evaluation) which helps you determine your progress toward a degree and which credits may transfer. If you are in doubt about whether a UMGC course duplicates previous study, you should consult your academic advisor before registering.

More information on the process of transferring credit is provided on p. XX. UMGC's Undergraduate Transfer Credit Evaluation and Appeal Process Policy and Graduate Transfer Credit Evaluation and Appeal Process Policy are available at *umgc.edu/policies*.

Criteria for each type of credit are detailed in the following sections.

CREDIT FROM COMMUNITY COLLEGES, JUNIOR COLLEGES, AND VOCATIONAL AND TECHNICAL COLLEGES

Credits from UMGC-approved accredited two-year institutions (community colleges, junior colleges, or vocational and technical colleges) may be applied toward an undergraduate degree at UMGC.

If you initially enrolled in any of the public community colleges in Maryland, general education credit is transferred in conformance with the policy developed and approved by the Maryland Higher Education Commission, subject to any limitations under federal law. If you have participated or are participating in one of the community college alliances with UMGC and plan to enroll in courses at both institutions concurrently, you should consult with academic advisors at both institutions.

CREDIT FROM OTHER COLLEGES AND UNIVERSITIES

Undergraduate

Transfer credits from UMGC-approved accredited two- and four-year colleges and universities for courses in which you earned a grade of at least C (2.0) may be accepted for courses that apply to your undergraduate certificate or degree program and do not duplicate other courses for which credit has been awarded. Transfer credit for another institution's course-challenge examinations and prior learning program may be accepted if it is listed on your transcript with a passing grade.

Graduate

Transfer credits from UMGC-approved accredited four-year colleges and universities for courses in which you earned a grade of at least B (3.0) may be accepted for courses that apply to your graduate program and do not duplicate other courses for which credit has been awarded.

Graduate credits offered for transfer credit must also meet the following criteria:

- The credits must have been earned as graduate credit.
- For some programs, the credits must not have been applied to an earned degree. To determine if credits earned in a completed degree program are transferable, contact an advisor or a success coach for details on any restrictions specific to your program.
- The credits must be equivalent to graduate-level coursework or recommended for graduate-level credit by the American Council on Education (ACE) or other nationally recognized bodies or as part of an approved articulation agreement.

Decisions regarding your eligibility to enter a graduate program and receive transfer credit based on agreements with third parties are made at the time of admission and may not be made retroactive after enrollment.

For most graduate programs (those that do not require DCL 600M), the credits also must have been completed within three years of your first term of enrollment in a graduate degree or certificate program at UMGC.

If you have previously earned a master's degree from a UMGCapproved accredited college or university, you are eligible to receive transfer credit for DCL 600M in recognition of the fundamental competencies essential for successful completion of a graduate degree program. If you have earned graduate credit but have not earned a master's degree, you may request a review of transfer credit for DCL 600M.

CREDIT FROM MILITARY INSTITUTIONS OR MILITARY EXPERIENCE

UMGC grants credit for military experience and study completed in service schools on the basis of the recommendations by the American Council on Education (ACE) in *Guide to the Evaluation of Educational Experiences in the Armed Services*. Courses taken at accredited military institutions may also be accepted as part of an articulation agreement; they must meet other UMGC requirements for transfer credit, and they are subject to the same limitations as those placed on nonmilitary credit. UMGC generally accepts ACE recommendations for lower- and upper-level credit.

Credit from Community College of the Air Force (CCAF)

UMGC awards credit for study at technical schools of the U.S. Air Force in accordance with recommendations from the Community College of the Air Force (CCAF). Up to 70 credits from CCAF may be accepted in transfer. Credits must be applicable to your chosen degree plan at UMGC, must meet other UMGC requirements for transfer credit, and are subject to the same limitations as those placed on nonmilitary credit. The following conditions apply:

- All credit from the CCAF is lower level
- Since the CCAF records satisfactorily completed courses as S (satisfactory) and specifies that S equals a grade of C or higher, credit may be applied to your undergraduate UMGC degree program as determined by UMGC
- Courses that are vocational or technical may be used only as electives in an undergraduate degree program

CREDIT FROM INSTITUTIONS OUTSIDE THE UNITED STATES

Study at institutions outside the United States must be evaluated by a NACES member evaluation agency to be considered for transfer credit.

If you are seeking a review of potential transfer credit from a non-U.S. postsecondary educational institution, you must

- Mail your official international transcripts to a NACES member evaluation agency (listed at *naces.org/members)*
- Pay fees associated with the international evaluation

More details are available online at *europe.umgc.edu/internationalcredit*.

CREDIT FROM NONCOLLEGIATE COURSES AND TRAINING

UMGC may accept for credit noncollegiate courses and training applicable to your degree program that have been evaluated by either ACE (if the courses are listed in the *National Guide to Educational Credit for Training Programs*) or the National College Credit Recommendation Service (NCCRS, formerly PONSI).

For Master's Degree and Certificate Programs that Require DCL 600M or DCL 600T

Up to 6 credits of graduate coursework may be considered for transfer as replacement for DCL 600M or DCL 600T if earned at a UMGC-approved college or university.

If you have previously earned a master's degree from a UMGC-approved accredited college or university, you are eligible to receive transfer credit for DCL 600M or DCL 600T in recognition of the fundamental competencies essential for successful completion of a graduate degree program. If you have earned graduate credit but have not earned a master's degree, you may request a review of transfer credit for DCL 600M or DCL 600T.

All graduate credits offered for transfer credit in replacement of DCL 600M or DCL 600T are reviewed for approval and must meet the following criteria:

- Credits must have been earned as graduate credit
- A grade of B or higher must have been earned in the courses considered for transfer. These grades, however, will not be included in the calculation of the grade point average at UMGC
- Credits must have been earned at a UMGC-approved accredited college or university and be equivalent to graduate-level coursework or recommended for graduate-level credit by ACE

Credit for Prior or Current Experiential Learning

Prior Learning Assessment

Undergraduate

There are several methods to obtain credit for your work and life experience, including Course Challenge (available for undergraduate credit only), Portfolio Assessment, and a variety of recognized external standardized assessments. Academic advisors can help you determine the best routes to use in fulfilling any academic plan.

Undergraduate Course Challenge

Course Challenge is a comprehensive assessment of the material that is normally presented through a full term-length UMGC undergraduate course. The assessment provides the opportunity for you to establish academic credit for competencies gained outside the classroom for which you have not already earned academic credit.

While some course challenges may consist of a final exam, the challenge can include other requirements based on the course chosen. These can include research papers, computer programs, language tapes, or other documents that exhibit the competency for which you are seeking credit. Requirements are set by the applicable academic department.

If you are an undergraduate degree- or certificate-seeking student at UMGC, have received an academic advisement report, and have a cumulative GPA of at least 2.0 in UMGC coursework, you may be eligible for course challenge.

Course Challenge is not intended as a substitute for independent study. Not all courses are available for course challenge. Academic advisors and Prior Learning office staff can inform you about specific courses that may not be challenged.

Only one course in a sequence may be challenged at a time, and you may not challenge a course that is prerequisite for a higher-level course you have already taken. In addition, you may not challenge CAPL 398A, EXCL 301, Workplace Learning courses (numbered 486A/B), or capstone courses (usually numbered 485 or 495).

You may not seek to challenge foreign language courses of your native language, except upper-level courses of your native language when those courses emphasize linguistics, literature, or written translation to and from English. You may not receive credit for 100- or 200-level courses in your native language.

Course challenge assessments may not be taken more than twice and also may not be taken for courses for which you have previously enrolled. Other restrictions may apply.

Credit earned by course-challenge is assigned a letter grade that is computed in your grade point average and may be applied toward a first or second bachelor's degree, an associate degree, or toward a certificate.

Course challenges may only be canceled before you receive the assessment. Refunds are given only if a suitable assessment cannot be prepared. More information on course-challenge examinations is available by contacting your academic advisor or at the Prior Learning Office at *priorlearning@umgc.edu*.

Undergraduate Portfolio Assessment

Portfolio Assessment is a unique way for you to articulate and identify college-level learning you have gained from work, community or political involvement, or other noncollegiate experiences and earn undergraduate credit for it. To be eligible for Portfolio Assessment, you must

- Have been admitted to UMGC as an undergraduate student
- Have a recent copy of your academic advisement report, updated in the last six months by an academic advisor
- Have completed an application for Portfolio Assessment

After you are accepted into the program, you must enroll in EXCL 301 Learning Analysis and Planning. EXCL 301 is a 3-credit course in which you prepare a portfolio describing and documenting the college-level learning you have gained from past experiences and how it aligns to a particular UMGC course. Because EXCL 301 is a demanding and complex course, UMGC recommends you should not register for more than one other course during the session in which you are enrolled in EXCL 301 if you are enrolled part-time and that you complete a writing course before taking EXCL 301 to enhance your prospects for success in the course.

EXCL 301 is graded on a Satisfactory/D/Fail basis (explained on p. 34). If the quality of your work in the portfolio merits a grade of C or higher, a grade of S is awarded and the portfolio is forwarded for credit evaluation. Faculty members from the appropriate disciplines assess the portfolio and recommend whether to award credits.

Credit earned as a result of portfolio evaluation also earns a grade of S. The S grade is not computed in the grade point average and is not applicable toward honors.

If the quality of your work in the portfolio merits a grade of D or lower, the portfolio will not be forwarded for credit evaluation.

If you successfully complete EXCL 301 with a grade of S and submit a portfolio for evaluation, you may enroll in a supplemental class (EXCL X001) to complete additional portfolios. The supplemental class may be taken more than once. While the course confers no credit and may not be applied toward degree completion, it is graded on a Satisfactory/Unsatisfactory basis. If you enroll in supplemental classes, you may not target courses for which you were previously denied credit in EXCL 301 or EXCL X001.

Portfolio Assessment credits may be awarded at both the upper and lower levels. Credits earned do not fulfill requirements for graded coursework and so may not exceed half the total credits for a major or certificate.

You may not request or receive credit through Portfolio Assessment for learning for which credit has been awarded by other means. You may not request Portfolio Assessment for 100- and 200-level courses in your native language.In addition, certain specialized courses may not be available for credit via Portfolio Assessment.

Credit for EXCL 301 is charged at the current tuition rate. Tuition for the course covers evaluation of documentation for up to three courses. Tuition for EXCL X001 costs $75 and does not include the cost for evaluation of documentation. Evaluations for courses/portfolios beyond the first three for EXCL 301 and any documentation submitted for EXCL X001 incur an additional fee, currently $150 per portfolio/course. Course/portfolio assessment evaluation fees are applicable to all students, including thos receiving financial aid. Tuition and fees are subject to change. Visit *umgc.edu/tuition-archive* for information on additional fees.

You should carefully review the requirements, rules, and procedures for Portfolio Assessment. More information may be obtained by contacting your academic advisor or at *umgc.edu/priorlearning* or by phone at +1-800-888-8682, ext. 2-2890.

Graduate Portfolio Assessment

For specific graduate programs, you may earn graduate credit for prior experiential learning that aligns with a UMGC graduate course through a portfolio process in which you document your experience and learning. In such cases, you are rostered into GCPL 601 Graduate Credit for Prior Learning, a self-paced noncredit course, at no cost to document your experiences and learning. Each portfolio submission costs $250 and is reviewed by a subject matter expert for a specific targeted course. Contact *gradpriorlearning@umgc.edu* for more information about process and eligibility.

Workplace Learning

Workplace Learning offers an opportunity for you to gain experience and develop new knowledge and skills in your chosen discipline while you earn upper-level college credit through an integrated model that puts theory into practice and enables you to accelerate completion of both your academic and career goals.

To participate in Workplace Learning, you must first apply to the program at least six weeks before you plan to enroll to determine whether credit may be applicable to your program. Deadlines are published in the MyUMGC student portal. Criteria for participating in the program are listed below. Once you are notified of your eligibility, you must develop a learning proposal that identifies project outcomes representing the new learning to be acquired during the work experience. A UMGC faculty member will review your learning proposal to ensure that it constitutes the appropriate level of learning. If your learning proposal is approved, you will be registered for the Workplace Learning class. The Workplace Learning class must be taken concurrently with your new learning experiences.

Throughout the Workplace Learning experience, you work under the supervision of your employer to complete your identified projects. During that time, you, your supervisor, and your faculty mentor are required to communicate regularly. Your project tasks constitute the course content. You also complete reflective academic assignments that complement your professional work and are reviewed and evaluated by your faculty mentor. For each credit, you must work a minimum of 45 hours.

Tuition for the Workplace Learning course is charged at the current UMGC Europe rate per credit.

A standard letter grade is awarded for successful completion of Workplace Learning courses. It is strongly recommended that you consult with a UMGC academic advisor to determine whether Workplace Learning will fit into your program or how Workplace Learning credits may help you fulfill degree requirements.

Review the information, policies, and procedures detailed online at *umgc.edu/wkpl* or email *workplacelearning@umgc.edu* for assistance.

UNDERGRADUATE

If you are an undergraduate student at UMGC, you must meet the following criteria to be eligible for Workplace Learning:

- Have completed 30 credits, including transfer credit, toward a degree (if you are seeking a degree)
- Have completed at least 9 credits in the discipline in which you plan to do your Workplace Learning project.
- Have completed at least 6 credits at UMGC
- Have a GPA of 2.0 or higher at UMGC
- Have submitted all official transcripts and contacted an academic advisor to request an official evaluation
- Be working in a position (paid or unpaid, part- or full-time) or have identified an opportunity to work in a position that allows you to apply classroom theory to practical projects that involve significant analysis and problem-solving and are directly related to a given academic discipline. The position should allow you to have new learning experiences; Workplace Learning will not be approved for day-to-day work tasks that have already been mastered.

As an undergraduate student, you may earn either 3 or 6 credits during the Workplace Learning session, which lasts 15 weeks. Undergraduate Workplace Learning projects may be developed in any discipline and may be applied to electives as well as to certain upper-level requirements in the major. They may not be used to satisfy general education requirements or specific required academic coursework in your major. Courses are listed in the UMGC catalog with the designator of the discipline and numbered 486A (for 3 credits) or 486B (for 6 credits). For example, a 3-credit Workplace Learning course in business and management would be listed as BMGT 486A, a 6-credit course as BMGT 486B.

GRADUATE

Graduate Workplace Learning credit may be used only in programs that indicate Workplace Learning is an option. If you are a graduate student in such a program at UMGC, you must meet the following criteria to be eligible for Workplace Learning:

- Be seeking a graduate degree or certificate
- Have completed 12 credits in the graduate program
- Have a cumulative GPA of 3.0 or higher
- Have submitted all official transcripts and confirmed remaining degree requirements with an academic advisor
- Be working in a position (paid or unpaid, part- or full-time) or have identified an opportunity to work in a position that allows you to apply classroom theory to practical projects that involve significant analysis and problem-solving and are directly related to a given academic discipline. The position should allow you to have new learning experiences; Workplace Learning will not be approved for day-to-day work tasks that have already been mastered.

As a graduate student, you may earn a total of 3 credits during the Workplace Learning session, which lasts eight weeks. Graduate Workplace Learning credit may be used only in programs that indicate Workplace Learning is an option. Courses are listed in the UMGC catalog with the designator of the discipline and numbered 686, such as DATA 686.

Credit Through Linked Programs

Accelerated Pathways Between UMGC's Undergraduate and Graduate Programs

Accelerated pathways between UMGC's undergraduate and graduate programs have been established in many academic areas to allow you to reduce your total coursework for certain related graduate degrees and certificate programs. Details on each of these pathways are provided on the following pages.

The following apply to all pathways:

- Eligible credits must have been completed no earlier than two years before the beginning of graduate studies at UMGC.
- Graduate admission requirements and time limits for degree completion apply to all applicants. Pathways are listed by undergraduate major; related graduate degrees are indicated in the text in **bold**.

ACCOUNTING

If you completed your undergraduate degree at UMGC with coursework in accounting, an accelerated pathway between UMGC undergraduate and graduate programs in accounting allows you to reduce your total coursework for a related graduate degree by up to 9 credits.

Specific undergraduate courses may earn credit toward one of the following degree programs:

- **MBA**
- MS in **Accounting and Financial Management**
- MS in **CyberAccounting**
- MS in **Management** with **a concentration in accounting**

For the **MBA**, you may be awarded 3 credits for ACCT 605 Accounting for Managers.

For the **MS** programs, you may earn up to 9 credits, as follows:

- If you completed ACCT 438 Fraud and Forensic Accounting and ACCT 440 Forensic and Investigative Accounting, you may be awarded credit for ACCT 630 Fraud Examination.
- If you completed ACCT 422 Auditing Theory and Practice and ACCT 436 Internal Auditing, you may be awarded credit for ACCT 628 Auditing and Attestation.
- If you completed ACCT 323 Federal Income Tax I and ACCT 417 Federal Income Tax II, you may be awarded credit for ACCT 613 Tax Compliance and Planning.

ARTIFICIAL INTELLIGENCE

If you completed your undergraduate degree at UMGC with a major in artificial intelligence, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in **Data Analytics** or a certificate program in Business Analytics by 6 credits (two courses).

To be eligible for the pathway, you must complete the bachelor's degree with a cumulative GPA of 3.0 or higher.

If you are eligible for the pathway, you may be awarded credit for DATA 615 AI Ethics and either DATA 625 Data Visualization or DATA 645 Machine Learning, depending on your undergraduate track.

CRIMINAL JUSTICE

If you completed your undergraduate degree at UMGC with a major in criminal justice within the last two years, an accelerated pathway between UMGC undergraduate and graduate programs allows you to reduce your total coursework for the concentration in with MS in **Management** with a **concentration in criminal justice management** by 6 credits (two courses).

To be eligible for the pathway, you must complete the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for CJMS 600 Critical Analysis of the Criminal Justice System and CJMS 620 Issues in Correctional Administration.

CYBER OPERATIONS

If you completed your undergraduate degree at UMGC with a major in cyber operations,* an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Cyber Operations by 9 credits or a certificate in **Cyber Operations** by 9 credits.

To be eligible for the pathway, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for CYOP 605 Introduction to Cyber Operations, CYOP 615 Networking and Communication Technologies, and CYOP 625 Legal, Ethical, and Forensic Foundations.

** Previously called software development and security.*

CYBERSECURITY MANAGEMENT AND POLICY

If you completed your undergraduate degree at UMGC with a major in cybersecurity management and policy, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in **Cybersecurity Management and Policy** or a certificate in Cybersecurity Management and Policy by 9 credits (three courses).

To be eligible for the pathway, you must complete the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for CMAP 605 Foundations of Cybersecurity Management, CMAP 615 Cybersecurity Strategies, and CMAP 625 Cybersecurity Risk Management.

CYBERSECURITY TECHNOLOGY

If you completed your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for one of the following degree programs:

- MS in **Cloud Computing Systems**
- MS in **Cyber Operations**
- MS in **Cybersecurity Management and Policy**
- MS in **Cybersecurity Technology**
- MS in **Digital Forensics and Cyber Investigation**

You may also earn credit toward a graduate certificate in Cloud Computing and Networking, Cyber Operations, Cybersecurity Management and Policy, Cybersecurity Technology, or Digital Forensics and Cyber Investigation.

To be eligible for any of these pathways, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher. Depending on the program, you may earn 6 or 9 credits.

For the pathway to the MS in **Cloud Computing Systems** (and related certificate), you may be awarded credit for CLCS 605 Introduction to Cloud Computing, CLCS 615 Cloud Services and Technologies, and CLCS 625 Applications of Cloud Computing, if eligible.

For the pathway to the MS in **Cyber Operations** (and related certificate), you may be awarded credit for CYOP 605 Introduction to Cyber Operations and CYOP 615 Networking and Communication Technologies, if eligible.

For the pathway to the MS in **Cybersecurity Management and Policy** (and related certificate), you may be awarded credit for CMAP 605 Foundations of Cybersecurity Management and CMAP 615 Cybersecurity Defense Strategies, if eligible.

For the pathway to the MS in **Cybersecurity Technology** (and related certificate), you may be awarded credit for CTCH 605 Introduction to Cybersecurity, CTCH 615 Cybersecurity Threats and Analysis, and CTCH 625 Cybersecurity for Systems and Networks, if eligible.

For the pathway to the MS in **Digital Forensics and Cyber Investigation** (and related certificate), you may be awarded credit Investigation (and related certificate), you may be awarded credit for CTCH 605 Introduction to Cybersecurity, CTCH 615 Cybersecurity Threats and Analysis, and CTCH 625 Cybersecurity for Systems and Networks if eligible.

DATA SCIENCE

If you completed your undergraduate degree at UMGC with a major in data science, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in **Data Analytics** or a certificate program in Business Analytics by 6 credits (two courses).

To be eligible for the pathway, you must complete the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for DATA 625 Data Visualization and DATA 635 Data Management.

ENVIRONMENTAL HEALTH AND SAFETY

If you completed your undergraduate degree at UMGC with a major in environmental health and safety, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in **Environmental Management** by 6 credits (two courses).

To be eligible for the pathway, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for ENVM 600 Fundamentals of Environmental Systems and ENVM 647 Environmental Risk Assessment.

FINANCE

If you completed your undergraduate degree at UMGC with a major in finance, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for one of the following programs. Depending on the program, you may earn 3 or 6 credits.

- **MBA**
- MS in **Accounting and Financial Management**
- MS in **Management** with a **concentration in financial management**
- MS in **Management** with a **concentration in interdisciplinary studies in management**

To be eligible for any of these pathways, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher.

For the pathway to the **MBA**, you may be awarded credit for ACCT 605 Accounting for Managers and FIN 610 Financial Management in Organizations.

For the pathway to either the MS in **Accounting and Financial Management** or the MS in **Management** with a **concentration in financial management**, you may be awarded credit for FIN 605 Fintech and Decision Making and FIN 610 Financial Management in Organizations.

For the pathway to the MS in **Management** with a **concentration in interdisciplinary studies in management**, you may be awarded credit for MGMT 640 Financial Decision-Making for Managers.

HOMELAND SECURITY

If you completed your undergraduate degree at UMGC with a major in homeland security, an accelerated pathway between UMGC undergraduate and graduate programs allows you to reduce your total coursework for the **concentration in homeland security management** within the MS in **Management** or the MS in **Information Technology** by 6 credits (two courses).

To be eligible for the pathway, you must complete the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for HSMN 610 Concepts in Homeland Security and HSMN 625 Critical Infrastructures.

HUMAN RESOURCE MANAGEMENT

If you completed your undergraduate degree at UMGC with a major in human resource management, an accelerated pathway between UMGC undergraduate and graduate programs allows you to reduce your total coursework for one of the following programs. Depending on the program, you may be awarded 3 or 6 credits.

- **MBA** with a specialization in **human resource management**
- MS in **Management** with a **concentration in human resource management**
- MS in **Management** with a **concentration in interdisciplinary studies in management**

To be eligible for any of these pathways, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher.

For the pathway to either the **MBA** with a **specialization in human resource management** or the MS in **Management** with a **concentration in human resource management**, you may be awarded credit for HRMD 610 Issues and Practices in Human Resource Management and HRMD 630 Recruitment and Selection.

For the pathway to the MS in **Management** with a **concentration in interdisciplinary studies in management**, you may be awarded credit for HRMN 620 Issues and Practices in Human Resources Management.

MANAGEMENT INFORMATION SYSTEMS

If you completed your undergraduate degree at UMGC with a major in management information systems, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in **Information Technology** by 6 credits (two courses) or the MS in **Management** with a **concentration in interdisciplinary studies in management** by 3 credits (one course).

To be eligible for either pathway, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher.

For the pathway to the MS in **Information Technology** you may be awarded credit for ITEC 630 Information Systems Analysis, Modeling, and Design and ITEC 640 Information Technology Project Management.

For the pathway to the MS in **Management** with a **concentration in interdisciplinary studies in management**, you may be awarded credit for PMAN 634 Foundations Project Management.

MARKETING

If you completed your undergraduate degree at UMGC with a major in marketing, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in **Management** with a **concentration in interdisciplinary studies in management** by 3 credits (one course).

To be eligible for the pathway, you must have completed the bachelor's degree with a cumulative GPA of 3.0 or higher.

If eligible for the pathway, you may be awarded credit for NPMN 601 Fundamentals of Nonprofit Management.

Dual Master's Degree Programs

If you have earned a first master's degree within the last two years, you may be able to reduce the total credit required to earn a second master's degree by pursuing an approved dual degree program. Details on each of these pathways are provided below.

- If you earned a Master of Science in Cybersecurity Management and Policy, Cybersecurity Technology, or Data Analytics from UMGC within the last two years, you may be able to reduce the total credits required to earn a second master's degree in business administration. To complete the Master of Business Administration, you must complete all core and capstone courses for that program for a total of 21 credits.
- If you earned a Master of Science in Health Care Administration from UMGC within the last two years, you may be able to reduce the total credits required to earn a second master's degree in health information management and technology. To complete the Master of Science in Health Information Management and Technology, you must complete the following courses for a total of 21 credits:

ITEC 610	Information Technology Foundations
HIMS 645	Healthcare Databases and Medical Technology Integration
HIMS 650	Health Informatics and Data Analytics
HIMS 655	Health Data Management
HIMS 661	The Application of Information Technology in Healthcare Administration
ITEC 640	Information Technology Project Management
HIMS 690	Health Information Management and Technology Capstone

- If you earned a Master of Science in Health Information Management and Technology from UMGC within the last two years, you may be able to reduce the total credits required to earn a second master's degree in data analytics. To complete the Master of Science in Data Analytics, you must complete all the core and capstone courses for that program for a total of 18 credits.

If you are interested in pursuing a second degree through the dual degree program, contact an academic advisor. Before beginning the second degree program, consult the catalog for the academic year in which you will begin study for the second degree for program availability. Each degree must be completed within five years of beginning study for that degree.

Limits on Credit Earned Outside UMGC or Outside the Classroom

Undergraduate Credit Limits

UMGC's Undergraduate Transfer Credit Evaluation and Appeal Process Policy may be found at *umgc.edu/policies*.

CREDIT FROM EXTERNAL SOURCES

Credit transferred from external sources is subject to maximum allowances, including

- 45 credits from two-year institutions toward the associate degree
- 45 credits from all sources combined toward the associate degree
- 70 credits from two-year institutions toward the bachelor's degree
- 90 credits from all sources combined toward the bachelor's degree

No more than half the credits required (usually 8 or 9 credits) from all sources combined may be applied to an undergraduate certificate program.

External sources of undergraduate credit, restrictions, and requirements are described on p. 13.

CREDIT FROM INTERNAL SOURCES OUTSIDE THE CLASSROOM

Overall requirements for the associate and bachelor's degrees and for an undergraduate certificate (stated at the beginning of those sections) include requirements for graded, upper-level, and resident (taken at UMGC) coursework. These requirements may limit the amount of credit from internal sources outside the classroom (e.g., Prior Learning assessment) you may apply to your degree or certificate program. Consult an advisor or a success coach to determine your best options for completing your program.

Graduate Credit Limits

UMGC's Graduate Transfer Credit Evaluation and Appeal Process Policy may be found at *umgc.edu/policies*.

For most graduate programs, no more than 50 percent of the credits required for a graduate program can be composed of credit earned outside program coursework taken at UMGC. Within that 50 percent, the following limits apply.

The doctoral program does not accept transfer or internal/experiential credit.

CREDIT FROM EXTERNAL SOURCES

Credit transferred from external sources is subject to maximum allowances, depending on the academic program in which you are enrolling, including

- 6 credits for the MS program in Acquisition and Contract Management
- 12 credits for all other master's degree programs

No more than 6 credits from all external sources combined may be applied to a graduate certificate program.

UMGC may accept more than the usual maximum of 12 credits toward a degree program (or 6 credits for a certificate program) based on agreements with third parties.

CREDIT FROM INTERNAL SOURCES

Credit earned from internal sources is subject to maximum allowances, including

- 3 credits through Workplace Learning (where allowed) toward both master's degree and graduate certificate programs
- 12 credits through Prior Learning Portfolio assessment toward a master's degree program, 6 credits toward a graduate certificate
- 9 credits for undergraduate coursework taken at UMGC as part of an Accelerated Pathway toward both master's degree and graduate certificate programs

The MS in Clinical Professional Counseling does not accept credit from internal/experiential sources.

Payment of Tuition and Fees

Current Tuition and Fees

Application for Admission $50

UMGC charges a nonrefundable fee for establishing your permanent record, the official university document from which transcripts are issued. Payment should be made through MyUMGC at the time you complete the online application with UMGC Europe.

This fee is not required of consortium students if you have completed and submitted your Application Fee Waiver Request form, unless you declare your intent to pursue a certificate or degree through UMGC.

Tuition

The current tuition rates are found at *europe.umgc.edu/tuition*.

Dishonored Checks $30

For each paper or electronic check returned to UMGC by the payer's bank (whether because of insufficient funds, stopped payment, postdating, or drawing against uncollected items), UMGC assesses a service charge of $30 (over and above any service charges levied by the financial institution).

If you stop payment on a check for tuition, you will be neither disenrolled nor relieved of responsibility for paying tuition and fees. Anyone whose checks for tuition or fees remain dishonored may be barred from classes.

Official Transcript $10

The fee for ordering each academic transcript issued by UMGC is $10, except those sent to an alliance school. No fees are charged for transcripts sent to alliance schools, including the Community College of the Air Force.

Rush Official Transcript (Varies)

A special handling fee is charged for transcripts processed and mailed or faxed within 24 business hours.

Certificate/Graduation $50

For each certificate and graduation application filed, you are assessed an application fee.

Note: This fee is due on the same day as the charges are incurred.

Cap and Gown (Varies)

When you attend commencement as a graduate, you are responsible for purchasing your own cap and gown.

Field Study

The tuition for a field study course is the same cost per credit as any undergraduate course. Additionally, you may be charged a field study fee depending on the specific course. This fee covers museum tickets and excursions, but not lodging, transportation to the location, meals, and other personal expenses. If you cancel the course after the registration deadline, you will be charged a cancellation fee. The cancellation fee may be waived if you must cancel due to official, duty-related reasons and you submit appropriate documentation. For more information about field study courses, see p. 208.

Fees and Activity from Other UMGC Campuses

Charges incurred from UMGC Stateside or UMGC Asia will be reflected on your financial account along with any UMGC Europe charges. You may direct all financial account inquiries to your local UMGC office.

Course Materials Fees

Many UMGC undergraduate courses use e-resources and open-source materials available to you at no cost. Select courses do require the use of specific software or content that cannot be accessed at no cost, particularly CMIT courses. Purchases can be made through the UMGC virtual bookstore found on the website. As with tuition charges, course material charges are the responsibility of the student. More information about course materials is found at *europe.umgc.edu/materials*.

Payment Deadlines

UMGC requires that you pay your tuition and fees on time. Your payment due dates depend on how early you register for courses. Due dates are provided at the time of registration and are visible in the Account Balance panel in your Student Account Center in MyUMGC.

All tuition and applicable fees must be paid by the deadline, unless you

- Applied for financial aid to cover tuition and fees for the session
- Confirmed your status as active-duty military or submitted your military tuition assistance documents
- Requested certification for your veterans education benefits
- Enrolled in UMGC's interest-free monthly payment plan
- Provided confirmation that you will receive employer provided tuition assistance

You will receive invoices for charges incurred to your student account. Once a charge is considered delinquent, you will begin receiving dunning (collection) notices. Timely payments should be made to avoid your debt being sent to collections.

Payment may be made by credit card (American Express, Discover, MasterCard, or Visa) or e-check directly through MyUMGC; cash payments may not be made.

Additionally, check or money order payments may be mailed directly to the UMGC Europe Business Office *europe.umgc.edu/about/contact-umgc-europe-headquarters*. You should make checks and money orders payable to University of Maryland Global Campus Europe. Your student ID should be indicated on the payment.

Alternatively, current term monthly payment plans are also available that allow you to set up automatic payments from a personal checking or savings account. You can view the options available to you through your Student Account Center. If no current term payment plans are available in your Student Account Center, you must contact the UMGC Stateside Collections Office at *collections@umgc.edu* to discuss payment plan options for previous terms. All payment plans are term specific, interest free, and have a $35.00 non-refundable set-up fee.

Refunds for Dropping or Withdrawing from a Course

Registering for a course obligates you to pay for it; however, if for any reason you are unable to take a course, you must officially drop or withdraw from the course. Procedures on how to drop or withdraw from a course are listed on p. 12.

The refund policy applies to tuition only. Other fees are not refundable.

If you drop a course during the drop period, you will qualify for a full refund of tuition, except for the admission application fee.

If you withdraw during the withdrawal period, you will be refunded a portion of the tuition, as determined by the date of withdrawal and the refund schedule posted online at *europe.umgc.edu/refunds*.

All refunds are computed from the date the drop or withdrawal is formally initiated, not from the date of the last class you attended or the last participation date.

If your tuition was paid by employer tuition assistance, the refund is returned to the employer. If the tuition assistance was only a partial payment, it is returned to the employer, and excess payment is refunded to you.

All withdrawals will be initiated through MyUMGC. You may visit your local UMGC Europe office for assistance.

If you are using tuition assistance (TA), you need to contact a military education counselor or education services officer (ESO) for guidance on withdrawals related to emergencies or official duty.

If you are using financial aid and VA benefits, you are strongly encouraged to contact the Financial Aid Office or VA Office before withdrawing to fully understand the impact on your current and future financial aid.

Financial aid awards may be canceled or reduced if you withdraw from classes while receiving financial aid.

No offer of financial aid is considered an active, final award until the refund period has ended. If you withdraw before the end of that period, you are liable for all costs incurred and are billed accordingly.

Indebtedness to the University

If you incur debts to UMGC, you must clear them to be permitted to register. Requests for diplomas may be denied until all debts have been paid. Outstanding debts are collected against refunds due to you. Balances are eligible for collection 90 days from when the charge is posted, and uncollected debts are forwarded to the Central Collection Unit of the Maryland Department of Budget and Management.

The Board of Regents has authorized UMGC to charge students' delinquent accounts for all collection costs incurred by UMGC. The normal collection fee is 17 percent plus attorney and/or court costs. Delinquent accounts are reported to a credit bureau.

You can contact SCCU at +1-800-705-3493 or +1-410-767-1220, or visit *dbm.maryland.gov/ccu*.

Ways to Finance Your Education

Monthly Payment Plan

UMGC offers a cost-effective alternative for students who are budgeting for college tuition: an interest-free, monthly tuition payment plan. This plan allows you to spread all or part of your tuition bills into monthly installments on an academic session basis. All UMGC students are eligible to participate in the payment plan, regardless of financial need. If you are interested in the monthly payment plan, visit *umgc.edu/payoptions*.

Military Tuition Assistance

If you are serving in the Navy, Marine Corps, or Coast Guard, you must contact your education center to request a tuition assistance form. Once the tuition assistance form is signed by the education coordinator, it must be submitted at the time of registration using one of the methods listed at *umgc.edu/milta*.

If you are serving on active duty in the U.S. Army or are a member of the Army National Guard or Army Selected Reserves and intend to use military tuition assistance benefits, the funds will be approved in the ArmyIgnitEd portal (*armyignited.com*) after you have registered for classes with UMGC.

If you are serving in the Air Force, you may submit your tuition assistance funding request via the Air Force Virtual Education Center (AFVEC) portal.

If you are a spouse of a servicemember eligible to utilize MyCAA (My Career Advancement Account) benefits, you may also submit your tuition assistance via the MyCAA portal.
Air Force — *afvec.us.af.mil/afvec/public/welcome*
Army — *arrmyignited.army.mil/student/public/welcome*
MyCAA — *mycaa.militaryonesource.mil/mycaa/*

Return of Unearned Military Tuition Assistance Funds

Military tuition assistance funds are awarded under the presumption that you will attend and participate in classes over the entire period for which the funds have been awarded. If you receive military tuition assistance funds and do not attend or participate for the entire period for which funds were provided, the university is required by the Department of Defense to perform a Return of Unearned Military Tuition Assistance funds calculation.

The requirement to perform such a calculation is triggered by any of the following actions occurring on or before the 60 percent point of your enrollment period:

- Course cancellation
- Never participating in a class
- Ceasing to participate in a class
- Dropping a course
- Withdrawing from a course

A return of funds calculation is based on the last documented date of attendance or participation in the class or the date the drop, withdrawal, or cancellation is initiated.

When a return of funds calculation occurs, unearned funds are returned to the Department of Defense. This can result in you owing a balance, which is your responsibility to repay to UMGC.

To learn more about course withdrawal and return of military tuition assistance, see UMGC's Course Withdrawal Policy see *umgc.edu/policies*.

If you are seeking an exception to the drop or withdrawal refund deadlines because of military service obligations, you should contact Student Resolution and Judicial Affairs at *exception.request@umgc.edu*. For more information, see UMGC's Course Withdrawal Policy and Readmission for Military Servicemembers Policy at *umgc.edu/policies*.

If you are using military tuition assistance, you should contact your military education counselor or education services officer for guidance on withdrawals related to emergencies or official duty requirements before dropping or withdrawing from a class to fully understand the impact of such an action on your current and future military tuition assistance benefits.

Financial Aid

Forms of Financial Aid

UMGC's Financial Aid Office administers a variety of financial assistance programs—including grants, scholarships, and loans—to help you meet the costs of your educational goals. Aid is available based on financial need, academic merit, or both.

Regardless of income level, you are encouraged to apply for assistance; many financial alternatives are available.

General Eligibility Requirements

To be eligible for federal student aid and most UMGC need-based assistance, you must

- Complete and submit a Free Application for Student Aid (FAFSA) each year and have an official Student Aid Index number
- Be admitted to UMGC as a degree-seeking or eligible certificate-seeking student
- Be a U.S. citizen or an eligible noncitizen
- Be enrolled half-time (6 or more credits) for most federal and institutional aid programs. Federal loan programs require enrollment of at least half time
  (Note: Audited courses, some repeated courses, credit by examination, and Portfolio Assessment credits cannot be counted toward enrollment status.)
- Meet requirements for satisfactory academic progress toward a degree or certificate according to UMGC policy
- Have a high school diploma or General Education Development (GED) certificate
- Possess a valid Social Security number
- Not be in default on any federal student loans, have borrowed in excess of loan limits, nor owe a refund on any grant under Title IV federal student aid programs
- Be enrolled in courses that are required for your degree or certificate program

Note: Courses not applicable to your degree or certificate program, audited courses, some repeated courses, credit by examination, and credits earned through portfolio assessment will not be included in determining eligibility for financial aid. See Program Applicability on p. 28.

Financial Aid Programs

Financial aid programs are available to both full- and part-time students. UMGC may offer the following types of financial aid: grants, scholarships, and loans. In most cases, at least half-time enrollment is required. Full- and part-time status is explained later in this section. Eligibility for federal financial aid is determined each year based on data submitted on the FAFSA. Following is a description of programs currently available at UMGC.

Grants and Scholarships

UMGC offers and administers many different types of grant and scholarship programs from various sources. UMGC aims to offer scholarship funding to as many eligible students as possible each year based on available funding. For this reason, it is not common for students to receive more than one donor-funded or institutional scholarship in an aid year. The standard combined annual maximum award amount for most donor-funded and institutional awards is $2,000. The following are the main categories of scholarships and grants that are available to eligible UMGC students. Additional annual maximum award limits and restrictions other than those listed below may apply.

Note: This list is not exhaustive and is subject to change.

FEDERAL GRANTS

The federal government provides grants for students attending college. Most types of grants are sources of money that generally do not have to be repaid.

- The Federal Pell Grant is a grant program for high-need, first-time undergraduate students. Award amounts vary by need level and number of credits of enrollment
- The Federal Supplemental Educational Opportunity Grant (SEOG) offers need-based awards for high-need students who are seeking their first undergraduate degree. The amount and number of awards vary depending on the availability of funds allocated by the U.S. Department of Education

More information is available at *europe.umgc.edu/grants*.

UMGC INSTITUTIONAL SCHOLARSHIPS AND GRANTS

UMGC allocates a portion of its operating funds to help students with demonstrated financial need afford their coursework. Most institutional funds are provided as part of the regular award packaging process and do not require a separate application. The most commonly provided institutional scholarships are described below:

- The UMGC President's Grant offers up to $1,400 per year to select students with demonstrated need who are enrolled in at least 3 credits of program-applicable coursework per semester

- The UMGC President's Scholarship offers up to $2,000 per year (fall and spring semesters only) to select students who have demonstrated financial need, have a cumulative GPA of 3.0 or higher, meet the standards for satisfactory academic progress, have completed a minimum number of credits at UMGC, are enrolled in program-applicable courses, and maintain at least half-time enrollment status each award term.

  Note: You may not receive both the President's Grant and the President's Scholarship in the same term.

Employees of UMGC and their dependents, as well as persons who receive remission of fees from other institutions, are not eligible to receive UMGC scholarships or grants.

Note: Annual funding for institutional scholarships and grants is limited. Meeting eligibility criteria for a scholarship or grant does not guarantee that you will receive an award

DONOR SCHOLARSHIPS

Generous donors to UMGC have provided many different scholarship funds, each with its own specific criteria. If you meet the general eligibility requirements for donor-funded scholarships, you will receive an invitation by email (and in the student portal) each spring semester. This application is the only one needed for consideration for nearly all donor-funded scholarships. An invitation to apply for these scholarships does not guarantee funding, as funds are limited.

In general, to be eligible for these scholarships you must

- Be enrolled as a degree-seeking student
- Have a current FAFSA on file before invitations are sent in early spring
- Have demonstrated financial need
- Be enrolled in courses that are required for your degree program
- Have successfully completed 15 credits (if you are an undergraduate student) or 9 credits (if you are a graduate student) in courses taken at UMGC
- Meet satisfactory academic progress standards (described in a following section)
- Maintain a cumulative GPA of 3.0
- Maintain at least half-time registration each fall and spring semester

PRIVATE AND THIRD-PARTY SCHOLARSHIPS

Outside agencies, such as social clubs or volunteer organizations, may offer scholarship funds to UMGC students to assist with education costs. These agencies provide funding either directly to you (the student) or directly to UMGC for processing and administration. The Financial Aid Office ensures that students receiving these funds maintain eligibility per the requirements of the individual agencies.

For more information on scholarships, visit *europe.umgc.edu/scholarships*.

Loans

Loan programs are available to students enrolled in at least half-time status each semester. If you borrow funds to pay for college expenses, you must repay the principal and interest in accordance with the terms of the promissory note.

The Federal Direct Loan program offers two types of loans: subsidized and unsubsidized. Loan amounts vary based on your degree level (i.e., undergraduate or graduate), grade level, and dependency status. Repayment begins six months after you leave school or your attendance drops below half-time. For annual eligibility amounts and general repayment terms, visit *umgc.edu/direct-loan*.

- Federal Direct Subsidized Loans are available to eligible undergraduate students who demonstrate financial need. The U.S. Department of Education pays the interest on Federal Direct Subsidized Loans while you are in school at least half-time and for the first six months after you leave school or stopped attending half time.
- Federal Direct Unsubsidized Loans are available to eligible undergraduate and graduate students. There is no requirement to demonstrate financial need. Interest on an unsubsidized loan begins on the day the loan is disbursed and continues until the day that you repay the loan in full. You can pay the accumulating interest while you are in school, during the grace period, or during deferment, or you may capitalize the interest (i.e., add unpaid accumulated interest to the total unsubsidized amount borrowed) when you begin repayment.

The Federal Direct PLUS Loan Programs are loans for graduate students and parents of dependent undergraduate students to help pay for education expenses not covered by other financial aid. Eligibility is not based on financial need, but a credit check is required. Borrowers who have an adverse credit history must meet additional requirements to qualify. Repayment begins as soon as the loan is fully disbursed; however, there is an option to defer payments while you meet certain enrollment criteria. Additional information regarding PLUS loans is available at *umgc.edu/loan-repayment*.

Private student loans are made by private organizations—such banks, credit unions, and state-based or state-affiliated organizations—and have terms and conditions that are set by the lender. If your financial aid does not meet your financial need, you may be able to borrow up to your cost of attendance through a private student loan program. These education loans are not federal loans; you borrow directly from and make payments to the lender. Private student loans usually have higher interest rates than federal loans. UMGC encourages you to apply for federal student aid before seeking alternative private loan options. If you are interested in a private student loan, contact the lender of your choice.

For more information on federal student financial aid programs, visit *europe.umgc.edu/financialaid*. More information on loan repayment is available at *umgc.edu/loan-repayment*.

LOAN DEFERMENT FORM CERTIFICATION

For details on loan deferment form certification, see p. 50.

Program Applicability

Federal and state regulations mandate that financial aid can only be disbursed for courses that are required for your degree or certificate program. If you enroll in courses that are not required for your degree or certificate, those courses will not be used to determine your financial aid eligibility. If you choose to remain in courses which are not applicable to your degree or certificate program, your financial aid may be negatively affected as a result. For more information, see *umgc.edu/course-applicability*.

Applying for Financial Aid

You must complete the *Free Application for Federal Student Aid* (FAFSA) to be considered for federal, most state, and institutional financial aid at UMGC. The FAFSA may be completed online at *studentaid.gov*.

UMGC encourages you to complete the FAFSA as soon as you have decided on your academic career. It may take several weeks to process an application for any type of financial aid, so you should take note of the priority processing deadlines and other important dates listed in the following section.

Financial aid is awarded annually. You must reapply each year before the 30 June deadline. Financial aid may be used concurrently with scholarships, military tuition assistance, military spouse tuition assistance, and veterans benefits. It is your responsibility to inform the Financial Aid Office when outside resources such as these will be used.

The results of the *Free Application for Federal Student Aid* (FAFSA) are contained in the *Student Aid Report* (SAR) or *Institutional Student Information Report* (ISIR), which will be secured electronically from the federal processors in Illinois by the Financial Aid Office for all students who submit a FAFSA application **with the UMGC school code of 011644.**

The Financial Aid Office must review and approve the completed file before you enroll as a financial aid recipient. You must be fully admitted to UMGC and be degree seeking in order to receive financial aid. If you already have a baccalaureate degree, you are not eligible for Federal Pell Grants, but may be eligible for Federal Direct Student Loans. An initial financial aid award will be made based on anticipated half-time (6 credit hours) enrollment in classes offered during the semester.

Priority Deadlines for Financial Aid

You may apply for financial aid at any time and the application will be processed on a first-come, first-served basis. If the entire financial aid file is complete by the priority deadline, your application should be processed in time for funds to be available for registration. If you miss the deadline, you may still be eligible to receive financial aid, but you may have to pay for tuition and fees yourself. Once financial aid is approved, you may be reimbursed.

Semester	Priority Deadline
Summer Semester	1 April
Fall Semester	1 June
Winter and Spring Semester	1 November

Non-UMGC Enrollment

Financial aid awards are determined based on enrollment with UMGC. If you wish to take a course with another school, you must contact the Financial Aid Office prior to enrolling with the other school. Enrollment in courses offered by UMGC Europe, UMGC Asia, and UMGC Stateside may be used in calculating financial aid eligibility with UMGC.

Disbursement of Funds

The UMGC Financial Aid Office disburses (applies) funds to your account based on federal and UMGC guidelines. Some funding such as loans may be released to your account up to 10 days prior to the course start date. If you are enrolled in courses with multiple start dates, the disbursement is released when you are actively enrolled in 6 credits.

Awards applied to your account in excess of tuition and fee charges are refunded to you within UMGC and federally mandated time frames. In general, this refund process requires seven to 14 days from the date the credit balance is created on your account at UMGC. To receive funds in a more timely manner, you may also choose the direct deposit option by enrolling through the MyUMGC student portal otherwise a check will be prepared and mailed to your preferred mailing address on file.

UMGC Financial Aid Standards for Satisfactory Academic Progress

If you receive financial aid, federal regulations require you to maintain satisfactory academic progress toward your degree or certificate. If you fail to meet the minimum requirements, you are not eligible to receive financial aid. Review the complete Satisfactory Academic Progress policy for financial aid students, including details of the appeal process, at *umgc.edu/sap*.

Federal Return of Funds Policy

Federal financial aid is offered under the assumption that you will attend and participate in classes for the entire period for which the aid has been offered. If you receive Title IV funds and do not attend or participate for the entire period for which you have been given aid, the university is required by federal regulation 34 CFR 668.22 to perform a Return of Title IV Funds calculation. The requirement to perform such a calculation is triggered by any of the following actions occurring during your enrollment period:

- Course cancellation
- Disenrollment
- Never participating in a class
- Ceasing to participate in a class
- Dropping a course
- Withdrawing from a course
- Ceasing enrollment for 45 calendar days or more between modules

You are not considered to have withdrawn

- If you certify your intent to return later within the same term in which you dropped or withdrew from class, unless you do not return as scheduled
- If you fulfill all the requirements for graduation from the program before completing the required number of days in the period for which you have received funds
- If you complete one or more modules that together cover at least 49 percent of the days in the payment period
- If you successfully complete credits equal to or greater than the credits required for half-time enrollment
- If you never attend your courses in the term; all of your Title IV aid for the term, including any financial aid refunds, is returned; all of your tuition and fees are returned; and any institutional balance has been written off or cancelled

If you certify your intent to return later within the same term in which you dropped or withdrew from class, then the Financial Aid Office will not perform a return of funds calculation—unless you do not return as scheduled.

When the Financial Aid Office performs a return of funds calculation, unearned funds are returned to the Department of Education. This can result in a balance owed to UMGC. You are then responsible for repaying the outstanding debt, or it will be transferred to the State Central Collections Unit.

If you are using federal financial aid, you are strongly encouraged to contact the Financial Aid Office before dropping or withdrawing to fully understand the impact on your current and future financial aid.

Visit *umgc.edu/enrollmentchanges* for further information.

Other Sources of Financial Aid

Community Scholarships

Scholarships are sometimes available through Officers' and Noncommissioned Officers' Spouses' Clubs and other organizations on military bases. At some locations, the Air Force and Navy have tuition assistance programs for spouses of active-duty military members. Check with the local education services officer or visit your local UMGC Europe office to find out about the availability of these scholarships.

Military Spouse Career Advancement Account Scholarship – MyCAA

MyCAA provides a maximum education benefit of up to $4,000 to assist eligible military spouses who need professional credentials for licenses, certificates, national tests, or associate degrees to pursue an occupation or career field. More information is available at *mycaa.militaryonesource.mil*.

Army Emergency Relief Program (AER)

AER maintains two scholarship programs — the Mrs. Patty Shinseki Spouse Scholarship Program and the MG James Ursano Scholarship Program for military children. More information is available at *armyemergencyrelief.org*.

General Henry H. Arnold Education Grant

The Air Force Aid Society provides need-based grants to students planning to enroll full time in an undergraduate program of study. You must be a son, daughter, spouse, or surviving spouse of an Air Force or Space Force member. More information is available at *afas.org*.

For Further Information

All financial aid information and forms are available at *europe.umgc.edu/financialaid* on the UMGC website. For assistance, visit the UMGC Help Center at *umgc.edu/help* to email, chat, or review an extensive list of frequently asked questions. You may also contact the Financial Aid Office in Adelphi, Maryland, by phone at +1-800-888-8682, or you may contact the Financial Aid Office at UMGC Europe Headquarters at +49-(0)631-56000-90000.

Veterans Education Benefits

University of Maryland Global Campus acts as a certifying agent for the Department of Veterans Affairs (VA) and certifies students' enrollments to the Regional Office on a term-by-term basis.

Students applying for VA education benefits should seek assistance and VA counseling available at education centers. The counselors can assist in determining which VA application form you should complete to start your education benefits in your chosen program. The VA application form and any required substantiating documents can be found on the VA website at *va.gov*.

Military-Affiliated Student Benefits and Resources

UMGC takes great pride in its 75-plus year history of serving military and veteran students and their family members and provides significant support to all military-affiliated students. Learn more about the comprehensive support UMGC provides to military-affiliated students at *europe.umgc.edu/military-and-downrange/*

Veterans Benefits

You may apply for the following educational assistance programs administered by the U.S. Department of Veterans Affairs (VA):

- The Montgomery GI Bill®–Active Duty Increased Educational Program (MGIB, Chapter 30)
- Veteran Readiness and Employment (Chapter 31)
- The Post–Vietnam Era Educational Assistance Program (Chapter 32)
- The Post-9/11 GI Bill (Chapter 33)
  - Transfer of Post-9/11 GI Bill Benefits to Dependents
  - Marine Gunnery Sergeant John David Fry Scholarship
- The Survivors' and Dependents' Educational Assistance Program (Chapter 35)
- Montgomery GI Bill–Selected Reserve Educational Assistance Program (Chapter 1606)

Detailed information on all assistance programs is available on the UMGC website at *europe.umgc.edu/vabenefits* or on the VA website at *gibill.va.gov*.

Application Procedures

If you are eligible for educational benefits from the VA, you should review the online information and application procedures at *europe.umgc.edu/military-and-downrange/veterans-benefits*. Every educational assistance program requires different paperwork and documentation to process a claim.

Initial applications for benefits should be submitted online directly to the VA at *va.gov*. If you have already used VA benefits at another university, you must update your current education benefits online at *va.gov*.

You must also complete a UMGC request for certification form each session you wish to receive benefits. The VA processes claims and issues payment six to eight weeks after the add/drop period of each enrollment session. VA claims may be submitted no earlier than 180 days before class starts for Chapter 33 enrollments and 120 days before class starts for Chapter 30, 35, and 1606 enrollments.

You must also verify your school enrollment. If you are using Post-9/11 benefits, you can verify your enrollments on VA.gov. If you are using Montgomery GI Bill benefits, you can verify your enrollments on the WAVE website. For other education benefits, check under manage benefits at *VA.gov*.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at *benefits.va.gov/gibill*.

CERTIFICATION PROCESS

Notification that you wish to use VA benefits is your responsibility and **must** be submitted through MyUMGC (*my.umgc.edu*) each period of enrollment you are requesting benefits. UMGC acts as a certifying agent for the VA.

The UMGC Veterans Certification Office confirms that the requested course(s) are part of your degree program and submits your certification of enrollment to the VA Regional Office. You may view the status of the processing of your certification through MyUMGC by selecting "Veteran Certification." The primary responsibility of the university is to verify active enrollment of VA students; it is not to make decisions on individual claims.

Please note: UMGC Europe students are not eligible for the VA Advanced Payment program or the Yellow Ribbon program.

Requesting Certification of Enrollment

When requesting VA benefits, you **must** submit your request for certification each period of enrollment through MyUMGC (*my.umgc.edu*):

MyUMGC > Finances > Veteran Certification

- **Applying for VA Benefits**
  The first time you request benefits each term (fall, spring, summer) the "Request for Certification" form must be completed through MyUMGC.
- **Adjusting VA Benefits**
  If you enroll in additional courses within the same term, you will need to adjust your veterans benefits through MyUMGC.
- **Viewing the Certification Status**
  You may view the status of your certification requests through MyUMGC.

VA Students from Other Institutions

If you are not pursuing a UMGC degree but wish to receive VA benefits for UMGC courses, you must request written permission (a parent school letter) for each course from your degree-granting school before enrolling. The parent school letter must be submitted to the UMGC Veterans Certification Office by email to *pslva@umgc.edu*. You must also complete the certification process through MyUMGC.

Amounts and Methods of Payment

The amount of money you may receive from the VA depends on the educational assistance program for which you are eligible, the number of credits for which you are registered, the length of the session, and (for certain programs) the number of dependents you have. The current monthly payment for each educational assistance program is available online at *gibill.va.gov*.

Benefit Provisions Related to Pending Payments

In accordance with Title 38 US Code 3679 subsection (e), UMGC adopts the following additional provisions for any students using VA Post-9/11 GI Bill (Ch. 33) or Veteran Readiness and Employment (Ch. 31) benefits. While payment to the university is pending from the VA, UMGC will not

- Prevent your enrollment
- Assess a late penalty fee
- Require you to secure alternative or additional funding
- Deny you access to any resources (classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution

However, to qualify for this provision, you may be required to

- Produce the VA Certificate of Eligibility by the first day of class
- Provide a written request to be certified
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

Evaluation of Prior Training

When you file a claim for educational benefits, the VA requires your previous training and coursework to be evaluated so that you receive correct transfer credit.

If you are an undergraduate student, you must have an academic advisement report completed during your first session of enrollment. If you do not comply, you may find future benefits delayed. After your first registration, you are provided with information on the necessary procedure. (Information about sources of credit, including types of training that qualify for undergraduate credit, begins on p. 13; these include military training and service schools, postsecondary education, certain correspondence courses, and credit by examination.)

If you have earned graduate credit from a regionally accredited institution, you must have an evaluation completed during the first session of enrollment. (Equivalent credit from other accredited institutions may be considered on a case-by-case basis. If you were educated abroad, see *umgc.edu/internationalstudent* for additional requirements.) Not complying with this evaluation may delay future benefits. For information on evaluation procedures for study abroad, visit *umgc.edu/internationalcredit*.

Student Responsibilities

If you are receiving VA benefits, you are expected to follow all regulations and procedures of the VA while attending UMGC.

At UMGC, all regulations of the VA are enforced. You should be aware of the following requirements and consequences:

- You are expected to make satisfactory progress toward a degree or certificate; you must comply with the academic standards of UMGC
- You must report all changes in enrollment—including drops, adds, withdrawals, changes to audit, and changes in degree objective
- Registering for a course and then not attending, or ceasing to attend without officially withdrawing, is a misuse of federal funds that is punishable by law
- Payment of benefits will be disallowed for any course in which a nonpunitive grade (i.e., a grade of I, W, or AU) is assigned
- Payment of benefits will be disallowed for repeating a course for which transfer credit has been granted or for which a passing grade of A, B, C, D, P, or S was assigned
- Payment of benefits will be disallowed for any course in which a grade of FN is assigned
- Payment of benefits will be disallowed for any course that is not a requirement in your degree or certificate program
- Payment of benefits will be disallowed for noncredit graduate courses
- Payment of tuition and fees is required at time of registration, unless you are applying for Chapter 31 Veteran Readiness and Employment or Chapter 33 Post-9/11 benefits
- You are responsible for debts caused by overpayment of benefits resulting from reductions of your course load
- If you are in a program that involves any internship, practicum, or work study, you are required to provide documentation to the Veterans Certification Office verifying the physical location and zip code where the work takes place

Tutorial Assistance

You may qualify for tutorial assistance if you are a veteran, active-duty military servicemember, or reservist receiving funding assistance from the VA and you are enrolled at least half-time. Payments are allowed when you demonstrate deficiency in courses that are required for your degree program.

Veterans Resources

UMGC offers dedicated military and veterans advisors and a range of resources targeted specifically for veterans. These include VetSuccess on Campus and the Vessey Veterans Resource Center, a one-stop shop designed to give you the support you need to succeed in school and in your career. Learn more at *umgc.edu/military-and-veterans/resources-services/veterans*

Points of Contact

You may refer to the directory for contact information for the UMGC Europe Headquarters Offices.

VA Regional Office

VARO
P.O. Box 4616
Buffalo, NY 14240-4616

CIV: +1-918-781-5678

Because regulations are constantly changing, we recommend that you visit our website for the most current information concerning your VA benefits at *europe.umgc.edu/military-and-downrange/veterans-benefits*.

Academic Standards

UMGC standards for academic rigor assess the degree to which you demonstrate content mastery, application of critical-thinking skills, and adherence to UMGC's Academic Integrity Policy.

Grading Methods

There are five grading methods at UMGC: standard, pass/fail, satisfactory/unsatisfactory, satisfactory/D/fail, and audit. The most commonly used is the standard method. Any course may be audited.

Some grading options and methods are limited to undergraduate or graduate courses, as follows:

- The pass/fail grading method is available only at the undergraduate level and under limited conditions. The satisfactory/D/fail method is restricted to certain specified undergraduate courses. Both methods are described in the next section.
- The satisfactory/unsatisfactory method is available only for EXCL X001 and UCSP 615 and may not be selected or changed.

The table on the next page defines the grades and marks; regulations and usage for each grading method are provided in the paragraphs that follow.

Standard

Unless you choose the pass/fail (for undergraduate courses only) or audit option for a particular course at the time of registration, you will be graded according to the standard grading method. Under the standard grading method, you earn a grade of A, B, C (for courses in which the grade of C is available), D (for undergraduate courses only), F, or FN on the basis of your performance in meeting the requirements of the course. All grades received under the standard grading method are included in calculating the grade point average (GPA).

Pass/Fail

If you are a degree-seeking undergraduate student, have earned 30 credits (including at least 15 credits at UMGC), and have a cumulative grade point average of 2.0, you may take one elective course each standard term (fall, spring, or summer) on a pass/fail basis, up to a maximum of 18 credits.

This grading method is allowed only for electives. Courses that fulfill general education requirements, major requirements, or related requirements for the major may not be taken pass/fail, nor may pass/fail grading be used in retaking a course for which a letter grade was earned previously.

You must elect pass/fail at the time you register. This status may not be changed after the first week of class.

If you register for pass/fail grading, you must still complete all the regular requirements of the course. The teacher evaluates your work under the normal procedure for letter grades and submits a regular grade. Grades of A, B, C, or D are then converted to the grade P, which is entered into the permanent record. A grade of F or FN remains unchanged.

Although a grade of P earns credit toward graduation, it is not included in calculating a grade point average. A grade of F or FN earns no credit toward graduation and is included in the computation of grade point averages. This option is not available for graduate courses.

Satisfactory/Unsatisfactory

EXCL X001 and UCSP 615, are graded on a satisfactory/unsatisfactory basis. You may not choose to take other graduate courses or any undergraduate courses on a satisfactory/unsatisfactory basis. This grading method does not include an option for requesting a mark of Incomplete.

Satisfactory/D/Fail

This grading method is available only at the undergraduate level and on a limited basis, primarily for experiential learning courses. Although a grade of satisfactory (S) earns credit toward graduation, it is not included in calculating grade point averages. The grade of D earns credit and is included in computing grade point averages. While a grade of F or FN earns no credit toward graduation, it is included in computing grade point averages.

Grades and Marks

The Grade of F: Failure

The grade of F means a failure to satisfy the minimum requirements of a course. Although it carries no credit, it is included in calculating the GPA. If you earn the grade of F, you must register again for the course, pay all applicable tuition, repeat the course, and earn a passing grade to receive credit for that course.

The Grade of FN: Failure for Nonattendance

The grade of FN is assigned if you never attend or participate in a course or if you cease to attend or participate within the first 60 percent of the course and do not officially drop or withdraw from the course. An FN grade results in zero quality points and no credit earned. It is included in calculating your grade point average and may affect your academic standing and student financial assitance, such as federal financial aid, military tuition assistance, or veterans benefits. If you receive a grade of FN, you must register again for the course, pay all applicable tuition, repeat the course, and earn a passing grade to receive credit for that course.

The Mark of G: Grade Pending

The mark of G is an exceptional and temporary administrative mark given only when the final grade in the course is under review. It is not the same as a mark of Incomplete.

The Grade of P: Passing

The grade of P is conferred after a faculty member has evaluated coursework under the normal procedure for letter grades and has submitted a standard grade (A, B, C, or D). Then the Office of the Registrar converts that standard grade into the grade of P.

A passing grade is recorded on the permanent record and confers credit toward graduation. However, courses graded P are not included in calculating the GPA.

Grade or Mark	Interpretation	Quality Points
A	**Exceeds standards** Performance excels far above established standards and demonstrates high proficiency in the course subject matter.	4
B	**Proficient** Performance consistently meets standards and demonstrates proficiency in the course subject matter.	3
C	UNDERGRADUATE **Meets standards** Performance generally demonstrates proficiency in most course subject matter. GRADUATE **Below standards** Performance is insufficient to meet established standards.	2
D	UNDERGRADUATE **Below standards** Performance is insufficient to meet established standards. GRADUATE Not available	1
F	**Failure** Performance does not meet minimum standards.	0
FN	**Failure for nonattendance**	0
G	**Grade pending**	0
P	**Passing** (D or higher)	0
S	**Satisfactory** (C or higher)	0
I	**Incomplete**	0
AU	**Audit**	0
U	**Unsatisfactory**	0
W	**Withdrawal**	0

The Grade of S: Satisfactory

The grade of S is awarded only for select courses. Although the grade of S confers credit and appears on the permanent record, courses graded S are not included in calculating the GPA.

At the undergraduate level, the grade of S is equivalent to a grade of C or higher and is used to denote performance that meets standards in an experiential setting or practicum, such as EXCL 301.

At the graduate level, the grade of S is equivalent to a grade of B or better and is used to denote performance that meets standards in noncredit and doctoral dissertation courses.

The Grade of U: Unsatisfactory

The grade of U indicates that work for the course was not completed at a satisfactory level. Although it appears on the permanent record, it carries no credit, and is not included in calculating the GPA.

The Grade of D: Below Standards

At the undergraduate level, the grade of D is the minimum passing grade and denotes borderline understanding of the subject matter. Only a limited amount of coursework in which the grade of D has been earned can be applied toward a degree. For additional information, you should refer to specific certificate and degree requirements in this catalog. Most colleges and universities will not accept transfer courses in which a D has been earned.

The Mark of I: Incomplete

The mark of I (Incomplete) is an exceptional mark, given only if your completed coursework has been qualitatively satisfactory, but you have been unable to complete all course requirements because of extenuating academic or personal circumstances beyond your control.

To be eligible for an I, you must have completed 60 percent or more of the course requirements with an overall grade of C or better for undergraduate courses or B or better for graduate courses.

You must request an I from your faculty member before the class ends. Faculty, however, are not required to approve the request. If your request for a mark of I is approved, you must arrange fulfillment of course responsibilities with your faculty member by the assigned deadline to receive credit.

The mark of I is not available for courses graded on a satisfactory/unsatisfactory basis. Master's degree programs requiring DCL 600M has additional parameters for the mark of I. Consult your course syllabus for detailed information.

The mark of I cannot be removed by means of credit by examination, nor can it be replaced by a mark of W (defined in this section). If you elect to repeat an incomplete course, you must register again for the course, pay all applicable tuition, and repeat the course. For purposes of academic progress, the course grade is counted as an F. The mark of I is not used in determining grade point averages.

You should be aware that a mark of I in your final semester may delay graduation.

Refer to UMGC's Grade of Incomplete Policy at *umgc.edu/incomplete* and your course syllabus for more information, particularly on deadlines.

The Mark of W: Withdrawal

The mark of W is assigned when you officially withdraw from a course. This mark will appear on your transcript, but will not be included in calculating your GPA. For purposes of financial aid, the mark of W is counted as attempted hours.

The mark of W can be posted only when you officially withdraw from the course through MyUMGC by the deadline for withdrawal by following the withdrawal process described on p. 12.

Audit

If you do not wish to receive credit, you may register for courses as an auditor once you are admitted. You may choose the audit method when you register or request a change from credit to audit status anytime before the end of the first week of classes. As an auditing student, you do not have to complete course assignments, but you may choose to do so to receive faculty feedback on your work.

Audited courses are listed on the permanent record, with the notation AU. No letter grade is given for audited courses, nor are credits earned. Auditors pay the same fees as those taking the course(s) for credit.

The Grade Point Average

Your cumulative grade point average (GPA) is computed at the end of every term (fall, winter, spring, or summer), based on all your graded coursework at UMGC, using the quality points assigned to each grade or mark (detailed on p. 34).
First, the quality-point value of each grade or mark is multiplied by the number of credits; then the sum of these quality points is divided by the total number of credits attempted for which a grade of A, B, C (for courses in which the grade of C is available), D (for undergraduate courses only), F, or FN was received.

Only courses applied toward a second bachelor's degree are computed in the GPA for that degree, even if you earned a first degree at UMGC.

Only courses applied toward a master's degree are computed in the GPA for that degree, even if you earned an undergraduate degree at UMGC.

Changes in Grade

Faculty members may revise a grade previously assigned only if your grade was miscalculated or a mark of I or G was submitted and must be changed. Any revision must be made no later than four months after the original grade was awarded.

Repeated Courses

Grading Repeated Courses

If you failed or withdrew from a course, you must repeat the course to establish credit in it. In such a case, you must register, pay the full tuition and fees, and repeat the entire course successfully.

When you repeat a course, only the higher grade earned is included in the calculation of your GPA. For purposes of financial aid and satisfactory academic progress, both attempts are counted toward your completion rate. Both grades are entered on the permanent record, with a notation indicating that the course was repeated. You cannot increase the total hours earned toward a degree by repeating a course for which you already earned a passing grade.

If you are enrolled in a second master's degree program, you may not repeat coursework from your first program, even if your second program requires one or more of the courses required in your first program. See p. 155 for more information on earning a second master's degree.

Limits on Repeating Courses

UNDERGRADUATE

If you are an undergraduate student, you may not register for the same course more than three times without first speaking to an academic advisor and submitting a course repeat petition form, which must be on file before the start of the term in which you wish to repeat the course. Your academic advisor can also explain how repeating the course affects your GPA, transcript notations, and progress toward degree completion. Note that the limit on repeating courses applies only to courses in which you have received a grade. Officially withdrawing from a class and receiving a mark of W is not counted as an attempt for repeat limits.

GRADUATE

If you are a graduate student and your term or cumulative GPA drops below 3.0, you will be placed on academic probation, and you must successfully (i.e., with a grade of B or better) repeat the course that caused the GPA to fall below 3.0 and earn no further grades of C, F, or FN during the probation period. For more information, see Graduate Academic Standing on p. 37.

Institutional Credit

A course that may not apply toward graduation may be assigned a credit value for purposes of course load per session and tuition. This institutional credit is included in your GPA and in determining your eligibility for financial aid and veterans education benefits. However, if you are required to take these courses, you do so in addition to the credits required for the degree.

Academic Standing and Levels of Progress

UMGC assesses your academic standing at the end of every term (fall, winter, spring, or summer). Your GPA is computed for all UMGC graded coursework to make a determination of academic standing according to your level of progress as described below.

If you have questions about your academic progress, email the Office of the Registrar at *registrar-europe@umgc.edu*.

For details, see *umgc.edu/policies* for UMGC's Academic Standing Status for Undergraduate Students Policy and Academic Standing Status for Graduate Students Policy.

UNDERGRADUATE STUDENTS

Undergraduate Levels of Progress

At the undergraduate level, there are four levels of academic progress: satisfactory, warning, probation, and dismissal.

Satisfactory

If your cumulative grade point average is 2.0 or higher, you are considered to be making satisfactory progress.

Warning

If your cumulative GPA is less than 2.0, you will be placed on academic warning. You will remain on academic warning as long as your cumulative GPA is less than 2.0 but your GPA for the term is 2.0 or higher.

Probation

If you are on academic warning and your GPA for the term is less than 2.0, you will be placed on probation.

If your GPA for the term is 2.0 or better while you are on probation, but your cumulative GPA is less than 2.0, you will return to academic warning or provisional admission status.

While on academic probation, you are limited to a maximum enrollment of 7 credits per standard term until your academic progress returns to warning.

Dismissal

If you are on academic probation and your GPA for the term is less than 2.0, you will be dismissed. Once dismissed, you must apply for reinstatement if you wish to continue studies with UMGC. Your application for reinstatement must be approved before you are eligible to register again for UMGC courses.

If you are on academic probation and your GPA for the term is 2.0 or higher, you will not be dismissed, regardless of your cumulative GPA.

Reinstatement After Dismissal From an Undergraduate Program

If you are seeking reinstatement after being academically dismissed from an academic program at UMGC, you are required to

- Have all your official transcripts from any other colleges and universities you attended since you were academically dismissed sent to UMGC, preferably before meeting with your academic advisor
- Talk with an academic advisor before petitioning for reinstatement
- Complete the forms provided by your academic advisor. In your request for reinstatement, you must detail the steps you have taken since dismissal that demonstrate that you have improved your academic skills and made changes in your academic strategies that increase your likelihood for success in undergraduate studies. You may also submit documentation that provides evidence to support your request for reinstatement

You must make an appointment with your academic advisor to start the reinstatement process. You can do so by contacting your local UMGC representative or at *europe.umgc.edu/advising*. Staff know that these petitions for reinstatement are important and that you are eager to get back on track, so petitions will be reviewed as quickly as possible.

After your record, the academic advisor's recommendation, and your petition have been reviewed, you will receive a written response.

If you are approved for reinstatement, you will be admitted and placed on academic warning. You may also be required to meet additional conditions, such as working with an academic advisor or tutor or enrolling in specific courses. You must earn a 2.0 or higher to avoid academic probation.

If you have questions about the reinstatement process, speak with an academic advisor.

MASTER'S DEGREE STUDENTS

Graduate Academic Standing

At the graduate level, there are three levels of academic standing: good academic standing, academic probation, and academic dismissal.

As a graduate student, you must maintain a cumulative GPA of 3.0 or higher at all times to remain in good academic standing.

Good Academic Standing

If you have a cumulative GPA of 3.0 or higher, you are in good academic standing.

Academic Probation

If you have a cumulative GPA below 3.0, you will be placed on academic probation in your next term of enrollment. Academic probation is a temporary status. If you are placed on academic probation, you have up to two terms of enrollment in which to restore your GPA to 3.0. During that time, you must enroll only in the course(s) for which you received a grade that caused your cumulative or term GPA to drop below 3.0; you may not attempt any other coursework until you earn a grade of B or better in the repeated course(s) unless an exception is granted under one of the following circumstances:

- If you are required to enroll in one 3-credit course that caused your term or cumulative GPA to drop below 3.0, you may be permitted to enroll in a second 3-credit class in the same term. To be eligible, you must meet with an academic advisor and submit an exception request for a review of your specific academic circumstances.
- If you are considering switching graduate programs while you are on academic probation, you may be permitted to enroll in coursework in the new program rather than repeating the course(s) that caused your term or cumulative GPA to drop below 3.0. To be eligible, you must meet with an academic advisor and submit an exception request for a review of your specific academic circumstances.

If you achieve a term GPA of 3.0 while on probation but fail to raise your cumulative GPA to 3.0, you will remain on probation for another term.

In all circumstances, failing to restore your term GPA to 3.0 or higher or earning any grade below B while on probation will result in academic dismissal. If you restore your GPA to 3.0 or higher, you will be returned to good academic standing. You should seek guidance and advice from an academic advisor if you are placed on academic probation.

Academic Dismissal

If you are on academic probation and you fail to raise your GPA to 3.0 or higher or if you earn a grade below B during the probationary period, you will be dismissed. Once dismissed, you are ineligible to enroll in UMGC graduate courses and may be readmitted to UMGC only under the conditions for reinstatement or restart described in the following paragraphs.

Reinstatement After Dismissal From a Graduate Program

If you were academically dismissed from a master's degree program at UMGC, you may submit one request for reinstatement. You must explain the changes you have made in your academic preparation and the strategies you have adopted that will improve your potential for successfully completing your program. You may direct inquiries to Student

Services at *studentservices-europe@umgc.edu*. Staff know that these petitions are important and that you are eager to get back on track, so petitions will be reviewed as quickly as possible. Student Services will notify you of decisions.

If you are approved for reinstatement, you will be admitted for one term and placed on academic probation. You may also be required to meet additional conditions, such as working with an academic advisor or a tutor or enrolling in specific courses. By the conclusion of this term, you must be in good academic standing to remain enrolled.

If you are reinstated to the same program in which you were last enrolled, you must immediately repeat the course(s) for which you received the grade(s) that caused your cumulative GPA to drop below 3.0. If you are reinstated to a different program, your previous coursework and credits will not apply.

If you fail to attain a cumulative GPA of 3.0 or higher or if you earn a term GPA below 3.0, you will be academically dismissed, and you will not be eligible to apply for reinstatement or a restart again.

If you have questions about the reinstatement process, speak with an academic advisor.

Restart After Dismissal from or Academic Probation in a Graduate Program

If you were academically dismissed from a graduate program, have not been approved for reinstatement (as described in the preceding section), and have not attended graduate classes for a period of at least five consecutive years, you may request a one-time restart. You may also request a one-time restart if you were on academic probation when you last attended and have not attended graduate classes for a period of at least five consecutive years. Grades and credits previously earned will not apply toward any program you pursue upon your return, and you must fulfill the program requirements in effect at the time you restart.

Program Completion Requirements

The award of degrees and certificates is conditional upon satisfactory completion of all program requirements, compliance with all UMGC policies, and satisfactory or good academic standing (described on pp. 36-37). Graduation clearance will not be granted if you are not in good academic standing, have outstanding debt to UMGC, or have any outstanding misconduct charges or unsatisfied sanction restrictions. Individual programs may have additional requirements that must be met before graduation clearance can be granted.

Scholastic Recognition

Honor Societies

Honor societies are national organizations that celebrate the scholarship and leadership of students in specific fields of study. The honor societies represented at UMGC meet our high academic standards, and membership is a privilege that can enhance your academic and professional stature. Contact information for each honor society chapter can be found online at *europe.umgc.edu/honors*. Many honor societies process new membership applications only once or twice a year. If you receive an invitation to an honor society, you should first check that it is listed on the UMGC website or in this catalog before joining. The descriptions that follow indicate whether an honor society is open to undergraduate students, graduate students, or both.

Alpha Mu Alpha

Alpha Mu Alpha is the national marketing honor society for qualified undergraduate, and graduate marketing students and marketing faculty. Alpha Mu Alpha is affiliated with the American Marketing Association and aims to acknowledge outstanding scholastic achievement on a highly competitive basis. To be eligible as an undergraduate student, you must be majoring in marketing; have completed at least 90 credits toward your bachelor's degree, with at least 9 credits in marketing coursework and 12 credits at UMGC; and have a cumulative UMGC GPA of 3.25 or higher. To be eligible as a graduate student, you must be enrolled in the Master of Science in Management program with a marketing concentration, have completed at least 6 credits of graduate marketing courses at UMGC, and have a UMGC GPA of a 4.0.

Alpha Sigma Lambda

Alpha Sigma Lambda is a nationally recognized honor society that celebrates the scholarship and leadership of adult undergraduate students in higher education. Members of Alpha Sigma Lambda are highly motivated adult students who are pursuing their undergraduate education and managing the responsibilities of work and family while studying. To qualify for membership, you must be pursuing a first associate or bachelor's degree; have completed at least 24 credits at UMGC in courses graded A, B, C, D, or F; and have maintained a GPA of 3.7 or higher in all UMGC courses.

Lambda Epsilon Chi

Lambda Epsilon Chi is the national honor society founded by the American Association for Paralegal Education (AAfPE), which recognizes the scholarship and leadership of students in higher education. There are more than 150 chapters throughout the United States and thousands of inductees who have been honored for their outstanding academic achievements.

Membership is open to legal studies majors by invitation only. To be eligible for membership, you must complete a minimum of 24 credits (semester hours) of legal studies coursework and demonstrate superior academic performance, as evidenced by an overall UMGC GPA of at least 3.25, as well as a GPA of at least 3.5 in your legal studies classes at UMGC.

National Society of Collegiate Scholars

The National Society of Collegiate Scholars (NSCS) is an honor society recognizing students who have completed fewer than 60 credits toward an associate or a bachelor's degree and have shown academic excellence. NSCS encourages members to participate in honor society, university, and community events and provides resources to enable members to focus on their professional and leadership development.

To be eligible, you must be seeking a first associate or bachelor's degree. You must have completed at least 12 credits at UMGC in courses graded A, B, C, D, or F and have a cumulative GPA of 3.4 or higher. In addition, you must have completed between 12 and 59 credits toward your degree.

Phi Kappa Phi

The Honor Society of Phi Kappa Phi promotes the pursuit of excellence in all fields of higher education and recognizes outstanding achievement by students, faculty, and others through election to membership and through various awards for distinguished achievement. Admission is by invitation only. If you are an undergraduate student and have completed between 72 credits toward your degree (including at least 24 credits at UMGC), and rank academically in the upper 10 percent of the class, you may be eligible. As a graduate student, you must have completed at least 18 credits in your program and be in the top 10 percent of all graduate students. Invitations are sent out to students who meet these eligibility requirements.

Pi Gamma Mu

Pi Gamma Mu is the international honor society for the social sciences and recognizes outstanding scholarship in that area at UMGC. Membership is offered to qualified undergraduate students interested in anthropology, criminology, economics, gerontology, history, legal studies, political science, social psychology, sociology, and women, gender, and sexuality studies.

You must have completed at least 45 credits toward your degree to be eligible. If you have earned at least 20 credits in social science coursework (including at least 9 credits at UMGC) and have a GPA in the top 35 percent of your class, you may be invited to join in the spring each year. For inquires about membership, contact *marylandtheta@umgc.org*. For more information about this honor society, visit *pigammamu.org/*.

SALUTE

SALUTE (which stands for Service, Academics, Leadership, Unity, Tribute, Excellence) is the first national honor society established for student veterans and military in two-year and four-year institutions of higher education. Members include retirees, disabled veterans, active-duty military, National Guard members, and reservists who are returning to higher education, starting second careers, or helping fund their college careers with military service.

To be eligible for SALUTE, you must be currently enrolled at UMGC; be currently serving in or have been honorably discharged from the military (including National Guard and reserves); have completed at least 12 credits with UMGC (or equivalent); have served as a mentor in the One2One mentoring program for at least one term, posted feedback on Vessey Veterans Student Union articles or to the social wall at least twice per month, or served as a volunteer in the past six months; display the highest ethical standards; and maintain a GPA of at least 3.0 as an undergraduate student or 3.5 as a graduate student. Documentation of volunteer activity is required.

If you meet the minimum standards stated above, you are encouraged to apply for membership. To learn more, visit *umgc.edu/salute*.

Sigma Phi Omega

Sigma Phi Omega is a national academic honor and professional society in gerontology that seeks to promote scholarship, professionalism, friendship, and services to older persons and to recognize exemplary attainment in gerontology and aging studies and related fields. Student membership is open to undergraduate students majoring in gerontology and aging services, social science (with a focus on gerontology), and related fields. You must be in at least your second term of enrollment, have completed a minimum of 12 credits at UMGC, and have a GPA of at least 3.3. You may apply for membership at *sigmaphiomega.org/*. Your eligibility will be confirmed through the chapter sponsor before membership is conferred.

Sigma Tau Delta

Membership in Sigma Tau Delta, the international English honor society, is open to qualified UMGC students with a major in English. To be eligible, you must have earned at least 45 credits toward the bachelor's degree with an overall GPA of 3.5 or higher. At least 18 credits must have been earned through UMGC and must include 9 credits of English, at least 6 credits of which must be upper level. You must also have earned a GPA of 3.6 or higher in English major coursework at UMGC.

Upsilon Phi Delta

Upsilon Phi Delta is a national academic honor society founded by the Association of University Programs in Health Administration for undergraduate and graduate students in healthcare management and policy and designed to recognize, reward, and encourage academic excellence in the study of healthcare administration. To be eligible as an undergraduate student, you must have a cumulative GPA of 3.25 or higher and at least 18 credits of coursework in health services management with a GPA of 3.25 or higher in those courses. If you are a graduate student, you must have a cumulative GPA of 3.5 or higher and at least 18 credits of graduate coursework.

Upsilon Pi Epsilon

The Kappa Chapter of Maryland of Upsilon Pi Epsilon, the international honor society for the computing and information disciplines, is open to undergraduate and graduate students. To be eligible for membership as an undergraduate, you must be pursuing a bachelor's degree with a major in the computing and information technology disciplines and must have completed at least 45 credits. You should have completed at least 30 credits at UMGC in courses graded A, B, C, D, or F, including at least 15 credits in the computing and information technology disciplines, and you must have a GPA of at least 3.5 overall and in all computing and information technology systems coursework.

If you transferred to UMGC in your senior year or are pursuing a second undergraduate degree, then you may be eligible after completing 15 credits of information technology and computer science courses at UMGC; in such a case, you need not have completed 30 credits at UMGC.

If you are a graduate student, you may be considered for membership if you are pursuing one of the following degrees: MS in Cloud Computing Systems, Cyber Operations, Cybersecurity Management and Policy, Cybersecurity Technology, Data Analytics, Digital Forensics and Cyber Investigation, Information Technology (with a concentration in database systems technology, informatics, information assurance, software engineering, or systems engineering), or Management (with a concentration in information systems). To qualify for graduate-level membership, you must have completed at least 18 credits at UMGC toward your degree, with a cumulative GPA of 3.5 or higher.

Academic Honors and Awards

Latin Honors

Latin honors for excellence in scholarship are determined by cumulative GPA at UMGC for undergraduate students and conferred at graduation. The distinction of *summa cum laude* is conferred on those undergraduate students with a cumulative GPA of 4.000, *magna cum laude* honors are conferred on those with a cumulative GPA of 3.901 up to 3.999, and *cum laude* honors are conferred on those with a cumulative GPA of 3.800 up to 3.900. To be eligible for any of these categories of recognition, you must have earned at least 30 credits at UMGC in courses for which a letter grade and quality points were assigned. For honors to be conferred with a second bachelor's degree, you are required to have a total of at least 30 UMGC credits and the requisite GPA. Honors are not calculated or awarded for your associate or master's degree.

Dean's List

The dean's list is calculated at the end of each term for undergraduate students. To be eligible for the dean's list, you must have completed at least 6 credits (in courses graded A, B, C, D, or F) during the term, earned a GPA of at least 3.5 for the term, and maintained a cumulative GPA of 3.5 at UMGC.

All courses taken during the term are used in computing the GPA, even though the total number of credits may exceed 6. A term is designated as fall, spring, or summer.

If you make the Dean's List, you will be notified via email of your achievement by the Office of the Dean of your school.

President's List

If you are graduating from either an undergraduate or graduate program with a cumulative GPA of 4.0, and have completed at least 30 credits at UMGC in courses for which a letter grade and quality points were assigned, you are placed on the president's list at graduation.

If you make the president's list, you will be notified via email of your achievement by the Office of the President.

Responsibilities of the Student

Academic Integrity

Integrity in teaching and learning is a fundamental principle of a university. As a member of the International Center for Academic Integrity (*academicintegrity.org*), UMGC subscribes to the center's definition of academic integrity as "a commitment, even in the face of adversity, to six fundamental values: honesty, trust, fairness, respect, responsibility, and courage." UMGC believes that all members of the university community share the responsibility for academic integrity.

As a UMGC student, you are expected to conduct yourself in a manner that will contribute to the maintenance of academic integrity in accordance with the university's philosophy of academic integrity (*umgc.edu/integrityphil*). All forms of academic misconduct, defined as actions that create an unfair academic advantage, are a violation of the principles of academic integrity and will not be permitted. Attempts to engage in academic misconduct or to assist others in doing so are prohibited and may result in disciplinary actions that range from lower assignment grades to expulsion. Candor, the acknowledgement of error, and willingness to learn from mistakes are valued in the misconduct review process. Resources to help you uphold the highest standards of academic integrity (including a link to UMGC's Academic Integrity Policy) are available at *umgc.edu/academicintegrity*. UMGC strongly encourages you to review the complete policy and to make use of available resources and support services.

Appealing a Grade

College and university students inevitably encounter faculty members who vary widely in teaching philosophy and demeanor and who use different teaching styles. Not only is teaching influenced by course content, there are also many ways of conveying the same material. It is only natural that you will like the style and personality of some faculty members more than others. Disagreement with a faculty member over demeanor and teaching style, however, is not grounds for a grade appeal. You have the opportunity to express your opinions on these matters through the course evaluation forms you complete for every UMGC course.

Regardless of teaching style, it may happen that you believe a faculty member's determination of your final course grade has been arbitrary and capricious. The phrase "arbitrary and capricious grading" is defined in UMGC's Procedures for Review of Alleged Arbitrary and Capricious Grading Policy as:

- A final course grade assigned on some basis other than performance in the course; or
- A final course grade assigned by resorting to unreasonable standards different from those that were applied to other students in that course; or
- A final course grade assigned by a substantial, unreasonable, or unannounced departure from the faculty member's previously articulated grading standards

The established performance standards for a course grade are communicated in the syllabus and other course materials. If you reasonably believe your final grade was not based on such standards but was arbitrary and capricious, you may pursue the appeal process for arbitrary and capricious grading. You should first confer promptly with the faculty member of the course.

There is a time limit on appealing a grade; if you want to appeal a grade, you must initiate the process by requesting a conference with the faculty member to discuss how the grade was calculated within 30 calendar days of the posting of the grade. If you have conferenced with a faculty member with no resolution, contact *academicaffairs-europe@umgc.edu* with a detailed explanation of how you believe that your grade situation fits the definition of arbitrary and capricious grading as provided in the policy.

If you have not been able to contact the faculty member after a reasonable effort, or if you and the faculty member cannot, after consultation, reach a satisfactory resolution, you may file a written request with the appeal administrator (the associate vice president and associate dean, UMGC Europe) asking how the final grade was calculated.

Procedures for appealing a grade are detailed in UMGC's Procedures for Review of Alleged Arbitrary and Capricious Grading Policy, which is available online at *umgc.edu/policies*.

Attendance, Participation, and Expected Time Commitment

You are responsible for attending all on-site and online classes and any related activities regularly and punctually. Faculty members may base part of the final grade on class participation.

According to the university's definition of a unit of credit (described in UMGC's Credit Hour Definition Policy), you should expect to spend 42 to 45 hours on coursework (online or on-site class discussions and activities, additional study, readings, and preparation of assignments) for each credit you earn. Typically, you should expect to spend at least three hours of outside study each week for every credit in which you are enrolled. For example, you would need to devote at least nine hours per week to outside study for a 3-credit course held in an eight-week session. Courses offered in shorter intensive formats require more time per week.

You are expected to achieve the same intended learning outcomes and do the same amount of work in an online or hybrid course as you would in an on-site course. Active participation is required in all courses, and you should expect to log in to your online, on-site, or hybrid courses several times a week.

Absence from class does not excuse you from missed coursework. You are responsible for completing any missed coursework, as indicated in the course syllabus, and obtaining detailed information about missed class sessions, including their content, activities covered, and any announcements or assignments. Failure to complete any required coursework may adversely affect your grade. Faculty members are not expected to repeat material that you missed because of your absence from class.

You may not give permission to another person to accompany you to an on-site class meeting, to attend an on-site class meeting in your place, or to access or attend your online class, except as part of reasonable accommodations arranged in advance through Accessibility Services.

Change of Address

If you move while enrolled at UMGC, you must notify UMGC promptly by updating your personal information through MyUMGC.

Code of Civility

To encourage the development and growth of a supportive and respectful academic environment for all students, faculty, and staff, UMGC has created the Code of Civility, which follows and is also available at *umgc.edu/civility*.

Respect

Treat all students, faculty, and staff with respect and in a professional and courteous manner at all times and in all communications, whether in person or in written communication (including email).

Kindness

Refrain from using profanity, insults, or other disparaging remarks.

Truth

Endeavor to cite only the truth and not knowingly misrepresent, mischaracterize, or misquote information received from others.

Responsibility

Take responsibility for one's own actions instead of blaming others.

Cooperation

Work together with other students, faculty, and staff in a spirit of cooperation toward the common goals of seeking and providing quality education.

Privacy

Strive to uphold the right to privacy and not talk about others.

Nondiscrimination

Respect the differences in people and their ideas and opinions and reject bigotry.

Code of Student Conduct

UMGC's Code of Student Conduct Policy outlines prohibited conduct and the procedures by which such conduct is addressed. The university reserves the right to take appropriate action to protect the safety and well-being of the UMGC community.

You may be accountable to both civil authorities and to UMGC for acts that constitute violations of law and of this code. Disciplinary action at UMGC normally will go forward pending criminal proceedings and will not be subject to challenge on the grounds that criminal charges involving the same incident have been dismissed or reduced.

In every case of alleged Code of Conduct violation, the burden of proof rests with the complainant, who must establish the responsibility of the person accused by a preponderance of evidence. In cases where the complainant wishes to remain anonymous, the burden of proof rests with the administrator.

See *umgc.edu* for additional information about the UMGC Code of Student Conduct.

Connectivity and Technical Fluency

UMGC is committed to ensuring that you have access to up-to-date resources and acquire the level of fluency in information technology you need to participate actively in contemporary society.

As a UMGC student, you must own or have access to a personal computer, have access to the internet, and have a current email address. You must be prepared to participate in asynchronous, computer-based class discussions, study groups, online database searches, course evaluations, and other online activities whether your course is held online or in an on-site classroom. Although a mobile device is useful for keeping up with reading course materials and posting to discussion boards, a computer provides all the functionality needed for an online classroom.

You must also be able to reach fellow students, faculty, and the university via email. You will be assigned a UMGC account, which includes email, as soon as you register. While you are not required to use the UMGC email address, you must provide and maintain a current email address through MyUMGC (*my.umgc.edu*).

In addition, you are expected to have a working knowledge of and access to a basic word processing program, such as Microsoft Word; a spreadsheet program, such as Microsoft Excel; internet email services; Microsoft Windows; and the World Wide Web. As a UMGC student, you may use Microsoft Office 365, including Word, Excel, and PowerPoint, plus additional classroom tools at no cost. Office 365 can be accessed either via the web or by downloading applications to home or work computers.

Information on technology requirements for computing and IT courses is provided on p. 2.

The most current technical requirements are available online at *umgc.edu/techreq*.

Grievance and Appeal Procedures

If you have an academic issue including faculty or academic departments, contact Academic Affairs at *academicaffairs-europe@umgc.edu*. Most academic issues about specific problems that have arisen can be resolved by contacting the faculty member teaching your class before they escalate further.

To file a formal complaint concerning the actions of members of the UMGC faculty or administrative staff, you must follow procedures detailed in UMGC's Student Grievance Procedures Policy, which is available at *umgc.edu/policies*. If you wish to seek redress for the acts or omissions of a faculty or staff member, you must first request a conference with that person by telephone, in writing, through video conferencing, or in person and attempt to resolve the complaint informally within 14 days of the alleged act or omission. If you have attempted resolution within the academic program without a satisfactory outcome, email *academicaffairs-europe@umgc.edu* and include information required by the grievance policy mentioned above.

If you are not satisfied with the outcome of your student grievance, you may submit your complaint to an applicable accreditor, state higher education agency, or other external entity. Contact information for external entities is available at *umgc.edu/external-complaint*.

If you wish to file a complaint about discrimination or harassment, you must follow the procedures detailed in UMGC's Non-Discrimination and Anti-Harassment Policy, available at *umgc.edu/policies*. You can file a complaint regarding discrimination or harassment at *fairpractices@umgc.edu*. You may file a complaint regarding sexual misconduct at *titleixinvestigator-overseas@umgc.edu*.

Intellectual Property

The primary mission of universities is to create, preserve, and disseminate knowledge. When that knowledge takes the form of intellectual property, a university must establish a clear and explicit policy that will protect the interests of the creators and the university while ensuring that society benefits from the fair and full dissemination of that knowledge. UMGC's Intellectual Property Policy is available online at *umgc.edu/intellectual-property*.

Relocating between UMGC divisions

It is important that you notify UMGC when you are relocating to a new duty station so that residency classification and tuition rate can be accurately determined.

If you plan to relocate from one UMGC division (stateside, Europe, or Asia) to another and you have attended classes with UMGC within the last two years, you must amend the Student Information Update form before the start date of the term in which you intend to begin study at the new division. This form may be accessed via the MyUMGC student portal under Helpful Links.

If you have not attended UMGC within the last two years, you will need to complete the regular UMGC admission application and indicate the division that you wish to attend by answering the questions presented. There is no fee for relocation or readmission.

Transfer of Credits from UMGC

To have credits earned through UMGC transferred to another institution, you must obtain authoritative guidance from the destination institution to which you intend to transfer — even if it is another institution in the University System of Maryland. The transferability of credits earned is always at the discretion of the receiving institution. Only that institution can answer specific questions about whether it will accept transfer credit, as well as whether any credits may satisfy its admission, residency, and degree requirements or apply to its curricula.

World Language Placement Testing

Proper placement in language courses helps ensure your success and allows you to advance more quickly toward your degree goals. If you have prior experience of a world language, you should take a complimentary placement test before enrolling in a language course. Placement testing will help determine the most appropriate course for which you should register in certain foreign languages.

Contact *languages@umgc.edu* for more information and to set up a placement exam.

Summary of Student Responsibilities

Meet Admission Requirements	Submission Deadlines
• Complete online application through MyUMGC	Prior to registration deadline for your classes
• Validate eligibility—visit UMGC office on-site or virtually to have military ID verified	As soon as possible after submitting application—no later than first day of classes
• Pay non-refundable application fee (attend a UMGC Europe New Student Orientation and your application fee will be waived)	During the session you apply (consortium students must submit an Application Fee Waiver Request at the time you apply to have the fee waived)
• Submit high school transcripts or proof of high school equivalency or complete the attestation form, if available on your To Do List	During the first term after you apply, have transcripts sent directly to UMGC Stateside (or submit JST, CCAF, or official college transcripts, if transferring 30 or more credits)
• Foreign-educated students — submit proof of English proficiency	Prior to first enrollment
• Foreign-educated students with fewer than 24 credits from an approved U.S. college or university — submit an evaluation from an approved international agency or GED scores	By the end of the first term of study

Visit an Academic Advisor	When to Visit (see p. 51 for additional information)
• Tentative Evaluation (Fast Plan)	As soon as possible: Provide unofficial transcripts to your academic advisor to receive a no-cost evaluation of credit and find out which courses you need for your degree
• Official Evaluation	During your first session, request official transcripts from all previous institutions attended and your military documents to be sent directly to UMGC Stateside for review
• Contact or visit your academic advisor	At least once a year; preferably once each term

Register For Courses	Last Date to Register
• On-site courses	Start date of the course (various start dates)
• Hybrid and online courses	The day before the start date of the session (usually a Tuesday)
• Field study courses	Seven days prior to the start date

Change Your Grading Method	Deadline to Choose Pass/Fail, Audit, or Standard
• 8-week course	During first week of your course
• Longer than 8-week course	During first two weeks of your course
• Shorter than 8-week course	During 100 percent drop dates

Withdraw from Courses	Last Date to Withdraw
• On-site courses	Day before the course end date
• Hybrid courses	9 days before the course end date
• Online courses	Before 65 percent of the total days of the course

UNDERGRADUATE/GRADUATE 3-TERM PROGRAMS		GRADUATE 4-TERM PROGRAMS	
Apply for Graduation	Application Deadline	Apply for Graduation	Application Deadline
Fall (30 December)	15 October	Fall (30 December)	15 October
Spring (30 May)	15 February	Winter (30 March)	15 February
Summer (30 August)	15 June	Spring (30 June)	1 April
		Summer (30 September)	15 July

Services and Resources

Availability of Services

UMGC provides numerous services and resources to help you complete your educational program from anywhere in the world—through systems and resources available online; by email, chat, and voice and text telephone communication; and virtually or in-person at your local education center, as well as throughout the Maryland area and many military sites stateside and worldwide (listed at *umgc.edu/locations*). A number of offices are responsible for the delivery of these services, including Accessibility Services, Admissions, Academic Advising, Career Services, Student Financial Services, Student Services, Information Technology, the Office of the Registrar and the UMGC Library.

Among these, Academic Advising, Student Services, and the Registrar respond to most of your academic needs throughout your college career, providing general information; admission assistance; academic advising; registration, graduation, and transcript services; and veterans benefits assistance.

Contact information for our on-site and virtual UMGC offices is available at *europe.umgc.edu/locations*.

Academic Advising

Academic advisors provide the information you need to plan and successfully navigate your academic program. Their assistance can include reviewing potential transfer credit, helping you clarify education and career goals, and helping you select appropriate courses. Academic advising services are available by phone, email, video conference, and in person at times and places that are convenient to you. For information about academic advising and how to schedule an appointment with your academic advisor, see p. 51.

Accessibility Services

Reasonable accommodations are available to help you if you have a documented disability and are enrolled in any program offered at UMGC. Review our Reasonable Accommodations Policy at *umgc.edu/policies* for more information.

You can request disability-related accommodations by submitting a request to Accessibility Services.

You should make your request for accommodations as early as possible to allow sufficient time for the processing of your request and development of your accommodation plan.

Once the request is received, Accessibility Services will notify you of the status of your request and schedule an intake appointment, which may be held over video conference, by phone, or email. During the appointment, Accessibility Services will discuss with you your specific request for accommodations, your academic needs, on-site resources, and Accessibility Services' policies and procedures. Decisions regarding accommodations are made on an individualized assessment of program requirements and the need for accommodations. Once an accommodation plan is finalized, Accessibility Services will provide the plan to the faculty members teaching your classes upon your written request.

You are under no obligation to disclose a disability unless an accommodation is being requested. A decision not to disclose is understood and respected; however, faculty members are not encouraged to provide accommodations if a formal accommodation plan is not received. All disability information provided to Accessibility Services is maintained separately from your academic information and is not considered part of your permanent academic record. Disability-related information is used solely for the purpose of establishing the existence of your disability and enabling UMGC to facilitate academic and supportive services related to your disability.

For more information, visit *europe.umgc.edu/accessibility* or contact Accessibility Services by phone at +1-240-684-2287 or by email at *accessibilityservices@umgc.edu*.

Admission Assistance

Program coordinators can help you if you are inquiring about becoming a UMGC student or are admitted but have not yet registered. They can help you apply for admission, identify and provide information about the right payment option, explain the different class formats, and assist you with registering for your first classes. They are also available to assist you throughout your educational career.

You will find information about visiting or contacting your local UMGC Europe program coordinator at *europe.umgc.edu/locations*.

Alumni Association

The UMGC Alumni Association, founded in 1990, fosters and perpetuates lifelong relationships between alumni and their alma mater. Its mission is to support, enhance, and promote UMGC and its community of students, faculty, and alumni worldwide.

Membership in the Alumni Association is free for UMGC graduates. The association invites graduates to stay connected through volunteer service, social events, career networking, and other opportunities. Benefit programs and resources include career services, networking opportunities, affinity partner discounts, virtual alumni book club, and special alumni events—held both online and on-site.

Membership in the UMGC Alumni Association offers an exceptional opportunity to expand personal and professional networks. UMGC currently has more than 307,000 graduates in 47 states and 24 countries. UMGC alumni work in nearly all major international and Fortune 500 organizations, federal agencies, branches of the military, and private industry.

For more information on the Alumni Association and how to activate your free membership, visit *alumni.umgc.edu*. You can also follow the Alumni Association on Facebook, LinkedIn, and X (formerly known as Twitter).

Career Services

Career Services provides resources and services for UMGC students and alumni worldwide to inform them about, prepare them for careers, connect them with people and opportunities, and fulfill their job search needs. To access Career Services, activate your account on CareerQuest, UMGC's online career portal, at *careerquest.umgc.edu* using your UMGC login credentials.

Tools and Resources

Career Services offers a variety of tools and resources, available online 24 hours a day, that can be useful in the career planning and job-search process. Resources include résumé and LinkedIn profile optimization, online mock interviews, video job-search tips, occupational information, and access to a network of alumni career mentors.

Job-Search Services

UMGC offers several services designed to support UMGC students and alumni who are seeking employment. Services include employer recruitment sessions and job fairs (held online); employability and job-seeking skills webinars, such as résumé writing and interview preparation; and job-search tutorials. CareerQuest enables you to register for recurring events, search job listings and set job alerts, and post résumés for prospective employers.

Career Development and Planning

Career Services staff are available to provide personalized attention to help you clarify your skills, interests, and work-related values; make career/life-related decisions; research career options; plan for further study; and search for employment, whether you are new to your career field, making a career transition, or looking for guidance on how to climb the corporate ladder as an experienced professional.

Career advising services are available by appointment (by phone, virtual meetings, and email) and can be scheduled via CareerQuest. Call +1-800-888-8682, ext. 2-2720 or visit *umgc.edu/careerservices* for more information.

Computer Labs and Services

UMGC computer labs are available at many UMGC sites. These labs are available primarily for the use of students completing coursework but are also open to faculty members, staff, and alumni on a first-come, first-served basis on with current single sign-on credentials and your military ID. You must bring media to save data or documents. Acceptable media include flash drives or thumb drives. Technical support for MyUMGC, the learning management system, and other learning applications is available 24 hours a day, seven days a week, at *umgc.edu/help* or +1-888-360-8682. For the most current information on technical requirements for online, on-site, and hybrid courses, visit *umgc.edu/techreq*.

Course Materials

You can complete many UMGC degrees without purchasing textbooks, thanks to electronic resources that are free, up to date, and available in your online classroom. These freely available educational resources may include electronic textbooks, lectures, links to websites, and other selected documents and media.

Some courses do require the use of specific software or content that cannot be accessed for free. When you register for a course, check the required course materials listed in the course syllabus to determine whether you will need to buy any course materials. These materials are not included on your student account or added with your tuition and fees and must be paid for out-of-pocket.

For those courses that require additional resources, you may order textbooks and software either through the vendor listed on the interactive schedule of classes, from Barnes and Noble College (formerly MBS Direct) online through the UMGC online bookstore (umgc.edu/bookstore), or by mail. In some cases, your faculty member will provide information on special resources to purchase.

Graduation Clearance and Services

UMGC awards most certificates and degrees three times each academic year: in fall, spring, and summer, and winter for some graduate degrees.

Commencement

The Europe UMGC commencement is held annually in late April or early May in Germany to recognize associate, bachelor's and master's candidates who have earned their degrees. If you are have applied to graduate in March or May or if you graduated in August or December of the previous year, you are invited to participate in the Spring commencement ceremony. You will need to register in order to attend the ceremony. Information about the registration process and how to order your regalia will be sent in late February.

If you are not able to attend the Europe-wide Spring commencement ceremony, please check with your local UMGC office to find out about local ceremonies. If you are relocating to Asia or prefer to march in Adelphi, MD, please send a message to *commencement-europe@umgc.edu* for more information about dates and how to register.

If you need an embassy letter for your guests to attend the UMGC Europe commencment ceremony, please contact Student Services at *studentservices-europe@umgc.edu*.

Application Deadlines

If you expect to complete requirements for your program, you are responsible for making sure you have reviewed your academic advisement report (AAR) with an academic advisor, filed an application for graduation (available online through MyUMGC at *my.umgc.edu*) with Graduation Services, and paid the appropriate fee (currently $50).

For all undergraduate and some graduate programs, this may be done at the time you register for your final term or by the following deadlines:

Graduation Term	Application Deadline	Conferral Date
Fall	15 October	30 December
Spring	15 February	30 May
Summer	15 June	30 August

If you are enrolled in a graduate program that requires DCL 600M, you may submit your application for graduation at the time you register for your final term or up to the following deadlines:

Graduation Term	Application Deadline	Conferral Date
Fall	15 October	30 December
Winter	15 February	30 March
Spring	1 April	30 June
Summer	15 July	30 September

The same deadlines apply if you are completing a certificate program. The application form must be completed via MyUMGC at *my.umgc.edu*.

MyUMGC > Academic Records > Graduation > Apply for Graduation

IMPORTANT INFORMATION FOR DEGREE CANDIDATES

The graduation dates when degrees are awarded are not the same dates as the commencement ceremonies. Candidates may find more information about commencement on the UMGC Europe website.

Clearance Process for Graduation

Once you have applied for graduation, Graduation Services will review your academic requirements and determines whether you are cleared for graduation. If you do not complete degree requirements in the term in which you first applied for graduation, your graduation application will automatically be moved to the next term. You will not be required to reapply, and you do not need to pay the application fee again.

If you are taking courses or exams outside of UMGC in your final term, make certain the credit is trasferable and fulfills your remaining requirement(s) by contacting your academic advisor who will let you know if you need to complete a Permission to Enroll form. Your transcript must reflect competition of such coursework or exams before the term's conferral date to be accepted toward that term's conferral. Documentation should reach UMGC no later than the expected graduation date and should be sent to

Attn: Student Records
University of Maryland Global Campus
3501 University Boulevard East
Adelphi, MD 20783-8070

For more information on the clearance process for graduation, visit *umgc.edu/graduationservices*.

Issuance of Diplomas, Official Transcripts, and Letters of Completion

All AA, BA, BS, and master's graduates, as well as certificate recipients, can expect to receive their diplomas/certificates and a complimentary transcript by mail from the Office of the Registrar approximately four weeks after the graduation date. You will also be issued a digital diploma after your degree or certificate has been awarded.

Degrees and certificates are posted on transcripts only three times each academic year for undergraduate and some graduate programs and four times a year for programs with a winter term. The Graduation Services team certifies

degree completion, awards degrees or certificates, and orders diploma(s). Transcripts are not updated to show program completion, nor are diplomas and certificates ordered, until the degree has been awarded, even if all requirements have been completed.

If you require verification of your degree completion prior to the graduation date, you may request a letter of completion (LOC) once you have completed your degree coursework by sending an email to *graduationserv@umgc.edu*. You should be sure to include your name, Student/EmplID, mailing address, and how you would like to receive your LOC (email, mail, or fax). If your letter needs to be sent to a third party, please include that information in your email. After the graduation date has passed, you must request an official transcript for degree completion verification.

Library and Archives

The UMGC Library (*umgc.edu/library*) provides online access to scholarly and other materials on topics related to UMGC's academic programs. You can access full-text articles, electronic books, and subject- or course- specific resource guides that serve as starting points for your research.

Research assistance is available online 24/7 via the library's online chat service. Additionally, research and technical help is available via email and telephone and by appointment during posted hours. The library also offers how-to videos, web pages, and other guides to help you conduct research for your assignments, as well as live webinars that can help you to learn more about academic research. Visit *umgc.edu/library* for more information.

The archives collects both physical and digital historical resources related to the history of UMGC. For information about how to use these resources, contact the archives via the online form at *libguides.umgc.edu/contact-archives*.

MyUMGC

You may access many of your personal UMGC records online through MyUMGC (available online at *my.umgc.edu*). MyUMGC enables you to change personal information (such as home address, email address, or phone numbers); register and pay for courses; pay bills; check grades, financial aid, and student account status; apply for graduation; request certification for VA educational benefits and check the status of the request; and view and print reports (such as your class schedule, grade report, statement of account, and unofficial transcript). To access these services, you must enter your UMGC login credentials.

Student Advisory Council

The Student Advisory Council provides advice to the university administration, and thus serves as an avenue for you and your fellow students to provide feedback about UMGC's mission and overall direction. The council consists of 12 members, elected by the student body, who act in an advisory capacity to the university leadership on behalf of all students. The council does not have the authority to act on behalf of individual students but instead provides recommendations for the improvement of UMGC for the benefit of all.

If you would like to see certain issues addressed or have questions, you should contact your council representative by email at *stac@umgc.edu*.

More information on student governance is available at *umgc.edu/stac*.

Student Organizations

Student organizations provide professional growth, leadership development, and a sense of community. They include academic focused groups where you can engage with career-related topics and opportunities and interest-based groups that provide you with ways to support and connect with other students through a shared purpose. UMGC's student organizations have virtual communities and enable you to participate regardless of your location. Visit *umgc.edu/clubs* for a list of active student organizations and instructions on becoming a member.

Transcript Services

Official academic records are maintained by the Office of the Registrar at UMGC and show all graded coursework taken through UMGC. A summary of your transfer credit from other institutions (including other institutions in the University System of Maryland) is also listed on your official transcript, if an official evaluation has been completed.

Your educational records are considered confidential. Therefore, UMGC releases transcripts only upon receiving an online transcript request from you and payment of the appropriate fee. Online requests are authenticated through your login credentials. An electronic release form is provided during the request process and serves as your official signature.

Various procedures for requesting transcripts are available online at *umgc.edu/transcripts*. A fee is charged for each UMGC transcript that is issued; additional fees are charged for rush overnight processing. You should allow at least three business days for transcript requests to be processed.

Tutoring and Writing Resources

Free online tutoring via *Tutor.com* or in group tutoring sessions offered via Zoom is available in select courses in accounting, biology, computer programming and information technology, economics, finance, statistics, mathmatics, experiential learning, and other select general education courses. Tutoring is not yet available for all subjects offered at UMGC. You are encouraged to first seek guidance from the class's faculty member; who is eager to help you master the material and concepts of the course. More information about tutoring services is available at *umgc.edu/tutoring*. If you need additional information or have any questions, email *tutoring@umgc.edu*.

Writing tutoring is available for all classes through various means. You can access *Tutor.com* through the online classroom and upload a draft of a paper to receive targeted assistance. You can also access writing-related services and resources through the Effective Writing Center, which is available online 24 hours a day, seven days a week. The center's experienced, trained tutors can help you develop key writing skills by providing specialized individual online tutoring, self-study modules, and other writing resources. You can schedule a session with a UMGC writing tutor via email to *writingcenter@umgc.edu* to set the day and time. There are also a number of additional resources hosted by the center, such as the "Online Guide to Writing and Research" and other multimedia materials. The center's goal is to help you become a more skilled and confident writer who understands the tasks before you, so that you are better prepared for your next assignment, whether that is in the classroom or in your career. More information is available at *umgc.edu/ewc*.

Verification Services

Enrollment Verification

UMGC participates in the National Student Clearinghouse, which, in turn, supplies verification of enrollment to lending agencies. UMGC reports enrollment data on students to the clearinghouse two times each month. Enrollment data is provided for all students who are enrolled in classes, whether they are attending full time, half time, or less than half time, as well as for students who are considered to have withdrawn from the university. UMGC also reports degree information, including graduation date, for students who have completed an academic program.

If you are a current student, you may request enrollment verification through MyUMGC free of charge. All enrollment verifications requested via MyUMGC are processed in real time and available to print on the same day.

An enrollment verification will not be processed until all financial obligations to the university have been satisfied.

Letters certifying official enrollment are also available upon request from the Student Services Office at UMGC Europe Headquarters. Enrollment can be certified only for the current term and for previous terms. If you are requesting a letter for a future session, the letter will be mailed out and an enrollment hold will be placed on your record. If you are no longer enrolled at UMGC, you need to request a transcript of your academic record to verify past enrollment.

Loan Deferment Form Certification

UMGC does not grant or deny deferment requests; any deferments are at the sole discretion of the lender. UMGC processes deferment forms, certifying your official dates of enrollment. If you are not enrolled in the current term, you are reported as having withdrawn, regardless of whether or not you plan to enroll or have already enrolled in a future term.

If you have a William D. Ford Federal Direct Loan and wish to apply for a deferment, you must complete the In-School Deferment Request (available at *umgc.edu/finaidforms*) and submit it to Student Services by emailing *studentservices-europe@umgc.edu*.

You should be aware both of your lender's deadlines for receiving deferment requests and UMGC's reporting schedule to avoid having deferment forms processed and forwarded to the lenders before enrollment data has been reported.

Degree Verification

UMGC has authorized the National Student Clearinghouse to provide degree verification. A degree verification will not be released until all financial obligations to the university have been satisfied.

Employers and background screening firms must contact the clearinghouse directly for this information, for which a fee is charged. For more information about this service, visit *studentclearinghouse.org*.

Wellness Resources

UMGC provides support through the UMGC Wellness Line at +1-888-371-9355 and provides a comprehensive list of mental health and wellness resources to all UMGC students. Explore available mental health and wellness resources online at *umgc.edu/wellness*.

Academic Advisement

Emphasizing a personal approach to education, UMGC academic advisors are available to provide you the information needed to plan your academic program. Their assistance can include reviewing potential transfer credit, helping you clarify your education and career goals, and helping you select appropriate courses. Advising services are available at times and places convenient for you. You can choose to communicate with your academic advisor in person or by phone, video conference, or email.

You should meet with an academic advisor as early in your college career as possible to ensure that the courses you select meet the requirements for your degree or certificate with UMGC. Academic advisors will periodically check-in with you. You are also encouraged to keep track of your program requirements and seek advising. You should retain and refer to the catalog of the year you entered your program, as it contains all of the degree requirements for which you will be held accountable as long as you maintain continuous enrollment. Archived catalogs are available online at *umgc.edu/catalogs*.

To make an appointment, access your academic advisor's contact information through MyUMGC, contact your local UMGC representative, or visit *europe.umgc.edu/advising*.

Tentative Evaluation (Fast Plan)

As a prospective or newly admitted student, you can request a review of your potential transfer credit from your academic advisor. This review provides an estimate of the academic credit UMGC may accept toward a particular degree and of the remaining requirements needed.

You can visit your local academic advisor or submit an electronic request to obtain a tentative evaluation. To expedite your request, please provide your military service transcripts, any certifications, and all copies of your previous college transcripts for review (unofficial transcripts are acceptable for a tentative evaluation). To submit a request for a no-cost Fast Plan, visit *europe.umgc.edu/fastplan*.

This review is not binding for you or UMGC and is subject to change.

Official Evaluation / Academic Advisement Report

The purpose of the official evaluation/academic advisement report (AAR) is to show your certificate or degree progress and to help you select appropriate courses. Official evaluations are available when you have been admitted and are completing a UMGC certificate or degree.

You are responsible for submitting all pertinent academic documents (such as academic transcripts, confirmation of credit conferred by examination, or records of credit from military service schools) in a timely fashion to facilitate completion of your AAR. As an undergraduate student, if you have not completed at least 30 credits of transferable college coursework, you must also submit high school transcripts (or equivalent), unless you provide an official copy of your JST or CCAF transcript.

An official evaluation/academic advisement report

- Includes all transfer credits applicable to your degree or certificate program
- Lists all courses you completed at UMGC
- Incorporates other types of academic credit
- Remains in effect only while you remain continuously enrolled

In your academic advisement report, courses (or other sources of credit) are applied to the most appropriate requirement remaining to be filled.

Undergraduate courses that could apply to multiple requirements are assigned to the first relevant category in the following order: requirements for your academic major, general education requirements, requirements for your minor (if you have one), and electives. Verification of other undergraduate degree-wide requirements (such as minimum number of upper-level credits) follows and may affect the remaining credits you need for the degree. You should review the specific notes indicating remaining requirements found at the top of the report under "Important Information for Your Success."

Evaluated Military Degree Plans

UMGC will provide the necessary evaluated military degree plan as required by your military branch. When complete, your evaluated military degree plan is emailed to you so that you can upload it to your military portal.

Undergraduate

If you are an active-duty servicemember pursuing an associate or bachelor's degree, UMGC provides you with an evaluated military degree plan, as required by your military branch. The evaluated military degree plan documents any credit you have been awarded from other sources and lists all your remaining degree requirements, including the total number of credits needed for graduation and those required to fulfill general education, major, and elective requirements.

To be eligible to receive an evaluated military degree plan, you must be an active-duty military servicemember and have a completed academic advisement report. You must submit all documentation for your academic advisement report as soon as possible so that it can be completed in a timely fashion.

Graduate

If you are an Army or Air Force servicemember pursuing a graduate certificate or degree, UMGC provides you with an evaluated military degree plan. If you are a Coast Guard, Marine Corps, or Navy servicemember pursuing a graduate certificate or degree, you do not require an evaluated military degree plan to be eligible for tuition assistance. The academic advisement report is sufficient documentation for that purpose.

Documents Required for an Undergraduate Official Evaluation

To obtain information about degree progress, you need to submit official transcripts from all colleges and universities you previously attended, including other institutions of the University System of Maryland, and any other potential source of credit, whether or not transfer credit is requested or granted. Once all documentation is received, you will be notified by email that your academic advisement report has been completed and can be viewed in MyUMGC (*my.umgc.edu*).

Documents required for an undergraduate official evaluation include

- Advanced Placement (AP), CLEP, DSST, Excelsior College Exams, or other test results, as appropriate
- Official transcripts from **all** colleges or universities attended—the form *Transcript Request* (UMAA-002) is available at education centers or online.
- Appropriate military documents
- Industry-specific certifications

An official evaluation cannot be started until an official transcript has been received directly from each institution attended, even when credit from one institution is posted on the transcript of another institution. It is your responsibility to ensure that all appropriate documents have been received by UMGC.

You may request an official evaluation/academic advisement report for a new program or new major by contacting your academic advisor.

During your first session at UMGC, all records of previous educational experiences must be sent directly from each issuing institution (or other source, in the case of military documents) to UMGC.

If your previous institution offers a secure electronic method to send your transcripts, that option is recommended. If a "send-to" email address is required, please use *studentrecords@umgc.edu*. Otherwise, you may submit your official transcripts by mail in a sealed, unopened envelope issued by your previous institutions.

To ensure you receive all applicable transfer credit, list all institutions on the online application.

IMPORTANT INFORMATION FOR SERVICEMEMBERS

UMGC's agreement with the military services requires military students to submit all necessary documents and obtain a degree plan with UMGC by the deadline as stipulated by the service. Academic advisors can assist with further information.

Students who are pursuing an associate degree with the Community College of the Air Force (CCAF) are exempt from this unless they are also pursuing a UMGC degree or certificate.

Review of International Records

If you are seeking a review of potential transfer credit from a postsecondary educational institution outside of the United States you may have attended, you need to

- Mail your official international school documents or other official educational documents to an approved international credit evaluation agency. (Acceptable agencies are listed online at *europe.umgc.edu/internationalcredit*.)
- Provide an unofficial copy of the completed international evaluation to your academic advisor, if you are requesting a tentative evaluation (Fast Plan).
- Pay fees associated with the international evaluation.
- Have all official transcripts from any U.S. institution previously attended sent to UMGC (see address listed below).
- Submit documentation to verify English proficiency, if required.

Record Submission by Mail

Attn: Student Records
University of Maryland Global Campus
3501 University Boulevard East
Adelphi, MD 20783-8075

Students Changing Programs

If you are considering a change to your major or certificate at the undergraduate level or a change from one master's degree program, concentration, specialization, or certificate program to another at the graduate level, you must first consult an academic advisor, who can help you determine the impact of changing degree programs.

The academic advisor can determine whether another application is required and whether any previous credit is likely to apply, as well as when you may begin to take classes in the new program. Generally, the requirements for completing your new program are those in place when you start study in the new program.

After speaking with an academic advisor, send your request in writing by email, including your name, student ID number, current program, and requested program. You will find the email address for your academic advisor at *europe.umgc.edu/advising*.

If you are using veterans education benefits or transferred benefits, you are required to submit certain forms to the VA.

Summary of Academic Advising Services

To help you, UMGC academic advisors

- Create a Fast Plan (tentative evaluation) for you within three to five business days of receipt of your unofficial transcripts.
- Review and explain your official evaluation.
- Assist with selecting classes that fit your degree plan.
- Discuss your academic goals and assist you with choosing or changing your major, or starting a new program.

To ensure you have a solid academic plan

- Schedule and maintain regular appointments with your academic advisor.
- Consult with your academic advisor before enrolling in courses.
- Ask for assistance in a timely manner if you are unsure about university policies.

Prepare for your advising appointment:

- When scheduling an appointment, inform the local UMGC program coordinator what you would like to accomplish during your meeting.
- Think of any questions you may have for the academic advisor about completing your academic program or starting a new one.
- If your official evaluation is *not* complete
  - Request a Fast Plan (tentative evaluation) at *europe.umgc.edu/fastplan*.
  - Submit your unofficial transcripts at least three days prior to your appointment.
  - Request official copies of all outstanding military or civilian transcripts, or college-level test scores to be sent to UMGC.
- If your official evaluation is complete
  - Review your degree requirements in MyUMGC (*my.umgc.edu*).

The School of Business

Pam Carter, PhD
Portfolio Vice President and Dean

busdean@umgc.edu

Vision

The School of Business will be the school where learners acquire innovative business skills that enable them to reach their full potential today and in the future.

Mission

Our mission in the School of Business is to be a leader in career-focused learning that enhances evidence-based decision-making in diverse global environments.

Programs of Study*

Undergraduate

BACHELOR'S DEGREE PROGRAMS

Majors

- **Accounting**
- **Business Administration and Management**
- **Finance**
- **Health Services Management**
- **Human Resource Management**
- **Management Studies**
- **Marketing**

CERTIFICATE PROGRAMS

- **Accounting Foundations**
- **Advanced Management**
- **Decision Support for Business**
- **Digital Marketing**
- **Health Information Management and Data Analytics**
- **HR People Analytics**
- **Human Resource Management**
- **Leadership and Ethics**
- **Management**
- **Project Management**

Graduate

MASTER'S DEGREE PROGRAMS

- **Accounting and Financial Management**
- **Acquisition and Contract Management**
- **Business Administration**
- **Cyber Accounting**
- **Healthcare Administration**
- **Health Information Management and Technology**
- Management:
  - **Accounting**
  - **Financial Management**
  - **Human Resource Management**
  - **Interdisciplinary Studies in Management**
  - **Marketing**
  - Nonprofit and Association Management
  - **Project Management**
- **Transformational Leadership**

CERTIFICATE PROGRAMS

- **Accounting**
- **Accounting Information Security**
- **Acquisition and Contract Management**
- **Digital Health Leader**
- **Global Health Management**
- **Leadership and Management**
- **Long-Term Care Administration**
- **Multicultural Marketing**
- **Project Management**
- **Strategic Human Resource Management**

*****Programs offered through UMGC Europe in **bold**. Most other degree programs listed are open to you from virtually anywhere in the world through online study. For full descriptions of these programs, please refer to the UMGC Stateside 2025-2026 Catalog found at umgc.edu/catalogs.*

The School of Cybersecurity and Information Technology

Calvin Nobles, PhD
Portfolio Vice President and Dean

S. K. Bhaskar, PhD
Associate Dean

citdean@umgc.edu

Vision

The School of Cybersecurity and Information Technology will be the preferred provider of career-enhancing higher education, preparing a modern workforce in cybersecurity, information technology, and related emerging technologies. Our courses and programs will be innovative and industry-relevant for all learners at the university.

Mission

The mission of the School of Cybersecurity and Information Technology is to

- provide career-enhancing, affordable, accessible, and streamlined educational pathways in cybersecurity, information technology, and related emerging technologies
- prepare students for career and industry growth in all its courses and degree programs
- use highly qualified scholar-practitioners to bring workplace needs and understanding to the classrooms, innovative learning models, and applications to its students

Programs of Study*

Undergraduate

BACHELOR'S DEGREE PROGRAMS

Majors

- **Applied Technology**
- **Computer Science**
- **Cybersecurity Operations**
- **Cybersecurity Management and Policy**
- **Cybersecurity Technology**
- **Data Science**
- **Management Information Systems**
- **Software Development and Security**
- **Sustainable Value Chain**
- **Web and Digital Design**

CERTIFICATE PROGRAMS

- **Augmented and Virtual Reality Design**
- **Cloud Computing and Networking**
- **Computer Networking**
- **Computer Studies**
- **Cyber Threat Hunting**
- **Data Analytics**
- **Digital Design**
- **Machine Learning**
- **Management Information Systems**
- **Vulnerability Assessment**
- **Web Design**

Graduate

MASTER'S DEGREE PROGRAMS

- **Cloud Computing Systems**
- **Cyber Operations**
- **Cybersecurity Management and Policy**
- **Cybersecurity Technology**
- **Data Analytics**
- **Digital Forensics and Cyber Investigation**
- **Information Technology:**
  - **Database Systems Technology**
  - **Informatics**
  - **Information Assurance**
  - **Project Management**
  - **Software Engineering**
  - **Systems Engineering**
- Management:
  - Information Systems and Services

CERTIFICATE PROGRAMS

- **Business Analytics**
- **Cloud Computing and Networking**
- **Cyber Operations**
- **Cybersecurity Management and Policy**
- **Cybersecurity Technology**
- **Digital Forensics and Cyber Investigation**
- **Informatics**
- **Systems Engineering**

***** *Programs offered through UMGC Europe in* ***bold****. Most other degree programs listed are open to you from virtually anywhere in the world through online study. For full descriptions of these programs, please refer to the UMGC Stateside 2025-2026 Catalog found at umgc.edu/catalogs.*

The School of Integrative and Professional Studies

Randall Hansen, PhD
Associate Dean

sasdean@umgc.edu

Vision

The School of Integrative and Professional Studies is committed to empowering people to make the world a better place through educational advancement.

Mission

Our mission in the School of Integrative and Professional Studies is to be leaders in innovative student-centered learning providing high-quality liberal arts educational experiences to a global community.

Programs of Study*

Undergraduate

BACHELOR'S DEGREE PROGRAMS

Majors

- Biotechnology
- **Communication Studies**
- **Criminal Justice**
- East Asian Studies
- **English**
- **Environmental Management Health and Safety**
- **General Studies**
- **Gerontology and Aging Services**
- **Graphic Communication**
- **History**
- **Homeland Security**
- **Humanities**
- Laboratory Management
- **Legal Studies**
- Nursing for Registered Nurses
- **Political Science**
- **Psychology**
- **Public Safety Administration**
- **Social Science**
- **Women, Gender, and Sexuality Studies**

ASSOCIATE DEGREE PROGRAM

- **General Studies**

CERTIFICATE PROGRAMS

- **American Government and Political Processes**
- **Applied Social Sciences**
- **Clinical Mental Health Care**
- **Crime Scene Investigation**
- **Foreign Language Area Studies**
- **Fundamentals of Workplace Health and Safety**
- **Public Safety Executive Leadership**
- **Spanish for Business and the Professions**
- **Watershed Management**
- **Women, Gender, and Sexuality Studies**

Graduate

MASTER'S DEGREE PROGRAMS

- Biotechnology: Bioinformatics, Biosecurity and Biodefense, Biotechnology Management, Biotechnology Regulatory Affairs
- Distance Education and E-Learning
- **Environmental Management**
- **Information Technology: Homeland Security Management**
- Instructional Technology
- Learning Design and Technology
- **Management: Criminal Justice Management, Emergency Management, Homeland Security Management, Intelligence Management**
- **Strategic Communications**

CERTIFICATE PROGRAMS

- Bioinformatics
- **Homeland Security Management**
- Instructional Technology Integration
- Learning Design and Technology
- **Strategic Communications**

***** *Programs offered through UMGC Europe in **bold**. Most other degree programs listed are open to you from virtually anywhere in the world through online study. For full descriptions of these programs, please refer to the UMGC Stateside 2025-2026 Catalog found at umgc.edu/catalogs.*

Undergraduate Certificate Programs

To help you meet your educational goals, UMGC offers certificate programs that respond to current trends in today's demanding job market. Certificate programs offer working adults a convenient, flexible way to earn credentials for potential career advancement. The undergraduate certificate programs generally require 16 to 18 credits.

These certificate programs are not terminal programs if you wish to continue working toward your associate or bachelor's degree. You may pursue a degree and certificate(s) simultaneously or pursue a degree after completing the certificate(s), but the application for any certificate(s) completed while in progress toward the associate or bachelor's degree must be submitted before award of the degree. If you apply for your certificate after your degree has been awarded, additional coursework will be required to complete the certificate. You are responsible for notifying UMGC of your intention to complete certificate work before you complete your last course. (The application for the credential is available at *my.umgc.edu*.) Contact your academic advisor for more information.

Expectations

Within each academic certificate program, UMGC seeks to help you gain specific skills needed to advance in your career. Most certificates are fully integrated in related degree programs and lead directly to the next credential, such as an associate, a bachelor's or a master's degree. However, each certificate may also be used as a stand-alone credential.

Requirements

Continuous Enrollment

In general, the UMGC degree requirements that apply to you are those that were in effect when you completed the first credit-bearing course in a given program at UMGC. If you cease to be continuously enrolled, the program requirements that apply to you are those in effect at UMGC when you return to UMGC and enroll in a credit-bearing course for the program you wish to pursue at that time.

To be considered continuously enrolled, you must have had no more than two sequential years of nonenrollment. After two years of nonenrollment, you must apply for admission to resume enrollment.

If you change your certificate program while continuously enrolled, then the program requirements that apply to you are those in effect at the time you enroll in the first required course for the new program. Previously completed coursework may not apply to the new requirements.

Information about the catalog year that applies to you is provided in the MyUMGC student portal.

The individual certificate coursework requirements specified in the following section are applicable to students enrolling on or after 1 August 2025.

Overall Requirements

- You must be admitted as a UMGC student.
- You may pursue a degree and certificate simultaneously or pursue a degree after completing the certificate.
- For undergraduate certificates, no more than half of the total credits for any certificate may be earned through credit by examination, prior-learning portfolio credit, internship/Workplace Learning credit, or transfer credit from other schools, under current policies for such credit. Additional limitations may apply to specific programs; see description of individual certificate programs for details.
- For undergraduate certificate programs, you must complete all required coursework with a minimum grade of C (2.0) in all courses.
- Certificate courses may not be taken pass/fail.
- You may pursue up to four certificates at a time.
- Undergraduate students may only complete certificates at the undergraduate level.

More information about certificates is available online at *europe.umgc.edu/certificates*.

Second Certificate

If you have earned a certificate from UMGC and want to pursue an additional certificate at UMGC, you must complete at least 12 credits of new coursework to be eligible. No substitutions to the program are available. If the coursework required for one certificate program significantly overlaps with coursework for another certificate program, it may not be possible for you to earn both certificates. In such cases, you will need to choose an alternate program if you wish to complete another credential at UMGC. Before beginning work toward or registering for a second certificate program, consult an academic advisor. Academic advisors will be glad to explain the requirements and restricted combinations.

UMGC Europe Programs

The following undergraduate certificates are available through UMGC Europe:

- Accounting Foundations
- Advanced Management
- American Government and Political Processes
- Artificial Intelligence Foundations
- Augmented and Virtual Reality Design
- Clinical Mental Health Care
- Cloud Computing and Networking
- Computer Networking
- Computer Studies
- Crime Scene Investigation
- Cyber Threat Hunting
- Data Analytics
- Decision Support for Business
- Digital Design
- Digital Marketing
- Drones and Autonomous Systems
- Foreign Language Area Studies
  - Arabic and the Middle East
  - German
  - Italian
  - Spanish
- Fundamentals of Workplace Health and Safety
- Health Information Management and Data Analytics
- HR People Analytics
- Human Resource Management
- Leadership and Ethics
- Machine Learning
- Management
- Management Information Systems
- Project Management
- Public Safety Executive Leadership
- Spanish for Business and the Professions
- Vulnerability Assessment
- Watershed Management
- Web Design
- Women, Gender, and Sexuality Studies

Accounting Foundations

The undergraduate certificate program in accounting foundations can help you develop the skills and knowledge needed for business transactions, including critical-thinking skills for analysis and reporting of the economic activities of an organization. It can also supplement an associate or bachelor's degree program.

TWO REQUIRED COURSES:

ACCT 220	Principles of Accounting I (3)
ACCT 221	Principles of Accounting II (3)

FOUR COURSES CHOSEN FROM THE FOLLOWING:

Any ACCT course / Any FINC course

BMGT 110	Introduction to Business and Management
CMSC 105	Introduction to Problem-Solving and Algorithm Design
DATA 200	Data Literacy Foundation
ECON 201	Principles of Macroeconomics
ECON 203	Principles of Microeconomics
IFSM 201	Concepts and Application of Information Technology
STAT 200	Introduction to Statistics
WRTG 112	Academic Writing

Total credits for certificate in Accounting Foundations: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Accounting. For details, contact your academic advisor.

Advanced Management

Successful managers today require a strong balance of managerial skills and the relationship-building soft skills to manage those who are completing the work. The certificate program in advanced management is designed to help you build expertise by applying best practices to decision-making, problem-solving, and relationship building in real workplace scenarios. The curriculum covers management principles and organizational dynamics for today's global, multicultural, and virtual organizations.

FOUR REQUIRED COURSES:

BMGT 110	Introduction to Business and Management (3)
BMGT 364	Management and Organization Theory (3)
BMGT 484	Organizational Collaboration and Teamwork (3)
BMGT 317	Strategic Decision-Making and Problem-Solving (3)

TWO SUPPORTING ELECTIVES CHOSEN FROM THE FOLLOWING:

ACCT 301	Accounting for Managers
BMGT 305	Knowledge Management
BMGT 365	Organizational Leadership
BMGT 380	Business Law I
BMGT 382	Business Ethics
BMGT 464	Organizational Behavior
DATA 200	Data Literacy Foundations
FINC 330	Business Finance
FINC 331	Finance for General Managers
HRMN 202	Organizational Communication
HRMN 300	Human Resource Management
HRMN 367	Organizational Culture and Change
IFSM 300	Information Systems in Organizations
MRKT 210	Marketing Principles

Total credits for certificate in Advanced Management: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Business Administration and Management. For details, contact your academic advisor.

American Government and Political Processes

The certificate program in American government and political processes provides an in-depth study and analysis of the U.S. government, including its history, structure, and political culture. In this program, you'll analyze the vertical and horizontal structures of the American government and its federal and republican foundations. You'll examine the three federal branches, bureaucracies, and state governments in the context of the development of the American political system and their impact on the political landscape. In addition, the program introduces relevant political theory and compares American government and political economy to those of other nations for a comprehensive overview of political forces.

SIX REQUIRED COURSES:

GVPT 170	American Government (3)
GVPT 280	Comparative Politics and Governments (3)
GVPT 306	Global Political Economy (3)
GVPT 444	American Political Theory (3)
GVPT 457	American Foreign Policy (3)
GVPT 475	The U.S. Presidency and Executive Branch (3)

Total credits for certificate in American Government and Political Processes: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Political Science. For details, contact your academic advisor.

Applied Social Sciences

The certificate program in applied social sciences helps prepare you to apply social science tools and concepts to practical problems. The program helps equip you with updated knowledge and skills for identifying and solving social problems in communities, families, and the workplace. You'll develop a deep understanding of social science concepts and learn to identify stakeholders, apply expert knowledge, communicate evidence, and present and defend solutions to relevant parties.

TWO REQUIRED COURSES:

PSYC 100	Introduction to Psychology (3)
SOCY 100	Introduction to Sociology (3)

FOUR COURSES CHOSEN FROM THE FOLLOWING:

ANTH 350	Health, Illness, and Healing
ANTH 351	Anthropology in Forensic Investigations
GERO 427	Culture and Aging
PSYC 354	Cross-Cultural Psychology
PSYC 386	Psychology of Stress
SOCY 350	Contemporary Social Problems

Total credits for certificate in Applied Social Sciences: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Social Science. For details, contact your academic advisor.

Artificial Intelligence Foundations

The certificate program in artificial intelligence foundations is designed to equip you with the knowledge and skills needed to lead AI initiatives within your organizations, regardless of your particular field. Specifically tailored for nontechnical professionals and managers, the program helps prepare you to navigate the evolving landscape of artificial intelligence in your respective industry. You'll be able to attain a comprehensive understanding of AI, from introductory concepts to practical AI tools and applications, ethical considerations, and broader implications for both the workplace and society.

Overall certificate requirements are listed on p. XX.

SIX REQUIRED COURSES

DATA 200	Data Literacy Foundations (3)
ARIN 310	Introduction to Artificial Intelligence (3)
ARIN 320	Artificial Intelligence Applications (3)
ARIN 340	Generative AI (3)
ARIN 350	Responsible AI (3)
ARIN 410	Artificial Intelligence in the Enterprise (3)

Total credits for the undergraduate certificate in Artificial Intelligence Foundations: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Artificial Intelligence. For details, contact your academic advisor.

Augmented and Virtual Reality Design

The augmented and virtual reality design certificate program helps provide you with entry-level skills for a career in these immersive technologies. In this project-centric program, you'll be exposed to virtual reality design and augmented reality design, 3D game engines, user experience and interface design, and immersive design techniques.

SIX REQUIRED COURSES:

CMST 290	Introduction to Interactive Design (3)
CMST 315	Game Design I (3)
CMST 330	Virtual Reality Design I (3)
CMST 331	Augmented Reality Design I (3)
CMST 390	3D Modeling (3)
CMST 490	Virtual World Building (3)

Total credits for certificate in Augmented and Virtual Reality Design: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Web and Digital Design. For details, contact your academic advisor.

Clinical Mental Health Care

The certificate in clinical mental health care is designed to help prepare you for mental health service jobs that do not require licensure or credentialing. It supports work in direct and indirect client care activities performed under the supervision of a licensed professional (e.g., psychologist, medical doctor, social worker, or rehabilitation therapist) across multiple clinical settings (e.g., hospitals, behavioral health agencies, government agencies, and nonprofit organizations). The curriculum provides foundational theoretical and practical coverage of human behavior, mental health, ethics, and current research in the field.*

SIX REQUIRED COURSES:

PSYC 100	Introduction to Psychology (3)
PSYC 251	Lifespan Development (3)
PSYC 301	Biological Basis of Behavior (3)
PSYC 335	Theories of Personality (3)
PSYC 353	Psychopathology and Mental Health (3)
PSYC 436	Introduction to Clinical Psychology (3)

Total credits for certificate in Clinical Mental Health Care: 18

** The Clinical Mental Health Care certificate is not a licensing credential and is not designed to help prepare you for any industry or state regulated professional licensure.*

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Psychology. For details, contact your academic advisor.

Cloud Computing and Networking

The undergraduate certificate in cloud computing and networking is designed to equip you with the technical skills and expertise required to analyze an organization's cloud needs and to secure and maintain the cloud computing infrastructure and systems of an organization. Through real projects aligned to industry certifications and hands-on training in the state-of-art cloud platforms, you'll learn cloud architectural principles and core cloud computing concepts that will help you plan, design, implement, deploy, configure, manage, and operate cloud systems and develop cloud-based applications. You'll also manage risk, policy, compliance, and security issues in AWS, Azure, and GCP cloud infrastructure and services.

SIX REQUIRED COURSES:

CMIT 202	Fundamentals of Computer Troubleshooting (3)
CMIT 265	Fundamentals of Networking (3)
CMIT 326	Cloud Technologies (3)
CMIT 336	Fundamentals of Microsoft Azure (3)
CMIT 426	Mastering the AWS Cloud (3)
CMIT 436	Security in the Cloud (3)

Total credits for certificate in Cloud Computing and Networking: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Cybersecurity Technology. For details, contact your academic advisor.

Computer Networking

A certificate in computer networking can supplement a bachelor's degree or help you build knowledge and experience in this in-demand field. Ideal for those who want to work as network administrators for business, government, or nonprofit organizations, the undergraduate certificate program in computer networking at UMGC can provide you with hands-on training in state-of-the-art computer technology.

Through the computer networking certificate program, you'll learn about the fundamental aspects of computer troubleshoot-ing, networking, network security, interconnected Cisco devices, and cloud technologies. Plus, you'll get a chance to choose from upper-level courses so you can tailor your degree to your career goals.

FIVE REQUIRED COURSES:

CMIT 202	Fundamentals of Computer Troubleshooting (3)
CMIT 265	Fundamentals of Networking (3)
CMIT 320	Network Security (3)
CMIT 326	Cloud Technologies (3)
CMIT 351	Switching, Routing, and Wireless Essentials (3)

A SUPPORTING ELECTIVE CHOSEN FROM ANY UPPER-LEVEL CMIT COURSES

Total credits for certificate in Computer Networking: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Cybersecurity Technology. For details, contact your academic advisor.

Computer Studies

Supplement your computer know-how with more experience in this versatile field at UMGC Europe. An undergraduate certificate in computer studies provides you with an introduction to the entire field of computer and information science. It is a credential providing you knowledge in a specific skill area and may serve as a foundation toward an associate or bachelor's degree.

ONE REQUIRED COURSE:

IFSM 201	Concepts and Applications of Information Technology (3)

ONE 9-CREDIT SEQUENCE:

Programming Focus:

CMSC 105	Introduction to Problem Solving and Algorithm Design (3)
CMSC 115	Introductory Programming (3)
CMSC 215	Intermediate Programming (3)

A+Net+ Focus:

CMIT 202	Fundamentals of Computer Troubleshooting (3)
CMIT 265	Fundamentals of Networking (3)
CMIT 291	Introduction to Linux (3) *or CMIT 320 Network Security (3)*

Digital Media/Interactive Design Focus:

CMST 290	Introduction to Interactive Design (3)
CMST 295	Fundamentals of Digital Media (3)
CMST 308	User Experience and Interface Design (3) *or DATA 200 Data Literacy Foundations (3) or any lower-level computing course or three 1-credit computing courses*

SIX CREDITS SUPPORTING ELECTIVES:

Chosen from any CMIT, CMSC, CMST, CSIA, CYOP, DATA, or IFSM courses.

Total credits for certificate in Computer Studies: 18

Crime Scene Investigation

The certificate in crime scene investigations is designed to provide the best practices associated with crime scene investigation, as well as the legal and ethical standards these practices are modeled after. In this program, you'll learn to identify and describe the relationships between crime scene investigations, forensic science, and criminal prosecutions. You'll have the opportunity to develop specialized skills, such as fingerprint analysis and classification, and become familiar with the manner in which death investigations are properly conducted. The curriculum is based on the expectations articulated by law enforcement employers and the critical knowledge, skills, and abilities identified by certifying bodies in the field of crime scene investigation.

SIX REQUIRED COURSES:

CCJS 101	Introduction to Investigative Forensics (3)
CCJS 234	Criminal Procedure and Evidence (3)
CCJS 320	Introduction to Criminalistics (3)
CCJS 342	Crime Scene Investigation (3)
CCJS 420	Medical and Legal Investigations of Death (3)
CCJS 440	Fingerprint Analysis (3)

Total credits for certificate in Crime Scene Investigations: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Criminal Justice. For details, contact your academic advisor.

Cyber Threat Hunting

Organizations today must continuously hunt for cyber threats, since the threat scenario is constantly shifting and no software environment is secure from all threats. This certificate program provides an introduction to the concept of cyber threat hunting. In this program, you'll learn fundamental techniques and methods for uncovering threats.

SIX REQUIRED COURSES:

CMIT 265	Fundamentals of Networking (3)
CMIT 291	Introduction to Linux (3)
CMIT 320	Network Security (3)
CMIT 321	Ethical Hacking (3)
CMIT 386	Penetration Testing and Cyber Red Teaming (3)
CMIT 421	Threat Management and Vulnerability Assessment (3)

Total credits for certificate in Cyber Threat Hunting: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Cybersecurity Technology. For details, contact your academic advisor.

Data Analytics

Today, employers are looking to hire professionals who possess data analytics skills and can inform and enhance decisionmaking within corporations, nonprofit organizations, government agencies, or the military. The certificate program in data analytics provides a valuable introduction to data science and can enhance your career opportunities, regardless of your major. In this program, you'll learn how to manage and manipulate data, create data visualizations, and use cutting-edge technology to gain insights from traditional and emerging data sources to make strategic data-driven recommendations that influence managerial decision-making and organizational outcomes.

FIVE REQUIRED COURSES:

STAT 200	Introduction to Statistics (3)
DATA 200	Data Literacy Foundations (3)
DATA 320	Introduction to Data Analytics (3)
DATA 330	Business Intelligence and Data Management (3)
DATA 335	Data Visualization (3)

Total credits for certificate in Cyber Threat Hunting: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Data Science. For details, contact your academic advisor.

Decision Support for Business

The certificate program in decision support for business focuses on building leadership skills in thinking creatively and strategically about both business administration and information systems in the workplace to achieve organizational success. In this program, you'll explore the foundations of business administration, leadership, management, marketing, finance/accounting, and information systems to gain appropriate insights, improve operations, make on-target predictions, and achieve a competitive advantage in today's global business environment.

ONE COURSE CHOSEN FROM THE FOLLOWING:

IFSM 300	Information Systems in Organizations
DATA 200	Data Literacy Foundations

FIVE REQUIRED COURSES:

BMGT 364	Management and Organization Theory (3)
BMGT 365	Organizational Leadership (3)
FINC 330	Business Finance (3)
MRKT 210	Marketing Principles (3)
BMGT 495	Business Administration and Management Capstone (3)

Total credits for certificate in Decision Support for Business: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Business Administration and Management. For details, contact your academic advisor.

Digital Design

The digital design certificate program provides you with entry-level skills for a career in digital and computer graphics design. The project-centric program exposes you to elements of design, electronic publishing, image editing, illustration graphics, motion graphics, ethical and legal considerations, digital design applications, theories, industry best practices, and design techniques, as well as various career paths.

SIX REQUIRED COURSES:

CMST 295	Fundamentals of Digital Design (3)
CMST 310	Fundamentals of Electronic Publishing (3)
CMST 311	Advanced Electronic Publishing (3)
CMST 320	Illustration Graphics (3)
CMST 325	Image Editing (3)
CMST 341	Principles of Multimedia I (3)

Total credits for the undergraduate certificate in Digital Design: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Web and Digital Design. For details, contact your academic advisor.

Digital Marketing

The digital marketing certificate comprehensively covers the key digital marketing skill areas, including search engine optimization, social media marketing, customer relationship marketing, email marketing, and digital analytics. In this program, you'll use cutting-edge digital marketing tools and be able to gain industry insights and knowledge from experienced professionals. The curriculum is designed to help provide you with practical skills and a portfolio of work that can benefit your professional endeavors.

SIX REQUIRED COURSES:

MRKT 311	Digital Marketing Principles (3)
MRKT 354	Integrated Marketing Communications (3)
MRKT 356	Email Marketing (3)
MRKT 394	Managing Customer Relationships (3)
MRKT 411	Consumer Behavior in Digital Media (3)
MRKT 458	Social Media Marketing (3)

Total credits for certificate in Digital Marketing: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Marketing. For details, contact your academic advisor.

Drones and Autonomous Systems

Drones are being used by public safety and emergency management agencies across the U.S. after disasters like floods, tornadoes, earthquakes, hurricanes, and storms. The drones and autonomous systems certificate program is designed to provide you with knowledge and information you can apply to a career in a multitude of industries and organizations using drone technology. The program offers an overview of and introduction to drones and autonomous systems, including general applications, common terms and definitions, and history and background. You'll learn how emerging commercial-off-the-shelf technologies have provided breakthroughs in the public, defense, and commercial sectors.

FOUR REQUIRED COURSES

DRON 300	Fundamentals of Drones and Autonomous Systems (3)
DRON 305	Applications of Drones and Autonomous Systems (3)
DRON 310	Regulations of Drones and Autonomous Systems (3)
DRON 315	Emerging and Future Technologies of Drones and Autonomous Systems (3)

TWO SUPPORTING ELECTIVES CHOSEN FROM THE FOLLOWING

CCJS 100	Introduction to Criminal Justice
CCJS 340	Law Enforcement Administration
PSAD 302	Concepts of Emergency Management
PSAD 410	Public Safety Research and Technology
EMGT 302	Concepts of Emergency Management
EMGT 304	Emergency Response Preparedness and Planning
HMLS 302	Introduction to Homeland Security
HMLS 406	Legal and Political Issues of Homeland Security

Total credits for the undergraduate certificate in Drones and Autonomous Systems: 18

Foreign Language Area Studies Certificate

Arabic and the Middle East

Arabic is the sixth most frequently spoken language in the world and one of the most sought-after languages in the U.S. government and military. A foreign language area studies certificate in Arabic and the Middle East will demonstrate your value to employers in both the civilian and military sectors.

FOUR REQUIRED COURSES:

ARAB 111	Elementary Arabic I (3)
ARAB 112	Elementary Arabic II (3)
ARAB 114	Elementary Arabic III (3)
ARAB 115	Elementary Arabic IV (3)

TWO SUPPORTING ELECTIVES:

Choose from related courses in Arabic and Middle Eastern culture, history, language, literature, or government and politics. Some examples follow:

- Any ARAB course(s)
- BMGT 392 Global Management (3)
- HIST 392 History of the Contemporary Middle East (3)

(Contact your academic advisor for additional approved courses)

German

German is the language of Goethe, Mozart, Kafka, and Bach. It is also the second most used scientific language and the market-place language of three leaders in the business world: Germany, Austria, and Switzerland. A foreign language areas studies certificate in German is a step on the road to business acumen.

FOUR REQUIRED COURSES:

GERM 111	Elementary German I (3)
GERM 112	Elementary German II (3)
GERM 211	Intermediate German I (3) *or German Area Studies course*
GERM 212	Intermediate German II (3) *or German Area Studies course*

TWO SUPPORTING ELECTIVES:

Choose from related courses in German culture, history, language, literature, or government and politics. Some examples follow:

- Any GERM course(s)
- GERM 333 German Society and Culture (3)
- HIST 141 Western Civilization I (3)
- HIST 142 Western Civilization II (3)
- HIST 317A Berlin: Its History and Art (3)
- HIST 317J Heidelberg Through the Ages (3)
- HIST 337 Europe and the World (3)

(Contact your academic advisor for additional approved courses)

Italian

Not only a hub of industry and trade, Italy is also one of the top five vacation destinations in the world. Italian is the language of popes, poets, artists, and entrepreneurs. Beautiful and useful, Italian is also one of the languages that the Foreign Service Institute ranks as easy to learn for native English speakers.

FOUR REQUIRED COURSES:

ITAL 111	Elementary Italian I (3)
ITAL 112	Elementary Italian II (3)
ITAL 211	Intermediate Italian I (3) *or Italian Area Studies course*
ITAL 212	Intermediate Italian II (3) *or Italian Area Studies course*

TWO SUPPORTING ELECTIVES:

Choose from related courses in Italian culture, history, language, literature, or government and politics. Some examples follow:

- Any ITAL course(s)
- ITAL 333 Italian Life and Culture I (3)
- HIST 141 Western Civilization (3)
- HIST 142 Western Civilization II (3)
- HIST 317F History and Culture of Naples (3)
- HIST 317K History of Venice (3)
- HIST 337 Europe and the World (3)

(Contact your academic advisor for additional approved courses)

Spanish

An estimated 38 million people in the United States speak Spanish as their first language, according to a 2013 Pew Research Center report. In addition, nearly 400 million people speak Spanish worldwide, making it one of the most prevalent languages globally. Spanish is also one of the six languages of the United Nations. Given the rate of growth of this language and its speakers, obtaining a certificate in Spanish will help provide you with valuable skills and opportunity in the workforce.

FOUR REQUIRED COURSES:

SPAN 111	Elementary Spanish I (3)
SPAN 112	Elementary Spanish II (3)
SPAN 211	Intermediate Spanish I (3) *or Spanish Area Studies course*
SPAN 212	Intermediate Spanish II (3) *or Spanish Area Studies course*

TWO SUPPORTING ELECTIVES:

Choose from related courses in Spanish culture, history, language, literature, or government and politics. Some examples follow:

- Any SPAN course(s)
- SPAN 333 Spanish Life and Culture I (3)
- ENGL 389Q Hemingway in Madrid (3)
- HIST 141 Western Civilization (3)
- HIST 142 Western Civilization II (3)
- HIST 337 Europe and the World (3)

(Contact your academic advisor for additional approved courses)

Fundamentals of Workplace Health and Safety

The certificate program in fundamentals of workplace health and safety introduces you to the field of environmental health and safety and provides continuing professional development opportunities for workers in related fields (e.g., business administration, health services, human resources, and laboratory management).

SIX REQUIRED COURSES:

ENHS 310	Hazardous Substances and Toxicology (3)
ENHS 315	Risk Assessment in Environmental Health and Safety (3)
ENHS 320	Incident Response and Investigation (3)
ENHS 325	Fire Prevention and Protection (3)
ENHS 335	Occupational Health and Industrial Hygiene (3)
ENHS 400	Ergonomics and Human Factors (3)

Total credits for certificate in Fundamentals of Workplace Health and Safety: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Environmental Health and Safety. For details, cotact your academic advisor.

Health Information Management and Data Analytics

The certificate program in health information management and data analytics is designed to help equip you with knowledge of the U.S. healthcare system and the skills needed for healthcare organizational management. In this program, you'll learn methods of health information management and technologies for collecting, storing, retrieving, and processing healthcare data. In addition, you'll learn how to analyze, interpret, and present that data using appropriate statistical tools and techniques for healthcare decision-making. You'll apply managerial epidemiology tools and evidence in decision-making and acquire skills in planning and resolving diverse healthcare issues.

SIX REQUIRED COURSES:

HMGT 300	Introduction to the U.S. Healthcare Sector (3)
IFSM 305	Information Systems in Healthcare Organizations (3)
STAT 200	Introduction to Statistics (3)
HMGT 307	Managerial Epidemiology and Decision-Making in Healthcare (3)
HMGT 320	Management in Healthcare Organizations (3)
HMGT 400	Research and Data Analysis in Healthcare (3)

Total credits for certificate in Health Information Management and Data Analytics: 18

INDUSTRY CERTIFICATION

This program is designed to help prepare you for the Certified Digital Health Professional (CDH-P) certification exam.

Program Accreditation

UMGC's undergraduate certificate in health information management and data analytics is accredited until 2030 by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM), 200 East Randolph Street, Suite 5100, Chicago, IL, 60601. CAHIIM is a specialized accrediting agency recognized by the Council for Higher Education Accreditation.

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Health Services Management. For details, contact your academic advisor.

HR People Analytics

The HR people analytics certificate program is designed to provide a comprehensive understanding of human resource functions—such as resource planning; recruitment, selection, placement, and orientation of employees; training and career development; labor relations; performance appraisal and rewards programs; and development of personnel policies and procedures—in private- and public-sector settings.

The program provides a data-driven approach toward human resource management that involves collecting, analyzing, and reporting HR data. In this program, you'll learn the skills you need to measure the impact of a range of HR metrics on overall business performance and make effective business decisions based on HR-related data.

SIX REQUIRED COURSES:

BMGT 364	Management and Organization Theory (3)
FINC 331	Finance for General Managers (3)
HRMN 300	Human Resource Management (3)
HRMN 400	Talent Acquisition and Management (3)
HRMN 410	Information Systems and Metrics Analysis (3)
IFSM 300	Information Systems in Organization (3)

Total credits for certificate in HR People Analytics: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Human Resource Management. For details, contact your academic advisor.

Human Resource Management

The human resource management certificate program at UMGC can help provide the theoretical and practical knowledge you need to advance and skills you can apply on the job right away.

In your HR management certificate program, you'll learn how to resolve problems in the workplace via conflict management, approach the workplace and employees with a sensitivity to cultural diversity, develop programs for rewarding employees, and help employees reach their full potential.

FOUR REQUIRED COURSES:

BMGT 364	Management and Organization Theory (3)
HRMN 300	Human Resource Management (3)
HRMN 362	Labor Relations (3)
HRMN 400	Talent Acquisition and Management (3)

TWO SUPPORTING ELECTIVES CHOSEN FROM THE FOLLOWING :

BMGT 365	Organizational Leadership (3)
BMGT 464	Organizational Behavior (3)
HRMN 202	Organizational Communication (3)
HRMN 367	Organizational Culture and Change (3)
HRMN 395	The Total Rewards Approach to Compensation Management (3)
HRMN 406	Employee Training and Development (3)
HRMN 495	Human Resource Management Capstone (3)

Total credits for certificate in Human Resource Management: 18

Related Degree Program

Coursework for his certificate can be applied to a Bachelor of Science in Human Resource Management. For details, contact your academic advisor.

Leadership and Ethics

The certificate program in leadership and ethics is designed for business managers, organizational leaders, entrepreneurs, legal professionals, and individuals seeking to become effective leaders in public and private global organizations, both for-profit and not-for-profit. The program examines the elements of thoughtful and responsible leadership and allows you to explore issues of ethics related to business administration, leadership, and organizations. In this program, you'll learn how to practice ethical leadership, executive decision-making, and corporate social responsibility. You'll also learn about leadership theory and practice, conflicts of interest, and organizational culture.

SIX REQUIRED COURSES:

BMGT 364	Management and Organization Theory (3)
BMGT 365	Organizational Leadership (3)
BMGT 382	Business Ethics (3)
HRMN 300	Human Resource Management (3)
BMGT 110	Introduction to Business and Management (3)
BMGT 380	Business Law I (3)

Total credits for certificate in Leadership and Ethics: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Business Administration and Management. For details, contact your academic advisor.

Machine Learning

Machine learning affects all industry sectors that generate significant amounts of data. The certificate program in machine learning combines study of methods and software tools to develop predictive models and artificial intelligence solutions. It can help prepare you for in-demand positions, such as machine learning engineer, applied machine learning scientist, artificial intelligence engineer, artificial intelligence specialist, and data scientist, among others.

The program can serve as an excellent supplement to a wide range of majors—including cybersecurity, environmental health and safety, computer science, and biotechnology—beyond data science.

SIX REQUIRED COURSES:

STAT 200	Introduction to Statistics (3)
DATA 300	Foundations of Data Science (3)
DATA 320	Introduction to Data Analytics (3)
DATA 430	Foundations of Machine Learning (3)
ARIN 450	Data Ethics (3) or ARIN 350 Responsible AI
ARIN 460	Artificial Intelligence Solutions (3)

Total credits for certificate in Machine Learning: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Data Science. For details, contact your academic advisor.

Management

Today, many workplaces require knowledge of management principles from multiple disciplines. The certificate in management can help you gain knowledge and skills by focusing on fundamental concepts of business management and leadership, problem-solving, and effective data communication strategies.

ONE REQUIRED COURSE:

BMGT 110	Introduction to Business and Management (3)

FIVE COURSES CHOSEN FROM THE FOLLOWING:

ACCT 220	Principles of Accounting I (3)
ACCT 221	Principles of Accounting II (3)
ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 201	Concepts and Applications of Information Technology (3)
STAT 200	Introduction to Statistics (3)

Total credits for certificate in Management: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Business Administration and Management.. For details, contact your academic advisor.

Management Information Systems

The management information systems certificate program provides you with entry-level skills for a career in information systems. It is especially helpful if you are looking to move into a management position in information systems and bridge the gap between an organization's functional users and technical developers.

SIX REQUIRED COURSES:

CSIA 300	Cybersecurity for Leaders and Managers (3)
IFSM 300	Information Systems in Organizations (3)
FINC 331	Finance for General Managers (3)
IFSM 310	Software and Hardware Infrastructure Concepts (3)
IFSM 370	Telecommunications in Information Systems (3)
DATA 330	Business Intelligence and Data Management (3)

Total credits for certificate in Management Information Systems: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Management Information Systems. For details, contact your academic advisor.

Project Management

The undergraduate project management certificate program at UMGC can help prepare you for supervisory and midlevel management positions involving project management and team management. If you're a project manager, project team member, or otherwise assigned to project teams within a private- or public-sector organization, this certificate program can help you upgrade your skills with theoretical and practical knowledge to advance to a higher level.

In your project management courses, you'll learn to bring a project full cycle from development to completion. You'll also work with a variety of tools designed specifically for project management and work hands-on with federal contracts to become familiar with processes and issues.

FOUR REQUIRED COURSES:

BMGT 487	Project Management I (3)
BMGT 488	Project Management II (3)
IFSM 438	Information Systems Project Management (3)
IFSM 441	Agile Project Management (3)

TWO SUPPORTING ELECTIVES CHOSEN FROM THE FOLLOWING:

BMGT 317	Methods of Decision-Making and Problem-Solving
BMGT 339	Introduction to Federal Contracting
BMGT 365	Organizational Leadership
BMGT 484	Organizational Collaboration and Teamwork
IFSM 300	Information Systems in Organizations

Total credits for certificate in Project Management: 18

Public Safety Executive Leadership

Develop the executive leadership skills needed to succeed in the public safety professional environment. There is currently strong demand for leadership education for public safety officials at the federal, state, and local government levels, as well as throughout the private sector. This certificate should be of professional benefit to both current and future public safety officials employed in public safety planning, public safety legal issues, public policy, public safety research and technology, and public safety leadership.

SIX REQUIRED COURSES:

PSAD 304	Contemporary Public Safety Practices (3)
PSAD 306	Public Safety Planning (3)
PSAD 408	Public Safety Legal Issues and Public Policy (3)
PSAD 410	Public Safety Research and Technology (3)
PSAD 416	Public Safety Leadership (3)
PSAD 414	Public Safety Administration Ethics (3)

Total credits for certificate in Public Safety Executive Leadership: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Public Safety Administration. For details, contact your academic advisor.

Spanish for Business and the Professions

Through the certificate program in Spanish for business and the professions at UMGC, you'll benefit from a combination of language and professional study that will build a foundation to enhance your résumé and prepare you to work and communicate in a variety of Spanish-speaking environments.

This program is ideal for those who are in a professional or social setting where Spanish is often spoken.

In your Spanish classes, you'll not only learn the language but also explore contexts and practices specific to the Spanish-speaking world. You'll use your knowledge of diverse business cultures to communicate and interact effectively in a business environment.

Note: Some prerequisites may need to be fulfilled before beginning certificate courses.

FOUR COURSES CHOSEN FROM THE FOLLOWING:

SPAN 211	Intermediate Spanish I
SPAN 212	Intermediate Spanish II

Any 300- or 400-level SPAN course taught in Spanish

ONE OF THE FOLLOWING COURSES:

SPAN 418	Business Spanish I
SPAN 419	Business Spanish II

Total credits for certificate in Spanish for Business and the Professions: 16

Vulnerability Assessment

The vulnerability assessment certificate program is designed to provide you with the knowledge and skills needed to examine software for embedded vulnerabilities—whether they are accidental or malicious—that create weaknesses that may be exploited by hackers. In this program, you'll learn techniques to identify such flaws in software.

REQUIRED COURSES:

CMSC 105	Introduction to Problem-Solving and Algorithm Design (3) *or prior programming experience*
CMSC 115	Introductory Programming (3)
CMSC 215	Intermediate Programming (3)
CMSC 320	Relational Database Concepts and Applications (3)
CYOP 300	Building Secure Python Applications (3)
CYOP 325	Detecting Software Vulnerabilities (3)
CYOP 360	Secure Software Engineering (3)

For more information about documenting your prior programming experience, contact your advisor.

Total credits for certificate in Vulnerability Assessment: 18–21

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Cyber Operations. For details, contact your academic advisor.

Watershed Management

Watershed management plays a crucial role in protecting water quality and aquatic ecosystems, preventing water pollution, decreasing flood risk, and minimizing other human and environmental health impacts related to polluted runoff. The certificate program in watershed management is designed to help prepare you for careers with local, state, and federal government agencies and industry, consulting, and nongovernmental organizations implementing watershed and stormwater management programs with a focus on design principles. You'll learn about geospatial analyses and the biophysical and social impacts of human activities on watersheds. The program offers you an opportunity to practice collaborative and community-based approaches for reducing stormwater impacts to watersheds. Activities emphasize how to effectively manage watersheds for reducing the impact of land development, industrial processes, and everyday human activities.

SIX REQUIRED COURSES:

ENHS 300	Environmental Systems (3)
ENHS 305	Environmental Health and Safety Regulations (3)
EHNS 340	Environmental Technology and Control (3)
ENHS 350	Introduction to Geographic Information Systems (3)
ENHS 360	Introduction to Watershed Management (3)
ENHS 405	Pollution Prevention Strategies (3)

Total credits for certificate in Watershed Management: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Environmental Health and Safety. For details, contact your academic advisor.

Web Design

The web design certificate program provides you with entry-level skills for a career in web design. This project-centric program exposes you to responsive web design, industry best practices, cascading style sheets (CSS), HTML5 coding, content management systems, and JavaScript technologies, as well as ethical and legal considerations. Career paths are also explored.

SIX REQUIRED COURSES:

CMST 290	Introduction to Interactive Design (3)
CMST 295	Fundamentals of Digital Design (3)
CMST 385	Principles of Web Design and Technology I (3)
CMST 386	Principles of Web Design and Technology II (3)
CMST 388	Fundamentals of JavaScript (3)
CMST 355	Content Management Systems (3)

Total credits for certificate in Web Design: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Web and Digital Design. For details, contact your academic advisor.

Women, Gender, and Sexuality Studies

The certificate program in women, gender, and sexuality studies provides an interdisciplinary study of gender and sexuality. You'll examine how these concepts differ across cultures and through time, with an eye toward understanding the diversity of expressions of gender and sexuality in contemporary society and applying that understanding to your personal, professional, and educational contexts.

ONE REQUIRED COURSE:

WMST 200	Introduction to Women, Gender, and Sexuality Studies (3)

FIVE COURSES CHOSEN FROM THE FOLLOWING:

BEHS 220	Diversity Awareness
BEHS 250	Social Justice Movements
BEHS 343	Parenting Today
BEHS 453	Domestic Violence
ENGL 250	Introduction to Women's Literature
GERO 311	Gender and Aging
HIST 377	U.S. Women's History: 1870 to 2000
PSYC 332	Psychology of Human Sexuality
SOCY 325	The Sociology of Gender
SOCY 443	Sociology of the Family
SOCY 462	Women in the Military
SPCH 324	Communication and Gender

Total credits for certificate in Women, Gender, and Sexuality Studies: 18

Related Degree Program

Coursework for this certificate can be applied to a Bachelor of Science in Social Science. For details, contact your academic advisor.

Associate Degree Program

UMGC Europe offers a program of study leading to a UMGC associate degree. With this degree, you can benefit from the flexibility of the curriculum and the guidance of our focused elective options. You should consult with a UMGC academic advisor at your local education center about the program and to chart your degree plan to ensure you meet the necessary requirements.

Expectations

The Associate of Arts in General Studies allows you to pursue your own personal, educational, and career goals by developing an interdisciplinary course of study.

The associate degree incorporates core competencies that build toward and support both the associate and bachelor's degree. The following essential core competencies are emphasized across all programs:

- Effective writing and oral communication
- The use of information technology
- Information literacy
- Mathematical and quantitative reasoning
- Critical analysis, critical reasoning, and problem solving
- Understanding of key concepts and principles of the natural, social, and behavioral sciences

Requirements

Continuous Enrollment

In general, the UMGC degree requirements that apply to you are those that were in effect when you completed the first credit-bearing course in a given program at UMGC. If you cease to be continuously enrolled, the program requirements that apply to you are those in effect at UMGC when you return to UMGC and enroll in a credit-bearing course for the program you wish to pursue at that time.

To be considered continuously enrolled, you must have had no more than two sequential years of nonenrollment. After two years of nonenrollment, you must apply for admission to resume enrollment.

If you change your degree program while continuously enrolled, then the program requirements that apply to you are those in effect at the time you enroll in the first required course for that program. Previously completed coursework may not apply to the new requirements.

Information about the catalog year that applies to you is provided in the MyUMGC student portal.

The following requirements for the Associate of Arts (AA) are applicable to students who begin continuous enrollment on or after 1 August 2025.

Overall Requirements

The Associate of Arts degree requires the completion of a minimum of 60 credits, at least 15 of which (normally the final 15) must be taken through UMGC. Of these 60 credits, 35 credits must be earned in courses that fulfill the general education requirements listed on the following page. The remaining 25 credits must satisfy elective area requirements, include 4 credits of required core coursework and 21 credits in eligible courses of interest. Eligible courses are those for which you have met prerequisites.

In addition to the general education requirements and elective requirements, the overall requirements listed below pertain to all associate degrees.

1. You must be admitted as an undergraduate UMGC student.
2. You must complete a minimum of 60 credits.
3. At least 15 credits (normally the final 15) must be taken through UMGC.
4. You must complete all general education requirements listed on the following page.
5. You must maintain a minimum grade point average of 2.0 (C) overall in all courses taken through UMGC. See p. 36 for information on maintaining satisfactory academic standing.

General Education Requirements (35 credits)

Credit applied to general education requirements may not be applied toward major or elective requirements. Courses applied to general education requirements may not be taken pass/fail.

Credits

A. Communications 6

- **WRTG 111 or another writing course (3 credits)**
  All 3-credit WRTG courses (except WRTG 288, WRTG 388, WRTG 486A or WRTG 486B); COMM 390 and COMM 492; ENGL 102; and JOUR 201 apply.
- **WRTG 112 (3 credits)**
  Must be completed with a grade of C– or better within first 24 credits. May not be earned through Prior Learning (Portfolio or Course Challenge) assessment.
  Note: No more than 3 credits of writing may be earned by examination.

B. Mathematics 3

- MATH 105, MATH 107, MATH 115, MATH 140, STAT 200, or a mathematics course approved by the department.
  Must be completed within the first 24 credits. Prerequisites must be fulfilled before taking MATH 108, MATH 140, or any higher-numbered MATH or STAT courses.
  Note: Check individual curricula for recommended math courses.

C. Arts and Humanities 6

- Two 3-credit courses chosen from the following disciplines: ARTH, ARTT, ASTD (depending on course content), ENGL (except ENGL 281 and ENGL 384), GRCO, HIST, HUMN, MUSC, PHIL, THET, dance, literature, or foreign language.

D. Behavioral and Social Sciences 6

- Two 3-credit courses chosen from the following disciplines: AASP (AASP 201 only), ANTH, ASTD (depending on course content), BEHS, CCJS (CCJS 100, CCJS 105, CCJS 350, CCJS 360, and CCJS 461 only), ECON, GEOG, GERO (except GERO 342 and GERO 351), GVPT, PSYC, SOCY, or WMST (WMST 200 only).

E. Biological and Physical Sciences 7

- A science lecture course (3 credits) with related laboratory course (1 credit) or a science course combining lecture and laboratory (4 credits).
- Any other science course (3 credits).
  Note: Courses from the following disciplines apply ASTR, BIOL, CHEM, GEOL, NSCI, NUTR, or PHYS. Science courses in other disciplines may also apply.

F. Research and Computing Literacy 7

- **Professional exploration course** (3 credits)
  PACE 111B, PACE 111C, PACE 111M, PACE111P, PACE 111S, and PACE 111T apply. To be taken as first course, when possible.
- **Research skills and professional developement course** (1 credit)
  LIBS 150, CAPL 398A, and any general education course applies.
- **Computing or information technology course** (3 credits)
  One 3-credit or three 1-credit courses seleted from IFSM 201, DATA 200, or courses designated ARIN, CMIT, CMSC, CMST, CSIA, CYOP, and IFSM.

Total General Education Requirements 35

Elective Requirements (25 credits)

In addition to the general education requirements, you must take 25 credits of elective coursework related to your interests and educational goals. Of these 25 credits, 4 must be taken in required core courses; the remaining 21 interdisciplinary elective courses may be chosen from any eligible courses of interest. Eligible courses are those for which you have met prerequisites.

Required Core Courses (4 credits)

- **A course in communication, writing, or speech (3 credits**
  ENGL 102; ENGL 281; JOUR 201; and all 3-credit COMM, SPCH, and WRTG courses (except those numbered 486A and 486B) apply.
  CAPL 198A, CAPL 198B, CAPL 198C, or any 1-credit course (1 credit)

Interdisciplinary Electives (21 credits)

Courses for which prerequisites have been met, from any discipline or from a focused elective option, listed below (21 credits)

The responsibility for developing a curriculum that meets your intended learning outcomes is yours. You can choose related courses from several disciplines, explore several interests at once, or follow one of eight focused elective options, including accounting and finance, business and management, computer studies, criminal justice, foreign language area studies, military history, and psychology. Suggestions for following a focused elective option follow.

If you anticipate seeking a bachelor's degree, you should select courses that will advance that goal. You must earn a grade of C or better for a course to be applicable toward a major in a bachelor's degree program.

You are encouraged to seek assistance from academic advisors in arranging your curriculum as appropriate to your personal interests and future educational plans.

Total Elective Requirements 25

Focused Elective Options (21 credits)

If you wish to pursue a specific career or educational goal, you may decide to focus 21 credits of core/elective coursework in an area that aligns with your interests or prepares you for further study toward the bachelor's degree.

Accounting and Finance

Accounting- and finance-related courses—Chosen from any ACCT or FINC courses for which you have met prerequisites

Business and Management

Business- and management-related courses—Chosen from any ACCT, BMGT, ECON, FINC, HMGT, HRMN, or MRKT courses for which you have met prerequisites

Computer Studies

Computer studies–related courses—Chosen from any CMIT, CMSC, CMST, CYOP, DATA, or IFSM courses for which you have met prerequisites

Courses in the computer studies curriculum area may have requirements beyond the minimum technology requirements found on p. 2. Review the appropriate course description sections to determine the technology requirements for the classes in which you are enrolling.

Criminal Justice

Any CCJS courses for which you have met prerequisites

Foreign Language Area Studies

Language core courses—Sequential courses in a single language, usually numbered 111–112 and 114–115 (or 211–212)

Related foreign language area studies courses—Any courses in the culture, history, language, literature, or government and politics of the area (see specific courses for each language area)

If you have previous experience in the foreign language you wish to study, contact the department at *languages@umgc.edu* about a placement test.

Military History

Military history–related courses, including courses that may be applicable to the BA in History, such as the following:

HIST 202	Principles of War (3)
HIST 381	America in Vietnam (3)
HIST 462	The U.S. Civil War (3)
HIST 464	World War I (3)
HIST 465	World War II (3)

Psychology

Any PSYC courses

AA in General Studies Overview	
	Credits
General Education Courses	35
Required Core Courses	4
Elective Courses	21
Total	**60**

Second Associate Degree

If you have already received an associate degree from an approved institution other than UMGC, you can broaden your education by earning a second associate degree. The following conditions apply:

- You must have received the first associate degree to be eligible to begin the second.
- For a second associate degree you must complete at least 15 credits of new coursework with UMGC. The combined credit must add up to at least 75 credits.
- The 15 new credits must be uniquely applicable to the second AA curriculum.
- Before beginning work toward a second associate degree, you must request an academic advisement report (discussed on p. 51).
- As with other degrees, continuous enrollment at UMGC is required.
- A minimum grade point average of 2.0 in all courses taken through UMGC is required for graduation.

Consult an academic advisor for more information on earning a second associate degree.

Before beginning work or considering nontraditional options toward a second degree, consult an academic advisor. Advisors will be glad to explain the requirements for a second associate degree and clarify its limitations.

Earning an Associate Degree While Earning a Bachelor's Degree

It is possible for you to earn an associate degree concurrently with your bachelor's degree if all degree requirements have been met for both degrees and you apply for both degrees.

Curriculum

What You'll Learn

Through your coursework, you will learn how to

- Communicate orally and in writing in a clear, well-organized manner
- Conduct academic research
- Think critically

UMGC conducts learning outcomes assessments to measure and improve your learning in these general education areas.

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, required core, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. See pp. 70–71 for information on general education and overall requirements for completing an associate degree. Contact an academic advisor with all questions about your official plan.

Curriculum area and related requirements are listed in **bold**.

AA IN GENERAL STUDIES WITH GENERAL CURRICULUM	
Recommended and Required Courses	**Requirement(s)**
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) or other PACE 111 (3)	General education/computing and research or other general education research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
IFSM 201 Concepts and Applications of Information Technology (3)	Or other general education/ computing and research
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
Focused Elective (3)	**Elective**
SPCH 100 Foundations of Oral Communication (3)	**Required Core Course**/ or other communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
Focused Elective (3)	**Elective**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
HIST 156 History of the United States to 1865 (3)	Or other general education/ arts and humanities
Focused Elective (3)	**Elective**
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
Focused Elective (3)	**Elective**
Focused Elective (3)	**Elective**
Focused Elective (3)	**Elective**
Focused Elective (3)	**Elective**
CAPL 198A Effective Time Management (1)	**Required Core Course**/ or other elective

Bachelor's Degree Programs

UMGC Europe Programs

At the undergraduate level, UMGC Europe offers the Bachelor of Arts (BA) and the Bachelor of Science (BS) degree. Dual majors are available for the Bachelor of Science degree.

- **Accounting**
- **Applied technology**
- **Artificial intelligence**
- **Business administration and management**
- **Communication studies**
- **Computer science**
- **Criminal justice**
- **Cyber operations**
- **Cybersecurity management and policy**
- **Cybersecurity technology**
- **Data science**
- **English**
- **Environmental health and safety**
- **Finance**
- **General studies**
- **Gerontology and aging services**
- **Graphic communication**
- **Health services management**
- **History**
- **Homeland security**
- **Humanities**
- **Human resource management**
- **Legal studies**
- **Management information systems**
- **Management studies**
- **Marketing**
- **Political science**
- **Psychology**
- **Public safety administration**
- **Social science**
- **Social work ***
- **Sustainable value chain**
- **Web and digital design**

Expectations

Within each academic major, a UMGC degree incorporates program-specific and core competencies*. The following essential core competencies are emphasized across all programs:

- Effective writing and oral communication
- The use of information technology
- Information literacy
- Mathematical and quantitative reasoning
- Critical analysis, critical reasoning, and problem-solving
- Understanding of key concepts and principles of natural, social, and behavioral sciences

UMGC conducts learning outcomes assessments to measure and improve your learning in these areas as well as in specific disciplinary knowledge and skills.

Your academic major allows you to master a considerable body of knowledge in a specific academic subject area or group of related subjects. Each major provides clearly articulated learning outcomes for the knowledge, skills, and abilities you are expected to acquire in completing the major.

** The Bachelor of Arts in Social Work program is offered by our partner institution, Salisbury University, and administered by UMGC Europe. The program is not currently available for students in Africa and the Middle East.* *See p. 143 for program details.*

Requirements

Continuous Enrollment

In general, the UMGC degree requirements that apply to you are those that were in effect when you completed the first credit-bearing course in a given program at UMGC. If you cease to be continuously enrolled, the program requirements that apply to you are those in effect at UMGC when you return to UMGC and enroll in a credit-bearing course for the program you wish to pursue at that time.

To be considered continuously enrolled, you must have had no more than two sequential years of nonenrollment. After two years of nonenrollment, you must apply for admission to resume enrollment.

If you change your degree program while continuously enrolled, then the program requirements that apply to you are those in effect at the time you enroll in the first required course for that program. Previously completed coursework may not apply to the new requirements.

Information about the catalog year that applies to you is provided in the MyUMGC student portal.

The following requirements for the BA and BS are applicable to students who begin continuous enrollment on or after 1 August 2025.

Overall Bachelor's Degree Requirements

In addition to the general education requirements and the major and elective requirements, the overall requirements listed here pertain to all bachelor's degrees:

1. You must be admitted as an undergraduate UMGC student.
2. You must complete a minimum of 120 credits.
3. You must maintain a minimum grade point average of 2.0 (C) overall and a minimum grade of C (2.0) for any course applied to the academic major. See page p. 36 for information on maintaining satisfactory academic standing.
4. You must complete all general education requirements listed on the following page.
5. You must complete all coursework required for an academic major, which typically requires from 30 to 39 credits may also include related or business core requirements (if applicable), as described in the following section.
6. At least half the required number of credits for any academic major must be earned through graded coursework. Credits earned by examination, industry certifications, portfolio assessment, and noncollegiate training do not count as graded coursework.
7. At least 30 credits (normally the final 30) must be completed at UMGC.
8. Half of the required number of credits within the major (if you are not majoring in applied technology, described on p. 80 or general studies, described on p. 104) must be completed at UMGC.
9. At least 15 credits of upper level (i.e., earned in courses numbered 300 to 499) must be completed at UMGC.

Major Requirements

Requirements for the major include academic core coursework and, depending on the major, may also include related or business core courses.

Credits

Academic Core Requirements **30–39**

The number of credits required to complete an academic major varies according to academic program. At least half the credits earned within the major must be earned through UMGC. No grade may be lower than C. Specific coursework is prescribed for each major and is described in the following section.

You may receive a double major; requirements and restrictions are described in the following section.

Related Requirements **0-21**

Many majors require specific supporting coursework in other fields in addition to coursework in the major. These courses are required to complete the major and graduate. Coursework that fulfills related requirements may be applied to general education or elective requirements, which are described in the following sections.

Business Core Requirements **0–42**

Majors in business fields (accounting, business administration and management, finance, health services management, human resource management, and marketing) require that you complete a common set of business core courses in addition to coursework in the major. These courses are required to complete the major and graduate. Coursework that fulfills business core requirements may be applied to general education or elective requirements, which are described in the following sections.

Total Major Requirements **30-78**

General Education Requirements

Recommendations for fulfilling general education requirements are provided for each major in the recommended sequence. Many related requirements for the major may be applied to general education requirements.

Note: Any course that may be applied toward a general education requirement may not also be applied toward or elective requirements. Courses applied to meet general eduction requirements may not be taken pass/fail.

Credits

Communications **12**

WRTG 111 or another writing course (3 credits)

All 3-credit WRTG courses (except WRTG 288, WRTG 388, WRTG 486A, or WRTG 486B), COMM 390, COMM 492, ENGL 102, and JOUR 201 apply.

WRTG 112 (3 credits)

Must be completed with a grade of C- or better within first 24 credits. May not be earned through Prior Learning (Portfolio Assessment or Course Challenge) assessment.

A course in communication, writing, or speech (3 credits)

ENGL 102, ENGL 281, JOUR 201, and all 3-credit COMM, SPCH, and WRTG courses (except those numbered 486A and 486B) apply.

An upper-level advanced writing course (3 credits)

WRTG 391, WRTG 393, and WRTG 394 apply.

Note: No more than 3 credits of writing credit may be earned by examination.

Mathematics **3**

MATH 105, MATH 107, MATH 115, MATH 140, STAT 200, or a mathematics course approved by the department.

Must be completed within first 24 credits. Prerequisites must be fulfilled before taking MATH 108, MATH 140, or any higher-numbered MATH or STAT courses.

Note: Check individual majors for recommended math courses and related requirements.

Arts and Humanities **6**

Two 3-credit courses chosen from the following disciplines: ARTH, ARTT, ASTD (depending on course content), ENGL (except ENGL 281 and ENGL 384), GRCO, HIST, HUMN, MUSC, PHIL, THET, dance, literature, or foreign language.

Behavioral and Social Sciences **6**

Two 3-credit courses chosen from the following disciplines: AASP (AASP 201 only), ANTH, ASTD (depending on course content), BEHS, CCJS (CCJS 100, CCJS 105, CCJS 350, CCJS 360, and CCJS 461 only), ECON, GEOG, GERO (except GERO 342 and GERO 351), GVPT, PSYC, SOCY, or WMST (WMST 200 only).

	Credits
Biological and Physical Sciences	**7**
A science lecture course (3 credits) with related laboratory course (1 credit) or a science course combining lecture and laboratory (4 credits).	
Any other science course (3 credits).	
Courses from the following disciplines apply: ASTR, BIOL, CHEM, GEOL, NSCI, NUTR, or PHYS. Science courses in other disciplines may also apply.	
Research and Computing Literacy	**7**
Professional exploration course (3 credits) Must be taken within the first 6 credits. PACE 100, PACE 111B, PACE 111C, PACE 111M, PACE 111P, PACE 111S, and PACE 111T apply.	
LIBS 150, CAPL 398A, or a general education elective (1 credit)	
One 3-credit course or three 1-credit courses in computing or information technology (3 credits) Unless otherwise specified, upper- or lower-level courses designated ARIN, CMIT, CMSC, CMST, CSIA, CYOP, and IFSM and ACCT 326 and DATA 200 apply. Refer to your specific major for requirements or recommendations.	
Total General Education Requirements	**41**

Elective Requirements

	Credits
Electives	**1–49**
Electives may be taken in any academic discipline. Pass/fail credit, up to a maximum of 18 credits, may be applied toward electives only. Many related requirements for the major may be applied to electives.	
Total Elective Requirements	**1–49**

Bachelor's Degree Requirements	
	Credits
General Education Courses	41
Academic Major Core and Capstone Courses	30–39
Required Related Courses	0–12
Business Core Courses (for business majors only)	0–42
Elective Courses	1–49
Total	**120**

Double Major

You can earn a double major upon completion of all requirements for both majors, including the required minimum number of credits for each major and all related requirements for both majors. The same course cannot be used to fulfill requirements for more than one major. Certain restrictions (including use of credit and acceptable combinations of majors) apply for double majors. You cannot major in two programs with excessive overlap of required coursework. Contact an academic advisor before selecting a double major.

Second Bachelor's Degree

If you have already received a bachelor's degree from UMGC or from another approved institution, you can broaden your education by earning a second bachelor's degree with a different major.

- You must have received the first bachelor's degree to be eligible to begin a second.
- For a second bachelor's degree, you need to complete at least 30 new credits through UMGC after completing the first degree. The combined credit in both degrees must add up to at least 150 credits.
- You may not earn a second bachelor's degree with a double major.
- You may not earn a second degree in applied technology or general studies.
- You may not obtain a second associate degree within the second bachelor's degree.
- To qualify for academic honors in a second bachelor's degree, you must complete at least 30 new credits through UMGC with the requisite grade point average.
- You must complete all requirements for the major. All course prerequisites apply.
- If any major requirements were satisfied in the previous degree, the remainder necessary to complete the minimum 30 credits of new coursework should be satisfied with courses related to the major. For purposes of determining what major requirements apply, the applicable date is the date you started coursework at UMGC after being admitted into the second undergraduate degree program.
- As with other degrees, continuous enrollment at UMGC is required.
- A minimum grade point average of 2.0 in all courses taken through UMGC is required for graduation.

Before beginning work or considering nontraditional options toward a second degree, consult an academic advisor. Academic advisors will be glad to explain the requirements for a second bachelor's degree and clarify its limitations.

Accounting

You may seek an academic major in accounting.

Bachelor of Science in Accounting

The major in accounting combines theory and practice to help prepare you to analyze and report on the economic activities of organizations. You'll develop skills in managerial accounting, budgeting, accounting systems, internal controls, financial analysis, financial reporting, internal and external auditing, taxation, and international accounting.

What You'll Learn

Through your coursework, you will learn how to

- Communicate with financial and nonfinancial audiences in a concise manner to facilitate financial decisions
- Create financial and business reports based on research and data analysis
- Apply accounting and business management principles to inform decision-making and risk management
- Evaluate current business technology designed to help personnel work collaboratively and to facilitate the decision-making process
- Exercise professional skepticism in the application of analytical, critical-thinking, and problem-solving skills
- Employ standards to identify, test, and validate processes, systems, and financial data
- Illustrate ethical decision-making models for addressing current and emerging business issues
- Present a framework and plan for fraud detection and deterrence analysis, implementation, and evaluation
- Perform a range of functions, including budgeting, reporting, and auditing, to manage federal agency finances
- Propose a plan for improved use of business intelligence, data management, and analytics

Industry Certification

This program can help prepare you for the following certification exams:

- Certified Fraud Examiner (CFE)
- Certified Government Auditing Professional (CGAP)
- Certified Government Financial Manager (CGFM)
- Certified Information Systems Auditor (CISA)
- Certified Internal Auditor (CIA)
- Certified Management Accountant/Certified Financial Manager (CMA/CFM)

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in accounting, an accelerated pathway between UMGC undergraduate and graduate programs in that field allows you to reduce your total coursework for the MBA by 3 credits (one course) or the MS in Accounting and Financial Management, CyberAccounting, or Management with a concentration in accounting at UMGC by up to 9 credits (three courses). Details are on p. 18.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your success coach or academic advisor for more information.

Major Requirements

To complete a major in accounting, you must take a total of 63 credits in required coursework, as follows:

Required Major Core Courses (33 credits)

ACCT 221	Principles of Accounting II (3)
ACCT 310	Intermediate Accounting I (3)
ACCT 311	Intermediate Accounting II (3)
ACCT 321	Cost Accounting Data Analytics (3)
ACCT 323	Federal Income Tax I (3)
ACCT 326	Accounting Information Systems (3)
ACCT 410	Accounting for Government and Not-for-Profit Organizations (3) *or any upper-level ACCT course*
ACCT 411	Ethics and Professionalism in Accounting (3) or BMGT 382 Business Ethics
ACCT 422	Auditing Theory and Practice (3)
ACCT 436	Internal Auditing (3) *or any upper-level ACCT course*
ACCT 438	Fraud and Forensic Accounting (3) *or any upper-level ACCT course*

Required Major Capstone Course (3 credits)

ACCT 496	Advanced Accounting Capstone (3)

Required Business Core Courses (39 credits)

The following related required courses (15 credits) may be applied to general education requirements.

ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 300	Information Systems in Organizations (3)
STAT 200	Introduction to Statistics (3)
WRTG 112	Academic Writing II (3)

The following required courses (24 credits) may be applied to elective requirements:

ACCT 220	Principles of Accounting(3)
BMGT 240	Building Sustainable Futures (3)
BMGT 250	Data, Cybersecurity, and AI in Business Strategy (3)
BMGT 364	Management and Organization Theory (3)
BMGT 380	Business Law I (3)
FINC 330	Business Finance (3)
MRKT 210	Marketing Principles (3)
OPMG 300	Operations Management (3)

BS in Accounting Overview	Credits
Required Major Core Courses	33
Required Major Capstone Course	3
Required Business Core Courses	39
Remaining General Education and Elective Courses	45
Total	**120**

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN ACCOUNTING Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111B*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
DATA 200 Data Literacy Foundations (3)	Recommended elective/ computing and research
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)	**Business core**
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
ACCT 220 Principles of Accounting I (3)	**Business core**
WRTG 112 Academic Writing II (3)	**Business core** and general education/communications
STAT 200 Introduction to Statistics (3)	**Business core** and general education/mathematics
WRTG 293 Introduction to Professional Writing (3) *or COMM 390 or WRTG 394*	General education/ communications
ACCT 221 Principles of Accounting II (3)	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
CSIA 300 Cybersecurity for Leaders and Managers (3)	Or other elective
ECON 203 Principles of Microeocnomics (3)	**Related** and general education/behavioral and social sciences
BMGT 240 Building Sustainable Futures (3)	**Business core**
FINC 330 Business Finance (3)	**Business core** and elective
ACCT 311 Intermediate Accounting II (3)	**Major**
DATA 320 Introduction to Data Analytics (3)	Elective
ACCT 326 Accounting Information Systems (3)	**Major**
DATA 330 Business Intelligence and Data Management (3)	Recommended elective
ACCT 321 Cost Accounting Data Analytics (3)	**Major**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
DATA 335 Data Visualization (3)	Recommended elective
ACCT 323 Federal Income Tax I (3)	**Major**
ACCT 411 Ethics and Professionalism in Accounting (3) *or BMGT 382*	**Major**
ACCT 410 Accounting for Government and Not-for-Profit Organizations (3) *or other upper-level ACCT course*	**Major**
BMGT 364 Management and Organization Theory (3)	**Business core**
MRKT 210 Marketing Principles (3)	**Business core**
ACCT 422 Auditing Theory and Practice (3)	**Major**
BMGT 380 Business Law I (3)	**Business core**
IFSM 300 Information Systems in Organizations (3)	**Business core** and general education/research and computing literacy
ACCT 438 Fraud and Forensic Accounting (3)	**Major**
OPMG 300 Operations Management (3)	**Business core**
ACCT 436 Internal Auditing (3) *or other upper-level ACCT course*	**Major**
IFSM 438 Information Systems Project Management (3)	Or other elective
ACCT 496 Advanced Accounting Capstone (3)	**Major/capstone**
CAPL 398A Career Planning Management (1)	Elective

Applied Technology

You may seek an academic major in applied technology.

Bachelor of Science in Applied Technology

The major in applied technology is designed to allow you to actively develop skills across different types of computing technologies. It offers great flexibility in credit options and course choices, allowing you to apply knowledge from prior work experience, as well as existing skills and abilities in multiple areas of technology. In this program, you are encouraged to cross-fertilize ideas, leading to a multidimensional and enriched approach to solving problems. You'll learn foundational skills in computer technology and be able to customize your learning plan based on your individual interests and market-aligned career needs.

What You'll Learn

Through your coursework, you will learn how to

- Apply critical thinking and quantitative reasoning skills while using computing technologies and methodologies
- Combine concepts and practices in modern information technology (IT) and information systems (IS) with fundamental concepts in other fields to develop computing-based multidimensional approaches to problem-solving
- Develop oral and written communication skills to present computing-based solutions to complex problems
- Analyze insights about personal and professional goals

Degree Requirements

See pp. 75-77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Applied Technology Overview	
	Credits
General Education Courses	41
Major Courses	27
Required Major Capstone Course	3
Elective Courses	49
Total	**120**

Overall requirements for a bachelor's degree in applied technology differ slightly from those listed on pp. 75–77. You must meet the 30-credit requirement for coursework taken at UMGC, but those credits may be earned in any combination across major, general education, and elective courses.

Major Requirements

To complete a major in applied technology, you must take a total of 30 credits in required coursework, as follows:

Major Core Courses (27 credits)

- 9 credits of coursework chosen from courses required for a single computer-related major (artificial intelligence, computer science, cyber operations, cybersecurity management and policy, cybersecurity technology, data science, management information systems, or web technology and digital design), including 3 credits of upper-level coursework
- 18 credits of coursework from any discipline,other than the computer-related discipline chosen as a focus area (Credits may be earned in two or more disciplines.)

Required Major Capstone Course (3 credits)

APTC 495 Applied Technology Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN APPLIED TECHNOLOGY	
Recommended and Required Courses	**Requirement(s)**
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3)	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ computing and research
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
Major Course - Computing Focus I (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
Major Course - Computing Focus I (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
Major Course - Upper-level Computing Focus I (3)	**Major**
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
APTC 495 Applied Technology Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Artificial Intelligence

You may seek an academic major in artificial intelligence.

Bachelor of Science in Artificial Intelligence

The bachelor's degree program in artificial intelligence (AI) is designed to help you join the AI revolution with workplaceready skills. You'll have the opportunity to choose between two tracks—AI applications and AI developer—each based on employer profiles. In the AI applications track, you'll learn how to interact ethically, productively, and creatively with AI tools and leverage AI strategically and operationally across a wide variety of industry sectors. In the AI developer track, you'll acquire the technical skills required to create and deploy responsible AI solutions to increase productivity, help make business decisions, and create new AI-based products and services.

What You'll Learn

Through your coursework, you will learn how to

- Explain the fundamental concepts and principles of AI, including machine learning, deep learning, and natural language processing
- Evaluate opportunities for AI adoption in the enterprise within a range of sectors, including finance, healthcare, marketing, and cybersecurity
- Design and implement appropriate data analysis and AI processes to achieve business outcomes within a range of sectors, including finance, healthcare, marketing, and cybersecurity
- Apply best practices, using diverse technologies, in data science, business intelligence, machine learning, and artificial intelligence
- Construct effective generative AI techniques in creative fields, content generation, and innovation
- Create a framework to promote responsible AI practices and ethical decision-making regarding AI systems
- Analyze social, global, and ethical issues and their implications as they relate to the use of existing and emerging AI technologies
- Communicate orally and in writing, meeting expectations for content, purpose, organization, audience, and format

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- AWS Certified Machine Learning
- Microsoft Certified: Data Analyst Associate
- Tableau Desktop Certified Associate
- Tableau Desktop Specialist

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in artificial intelligence, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Data Analytics at UMGC and/or a graduate certificate in Business Analytics at UMGC by 6 credits. Details are on p. 18.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your success coach or academic advisor for more information.

Degree Requirements

See pp. 75-77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Artificial Intelligence Overview

	Credits
Required Major Core Courses	15
Required Major Track Courses	21
Required Major Capstone Course	3
Required Related Courses	6
Remaining General Education and Elective Courses	75
Total	**120**

Major Requirements

To complete a major in artificial intelligence, you must take a total of 45 credits in required coursework, as follows:

Required Major Core Courses (15 credits)

ARIN 310	Introduction to Artificial Intelligence (3)
ARIN 320	Artificial Intelligence Applications (3)
ARIN 340	Generative AI (3)
ARIN 410	Artificial Intelligence in the Enterprise (3)
DATA 300	Foundations of Data Science (3)

Required Major Capstone Course (3 credits)

ARIN 495	Artificial Intelligence Capstone (3)

Required Major Track Courses (21 credits)

You must complete the coursework for one of the following tracks.

AI Applications

DATA 320	Introduction to Data Analytics
DATA 335	Data Visualization
DATA 330	Business Intelligence and Data Management

or any upper-level ACCT, ARIN, BMGT, CCJS, CMIT, CMSC, CMST, CSIA, CYOP, DATA, HMLS, IFSM, LGST, PSAD, or PSYC course

ARIN 350 Responsible AI
ARIN 475 Advanced AI Applications Topics
Any DATA or ARIN course
or any ACCT, BMGT, CCJS, CMIT, CMSC, CMST, CSIA, CYOP, HMLS, IFSM, LGST, PSAD, or PSYC course
Any DATA or ARIN course
or any ACCT, BMGT, CCJS, CMIT, CMSC, CMST, CSIA, CYOP, HMLS, IFSM, LGST, PSAD, or PSYC course

AI Developer

MATH 115 Pre-Calculus
DATA 230 Mathematics for Data Science
DATA 430 Foundations of Machine Learning
ARIN 350 Responsible AI or ARIN 450 Data Ethics
ARIN 440 Advanced Machine Learning
ARIN 460 Artificial Intelligence Solutions
ARIN 470 Advanced AI Developer Topics

Required Related Courses (6 credits)

The following required courses may be applied to general education requirements:

DATA 200 Data Literacy (3)
STAT 200 Introduction to Statistics (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education. Contact an advisor or a success coach if you have any questions about your academic advisement report.

Major core, capstone, and related requirements are listed **in bold**.

BS IN ARTIFICIAL INTELLIGENCE

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3)	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
DATA 200 Data Literacy (3)	**Related** and general education/research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
ARIN 310 (3)*	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Related** and general education/mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
ARIN 320 (3)*	**Major**
HIST 157 History of the United States Since 1865 (3)	General education/ communications
BIOL 101 Concept of Biology (3) and BIOL 102 Laboratory in Biology (1)	General education/biological and physical sciences
BEHS 103 Technology in Contemporary Society (3)	General education/behavioral and social sciences
ARTH 334 Understanding Movies (3)	General education/arts and humanities
Elective (3)	Elective
ECON 103 Economics in the Information Age (3)	General education/behavioral and social sciences
DATA 300 (3)*	**Major**
ARIN 340 Generative AI (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ARIN 410 (3)*	**Major**
Elective (3)	Elective
DATA 320/MATH 115 (3)* *(AI developer track)*	**Major**
WRTG 393 Advanced Technical Writing (3)	General education/ communications
DATA 335/DATA 230 (3)* *(AI developer track)*	**Major**
Elective (3)	Elective
DATA 330/DATA 430 (3)* *(AI developer track)*	**Major**
ARIN 350/ARIN 450 (3)* *(AI developer track)*	**Major**
Elective (3)	Elective
DATA 486A/B, ARIN 486A/B, ARIN 440 (3)* *(AI developer track)*	**Major**
Elective (3)	Elective
DATA 486A/B, ARIN 486A/B, ARIN 460 (3)* *(AI developer track)*	**Major**
Elective (3)	Elective
Elective (3)	Elective
ARIN 475/ARIN 470 (3)* *(AI developer track)*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
ARIN 495 (3)*	**Major/capstone**
CAPL 398A Career Planning Management (1)	Elective

** Full course titles are listed under Major Requirements.*

Business Administration and Management

You may seek an academic major in business administration and management.

Bachelor of Science in Business Administration and Management

In the business administration and management major, you'll gain a well-rounded education that provides foundational, workplacerelevant management and leadership skills, organizational theory, and operational knowledge.

UMGC's career-focused bachelor's degree program in business administration and management is designed to help you compete for the jobs of today and tomorrow by building a comprehensive base of skills and knowledge. This major emphasizes practical applications that will help you prepare for a variety of positions in for-profit, nonprofit, and public-sector organizations.

What You'll Learn

Through your coursework, you will learn how to

- Evaluate qualitative and quantitative data for decision-making
- Communicate a shared vision that will drive strategy across all levels of an organization
- Apply functions of management comprising planning, organizing, and controlling job performance of employees
- Demonstrate emotional intelligence and ethical decision-making
- Incorporate diversity, equity, inclusion, and belonging in decision-making across an organization
- Apply global business strategies, integrating corporate responsibility and sustainable practices for positive social impact
- Utilize innovative technologies to meet organizational goals

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Business Administration and Management Overview

	Credits
Required Major Core Courses	21
Required Major Elective Courses	9
Required Major Capstone Course	3
Required Business Core Courses	42
Remaining General Education and Elective Courses	45
Total	**120**

Major Requirements

To complete a major in business administration and management, you must take a total of 75 credits in required and elective coursework, as follows:

Required Major Core Courses (30 credits)

BMGT 317	Strategic Decision-Making and Problem-Solving (3)
BMGT 330	Entrepreneurship and Innovation (3)
BMGT 365	Organizational Leadership (3)
BMGT 392	Global Management (3)
BMGT 411	Sustainable Process Improvement (3)
BMGT 484	Organizational Collaboration and Teamwork (3)
BMGT 382	Business Ethics (3)

Major Elective Courses (9 credits)

Three courses chosen from any upper-level ACCT, BMGT, FINC, HRMN, MRKT, and OPMG courses (9)

Required Major Capstone Course (3 credits)

BMGT 495	Business Administration and Management Capstone (3)

Required Business Core Courses (42 credits)

The following required courses (15 credits) may be applied to general education requirements:

ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 300	Information Systems in Organizations (3)
STAT 200	Introduction to Statistics (3)
WRTG 112	Academic Writing II (3)

The following required courses (27 credits) may be applied to elective requirements:

ACCT 301	Accounting for Managers (3)
BMGT 110	Introduction to Business and Management (3)
BMGT 240	Building Sustainable Futures (3)
BMGT 250	Data, Cybersecurity, and AI in Business Strategy (3)

BMGT 364	Management and Organization Theory (3)
BMGT 380	Business Law I (3)
FINC 331	Finance for General Managers (3)
MRKT 210	Marketing Principles (3)
OPMG 300	Operations Management (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN BUSINESS ADMINISTRATION AND MANAGEMENT

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111B*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
WRTG 112 Academic Writing II (3)	**Business core** and general education/communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
BMGT 110 Introduction to Business and Management (3)	**Business core**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Business core** and general education/mathematics
IFSM 300 Information Systems in Organizations (3)	**Business core** and general education/computing and research
ACCT 301 Accounting for Managers (3)	**Business core**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
BMGT 240 Building Sustainable Futures (3)	**Business core**
ECON 203 Principles of Microeocnomics (3)	**Business core** and general education/behavioral and social sciences
BMGT 317 Strategic Decision-Making and Problem-Solving (3)	**Major**
BMGT 364 Management and Organization Theory (3)	**Business core**
Elective (3)	Elective
BMGT 365 Organizational Leadership (3)	**Major**
Elective (3)	Elective
MRKT 210 Marketing Principles (3)	**Business core**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
Elective (3)	Elective
BMGT 380 Business Law I (3)	**Business core**
BMGT 330 Entrepreneurship and Innovation (3)	**Major**
Elective (3)	Elective
BMGT 392 Global Management (3)	**Major**
FINC 331 Finance for General Managers (3)	**Business core**
Elective (3)	Elective
OPMG 300 Operations Management (3)	**Business core**
BMGT 484 Organizational Collaboration and Teamwork (3)	**Major**
BMGT 411 Sustainable Process Improvement (3)	**Major**
BMGT 382 Business Ethics (3)	**Major**
HRMN 300 Human Resource Management or any upper-level ACCT, BMGT, FINC, HRMN, MRKT, or OPMG course (3)	**Major**
BMGT 486A Workplace Learning in Business Administration or any upper-level ACCT, BMGT, FINC, HRMN, MRKT, or OPMG course (3)	**Major**
BMGT 464 Organizational Behavior or any upper-level ACCT, BMGT, FINC, HRMN, MRKT, or OPMG course (3)	**Major**
Elective (3)	Elective
BMGT 495 Business Administration and Management Capstone (3)	**Major/capstone**
CAPL 398A Career Planning Management (1)	Elective

Communication Studies

You may seek an academic major in communication studies.

Bachelor of Arts in Communication Studies

Whether you're interested in journalism, public relations, business, or digital communications, you can build a firm base of knowledge while you earn a bachelor's degree in communication studies at UMGC. In this major, you'll learn about and apply communication theories and best practices to communicate about events and ideas to various populations. In addition, you'll learn to work with individuals and groups professionally and manage communications within ethical, legal, and financial parameters.

What You'll Learn

Through your coursework, you will learn how to

- Interpret, evaluate, and apply conventions of communication scholarship
- Apply critical reasoning skills to finding, evaluating, interpreting, using, and delivering information
- Apply ethical communication principles and practices to finding, evaluating, interpreting, creating, and delivering messages
- Create written messages tailored to specific audiences, purposes, and contexts
- Create oral and multimedia presentations tailored to specific audiences, purposes, and contexts
- Access, analyze, evaluate, design, create, and act on messages in a variety of media contexts
- Demonstrate techniques for mindful hearing, attending, understanding, responding, and remembering in a variety of contexts
- Observe, analyze, and adapt cognitive, affective, and behavioral communication in a variety of contexts
- Leverage the principles of small-group communication to complete tasks
- Apply organizational communication frameworks to the management of upward, downward, and horizontal oral, visual, and written communication in workplace contexts

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BA in Communication Studies Overview	Credits
General Education Courses	41
Required Major Core Courses	30
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in communication studies, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

SPCH 100	Foundations of Oral Communication (3) *or any SPCH course*
COMM 207	Understanding Visual Communication (3) *or any COMM course*
JOUR 201	Introduction to News Writing (3)
COMM 300	Communication Theory (3)
COMM 302	Mass Communication and Media Studies (3)
SPCH 324	Communication and Gender (3)
JOUR 330	Public Relations Theory (3) *or any upper-level JOUR course*
COMM 400	Mass Media Law (3) *or any upper-level COMM course*
SPCH 470	Effective Listening (3) *or any upper-level SPCH course*
COMM 390	Writing for Managers (3) *or any upper-level COMM course*

Required Major Capstone Course (3 credits)

COMM 495	Communication Studies Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BA IN COMMUNICATION STUDIES

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
SPCH 100 Foundations of Oral Communication (3) *or any SPCH course*	**Major**
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
COMM 207 Understanding Visual Communication (3) *or any COMM course*	**Major**
WRTG 112 Academic Writing II (3)	General education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
COMM 202 Media and Society (3)	Or other general education/ communications
JOUR 201 Introduction to News Writing (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
IFSM 201 Concepts and Applications of Information Technology (3)	Or other general education/ computing and research
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
COMM 300 Communication Theory (3)	**Major**
Elective (3)	Elective
COMM 302 Mass Communication and Media Studies (3)	**Major**
Elective (3)	Elective
SPCH 324 Communication and Gender (3)	**Major**
Elective (3)	Elective
JOUR 330 Public Relations Theory (3) *or any upper-level JOUR course*	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
COMM 400 Mass Media Law (3) *or any upper-level COMM course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
SPCH 470 Effective Listening (3) *or any upper-level SPCH course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
COMM 390 Writing for Managers (3) *or any upper-level COMM course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
COMM 495 Communication Studies Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Computer Science

You may seek an academic major in computer science.

Bachelor of Science in Computer Science

With a bachelor's degree in computer science, you'll be able to plan, design, and optimize computer software and hardware systems for commercial and government environments. This versatile major provides you with a foundation in programming languages, software development, complex algorithms, and graphics and visualization.

What You'll Learn

Through your coursework, you will learn how to

- Develop the analytical and problem-solving skills necessary to design, implement, test, and debug computer programs
- Apply mathematical principles, computer science theory, and software development fundamentals to design and build effective computing-based solutions
- Design and implement a computing-based solution to meet a given set of requirements, standards, and guidelines
- Evaluate alternative computing architectures, algorithms, and systems to make informed decisions that optimize system performance
- Communicate effectively with a range of audiences in a variety of professional contexts
- Recognize local, national, and international technical standards and legal, ethical, and intellectual property regulations in computing practice

Technology Requirements

Courses in the computer science program may have computing needs beyond the minimum technology requirements for online study. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Computer Science Overview	
	Credits
Required Major Core Courses	33
Required Major Capstone Course	3
Required Related Courses	14
Remaining General Education and Elective Courses	70
Total	**120**

Major Requirements

To complete a major in computer science, you must take a total of 50 credits in required coursework, as follows:

Required Major Core Courses (33 credits)

CMSC 115 Introductory Programming (3)
CMSC 215 Intermediate Programming (3)
CMSC 310 Computer Systems and Architecture (3)
CMIT 265 Fundamentals of Networking (3)
CMSC 315 Data Structures and Analysis (3)
CMSC 320 Relational Database Concepts and Applications (3)
CMSC 330 Advanced Programming Languages (3)
CMSC 335 Object-Oriented and Concurrent Programming (3)
CMSC 345 Software Engineering Principles and Techniques (3)
CMSC 430 Compiler Theory and Design (3)
CMSC 451 Design and Analysis of Computer Algorithms (3)

Required Major Capstone Course (3 credits)

CMSC 495 Computer Science Capstone (3)

Required Related Courses (14 credits)

The following required courses (7 credits) may be applied to general education requirements:

MATH 140 Calculus I (4)
CMSC 105 Introduction to Problem-Solving and Algorithm Design (3)

The following required courses (7 credits) may be applied to elective requirements:

MATH 141 Calculus II (4)
CMSC 150 Introduction to Discrete Structures (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN COMPUTER SCIENCE

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMSC 105 Introduction to Problem Solving and Algorithm Design (3)	**Related** and general education/computing and research
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
CMSC 115 Introductory Programming (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 140 Calculus I (4)	**Related** and general education/mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
CMSC 215 Intermediate Programming (3)	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
CMSC 150 Introduction to Discrete Structures (3)	**Related** and elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
CMSC 310 Computer Systems and Architecture (3)	**Major**
MATH 141 Calculus II (4)	**Related** and elective
CMIT 265 Fundamentals of Networking (3)	**Major**
Elective (3)	Elective
CMSC 315 Data Structures and Analysis (3)	**Major**
Elective (3)	Elective
CMSC 320 Relational Database Concepts and Applications (3)	**Major**
CMSC 330 Advanced Programming Languages (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
CMSC 335 Object-Oriented and Concurrent Programming (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMSC 345 Software Engineering Principles and Techniques (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CMSC 430 Compiler Theory and Design (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMSC 451 Design and Analysis of Computer Algorithms (3)	**Major**
Elective (3)	Elective
CMSC 495 Computer Science Capstone (3)	**Major**/capstone
Elective (2)	Elective

Criminal Justice

You may seek an academic major in criminal justice.

Bachelor of Science in Criminal Justice

The criminal justice curriculum at UMGC is uniquely designed to provide you with an understanding of crime and criminal behavior, the roles of practitioners within the criminal justice system, and the critical-thinking and ethical decision-making strategies necessary to meet the professional demands of the field of criminal justice.

What You'll Learn

Through your coursework, you will learn how to

- Evaluate the roles and responsibilities of police, courts, and corrections within the American criminal justice system
- Utilize ethical reasoning, analytical skills, and professional knowledge to investigate the implications of criminal justice policies or procedures on diverse social groups
- Articulate the importance of research in the social sciences
- Evaluate criminal justice public policies using analytical competencies
- Apply the principles of the various criminal bodies of law (i.e., substantive, procedural, and evidentiary) that currently regulate the American criminal justice system

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in criminal justice, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to reduce your total coursework for the Master of Science in Management with a concentration in criminal justice management at UMGC by 6 credits (two courses). Details are on p. 19.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Criminal Justice Overview	
	Credits
General Education Courses	41
Required Major Core Courses	30
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in criminal justice, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

CCJS 100	Introduction to Criminal Justice (3)
CCJS 230	Criminal Law in Action (3)
CCJS 340	Law Enforcement Administration (3)
CCJS 345	Introduction to Security Management (3)
CCJS 350	Juvenile Delinquency (3) *or any upper-level CCJS course*
CCJS 360	Victimology (3) *or any upper-level CCJS course*
CCJS 380	Ethical Behavior in Criminal Justice (3)
CCJS 341	Criminal Investigation (3)
CCJS 352	Drugs and Crime (3) *or any upper-level CCJS course*
CCJS 497	Correctional Administration (3)

Required Major Capstone Course (3 credits)

CCJS 495 Criminal Justice Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN CRIMINAL JUSTICE Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111P*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
IFSM 201 Concepts and Applications of Information Technology (3)	Or other general education/ computing and research
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
CCJS 100 Introduction to Criminal Justice (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
CCJS 230 Criminal Law in Action (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
Elective (3)	Elective
SOCY 100 Introduction to Sociology (3)	Or other general education/ behavioral and social sciences
CCJS 340 Law Enforcement Administration (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CCJS 345 Introduction to Security Management (3)	**Major**
Elective (3)	Elective
CCJS 350 Juvenile Delinquency (3) *or any upper-level CCJS course*	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
CCJS 360 Victimology (3) *or any upper-level CCJS course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
CCJS 380 Ethical Behavior in Criminal Justice (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CCJS 341 Criminal Investigation (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CCJS 352 Drugs and Crime (3) *or any upper-level CCJS course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CCJS 497 Correctional Administration (3)	**Major**
Elective (3)	Elective
CCJS 495 Criminal Justice Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Cyber Operations

You may seek an academic major in cyber operations.

Bachelor of Science in Cyber Operations

The cyber operations major is designed to prepare you to detect breaches and collect and process systems to exploit targets of interest. In this hands-on, lab-intensive degree program, you'll leverage hacking tools, customize computer scripts and applications, and employ techniques to conduct offensive and defensive cyberspace operations. The program will help enable you to detect and triage security alerts, assess risks, automate threat detection, and respond to adversary attacks while helping our country gain an advantage in cyberspace across all domains.

UMGC was named a National Center of Academic Excellence in Cyber Defense (CAE-CD) by the National Security Agency.

What You'll Learn

Through your coursework, you will learn how to

- Work in a team-oriented, collaborative environment to produce security documentation and technical analysis reports and respond to cyberspace events indicating new trends or unusual activity
- Apply programming languages and scripts to manage cybersecurity monitoring, cyberattacks, breaches, and secure software development and analysis
- Use cyberspace tool sets to detect and exploit application, network, and other system vulnerabilities while emulating adversarial approaches
- Identify and respond to emerging threats, vulnerabilities, and exploits to defend and protect an organization's resources and assets in cyberspace
- Leverage resources and analytic techniques to penetrate targeted networks ethically while adhering to cybersecurity and privacy laws and regulations

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Cyber Operations Overview	
	Credits
General Education Courses	41
Required Major Core Courses	30
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in cyber operations, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

CMIT 265	Fundamentals of Networking (3)
CMIT 291	Introduction to Linux (3)
CYOP 200	Foundations of Cyberspace Operations (3)
CYOP 300	Building Secure Python Applications (3)
CYOP 310	Reverse Engineering and Malware Analysis (3)
CYOP 360	Secure Software Engineering (3)
CYOP 380	Defensive Cyberspace Operations (3)
CYOP 400	Secure Programming in the Cloud (3)
CYOP 420	Offensive Cyberspace Operations (3)
CYOP 480	Cyberspace Operations Automation (3)

Required Major Capstone Course (3 credits)

CYOP 495	Cyber Operations Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education. Contact an advisor or a success coach if you have any questions about your academic advisement report.

Major core, capstone, and related requirements are listed **in bold**.

BS IN CYBER OPERATIONS Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMSC 105 Introduction to Problem-Solving and Algorithm Design (3)	General education/research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
CYOP 200 Foundations of Cyberspace Operations (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	General education/ communications
MATH 107 College Algebra (3)	General education/ communications
WRTG 112 Academic Writing II (3)	General education/ communications
CMIT 265 Fundamentals of Networking (3)	**Major**
HIST 157 History of the United States Since 1965 (3)	General education/arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	General education/biological and physical sciences
SOCY 100 Introduction to Sociology (3)	General education/behavioral and social sciences
ARTH 334 Understanding Movies (3)	General education/arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	General education/behavioral and social sciences
CMIT 291 Introduction to Linux (3)	**Major**
Elective (3)	Elective
CYOP 300 Building Secure Python Applications (3)	**Major**
Elective (3)	Elective
CYOP 310 Reverse Engineering and Malware Analysis (3)	**Major**
Elective (3)	Elective
CYOP 360 Secure Software Engineering (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	General education/ communications
Elective (3)	Elective
CYOP 380 Defensive Cyberspace Operations (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CYOP 400 Secure Programming in the Cloud (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CYOP 420 Offensive Cyberspace Operations (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CYOP 480 Cyberspace Operations Automation (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CYOP 495 Cyber Operations Capstone (3)	**Major/capstone**
CAPL 398A Career Planning Management (1)	Elective

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the international honor society for the computing and information disciplines, is available on p. 40.

Technology Requirements

Courses in the cyber operations program may have computing needs beyond the minimum technology requirements found on p. 2. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Cybersecurity Management and Policy

You may seek an academic major in cybersecurity management and policy.

Bachelor of Science in Cybersecurity Management and Policy

In UMGC's bachelor's degree program in cybersecurity management and policy, you can prepare to become a leader in the protection of data. This innovative, world-class program uses a multidisciplinary approach—drawing from fields such as management, law, science, business, technology, and psychology—to provide you with the most current knowledge and skills for protecting critical cyber infrastructure and assets.

UMGC was named a National Center of Academic Excellence in Cyber Defense Education (CAE-CDE) by the National Security Agency.

What You'll Learn

Through your coursework, you will learn how to

- Integrate cybersecurity best practices and guidance to formulate protection strategies for an organization's critical information and assets
- Apply ethical principles to the development of cybersecurity plans, policies, and programs in industry and government organizations
- Evaluate the applicability of laws, regulations, standards, and frameworks to improve organizational resilience and governance of cybersecurity capabilities
- Apply business analysis principles to identify, assess, and mitigate organizational risk, including acquisition and supply chain risk, arising from diverse sources
- Apply risk management frameworks to identify cybersecurity needs and integrate best practices to improve cybersecurity positions for municipal, state, federal, and international government agencies and organizations
- Integrate continuous monitoring and real-time security solutions to improve situational awareness and deployment of countermeasures within an organization
- Evaluate technology applications to support the cybersecurity goals and objectives of an organization
- Investigate the effects (good or bad) of emerging technology applications on cybersecurity
- Participate in the incident response and recovery process for an organization
- Apply the principles of professional communications and technical writing to effectively communicate about cybersecurity in organizational settings

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- CompTIA Network+
- CompTIA Security+
- EC-Council Certified Incident Handler (ECIH)
- EC-Council Certified Threat Intelligence Analyst (CTIA)
- EC-Council Information Security Manager (EISM)
- IAPP Certified Information Privacy Professional/US (CIPP/US)
- ISC² Certified Authorization Professional (CAP)
- Professional Business Analyst (PMI-PBA®)*

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Cybersecurity Management and Policy Overview	Credits
General Education Courses	41
Required Major Core Courses	21
Major Elective Courses	9
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in cybersecurity management and policy, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (21 credits)

CSIA 300	Cybersecurity for Leaders and Managers (3)
CMIT 265	Fundamentals of Networking (3)
CMIT 320	Network Security (3)
CSIA 350	Cybersecurity in Business and Industry (3)
CSIA 360	Cybersecurity in Government Organizations (3)
CSIA 413	Cybersecurity Policy, Plans, and Programs (3)
CSIA 459	Evaluating Emerging Technologies (3)

Major Elective Courses (9 credits)

Any three course chosen from upper-level ARIN, CMIS, CMIT, CMSC, CMST, CSIA, CYOP, DATA, or IFSM courses.

Required Major Capstone Course (3 credits)

CSIA 485	Cybersecurity Management and Policy Capstone (3)

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Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN CYBERSECURITY MANAGEMENT AND POLICY	
Recommended and Required Courses	**Requirement(s)**
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMIT 202 Fundamentals of Computer Troubleshooting (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
CSIA 300 Cybersecurity for Leaders and Managers (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 107 College Algebra (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	Or other general education/ communications
IFSM 304 Ethics in Information Technology (3) *or* other upper-level ARIN, CMIS, CMIT, CMSC, CMST, CSIA, CYOP, DATA, or IFSM course.	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
CMIT 265 Fundamentals of Networking (3)	**Major**
Elective (3)	Elective
CMIT 320 Network Security (3)	**Major**
Elective (3)	Elective
CSIA 310 Cybersecurity Processes and Technologies (3) *or* other upper-level ARIN, CMIS, CMIT, CMSC, CMST, CSIA, CYOP, DATA, or IFSM course	**Major**
Elective (3)	Elective
CSIA 350 Cybersecurity in Business and Industry (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
CSIA 360 Cybersecurity in Government Organizations (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CSIA 413 Cybersecurity Policy, Plans, and Programs (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CSIA 459 Evaluating Emerging Technologies (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMIT 425 Advanced Information Systems Security (3) *or* other upper-level ARIN, CMIS, CMIT, CMSC, CMST, CSIA, CYOP, DATA, or IFSM course	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CSIA 485 Cybersecurity Management and Policy Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the international honor society for the computing and information disciplines, is available on p. 40.

Technology Requirements

Courses in the cyber operations program may have computing needs beyond the minimum technology requirements found on p. 2. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Cybersecurity Technology

You may seek an academic major in cybersecurity technology.

Bachelor of Science Cybersecurity Technology

In UMGC's award-winning program in cybersecurity technology, you'll learn the operational procedures and technologies to design, implement, administer, secure, and troubleshoot corporate networks while applying cybersecurity principles operationally.

Designed to combine the benefits of a traditional college education with hands-on training in state-of-the-art computer technology, the cybersecurity technology curriculum integrates technical skill with communication skills and superior general education knowledge.

UMGC was named a National Center of Academic Excellence in Cyber Defense Education (CAE-CDE) by the National Security Agency. UMGC is also a designated National Center of Digital Forensics Academic Excellence (CDFAE) institution.

What You'll Learn

Through your coursework, you will learn how to

- Design, implement, and administer local-area and wide-area networks to satisfy organizational goals
- Resolve IT system problems and meet the needs of end users by applying troubleshooting methodologies
- Apply relevant policies and procedures to effectively secure and monitor IT systems
- Communicate IT knowledge effectively using a wide range of presentation styles
- Meet organizational goals using effective workforce skills, best practices, and ethical principles

Industry Certification

This program is designed to help prepare you for the following certification exams listed in alphabetical order:

- AWS Certified Cloud Practitioner—Foundational
- AWS Certified Solutions Architect—Associate
- CERT Computer Security Incident Handler (CSIH)
- Cisco Certified Network Associate (CCNAv7)
- Cisco Certified Network Professional (CCNP-ENARSI)
- Cisco Certified Network Professional (CCNP-ENCOR)
- CompTIA A+
- CompTIA Cloud+
- CompTIA Cybersecurity Analyst (CySA+)
- CompTIA Linux+ and LPIC-1
- CompTIA Network+
- CompTIA PenTest+
- CompTIA Security+
- EC-Council Certified Ethical Hacker (CEH)
- ISC2 Certified Cloud Security Professional (CCSP)
- ISFCE Certified Computer Examiner (CCE)
- Microsoft 365 Certified: Enterprise Administrator Expert
- Microsoft 365 Certified: Modern Desktop Administrator Associate
- Microsoft Certified: Azure Fundamentals (AZ-900)

The cybersecurity technology curriculum is closely aligned to industry standards and certifications. Changes related to leading industry certifications may lead to adjustments in course offerings. Visit the program web page for updates.

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between the undergraduate and graduate programs in this field allows you to earn 6–9 credits (depending on the program) toward the MS in Cloud Computing Systems, Cyber Operations, Cybersecurity Management and Policy, Cybersecurity Technology, or Digital Forensics and Cyber Investigation and/or a certificate in Cloud Computing and Networking, Cyber Operations, Cybersecurity Management and Policy, Cybersecurity Technology, or Digital Forensics and Cyber Investigation. Details are on p. 19.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Cybersecurity Technology Overview

	Credits
General Education Courses	41
Required Major Core Courses	21
Major Elective Courses	9
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in cybersecurity technology, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (21 credits)

CMIT 202 Fundamentals of Computer Troubleshooting (3)
CMIT 265 Fundamentals of Networking (3)
CMIT 291 Introduction to Linux (3)
CMIT 320 Network Security (3)
CMIT 321 Ethical Hacking (3)
CMIT 326 Cloud Technologies (3)
CMIT 351 Switching, Routing, and Wireless Essentials (3)

Major Elective Courses (9 credits)

Three upper-level courses chosen from any upper-level CMIT courses and CCJS 321 (9)

Required Major Capstone Course (3 credits)

CMIT 495 Cybersecurity Technology Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN CYBERSECURITY TECHNOLOGY

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
IFSM 201 Concepts and Applications of Information Technology (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
CMIT 202 Fundamentals of Computer Troubleshooting (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 107 College Algebra (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
CMIT 265 Fundamentals of Networking (3)	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
CMIT 291 Introduction to Linux (3)	**Major**
CMIT 320 Network Security (3)	**Major**
Elective (3)	Elective
CMIT 321 Ethical Hacking (3)	**Major**
Elective (3)	Elective
CMIT 351 Switching, Routing, and Wireless Essentials (3)	**Major**
Elective (3)	Elective
CMIT 326 Cloud Technologies (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CMIT 421 Threat Management and Vulnerability Assessment (3) *or* **CCJS 321** Digital Forensics in the Criminal Justice System or any upper-level CMIT course	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMIT 386 Penetration Testing and Cyber Red Teaming (3) *or* **CCJS 321** Digital Forensics in the Criminal Justice System (if not already taken)or any upper-level CMIT course	**Major**
Elective (3)	Elective
Elective (3)	Elective
CCJS 321 Digital Forensics in the Criminal Justice System (3) *or other upper-level CMIT course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CMIT 495 Cybersecurity Technology Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Data Science

You may seek an academic major in data science.

Bachelor of Science in Data Science

The major in data science is designed to meet the growing need for highly skilled professionals who can transform increasing amounts of data into actionable insights. The program provides hands-on experience with a number of the most frequently used analytical tools and methods, offering opportunities to manage and manipulate data; create data visualizations; build predictive models using different machine learning techniques; apply artificial intelligence (AI) and natural language processing techniques to gain insights from free text, images, and videos; and make strategic data-driven recommendations that directly affect business outcomes. You'll acquire fundamental knowledge and skills in data science that will help you adapt to future changes in tools, technology, and the marketplace.

What You'll Learn

Through your coursework, you will learn how to

- Communicate effectively orally and in writing, meeting expectations for content, purpose, organization, audience, and format
- Implement all stages of data science methodology, including data extraction, data cleaning, data load, and transformation
- Execute best practices, using diverse technologies, in data science, business intelligence, machine learning, and artificial intelligence
- Analyze social, global, and ethical issues and their implications as they relate to the use of existing and emerging data science, machine learning, and AI technologies
- Evaluate a business problem or opportunity to determine the extent data science can provide a viable solution, and translate the business problem into a viable project to meet organizational strategic and operational needs
- Incorporate data security, data privacy, and risk management best practices in the planning, development, and implementation of data science solutions
- Build and deploy the machine learning process throughout its life cycle in full compliance with best practices for tool evaluation, model selection, and model validation
- Leverage big data analytics and AI technology to create solutions for stream analytics, text processing, natural language understanding, AI, and cognitive applications

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- AWS Certified Machine Learning
- Microsoft Certified: Data Analyst Associate
- Tableau Desktop Certified Associate
- Tableau Desktop Specialist

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in data science, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Data Analytics by 6 credits (two courses). Details are on p. 19.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Data Science Overview	
	Credits
Required Major Core Courses	36
Required Major Capstone Course	3
Required Related Courses	6
Remaining General Education and Elective Courses	75
Total	**120**

Major Requirements

To complete a major in data science, you must take a total of 45 credits in required coursework, as follows:

Required Major Core Courses (36 credits)

STAT 200	Introduction to Statistics (3)
DATA 230	Mathematics for Data Science (3)
DATA 300	Foundations of Data Science (3)
CSIA 300	Cybersecurity for Leaders and Managers (3)
DATA 320	Introduction to Data Analytics (3)
DATA 330	Business Intelligence and Data Analytics (3)
DATA 335	Data Visualization (3)

DATA 430 Foundations of Machine Learning (3)
ARIN 440 Advanced Machine Learning (3)
DATA 445 Advanced Data Science (3)
ARIN 450 Data Ethics (3)
ARIN 460 Artificial Intelligence Solutions (3)

Required Major Capstone Course (3 credits)

DATA 495 Data Science Capstone (3)

Required Related Courses (6 credits)

The following required courses may be applied to general education requirements:

DATA 200 Data Literacy Foundations (3)

MATH 115 Pre-Calculus (3)
or a more advanced MATH course

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education. Contact an academic advisor with all your questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN DATA SCIENCE Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
MATH 115 Pre-Calculus (3)	**Related** and general education/ mathematics
DATA 200 Data Literacy Foundations (3)	**Related** and general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
STAT 200 Introduction to Statistics (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
DATA 230 Mathematics for Data Science (3)	**Major**
WRTG 112 Academic Writing II (3)	General education/communications
DATA 300 Foundations of Data Science (3)	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/arts and humanities
BIOL 101 Concept of Biology (3) and BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
CSIA 300 Cybersecurity for Leaders and Managers (3)	**Major**
Elective (3)	Elective
DATA 320 Introduction to Data Analytics (3)	**Major**
Elective (3)	Elective
DATA 330 Business Intelligence and Data Analytics (3)	**Major**
Elective (3)	Elective
DATA 335 Data Visualization (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
DATA 430 Foundations of Machine Learning (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ARIN 440 Advanced Machine Learning (3)	**Major**
Elective (3)	Elective
DATA 445 Advanced Data Science (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ARIN 450 Data Ethics (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ARIN 460 Artificial Intelligence Solutions (3)	**Major**
Elective (3)	Elective
DATA 495 Data Science Capstone (3)	**Major**/capstone

Technology Requirements

Courses in the cyber operations program may have computing needs beyond the minimum technology requirements found on p. 2. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

English

You may seek an academic major in English.

Bachelor of Arts in English

Like other liberal arts majors, a major in English at UMGC offers a solid base of critical thinking on which to build a career or further graduate study. In-demand skills in research and writing that have a wide application in the job market are also honed. If you are intrigued by literature, the English major may be right for you.

What You'll Learn

Through your coursework, you will learn how to

- Demonstrate knowledge of a range of English-language literary texts, genres, and terms
- Analyze literary texts to explain stylistic, historical, sociocultural, and ethical significance
- Apply critical theory to literary texts to enhance interpretation and analysis
- Conduct effective research across a range of media
- Create writing that effectively argues, persuades, illuminates, and/or informs
- Create presentations in various media to demonstrate the results of academic inquiry

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BA in English Overview

	Credits
General Education Courses	41
Required Major Core Courses	18
Major Elective Courses	12
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in English, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (18 credits)

ENGL 240	Introduction to Fiction, Poetry, and Drama (3)
ENGL 250	Introduction to Women's Literature (3)
ENGL 303	Critical Approaches to Literature (3)
ENGL 310	Renaissance Literature (3)
ENGL 430	Early American Literature (3)
ENGL 459	Contemporary Global Literature (3)

Major Elective Courses (12 credits)

Four 3-credit upper-level ENGL courses (12)—
Focused study in American literature or British literature is recommended, as follows:

American Literature

ENGL 363	African American Authors from the Colonial Era to 1900
ENGL 364	African American Authors from 1900 to the Present
ENGL 433	Modern American Literature
ENGL 441	Postmodern American Literature: 1945 to 1999

British Literature

ENGL 311	The Long 18th-Century British Literature
ENGL 312	19th-Century British Literature
ENGL 386	History of the English Language
ENGL 406	Shakespeare Studies

Required Major Capstone Course (3 credits)

ENGL 495	English Literature Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BA IN ENGLISH

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 112 Academic Writing II (3)	General education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
ENGL 102 Composition and Literature (3)	Or other general education/ communications
ENGL 281 Standard English Grammar (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
ENGL 240 Introduction to Fiction, Poetry, and Drama (3)	**Major**
ENGL 250 Introduction to Women's Literature (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
ENGL 303 Critical Approaches to Literature (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENGL 310 Renaissance Literature (3)	**Major**
Elective (3)	Elective
ENGL 363 African American Authors from the Colonial Era to 1900 *or* **ENGL 311** The Long 18th-Century British Literature *or* any upper-level ENGL course (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
ENGL 364 African American Authors from 1900 to the Present *or* **ENGL 312** 19th-Century British Literature *or* any upper-level ENGL course (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENGL430 Early American Literature (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENGL 433 Modern American Literature *or* **ENGL 386** History of the English Language *or* any upper-level ENGL course (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENGL 441 Postmodern American Literature: 1945 to 1999 *or* **ENGL 406** Shakespeare Studies *or* any upper-level ENGL course (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
ENGL 459 Contemporary Global Literature (3)	**Major**
ENGL 495 English Literature Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Environmental Health and Safety

You may seek an academic major in environmental health and safety.

Bachelor of Science in Environmental Health and Safety

In UMGC's environmental health and safety program, you'll learn to implement evidence-based professional practices to support a safe and healthy work environment.

What You'll Learn

Through your coursework, you will learn how to

- Use information-gathering skills and professional judgment to recommend solutions for broadly defined technical or scientific problems in environmental health and safety
- Apply cognitive and technical skills to anticipate, recognize, and critically evaluate hazards and risk factors
- Select effective control methods to generate practical evidence-based solutions while following legislative and industry standards
- Develop strategies for ongoing professional development and learning to inform evidence-based practice in a continually changing global environment
- Model a range of written and oral communication formats to explain technical information and concepts to various audiences
- Choose collaborative and ethical practices to build the relationships necessary to address contemporary environmental health and safety issues

Industry Credentials

This program is designed to help prepare you for the following credentials, listed in alphabetical order:

- Associate Hazardous Materials Manager (AHMM)
- Associate Safety and Health Manager (ASHM)
- Graduate Safety Practitioner (GSP)
- Student Certified Hazardous Materials Manager (ST/CHMM)

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your success coach or academic advisor for more information.

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in environmental health and safety, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Environmental Management at UMGC by 6 credits (two courses). Details are on p. 19.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Environmental Health and Safety Overview

	Credits
Required Major Core Courses	33
Required Major Capstone Course	3
Required Related Courses	6
Remaining General Education and Elective Courses	78
Total	**120**

Major Requirements

To complete a major in environmental health and safety, you must take a total of 42 credits in required coursework, as follows:

Required Major Core Courses (33 credits)

ENHS 300	Environmental Systems (3)
ENHS 305	Environmental Health and Safety Regulations (3)
ENHS 310	Hazardous Substances and Toxicology (3)
ENHS 315	Risk Assessment in Environmental Health and Safety (3)
ENHS 320	Incident Response and Investigation (3)
ENHS 325	Fire Prevention and Protection (3)
ENHS 330	Safety and Security Management (3)
ENHS 335	Occupational Health and Industrial Hygiene (3)
ENHS 340	Environmental Technology and Control (3)
ENHS 400	Ergonomics and Human Factors (3)
ENHS 405	Pollution Prevention Strategies (3)

Required Major Capstone Course (3 credits)

ENHS 495	Environmental Health and Safety Capstone (3)

Required Related Courses (6 credits)

The following required courses may be applied to general education requirements.

CHEM 297 Environmental Chemistry (3)

MATH 115 Pre-Calculus (3)
or a more advanced MATH course

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN ENVIRONMENTAL HEALTH AND SAFETY

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 115 Pre-Calculus (3)	**Related** and general education/mathematics
CHEM 297 Environmental Chemistry (3)	**Related** and general education/biological and physical sciences
ENHS 300 Environmental Systems (3)	**Major**
WRTG 112 Academic Writing II (3)	General education/ communications
DATA 200 Data Literacy Foundations (3)	Or other general education/ research and computing literacy
ENHS 305 Environmental Health and Safety Regulations (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTT 152 Basics of Photography (3)	Or other general education/ arts and humanities
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
ENHS 310 Hazardous Substances and Toxicology (3)	**Major**
Elective (3)	Elective
ENHS 315 Risk Assessment in Environmental Health and Safety (3)	**Major**
Elective (3)	Elective
ENHS 320 Incident Response and Investigation(3)	**Major**
Elective (3)	Elective
ENHS 325 Fire Prevention and Protection (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
ENHS 330 Safety and Security Management (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENHS 335 Occupational Health and Industrial Hygiene (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENHS 340 Environmental Technology and Control (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENHS 400 Ergonomics and Human Factors (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENHS 405 Pollution Prevention Strategies (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENHS 495 Environment Health and Safety Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Or other elective

Finance

You may seek an academic major in finance.

Bachelor of Science in Finance

In UMGC's bachelor's degree program in finance, you'll develop the expertise to apply finance theory to real-world situations. Our program combines a foundation in the principles of business, economics, and accounting with an in-depth focus on the details of finance and financial management via intensive case studies. It can also serve as a significant first step toward earning important certifications in the field.

What You'll Learn

Through your coursework, you will learn how to

- Examine and describe the impact of the legal, regulatory, and environmental influences on the monetary system on planning, forecasting, and making financial decisions
- Evaluate financial information such as financial statements, financial ratios, and cash flows and apply that information to the analysis of business problems
- Analyze and interpret financial concepts to make basic institutional and functional business decisions
- Apply the basic principles of security markets to create, evaluate, and manage security portfolios
- Demonstrate the ability to communicate business concepts professionally
- Recognize the inherent conflict of interest in many business decisions
- Synthesize financial data by applying appropriate technology tools to solve business problems

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified Financial Planner (CFP)
- Certified Management Accountant (CMA)

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in finance, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MBA, the MS in Accounting and Financial Management, or the MS in Management with a concentration in financial management by six credits (two courses) or the MS in Management with a concentration in interdisciplinary studies in management at UMGC by 3 credits (one course). Details are on p. 20.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Finance	
	Credits
Required Major Core Courses	33
Required Major Capstone Course	3
Required Business Core Courses	42
Remaining General Education and Elective Courses	42
Total	**120**

Major Requirements

To complete a major in finance, you must take a total of 78 credits in required coursework, as follows:

Required Major Core Courses (33 credits)

ACCT 221	Principles of Accounting II (3)
FINC 251	Risk Management (3)
FINC 335	Fintech, Financial Institutions, and Markets (3)
FINC 340	Investments (3)
DATA 320	Introduction to Data Analytics (3)
DATA 335	Data Visualization (3)
FINC 421	Financial Analysis (3)
FINC 430	Financial Management (3)
FINC 440	Security Analysis and Valuation (3)
FINC 460	International Finance (3)
ECON 430	Money and Banking (3)

Required Major Capstone Course (3 credits)

FINC 495	Finance Capstone (3)

Required Business Core Courses (42 credits)

The following required courses may be applied to general education requirements:

ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 300	Information Systems in Organizations (3)
STAT 200	Introduction to Statistics (3)
WRTG 112	Academic Writing II (3)

The following required courses (27 credits) may be applied to elective requirements:

ACCT 220	Principles of Accounting I (3)
BMGT 110	Introduction to Business and Management (3)

BMGT 240	Building Sustainable Futures (3)
BMGT 250	Data, Cybersecurity, and AI in
Business	Strategy (3)
BMGT 364	Management and Organization Theory (3)
BMGT 380	Business Law I (3)
FINC 330	Business Finance (3)
MRKT 210	Marketing Principles (3)
OPMG 300	Operations Management (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN FINANCE Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111B*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)	**Business core**
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
BMGT 110 Introduction to Business and Management (3)	**Business core**
BMGT 364 Management and Organization Theory (3)	**Major**
WRTG 112 Academic Writing II (3)	**Business core** and general education/communications
STAT 200 Introduction to Statistics (3)	**Business core** and general education/mathematics
WRTG 293 Introduction to Professional Writing (3)	Or other general education/ communications
ACCT 220 Principles of Accounting I (3)	**Business core**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
DATA 200 Data Literacy (3)	Recommended elective
IFSM 300 Information Systems in Organizations (3)	**Business core** and general education/research and computing literac
ECON 203 Principles of Microeconomics (3)	**Business core** and general education/behavioral and social sciences
BMGT 240 Building Sustainable Futures (3)	**Business Core**
ACCT 221 Principles of Accounting II (3)	**Major**
DATA 330 Business Intelligence and Data Analytics (3)	Recommended elective
FINC 330 Business Finance (3)	**Business core**
FINC 251 Risk Management (3)	**Major**
FINC 335 Fintech, Financial Institutions, and Markets (3)	**Major**
FINC 340 Investments (3)	**Major**
DATA 320 Introduction to Data Analytics (3)	**Major**
WRTG 394 Advanced Business Writing (3)	General education/ communications
DATA 335 Data Visualization (3)	**Major**
FINC 421 Financial Analysis (3)	**Major**
DATA 300 Foundations of Data Science (3)	Recommended elective
OPMG 300 Operations Management (3)	**Business core**
FINC 430 Financial Management (3)	**Major**
Elective (3)	Elective
FINC 440 Security Analysis and Valuation (3)	**Major**
BMGT 380 Business Law I (3)	**Business core**
FINC 460 International Finance (3)	**Major**
ECON 430 Money and Banking (3)	**Major**
Elective (3)	Elective
FINC 495 Finance Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

General Studies

You may seek an academic major in general studies.

Bachelor of Science in General Studies

The bachelor's degree program in general studies allows you to take an active role in designing your educational experience through a flexible curriculum while maximizing your ability to transfer previously earned credit. This personalized learning path, coupled with a focus on your specific interests and areas of study, provides a solid, well-rounded foundation in preparation for a variety of careers.

What You'll Learn

Through your coursework, you will learn how to

- Improve oral and written communication skills
- Apply critical thinking and problem-solving skills
- Analyze insights about personal and professional goals
- Apply skills and knowledge from different academic disciplines
- Synthesize concepts and theories in core content courses and focus areas

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in General Studies Overview	
	Credits
General Education Courses	41
Major Core Courses	27
Required Major Capstone Course	3
Elective Courses	49
Total	**120**

Major Requirements

To complete a major in general studies, you must take a total of 30 credits in required coursework, as follows

Requirements for the Major (27 credits)

- 6 credits of coursework in one discipline area (e.g., HRMN)
- 6 credits from a second discipline area (e.g., PSYC)
- 15 credits from any discipline area(s)

Note: No more than 21 credits of coursework in a single discipline area may be applied to the major.

Required Major Capstone Course (3 credits)

CAPL 495 General Studies Capstone (3)

Overall Requirements for the Degree

Overall requirements for a bachelor's degree in general studies differ slightly from those listed on pp. 75–77. You must meet the 30-credit requirement for coursework taken at UMGC, but those credits may be earned in any combination across major, general education, and elective courses.

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core and capstone requirements are listed **in bold**.

BS IN GENERAL STUDIES Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3)	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ computing and research
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
Major Course - Discipline I (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
Major Course - Discipline I (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
Major Course - Discipline II (3)	**Major**
Elective (3)	Elective
Major Course - Discipline II (3)	**Major**
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Major Course - Any Discipline (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CAPL 495 General Studies Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Gerontology and Aging Services

You may seek an academic major in gerontology and aging services.

Bachelor of Science in Gerontology and Aging Services

In the gerontology and aging services program at UMGC, you'll gain a foundation in the physiological, psychological, social, and health aspects of aging, coupled with an understanding of programs, services, and policies that affect how we age and live as older adults. You'll gain hands-on experiences in the aging services sector in preparation for a career that improves quality of life for this important and growing segment of the population.

What You'll Learn

Through your coursework, you will learn how to

- Access, interpret, and apply research findings related to biological, psychological, and social processes in the context of aging
- Analyze the impact of factors such as race, ethnicity, gender, and social class on the aging process
- Analyze the development of policies related to aging and their impact on services and organizations for older adults, both locally and nationally
- Apply knowledge to work with older adults in a chosen area of practice
- Practice within the legal and ethical standards of the aging services field

Degree Requirements

See pp.75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Gerontology and Aging Services Overview

	Credits
Required Major Core Courses	30
Required Major Capstone Course	3
Required Related Course	3
Remaining General Education Elective Courses	84
Total	**120**

Practical Experience/Workplace Learning

Completion of 135 hours of a supervised working/learning experience is required as part of GERO 486A for a major in gerontology and aging services.

Your Workplace Learning experience should take place at an organization that can provide the types of activities and supervision needed to meet program requirements and your own career goals. More information about Workplace Learning may be found on p. 17. We recommend that you contact Career Services at UMGC for support in locating an appropriate site.

Major Requirements

To complete a major in gerontology and aging services, you must take a total of 36 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

GERO 100	Contemporary Issues in Aging (3)
GERO 301	Service/Program Management (3)
GERO 302	Health and Aging (3)
GERO 306	Programs, Services, and Policies (3)
GERO 311	Gender and Aging (3)
GERO 320	Psychosocial Aspects of Aging (3)
GERO 338	Health Promotion in Older Adults (3)
GERO 342	Long-Term Care Administration (3)
GERO 390	The Business of Aging (3)
GERO 427	Culture and Aging (3)

Required Major Capstone Course (3 credits)

GERO 486A	Workplace Learning in Gerontology and Aging Services (3)

Required Related Courses (3 credits)

The following required course may be applied to general education requirements.

STAT 200	Introduction to Statistics (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education. Contact an advisor or a success coach if you have any questions about your academic advisement report.

You must plan at least a semester in advance before participating in Workplace Learning (GERO 486A). Contact Workplace Learning at *workplacelearning@umgc.edu* or consult your academic advisor for additional information.

Major core, capstone, and related requirements are listed **in bold**.

BS IN GERONTOLOGY AND AGING SERVICES

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111S*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
IFSM 201 Concepts and Applications of Information Technology (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
GERO 100 Contemporary Issues in Aging (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Related** and general education/mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
GERO 301 Service/Program Management (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
GERO 302 Health and Aging (3)	**Major**
Elective (3)	Elective
GERO 306 Programs, Services, and Policies (3)	**Major**
Elective (3)	Elective
GERO 311 Gender and Aging (3)	**Major**
Elective (3)	Elective
GERO 320 Psychosocial Aspects of Aging (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
GERO 338 Health Promotion in Older Adults (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GERO 342 Long-Term Care Administration (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GERO 390 The Business of Aging (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GERO 427 Culture and Aging (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
GERO 486A Workplace Learning in Gerontology and Aging Services (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Graphic Communication

You may seek an academic major in graphic communication.

Bachelor of Arts in Graphic Communication

UMGC's graphic communication major is a portfolio-intensive program that can help you master the skills and technology needed to compete in today's rapidly changing visual arts and communication environment. With a graphic communication degree, along with an updated portfolio aimed toward your ideal clients, you can apply your creative streak toward a career in business, government, or industry as a graphic designer, manager, or communications specialist.

What You'll Learn

Through your coursework, you will learn how to

- Produce effective visual communications by applying principles of composition, layout, color theory, and context
- Plan, design, and create interactive solutions, such as user interfaces, motion graphics, mobile applications, and web designs
- Use professional, analytical, collaborative, and technical design skills to support team goals, roles, and responsibilities
- Define and direct creative strategy in a business environment by combining scope, messaging, and evaluation of success in an overarching design campaign

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BA in Graphic Communication	
	Credits
General Education Courses	41
Required Major Core Courses	30
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in graphic communication, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

GRCO 100	Introduction to Graphic Communication (3)
ARTT 110	Introduction to Drawing (3)
ARTT 120	Design I: Arrangement and Color (3)
ARTT 210	Intermediate Drawing (3) *or ARTT 152 Photography I*
GRCO 230	Typography and Layout (3)
GRCO 350	Intermediate Graphic Communication: Portfolio Development (3)
GRCO 354	Digital Media (3)
GRCO 355	Digital Media II (3)
GRCO 450	Advanced Graphic Communication: Professional Branding (3)
GRCO 479	Motion Graphics (3)

Required Major Capstone Course (3 credits)

GRCO 495	Graphic Communication Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BA IN GRAPHIC COMMUNICATION

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
GRCO 100 Introduction to Graphic Communication (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
ARTT 110 Introduction to Drawing (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 375 History of Graphic Art (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
ARTT 120 Design I: Arrangement and Color (3)	**Major**
Elective (3)	Elective
ARTT 210 Intermediate Drawing or **ARTT 152** Photography I (3)	**Major**
Elective (3)	Elective
GRCO 230 Typography and Layout (3)	**Major**
Elective (3)	Elective
GRCO 350 Intermediate Graphic Communication: Portfolio Development (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
GRCO 354 Digital Media (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GRCO 355 Digital Media II (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GRCO 450 Advanced Graphic Communication: Professional Branding (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GRCO 479 Motion Graphics (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
GRCO 495 Graphic Communication Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Health Services Management

You may seek an academic major in health services management.

Bachelor of Science in Health Services Management

A major in health services management can provide you with grounding in the core knowledge and competencies for effective management in the dynamic healthcare environment, teaching you to think comprehensively and strategically about healthcare trends so you can lead innovation. It is ideal for entry-level and midcareer professionals.

What You'll Learn

Through your coursework, you will learn how to

- Exercise sound business and financial management principles in healthcare settings through process mapping and strategic planning
- Apply technological advances and emerging trends in the U.S. healthcare system to achieve organizational goals and practices
- Identify, analyze, and evaluate quantitative and qualitative healthcare data and information for effective decision-making in various healthcare settings
- Evaluate legal and ethical issues associated with the planning and delivery of healthcare services
- Analyze policies related to healthcare management

Industry Certification

This program is designed to help prepare you for the Certified Health Data Analyst (CHDA) exam.

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in health services management, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Healthcare Administration or Health Information Management and Technology at UMGC by 6 credits (two courses). Details are on p. 20.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Health Services Management Overview	Credits
Required Major Core Courses	30
Required Major Capstone Course	3
Required Business Core Courses	42
Remaining General Education and Elective Courses	45
Total	**120**

Major Requirements

To complete a major in health services management, you must take a total of 75 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

HMGT 300	Introduction to the U.S. Healthcare Sector (3)
HMGT 307	Managerial Epidemiology and Decision-Making in Healthcare (3)
HMGT 310	Healthcare Policies (3)
HMGT 320	Management in Healthcare Organizations (3)
HMGT 322	Healthcare Financial Management (3)
HMGT 335	Healthcare Marketing (3)
HMGT 372	Legal and Ethical Issues in Healthcare (3)
HMGT 400	Research and Data Analysis in Healthcare (3)
HMGT 420	Healthcare Facilities Management (3)
HMGT 435	Healthcare Economics (3)

Required Major Capstone Course (3 credits)

HMGT 495	Health Services Management Capstone (3)

Required Business Core Courses (42 credits)

The following required courses (15 credits) may be applied to general education requirements:

ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 305	Information Systems in Healthcare Organizations (3)
STAT 200	Introduction to Statistics (3)
WRTG 112	Academic Writing II (3)

The following required courses (27 credits) may be applied to elective requirements:

ACCT 301	Accounting for Managers (3)
BMGT 110	Introduction to Business and Management (3)
BMGT 240	Building Sustainable Futures (3)
BMGT 250	Data, Cybersecurity, and AI in Business Strategy (3)

BMGT 364 Management and Organization Theory (3)
BMGT 380 Business Law I (3)
ACCT 301 Accounting for Managers (3)
MRKT 210 Marketing Principles (3)
OPMG 300 Operations Management (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN HEALTH SERVICES MANAGEMENT

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111S*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)	**Business core**
WRTG 112 Academic Writing II (3)	**Business Core** and general education/communications
HMGT 300 Introduction to the U.S. Healthcare Sector (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
BMGT 110 Introduction to Business and Management (3)	**Business core**
STAT 200 Introduction to Statistics (3)	**Business core** and general education/mathematics
IFSM 305 Information Systems in Healthcare Organizations (3)	**Business core** and general education/research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
HMGT 307 Managerial Epidemiology and Decision-Making in **Healthcare (3)**	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social science
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
ECON 203 Principles of Microeconomics (3)	**Business core** and general education/behavioral and social sciences
BMGT 240 Building Sustainable Futures (3)	**Business core**
BMGT 364 Management and Organization Theory (3)	**Business core**
HMGT 310 Healthcare Policies (3)	**Major**
HRMN 300 Human Resource Management (3)	Recommended elective
ACCT 301 Accounting for Managers (3)	**Business core**
OPMG 300 Operations Management (3)	**Business core**
HMGT 320 Management in Healthcare Organizations (3)	**Major**
MRKT 210 Marketing Principles (3)	**Business core**
FINC 331 Finance for General Managers (3)	**Business core**
HMGT 322 Healthcare Financial Management (3)	**Major**
GERO 427 Culture and Aging (3)	Recommended elective
HMGT 335 Healthcare Marketing (3)	**Major**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
BMGT 380 Business Law I (3)	**Business core**
HMGT 372 Legal and Ethical Issues in Healthcare (3)	**Major**
EMGT 302 Concepts in Emergency Management (3)	Recommended elective
HMGT 400 Research and Data Analysis in Healthcare (3)	**Major**
COMM 300 Communication Theory (3)	Recommended elective
HMGT 420 Healthcare Facilities Management (3)	**Major**
HMGT 435 Healthcare Economics (3)	**Major**
BMGT 317 Methods of Decision-Making and Problem-Solving (3)	Recommended elective
BEHS 380 End of Life: Issues and Perspectives (3)	Recommended elective
HMGT 495 Health Services Management Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

History

You may seek an academic major history.

Bachelor of Arts in History

Like other liberal arts majors, a major in history offers a solid base of critical thinking on which to build a career or further graduate study.

One of the very first schools to offer a degree program in history online, UMGC brings you nearly two decades of experience in teaching history in an online environment. Plus, if you're based in the Washington, D.C., area, you'll have myriad opportunities to find internships and part-time and full-time jobs in the field via public institutions and federal positions. Our alumni have gone on to work at such agencies as the National Archives and the National Park Service.

What You'll Learn

Through your coursework, you will learn how to

- Research, interpret, and present historical knowledge
- Write and speak clearly and appropriately about historical information for diverse audiences
- Engage in history as a moral and ethical practice, recognizing a wide range of backgrounds and perspectives
- Apply historical precedents to contemporary life and develop self-reflection
- Achieve a deep understanding of the different peoples, events, and cultures that have shaped human civilization

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BA in History Overview	
	Credits
General Education Courses	41
Required Major Courses	18
Major Elective Courses	12
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in history you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (18 credits)

HIST 115	World History I (3) *or HIST 141 Western Civilization I*
HIST 116	World History II (3) *or HIST 142 Western Civilization II*
HIST 156	History of the United States to 1865 (3)
HIST 157	History of the United States Since 1865 (3)
HIST 289	Historical Methods (3)
HIST 309	Historical Writing (3)

Major Elective Courses (12 credits)

Four upper-level HIST courses (12)—Focused study in U.S. or world history recommended, as follows:

U.S. History

HIST 316L	The American West (3)
HIST 365	Modern America (3)
HIST 377	U.S. Women's History: 1870 to 2000 (3)
HIST 461	African American History: 1865 to the Present (3)

World History

HIST 326	The Roman Republic (3)
HIST 337	Europe and the World (3)
HIST 392	History of the Contemporary Middle East (3)
HIST 480	History of China to 1912 (3)

Required Major Capstone Course (3 credits)

HIST 495	History Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BA IN HISTORY

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
HIST 115 World History I (3) *or* **HIST 141** Western Civilization I (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
HIST 116 World History II (3) *or* **HIST 142** Western Civilization II (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
HIST 156 History of the United States to 1865 (3)	**Major**
Elective (3)	Elective
HIST 157 History of the United States Since 1865 (3)	**Major**
Elective (3)	Elective
HIST 289 Historical Methods (3)	**Major**
Elective (3)	Elective
HIST 309 Historical Writing (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
HIST 316L The American West *or* **HIST 326** The Roman Republic (3) *or other upper-level HIST*	**Major**
Elective (3)	Elective
Elective (3)	Elective
HIST 365 Modern America *or* **HIST 337** Europe and the World (3) *or other upper-level HIST*	**Major**
Elective (3)	Elective
Elective (3)	Elective
HIST 377 U.S. Women's History: 1870 to 2000 *or* **HIST 392** History of the Contemporary Middle East (3) *or other upper-level HIST*	**Major**
Elective (3)	Elective
Elective (3)	Elective
HIST 461 African American History: 1865 to the Present *or* **HIST 480** History of China to 1912 (3) *or other upper-level HIST*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
HIST 495 History Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Homeland Security

You may seek either an academic major in homeland security.

Bachelor of Science in Homeland Security

The UMGC homeland security program is uniquely designed to provide you with an understanding of the homeland security sector. The curriculum covers international and domestic terrorism, emerging technologies, cyber threats, infrastructure protection, emergency preparedness and response, private-sector partnerships, global pandemics, natural disasters, strategic planning, policies, intelligence operations, and international engagement. In this program, you'll develop the necessary critical-thinking, ethical decision-making, risk analysis, and communication skills to meet the professional demands of leadership and management in the homeland security profession.

What You'll Learn

Through your coursework, you will learn how to

- Distinguish policies and procedures in the homeland security sector that demonstrate leadership and management
- Apply professional and ethical decision-making skills to increase knowledge of strategic and operational homeland security goals and interface with internal and external stakeholders
- Assess the critical technologies essential for the protection and recovery of critical infrastructure and for ensuring the nation's cybersecurity against all hostile threats
- Assess terrorist threats, cyber and insider threats, critical infrastructure vulnerabilities, and emerging asymmetric threats to U.S. national security
- Evaluate the roles and relationships of homeland security partners and stakeholders supporting homeland security operations

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in homeland security, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to reduce their total coursework for the MS in Management or in Information Technology with a concentration in homeland security at UMGC by 6 credits (two courses). Details are on p. 20.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Homeland Security Overview	
	Credits
Required Major Core Courses	30
Required Major Capstone Course	3
Required Related Courses	3
Remaining General Education and Elective Courses	84
Total	**120**

Major Requirements

To complete a major in homeland security you must take a total of 36 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

HMLS 302	Introduction to Homeland Security (3)
HMLS 310	Homeland Security Response to Critical Incidents (3)
HMLS 406	Legal and Political Issues in Homeland Security (3)
HMLS 408	Infrastructure in Homeland Security (3)
HMLS 414	Homeland Security and Intelligence (3)
HMLS 416	Homeland Security and International Relations (3)
EMGT 310	Continuity of Operations Planning and Implementation (3)
EMGT 314	Terrorism Issues in Emergency Management (3)
PSAD 416	Public Safety Leadership (3)
HMLS 304	Strategic Planning in Homeland Security (3)

Required Major Capstone Course (3 credits)

HMLS 495	Homeland Security Capstone (3)

Required Related Course (3 credits)

The following required course may be applied to general education requirements:

IFSM 300	Information Systems in Organizations (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN HOMELAND SECURITY Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111P*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
WRTG 112 Academic Writing II (3)	General education/ communications
HMLS 302 Introduction to Homeland Security (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
IFSM 300 Information Systems in Organizations (3)	**Related** and general education/research and computing literacy
HMLS 406 Legal and Political Issues in Homeland Security (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
HMLS 310 Homeland Security Response to Critical Incidents(3)	**Major**
Elective (3)	Elective
HMLS 408 Infrastructure in Homeland Security (3)	**Major**
Elective (3)	Elective
HMLS 414 Homeland Security and Intelligence (3)	**Major**
Elective (3)	Elective
HMLS 416 Homeland Security and International Relations (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
EMGT 310 Continuity of Operations Planning and Implementation (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
EMGT 314 Terrorism Issues in Emergency Management (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
PSAD 416 Public Safety Leadership (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
HMLS 304 Strategic Planning in Homeland Security (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
HMLS 495 Homeland Security Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Humanities

You may seek an academic major in humanities.

Bachelor of Arts in Humanities

Like other liberal arts majors, a major in humanities offers a solid base of critical thinking on which to build a career or further study. This major will broaden your understanding of yourself and your interaction with the world and provide a perspective on cultural and intellectual heritage while offering tools to use that knowledge in the real world.

You'll explore how individuals and groups understand their existence, their place within their cultures, and their responsibility to others and the physical world.

What You'll Learn

Through your coursework, you will learn how to

- Integrate theories, methods, and concepts from multiple humanities disciplines, such as philosophy, history, art, literature, music, and religious studies
- Evaluate the adequacy and justifiability of propositions, theories, assumptions, and arguments
- Communicate the results of critical reflection into personal positions on social, cultural, and ethical issues
- Apply sound ethical reasoning in contemporary contexts
- Develop cultural understanding by exploring the cultural heritage of sites, events, people, and communities

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BA in Humanities Overview

	Credits
General Education Courses	41
Required Major Core Course	30
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in humanities, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

HUMN 100	Introduction to Humanities (3)
PHIL 100	Introduction to Philosophy (3)
PHIL 140	Introduction to Moral Philosophy and Ethical Reasoning (3)
HIST 115	World History I (3) *or HIST 116 World History II* *or HIST 141 Western Civilization I* *or HIST 142 Western Civilization II*
MUSC 210	Music as Cultural Expression (3) *or any MUSC course*
ARTH 372	History of Western Art I (3) *or any upper-level ARTH course*
PHIL 304	Contemporary Social Justice Issues (3) *or any upper-level PHIL course*
HUMN 351	Myth in the World (3) *or any upper-level HUMN course*
PHIL 349	Religions of the West (3) *or any upper-level PHIL course*
ENGL 406	Shakespeare Studies (3) *or any upper-level ENGL course*

Required Major Capstone Course (3 credits)

HUMN 495	Humanities Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BA IN HUMANITIES

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
HUMN 100 Introduction to Humanities (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
PHIL 100 Introduction to Philosophy (3)	**Major**
ENGL 240 Introduction to Fiction, Poetry, and Drama (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
PHIL 140 Introduction to Moral Philosophy and Ethical Reasoning (3)	**Major**
Elective (3)	Elective
HIST 115 World History I (3) *or* **HIST 116** *or* **HIST 141** *or* **HIST 142**	**Major**
Elective (3)	Elective
MUSC 210 Music as Cultural Expression (3) *or any MUSC course*	**Major**
Elective (3)	Elective
ARTH 372 History of Western Art I (3) *or any upper-level ARTH course*	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
PHIL 304 Contemporary Social Justice Issues (3) *or any upper-level PHIL course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
HUMN 351 Myth in the World (3) *or any upper-level HUMN course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
PHIL 349 Religions of the West (3) *or any upper-level PHIL course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
ENGL 406 Shakespeare Studies (3) *or any upper-level ENGL course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
HUMN 495 Humanities Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Human Resource Management

You may seek either an academic major in human resource management.

Bachelor of Science in Human Resource Management

With a degree in human resource management from UMGC, you'll find employment opportunities in nearly every industry. Our bachelor's degree program is perfect for those who have some experience in HR, as well as those who want to transition into the HR profession.

You'll gain a comprehensive understanding of human resource functions—such as resource planning; recruitment, selection, placement, and orientation of employees; training and career development; labor relations; performance appraisal and rewards programs; and development of personnel policies and procedures— in private- and public-sector settings. Additionally, you'll explore the ways that human behavior, laws, labor relations, and diversity issues can intersect and affect a company's culture and ultimately its progress.

What You'll Learn

Through your coursework, you will learn how to

- Apply business knowledge, best practices, and ethical leadership skills to make effective business decisions
- Apply knowledge of human behavior, labor relations, and current laws and regulations to evaluate whether a working environment is safe, fair, and compliant with regulations
- Develop a plan to create and implement a total rewards program that aligns employee and organizational goals and objectives
- Create, implement, and assess training, development, and rewards programs that foster employee and organizational learning and development
- Recognize the diversity of cultures and worldviews that inform human behavior and respond constructively to differences in workplaces, communities, and organizations
- Use technology to research, collect, analyze, and interpret data and effectively communicate information in a professional manner
- Evaluate current issues in talent acquisition, selection, strategic planning, and performance-appraisal systems

Accelerated Pathway

Details are on p. 20 or contact your academic advisor.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Associate Professional in Human Resources (aPHR)
- Global Professional in Human Resources (GPHR)
- Professional in Human Resources (PHR)
- SHRM-Certified Professional (SHRM-CP)

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Human Resource Management Overview

	Credits
Required Major Core Courses	27
Required Business Core Courses	42
Required Major Capstone Course	3
Remaining General Education and Elective Courses	48
Total	**120**

Major Requirements

To complete a major in human resource management, you must take a total of 72 credits in required coursework, as follows:

Required Major Core Courses (27 credits)

HRMN 300	Human Resource Management (3)
HRMN 202	Organizational Communication (3)
HRMN 362	Labor Relations (3)
HRMN 367	Organizational Culture and Change (3)
HRMN 395	The Total Rewards Approach to Compensation Management (3)
HRMN 400	Talent Acquisition and Management (3)
HRMN 406	Employee Training and Development (3) *or HRMN 410 HR Information Systems and Metrics Analysis*
HRMN 408	Employment Law for Business (3)
HRMN 467	Global Human Resource Management (3)

Required Major Capstone Course (3 credits)

HRMN 495	Human Resource Management Capstone (3)

Required Business Core Courses (42 credits)

The following required courses (15 credits) may be applied to general education requirements:

ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 300	Information Systems in Organizations (3)
STAT 200	Introduction to Statistics (3)
WRTG 112	Academic Writing II (3)

The following required courses (27 credits) may be applied to elective requirements:

ACCT 301 Accounting for Managers (3)
BMGT 110 Introduction to Business and Management (3)
BMGT 240 Building Sustainable Futures (3)
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)
BMGT 364 Management and Organizational Theory (3)
BMGT 380 Business Law I (3)
FINC 331 Finance for General Managers (3)
MRKT 210 Marketing Principles (3)
OPMG 300 Operations Management (3)

Alternate Credit

If you are a Society for Human Resource Management (SHRM)- certified professional (SHRM-CP or SHRM-SCP) and your certification is current and valid, you may receive up to 9 credits for HRMN 300 Human Resource Management (3), HRMN 202 Organizational Communication (3), and HRMN 367 Organizational Culture and Change (3). Academic advisors can provide more information.

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN HUMAN RESOURCE MANAGEMENT

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111B*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
WRTG 112 Academic Writing II (3)	**Business core** and general education/communication
BMGT 110 (3)*	**Business core**
HRMN 300 (3)*	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 (3)*	**Business core** and general education/mathematics
BMGT 250 (3)*	**Business core**
HRMN 202 (3)*	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social science
IFSM 300 Information Systems in Organizations (3)	**Business core** and general education/research and computing literacy
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
BMGT 240 Building Sustainable Futures (3)	**Business core**
ECON 203 Principles of Microeconomics (3)	**Business core** and general education/behavioral and social sciences
HRMN 362 Labor Relations (3)	**Major**
BMGT 380 Business Law I (3)	**Business core**
HRMN 367 (3)*	**Major**
Elective (3)	Elective
HRMN 395 The Total Rewards Approach to Compensation Management (3)	**Major**
ACCT 301 Accounting for Managers (3)	**Business core**
HRMN 400 (3)*	**Major**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
Elective (3)	Elective
HRMN 406 *or* **HRMN 410** (3)*	**Major**
Elective (3)	Elective
Elective (3)	Elective
BMGT 364 (3)*	**Major**
Elective (3)	Elective
FINC 331 (3)*	**Major**
MRKT 210 Marketing Principles (3)	**Business core**
Elective (3)	Elective
HRMN 408 (3)*	**Major**
Elective (3)	Elective
OPMG 300 Operations Management (3)	**Business core**
HRMN 467 (3)*	**Major**
Elective (3)	Elective
HRMN 495 (3)*	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

** Full course titles are listed under Major Requirements.*

Legal Studies

You may seek an academic major in legal studies.

Bachelor of Science in Legal Studies

The legal studies curriculum at UMGC is designed to provide you with a background in contemporary American civil and criminal law, legal systems and institutions, and legal theory and practice. In this major, you'll be able to develop the knowledge and skills necessary in the legal workplace, including fact identification and analysis, legal research and writing, and fieldrelated digital competence.

What You'll Learn

Through your coursework, you will learn how to

- Analyze the relevant legal concepts, authorities, regulations, and ethical codes required to support the resolution of legal disputes
- Develop legal documents that incorporate critical thinking and legal reasoning to inform, evaluate, and advocate with respect to specific legal issues
- Determine how the application of the American civil and criminal justice systems can further social justice
- Research appropriate standard and internet-based legal resources to identify relevant, current, and presiding legal authority

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Legal Studies Overview	
	Credits
General Education Courses	41
Required Major Core Course	30
Required Major Capstone Course	3
Elective Courses	46
Total	**120**

Major Requirements

To complete a major in legal studies, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

LGST 101	Introduction to Law (3)
LGST 200	Techniques of Legal Research (3)
LGST 201	Legal Writing (3)
LGST 204	Legal Ethics (3)
LGST 301	Advanced Legal Writing (3)
LGST 312	Torts (3)
LGST 315	Domestic Relations (3)
LGST 320	Criminal Law and Procedures (3)
LGST 325	Litigation (3)
LGST 340	Contract Law (3)

Required Major Capstone Course (3 credits)

LGST 495	Legal Studies Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN LEGAL STUDIES

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111P*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMSC 100 Social Networking and Cybersecurity Best Practices (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
LGST 101 Introduction to Law (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
LGST 200 Techniques of Legal Research (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
LGST 201 Legal Writing (3)	**Major**
Elective (3)	Elective
LGST 204 Legal Ethics (3)	**Major**
Elective (3)	Elective
LGST 301 Advanced Legal Writing (3)	**Major**
Elective (3)	Elective
LGST 312 Torts (3)	**Major**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
Elective (3)	Elective
LGST 315 Domestic Relations (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
LGST 320 Criminal Law and Procedures (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
LGST 325 Litigation (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
LGST 340 Contract Law (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
LGST 495 Legal Studies Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Management Information Systems

You may seek an academic major in management information systems.

Bachelor of Science in Management Information Systems

Management information systems is a critical part of the strategic decision-making process in virtually all of today's public and private organizations. Managers who can lead the teams that integrate information systems with general business processes are in high demand.

Developed by chief information officers and other high-level IT professionals, the bachelor's degree program in management information systems at UMGC is well suited for those looking to move into a management position in information systems and bridge the gap between an organization's functional users and technical developers.

What You'll Learn

Through your coursework, you will learn how to

- Develop and present clear, concise, and ethical technical documentation, reports, and business solutions using structured communication and visualization techniques
- Apply advanced computing, cybersecurity, cloud technologies, and AI-driven solutions for secure, efficient, and scalable enterprise systems
- Implement IT governance, risk management, and digital transformation strategies to align information systems with strategic organizational goals
- Utilize current, relevant technologies (e.g., AI-powered analytics, predictive modeling, and data visualization tools) to enhance decision-making and business performance
- Execute emerging AI and IT solutions while ensuring ethical governance, regulatory compliance, and responsible innovation
- Execute secure information systems using cybersecurity frameworks, risk mitigation strategies, and compliance protocols
- Utilize structured methodologies and industry standards to optimize business processes and system workflows
- Execute IT strategies, digital transformation initiatives, and technology roadmaps that drive business growth and operational efficiency
- Establish IT governance frameworks, ethical policies, and compliance standards to guide responsible technology adoption and user accountability
- Collaborate with team members to plan, evaluate, and document technology solutions

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Agile Certified Practitioner (PMI-ACP)®*
- Certified Associate in Project Management (CAPM)®*
- Project Management Professional (PMP)®*

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in management information systems, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to reduce your total coursework for the MS in Information Technology at UMGC by 6 credits (two courses). Details are on p. 21.

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Management Information Systems Overview	
	Credits
General Education Courses	41
Required Major Core Courses	33
Required Major Capstone Course	3
Elective Courses	43
Total	**120**

Major Requirements

To complete a major in management information systems, you must take a total of 36 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

IFSM 201	Concepts and Applications of Information Technology (3)
IFSM 300	Information Systems in Organizations (3)
FINC 331	Finance for General Managers (3)
IFSM 304	Ethics in Information Technology (3)
CSIA 300	Cybersecurity for Leaders and Managers (3)
IFSM 310	Software and Hardware Infrastructure Concepts (3)

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IFSM 311	Enterprise Architecture (3)
DATA 330	Business Intelligence and Data Analytics (3)
IFSM 370	Telecommunications in Information Systems (3)
IFSM 438	Information Systems Project Management (3)
IFSM 461	Systems Analysis and Design (3)

Required Major Capstone Course (3 credits)

IFSM 495	Management Information Systems Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN MANAGEMENT INFORMATION SYSTEMS

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
WRTG 112 Academic Writing II (3)	General education/ communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
IFSM 300 Information Systems in Organizations (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	Or other general education/ mathematics
CMSC 105 Introduction to Problem Solving and Algorithm Design (3)	Or other general education/ research and computing literacy
IFSM 201 Concepts and Applications of Information Technology (3)	**Major**
FINC 331 Finance for General Managers (3)	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
IFSM 304 Ethics in Information Technology (3)	**Major**
Elective (3)	Elective
CSIA 300 Cybersecurity for Leaders and Managers (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
IFSM 310 Software and Hardware Infrastructure Concepts (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
DATA 330 Business Intelligence and Data Analytics (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
IFSM 311 Enterprise Architecture (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
IFSM 370 Telecommunications in Information Systems (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
IFSM 438 Information Systems Project Management (3)	**Major**
Elective (3)	Elective
IFSM 461 Systems Analysis and Design (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
IFSM 495 Management Information Systems Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Marketing

You may seek either an academic major in marketing.

Bachelor of Science in Marketing

The major in marketing offers an introduction to the fundamental concepts and strategies that constitute successful marketing management. It is designed to provide a thorough understanding of how to identify, retain, and grow profitable customer segments; create effective promotional programs; and develop integrated marketing communication tools, both in domestic and global markets. The program incorporates digital marketing strategies to meet the requirements of the modern marketplace.

What You'll Learn

Through your coursework, you will learn how to

- Apply strategic marketing skills, such as scenario planning, market intelligence, customer profiles, and digital planning, to successfully market products or services
- Develop marketing insights with data derived from internal and external sources
- Design effective integrated marketing communication plans using traditional, digital, and social media channels
- Develop multichannel campaigns for nonprofit organizations through fundraising, recruiting volunteers, and promoting alliances using traditional and digital marketing channels
- Create consumer-driven marketing strategies for a consistent consumer experience across multiple marketing channels
- Develop successful customer relationships and enhance customer loyalty using appropriate marketing technologies
- Create marketing strategies to meet the challenges of a competitive global market

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Accelerated Pathway

If you complete your undergraduate degree at UMGC with a major in marketing, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Management with a concentration in interdisciplinary studies in management at UMGC by 3 credits (one course). Details are on p. 21.

Degree Requirements

See pp. 75–77 for information on general education an overall requirements for completing a bachelor's degree.

BS in Marketing Overview	
	Credits
Required Major Core Courses	27
Required Business Core Courses	42
Required Major Capstone Course	3
Remaining General Education and Elective Courses	48
Total	**120**

Major Requirements

To complete a major in marketing, you must take a total of 72 credits in required coursework, as follows:

Required Major Core Courses (27 credits)

BMGT 330	Entrepreneurship and New Venture Planning (3)
MRKT 354	Integrated Marketing Communications (3)
MRKT 394	Managing Customer Relationships in Digital Marketing (3)
MRKT 411	Consumer Behavior in Digital Media (3)
MRKT 412	Marketing Research (3)
MRKT 458	Social Media Marketing (3)
MRKT 311	Digital Marketing Principles (3)
MRKT 314	Nonprofit Marketing (3) *or any upper-level MRKT course*
MRKT 454	Global Marketing (3) *or any upper-level MRKT course*

Required Major Capstone Course (3 credits)

MRKT 495	Marketing Management Capstone (3)

Required Business Core Courses (42 credits)

The following required courses (15 credits) may be applied to general education requirements:

ECON 201	Principles of Macroeconomics (3)
ECON 203	Principles of Microeconomics (3)
IFSM 300	Information Systems in Organizations (3)
STAT 200	Introduction to Statistics (3)
WRTG 112	Academic Writing II (3)

The following required courses (27 credits) may be applied to elective requirements:

ACCT 301 Accounting for Managers (3)
BMGT 110 Introduction to Business and Management (3)
BMGT 240 Building Sustainable Futures (3)
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)
BMGT 364 Management and Organizational Theory (3)
BMGT 380 Business Law I (3)
FINC 331 Finance for General Managers (3)
MRKT 210 Marketing Principles (3)
OPMG 300 Operations Management (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN MARKETING

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111B*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
WRTG 112 Academic Writing II (3)	**Business Core** and other general education/ communications
MRKT 210 Marketing Principles (3)	**Business core**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Business core** and general education/mathematics
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)	**Business core**
BMGT 110 Introduction to Business and Management (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social science
BMGT 240 Building Sustainable	**Business core**
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
IFSM 300 Information Systems in Organizations (3)	**Business core** and general education/research and computing literacy
ECON 203 Principles of Microeconomics (3)	**Business core** and general education/behavioral and social science
MRKT 354 Integrated Marketing Communications (3)	**Major**
BMGT 364 Management and Organizational Theory (3)	**Business core**
BMGT 330 Entrepreneurship and New Venture Planning (3)	**Major**
MGT 380 Business Law I (3)	**Business core**
MRKT 394 Managing Customer Relationships in Digital Marketing (3)	**Major**
Elective (3)	Elective
MRKT 411 Consumer Behavior in Digital Media (3)	**Major**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
ACCT 301 Accounting for Managers (3)	**Business core**
MRKT 458 Social Media Marketing (3)	**Major**
FINC 331 Finance for General Managers (3)	**Business core**
Elective (3)	Elective
MRKT 412 Marketing Research (3)	**Major**
Elective (3)	Elective
MRKT 311 Digital Marketing Principles (3)	**Major**
OPMG 300 Operations Management (3)	**Business core**
Elective (3)	Elective
MRKT 314 Nonprofit Marketing (3) *or* any upper-level MRKT course	**Major**
Elective (3)	Elective
MRKT 454 Global Marketing (3) *or* any upper-level MRKT course	**Major**
Elective (3)	Elective
MRKT 495 Marketing Management Capstone(3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Political Science

You may seek an academic major in political science.

Bachelor of Science in Political Science

With a major in political science, you'll develop a comprehensive understanding of U.S. government and global politics. By analyzing political structures, theory, and problems, you'll learn to interpret complex political problems in both the public and private sectors and propose potential solutions. You'll also have an opportunity to enhance your professionalism and fine-tune your communication and organizational skills.

What You'll Learn

Through your coursework, you will learn how to

- Distinguish between major concepts, theories, and research methods in political science
- Examine key domestic and international political systems, institutions, and organizations, including their purposes, functions, and impact on domestic and global politics, policies, and people
- Explain how diversity, equity, and inclusion affects and is affected by policies and politics within various sociopolitical, economic, and cultural contexts, both domestically and internationally
- Evaluate reports and articles for validity, applicability, and authoritative conclusions
- Produce arguments supporting or opposing a position on domestic or global practices or policies, applying supportive research within the major theories/conceptual framework of political science

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Political Science Overview	
	Credits
General Education Courses	41
Required Major Core Courses	27
Required Major Capstone Course	3
Elective Courses	49
Total	**120**

Major Requirements

To complete a major in marketing, you must take a total of 30 credits in required coursework, as follows:

Required Major Core Courses (27 credits)

GVPT 100	Introduction to Political Science (3)
GVPT 101	Introduction to Political Theory (3)
GVPT 170	American Government (3) *or GVPT 200 International Political Relations*
GVPT 210	Introduction to Public Policy and Public Administration (3)
GVPT 280	Comparative Politics and Government (3)
GVPT 306	Global Political Economy (3)
GVPT 403	Law, Morality, and War (3) *or any upper-level GVPT course*
GVPT 406	Global Terrorism (3)
GVPT 457	American Foreign Relations (3) *or any upper-level GVPT course*

Required Major Capstone Course (3 credits)

GVPT 495 Political Science Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN POLITICAL SCIENCE Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111C*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMSC 100 Social Networking and Cybersecurity Best Practices (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
GVPT 100 Introduction to Political Science (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
GVPT 101 Introduction to Political Theory (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
GVPT 170 American Government (3) *or* **GVPT 200** International Political Relations (3)	**Major**
Elective (3)	Elective
GVPT 210 Introduction to Public Policy and Public Administration (3)	**Major**
GVPT 280 Comparative Politics and Government (3)	**Major**
Elective (3)	Elective
GVPT 306 Global Political Economy (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
GVPT 403 Law, Morality, and War (3) *or any upper-level GVPT course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
GVPT 406 Global Terrorism (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
GVPT 457 American Foreign Relations (3) *or any upper-level GVPT course*	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
GVPT 495 Political Science Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Psychology

You may seek an academic major in psychology.

Bachelor of Science in Psychology

UMGC's bachelor's degree program in psychology will help prepare you for graduate study or a multitude of careers in the field. While acquiring a knowledge base of theory, research, and practice in psychological sciences, you'll hone your quantitative skills, written and oral communication proficiencies, analytical and scientific reasoning, and ability to analyze human behavior.

What You'll Learn

Through your coursework, you will learn how to

- Apply relevant concepts, theories, empirical findings, and historical trends to personal, organizational, and social issues
- Model scientific reasoning by designing, participating in, and evaluating psychological research
- Implement critical and creative thinking, skeptical inquiry, technology-based information literacy, and the scientific approach to solve problems related to current and emerging trends in psychology
- Use ethical principles of psychology to evaluate psychological science and practice within professional and personal settings
- Communicate ideas, concepts, arguments, and perspectives during effective interactions with diverse groups in a variety of contexts
- Analyze the complexity of human diversity and how it influences our understanding of behavior
- Apply psychology content and skills to career readiness, lifetime learning goals, and workforce contributions

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Psychology Overview

	Credits
Required Major Core Courses	30
Required Major Capstone Course	3
Required Related Courses	3
Remaining General Education and Elective Courses	84
Total	**120**

Major Requirements

To complete a major in psychology, you must take a total of 36 credits in required coursework, as follows:

Required Major Core Courses (30 credits)

PSYC 100 Introduction to Psychology (3)

PSYC 220 Social Psychology (3)

PSYC 251 Lifespan Development (3)
or any upper-level PSYC course

PSYC 300 Research Methods in Psychology (3)

PSYC 301 Biological Basis of Behavior (3)

PSYC 310 Sensation and Perception (3)
or any upper-level PSYC course

PSYC 335 Theories of Personality (3)

PSYC 341 Memory and Cognition (3)
or any upper-level PSYC course

PSYC 353 Psychopathology and Mental Health (3)

PSYC 436 Introduction to Clinical Psychology (3)

Required Major Capstone Course (3 credits)

PSYC 495 Psychology Capstone (3)

Required Related Course (3 credits)

The following required course may be applied to general education requirements:

STAT 200 Introduction to Statistics (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN PSYCHOLOGY

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111S*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Related** and general education/mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
PSYC 220 Social Psychology (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
SOCY 100 Introduction to Sociology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
PSYC 251 Lifespan Development (3)	**Major**
Elective (3)	Elective
PSYC 300 Research Methods in Psychology (3) *or* any upper-level PSYC course	**Major**
Elective (3)	Elective
Elective (3)	Elective
PSYC 301 Biological Basis of Behavior (3)	**Major**
Elective (3)	Elective
PSYC 310 Sensation and Perception (3) *or* any upper-level PSYC course	**Major**
Elective (3)	Elective
PSYC 335 Theories of Personality (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
PSYC 341 Memory and Cognition (3) *or* any upper-level PSYC course	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
PSYC 353 Psychopathology and Mental Health (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
PSYC 436 Introduction to Clinical Psychology (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
PSYC 495 Psychology Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Public Safety Administration

You may seek an academic major in public safety administration.

Bachelor of Science in Public Safety Administration

The public safety administration curriculum at UMGC is designed to provide you with a foundation of knowledge and expand your understanding of the unique aspects of administration in the field of public safety. In this program, you'll study public safety's professional and legal frameworks as well as administrators' responsibilities related to risk management, mitigation, and liability. You'll also examine ethical decisionmaking processes and distinguish the attributes of exceptional public safety leaders.

What You'll Learn

Through your coursework, you will learn how to

- Analyze the unique aspects and best professional practices associated with the field of public safety administration within the United States
- Analyze the legal framework within the United States that outlines the obligations and limitations of public safety entities with respect to their employees, constituents, and the public at large
- Evaluate the challenges associated with the professional obligation to address concurrent public safety emergencies and the challenges associated with the development of effective corresponding mitigation plans
- Evaluate the unique ethical framework associated with the field of public safety administration and the corresponding decision-making process required of public safety professionals
- Assess the leadership attributes most commonly associated with exceptional professionals within the field of public safety administration

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Public Safety Administration Overview	
	Credits
Required Major Core Courses	27
Required Major Capstone Course	3
Required Related Courses	3
Remaining General Education and Elective Courses	87
Total	**120**

Major Requirements

To complete a major in public safety administration, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (27 credits)

PSAD 302	Introduction to Public Safety Administration (3)
PSAD 304	Contemporary Public Safety Practices (3)
PSAD 306	Public Safety Planning (3)
PSAD 408	Public Safety Legal Issues and Public Policy (3)
PSAD 410	Public Safety Research and Technology (3)
PSAD 414	Public Safety Administration Ethics (3)
PSAD 416	Public Safety Leadership (3)
FINC 331	Finance for General Managers (3)
BMGT 317	Strategic Decision-Making and Problem-Solving (3)

Required Major Capstone Course (3 credits)

PSAD 495	Public Safety Leadership Capstone (3)

Required Related Course (3 credits)

The following required course may be applied to general education requirements.

IFSM 300	Information Systems in Organizations (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN PUBLIC SAFETY ADMINISTRATION

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111P*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
WRTG 112 Academic Writing II (3)	General education/ communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
PSAD 302 Introduction to Public Safety Administration (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 105 Topics for Mathematical Literacy (3)	Or other general education mathematics
IFSM 300 Information Systems in Organizations (3)	**Related** and general education/research and computing literacy
PSAD 304 Contemporary Public Safety Practices (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
PSAD 306 Public Safety Planning (3)	**Major**
Elective (3)	Elective
PSAD 408 Public Safety Legal Issues and Public Policy (3)	**Major**
Elective (3)	Elective
PSAD 410 Public Safety Research and Technology (3)	**Major**
Elective (3)	Elective
PSAD 414 Public Safety Administration Ethics (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
PSAD 416 Public Safety Leadership (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
FINC 331 Finance for General Managers (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
BMGT 317 Strategic Decision-Making and Problem-Solving (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
PSAD 495 Public Safety Leadership Capstone (3)	**Major**/capstone
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CAPL 398A Career Planning Management (1)	Elective

Social Science

You may seek an academic major in social science.

Bachelor of Science in Social Science

In UMGC's bachelor's degree program in social science, you'll gain a breadth of knowledge through interdisciplinary study that encompasses perspectives from the fields of anthropology, behavioral sciences, gerontology, psychology, and sociology. You'll also have the opportunity to drill down and focus closely on one of these fields.

What You'll Learn

Through your coursework, you will learn how to

- Analyze how quantitative and qualitative methods are used in social science research
- Communicate social science concepts and research findings effectively to a variety of audiences
- Examine how micro- and macro-level factors are linked in the social lives of individuals, communities, and societies
- Analyze complex social issues using theoretical approaches, critical thinking skills, information literacy, technology, or interdisciplinary perspectives
- Evaluate social science research using ethical principles and standards for professional conduct
- Apply concepts of diversity, social factors, and global multicultural perspectives to examine practical problems in the workplace and society

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Social Science Overview	
	Credits
Required Major Core Courses	15
Major Elective Courses	12
Required Major Capstone Course	3
Required Related Courses	3
Remaining General Education and Elective Courses	87
Total	**120**

Major Requirements

To complete a major in social science, you must take a total of 33 credits in required coursework, as follows:

Required Major Core Courses (15 credits)

Two of the following introductory (100-level) social science courses (6):

- ANTH 102 Introduction to Cultural Anthropology
- GERO 100 Contemporary Issues in Aging
- PSYC 100 Introduction to Psychology
- SOCY 100 Introduction to Sociology

The following courses:

BEHS 210 Introduction to Social Sciences (3)
BEHS 300 Research Methods in Social Sciences (3)

One of the following courses (3):

BEHS 220 Diversity Awareness (3)
BEHS 250 Social Justice Movements

Major Elective Courses (12 credits)

Four upper-level ANTH, BEHS, GERO, PSYC, or SOCY courses (12)—Focused study in anthropology, gerontology, psychology, or sociology is recommended, as follows:

Anthropology

ANTH 345 World Prehistory and Archaeology (3)
ANTH 346 Anthropology of Language and Communication (3)
ANTH 350 Health, Illness, and Healing (3)
ANTH 351 Anthropology in Forensic Investigations (3)

Gerontology

GERO 302 Health and Aging (3)
GERO 311 Gender and Aging (3)
GERO 427 Culture and Aging (3)
GERO 320 Psychosocial Aspects of Aging (3)

Psychology

PSYC 338 Psychology of Gender (3)
PSYC 354 Cross-Cultural Psychology (3)
PSYC 386 Psychology of Stress (3)
PSYC 437 Positive Psychology (3)

Sociology

SOCY 313 The Individual and Society (3)
SOCY 325 The Sociology of Gender (3)
SOCY 423 Race and Ethnicity: A Global Perspective (3)
SOCY 350 Contemporary Social Problems (3)

Required Major Capstone Course (3 credits)

BEHS 495 Social Sciences Capstone (3)

Required Related Course (3 credits)

The following required course may be applied to general education requirements:

STAT 200 Introduction to Statistics (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN SOCIAL SCIENCE Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111S*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education/ research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
ANTH 102 Introduction to Cultural Anthropology *or* **GERO 100** Contemporary Issues in Aging *or* **PSYC 100** Introduction to Psychology *or* **SOCY 100** Introduction to Sociology (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Related** and general education/mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
ANTH 102 Introduction to Cultural Anthropology *or* **GERO 100** Contemporary Issues in Aging *or* **PSYC 100** Introduction to Psychology *or* **SOCY 100** Introduction to Sociology (3)	**Major**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
SOCY 100 Introduction to Sociology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
BEHS 210 Introduction to Social Sciences (3)	**Major**
Elective (3)	Elective
BEHS 220 Diversity Awareness (3) *or* **BEHS 250** Social Justice Movement (3)	**Major**
Elective (3)	Elective
BEHS 300 Research Methods in Social Sciences (3)	**Major**
Elective (3)	Elective
ANTH 345 World Prehistory and Archaeology *or* **GERO 302** Health and Aging *or* **PSYC 338** Psychology of Gender *or* **SOCY 313** The Individual and Society (3)	**Major**
WRTG 391 Advanced Research Writing (3)	Or other general education/ communications
Elective (3)	Elective
ANTH 346 Anthropology of Language and Communication or **GERO 311** Gender and Aging *or* **PSYC 354** Cross-Cultural Psychology *or* **SOCY 325** The Sociology of Gender (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ANTH 350 Health, Illness, and Healing *or* **GERO 427** Culture and Aging *or* **PSYC 386** Psychology of Stress *or* **SOCY 423** Race and Ethnicity: A Global Perspective (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
ANTH 351 Anthropology in Forensic Investigations *or* **GERO 320** Psychosocial Aspects of Aging *or* **PSYC 437** Positive Psychology *or* **SOCY 350** Contemporary Social Problems (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
BEHS 495 Social Sciences Capstone (3)	**Major**/capstone
CAPL 398A Career Planning Management (1)	Elective

Sustainable Value Chain

You may seek an academic major in sustainable value chain.

Bachelor of Science in Sustainable Value Chain

The sustainable value chain major provides an examination of ways to improve the interrelated elements of the various processes that are associated with the creation and delivery of a product or service, that is, the value chain. With an emphasis on sustainability, the interdisciplinary program integrates several functional areas of business, including management, marketing, and operations. In your studies, you will have an opportunity to develop and apply quantitative skills involving data and statistical analysis, management science, and quality management. You will also be able to focus your studies in business analytics, environmental systems, project management, marketing, or supply chains through your elective choices.

What You'll Learn

Through your coursework, you will learn how to

- Assess the value chain of a business entity for operational effectiveness and sustainability using data
- Communicate with various stakeholders to improve organizational efficiency
- Recommend improvements to the supply chain of a business to increase quality and organizational sustainability
- Employ appropriate statistical techniques to enhance production processes and systems
- Recommend improvements in functional aspects of the value chain, including marketing, operations, and quality management
- Apply project management techniques to managerial decision-making
- Recommend enhancements to systems and technology involving procurement, inventory management, and logistics
- Analyze processes, technology, and communications to improve customer relationship management
- Conduct and present a strategic analysis of a corporation's value chain

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified Associate in Project Management (CAPM)
- Certified Professional in Supply Management (CPSM)
- Certified Six Sigma Black Belt
- Certified Supply Chain Professional (CSCP)
- Project Management Professional (PMP)

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Sustainable Value Chain Overview	Credits
Required Major Core Courses	21
Major Elective Courses	9
Required Major Capstone Course	3
Required Business Core Courses	42
Remaining General Education and Elective Courses	45
Total	**120**

Major Requirements

To complete a major in sustainable value chain, you must take a total of 75 credits in required and elective coursework, as follows:

Required Major Core Courses (21 credits)

MRKT 394	Managing Customer Relationships in Digital Marketing (3)
BMGT 487	Project Management I (3)
DATA 320	Introduction to Data Analytics (3)
DATA 335	Data Visualization (3)
BMGT 411	Sustainable Process Improvement (3)
OPMG 310	Sustainability Management (3)
OPMG 320	Quality in the Value Chain (3)

Major Elective Courses (9 credits)

Three upper-level courses chosen from the following areas (9)—Focused study in business analytics, environmental systems, marketing, project management, or supply chain is recommended.

Business Analytics

DATA 300	Foundations of Data Science
DATA 430	Foundations of Machine Learning
ARIN 460	Artificial Intelligence Solutions

Environmental Systems

ENHS 300	Environmental Systems
ENHS 315	Risk Assessment in Environmental Health and *Safety or ENHS 305 Environmental Health and Safety Regulations*
ENHS 340	Environmental Technology and Control

Marketing

MRKT 412	Marketing Research
MRKT 354	Integrated Marketing Communications
MRKT 454	Global Marketing

Project Management

BMGT 365	Organizational Leadership *or BMGT 465 Organizational Change Management*
BMGT 488	Project Management II
OPMG 350	Project and Procurement Management

Supply Chain

BMGT 488	Project Management II
OPMG 330	Logistics
OPMG 340	Supply Chain

Required Major Capstone Course (3 credits)

OPMG 495 Sustainable Value Chain Capstone (3)

Required Business Core Courses (3 credits)

The following required courses (15 credits) may be applied to general education requirements:

ECON 201 Principles of Macroeconomics (3)
ECON 203 Principles of Microeconomics (3)
IFSM 300 Information Systems in Organizations (3)
STAT 200 Introduction to Statistics (3)
WRTG 112 Academic Writing II (3)

The following required courses (27 credits) may be applied to elective requirements:

ACCT 301 Accounting for Managers (3)
BMGT 110 Introduction to Business and Management (3)
BMGT 240 Building Sustainable Futures (3)
BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)
BMGT 364 Management and Organizational Theory (3)
BMGT 380 Business Law I (3)
FINC 331 Finance for General Managers (3)
MRKT 210 Marketing Principles (3)
OPMG 300 Operations Management (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

Major core, capstone, and related requirements are listed **in bold**.

BS IN SUSTAINABLE VALUE CHAIN

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111S*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
WRTG 112 Academic Writing II (3)	**Business core** and general education/communications
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
MRKT 210 Marketing Principles (3)	**Business core**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
STAT 200 Introduction to Statistics (3)	**Business core** and general education/mathematics
IFSM 300 Information Systems in Organizations (3)	**Business core** and general education/research and computing literacy
BMGT 110 (3)*	**Business core**
HUMN 100 Introduction to Humanities (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
ECON 201 Principles of Macroeconomics (3)	**Business core** and general education/behavioral and social sciences
BMGT 240 (3)*	**Business core**
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
BMGT 250 (3)*	**Business core**
ECON 203 Principles of Microeconomics (3)	**Business core** and general education/behavioral and social sciences
MRKT 394 (3)*	**Major**
BMGT 364 (3)*	**Business core**
DATA 320 (3)*	**Major**
BMGT 380 Business Law I (3)	**Business core**
DATA 335 Data Visualization (3)	**Major**
Elective (3)	Elective
BMGT 411 (3)*	**Major**
WRTG 394 Advanced Business Writing (3)	Or other general education/ communications
ACCT 301 Accounting for Managers (3)	**Business core**
FINC 331 (3)*	**Business core**
OPMG 300 Operations Management (3)	**Business core**
Elective (3)	Elective
OPMG 310 (3)*	**Major**
OPMG 320 Quality in the Value Chain (3)	**Major**
Elective (3)	Elective
BMGT 487 Project Management I (3)	**Major**
Elective (3)	Elective
BMGT 488 Project Management II *or any upper-level focus area course* (3)	**Major**
Elective (3)	Elective
OPMG 330 (3)*	**Major**
OPMG 340 Supply Chain *or any upper-level focus area course* (3)	**Major**
Elective (3)	Elective
OPMG 495 (3)*	**Major/capstone**
CAPL 398A Career Planning Management (1)	Elective

** Full course titles are listed under Major Requirements.*

Web and Digital Design

You may seek either an academic major in web and digital design.

Bachelor of Science in Web and Digital Design

You can follow your interests and prepare for a career in digital design with UMGC's bachelor's degree program in web and digital design, which allows you to explore design using various digital media and web technologies. In this major, you'll learn how to create digital works using industry-standard software and incorporating design theory and efficient workflows. Through your coursework, you can gain hands-on experience in web design, virtual reality, augmented reality, electronic publishing, motion graphics, multimedia, animation, and graphic design.

What You'll Learn

Through your coursework, you will learn how to

- Create digital products, such as graphics, interactive digital media, and web applications, that utilize current or emerging technologies to meet customer requirements and usability standards
- Apply sound business principles and project management techniques to manage a digital media or web design project from conceptualization to deployment
- Utilize scripting and programming languages to develop interactive digital media or web applications that meet technical specifications and quality standards
- Assess the cultural, ethical, and legal implications of producing and distributing interactive digital media, products, or platforms
- Communicate clearly and effectively with diverse stakeholders about technology and digital media

Related Certificate Program

Depending on your choice of electives, you may be able to earn a related certificate within your program. Contact your academic advisor for more information.

Degree Requirements

See pp. 75–77 for information on general education and overall requirements for completing a bachelor's degree.

BS in Web and Digital Design Overview	Credits
Required Major Core Courses	6
Major Elective Courses	21
Required Major Capstone Course	3
General Education Courses	41
Elective Courses	49
Total	**120**

Major Requirements

To complete a major in web and digital design, you must take a total of 30 credits in required coursework, as follows:

Required Major Core Courses (6 credits)

CMST 290 Introduction to Interactive Design (3)
CMST 295 Fundamentals of Digital Media (3)

Required Major Core Courses (21 credits)

Seven upper-level CMST courses (21)—Focused study in web design, digital design, or a ugmented/virtual reality is recommended, as follows:

Web Design

CMST 385 Principles of Web Design and Technology I (3)
CMST 386 Principles of Web Design and Technology II (3)
CMST 325 Image Editing (3)
CMST 355 Content Management Systems (3)
CMST 387 Principles of Web Design and Technology III (3)
CMST 388 Fundamentals of JavaScript (3)
CMST 488 Advanced JavaScript (3)

Digital Design

CMST 310 Fundamentals of Electronic Publishing (3)
CMST 311 Advanced Electronic Publishing (3)
CMST 325 Image Editing (3)
CMST 320 Illustration Graphics (3)
CMST 425 Advanced Image Editing (3)
CMST 341 Principles of Multimedia I (3)
CMST 351 Motion Graphics I (3)

Augmented/Virtual Reality

CMST 308 User Experience and Interface Design (3)
CMST 315 Game Design I (3)
CMST 330 Virtual Reality Design I (3)
CMST 331 Augmented Reality Design I (3)
CMST 390 3D Modeling (3)
CMST 490 Virtual World Building (3)
Any upper-level CMST course

Required Major Capstone Course (3 credits)

CMST 495 Web and Digital Design Capstone (3)

Suggested Course Sequencing

The following table is designed to provide an optimal order for taking both required and recommended general education, major, and elective courses for this program. Your plan will be unique to you, based on your previous education and credit earned. Contact an academic advisor with all questions about your official plan.

BS IN WEB AND DIGITAL DESIGN

Recommended and Required Courses	Requirement(s)
PACE 111M Program and Career Exploration in Multidisciplinary Studies (3) *or PACE 111T*	General education/research and computing literacy
LIBS 150 Introduction to Research (1)	Or other general education/ research and computing literacy
WRTG 111 Foundations of Writing and Communication (3)	Or other general education/ communications
CMST 301 Digital Media and Society (3)	Or other general education research and computing literacy
NUTR 100 Elements of Nutrition (3)	Or other general education/ biological and physical sciences
CMST 290 Introduction to Interactive Design (3)	**Major**
SPCH 100 Foundations of Oral Communication (3)	Or other general education/ communications
MATH 107 College Algebra (3)	Or other general education/ mathematics
WRTG 112 Academic Writing II (3)	General education/ communications
CMST 295 Fundamentals of Digital Media (3)	**Major**
HIST 157 History of the United States Since 1865 (3)	Or other general education/ arts and humanities
BIOL 101 Concepts of Biology (3) *and* BIOL 102 Laboratory in Biology (1)	Or other general education/ biological and physical sciences
PSYC 100 Introduction to Psychology (3)	Or other general education/ behavioral and social sciences
ARTH 334 Understanding Movies (3)	Or other general education/ arts and humanities
Elective (3)	Elective
ECON 201 Principles of Macroeconomics (3)	Or other general education/ behavioral and social sciences
CMST 385 Principles of Web Design and Technology I *or* **CMST 310** Fundamentals of Electronic Publishing *or* **CMST 308** User Experience and Interface Design *or* any upper-level CMST course (3)	**Major**
Elective (3)	Elective
CMST 386 Principles of Web Design and Technology II *or* **CMST 311** Advanced Electronic Publishing *or* **CMST 315** Game Design I *or* any upper-level CMST course (3)	**Major**
Elective (3)	Elective
CMST 325 Image Editing *or* **CMST 330** Virtual Reality Design I *or* any upper-level CMST course (3)	**Major**
Elective (3)	Elective
CMST 387 Principles of Web Design and Technology III *or* **CMST 320** Illustration Graphics *or* **CMST 331** Augmented Reality Design I *or* any upper-level CMST course (3)	**Major**
WRTG 393 Advanced Technical Writing (3)	Or other general education/ communications
Elective (3)	Elective
CMST 355 Content Management Systems *or* **CMST 425** Advanced Image Editing (3) *or* **CMST 390** 3D Modeling (3) *or* any upper-level CMST course (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMST 388 Fundamentals of JavaScript or **CMST 341** Principles of Multimedia I *or* **CMST 490** Virtual World Building *or* any upper-level CMST course (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMST 488 Advanced JavaScript *or* **CMST 351** Motion Graphics I *or* any upper-level CMST course (3)	**Major**
Elective (3)	Elective
Elective (3)	Elective
CMST 495 Web and Digital Design Capstone (3)	**Major**/capstone
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
Elective (3)	Elective
CAPL 398A Career Planning Management (1)	Elective

Social Work Partnership Programs

UMGC Europe is partnered with Salisbury University to offer two programs in social work. As a UMGC Europe student, you may earn a Bachelor of Arts in Social Work (BASW) or Master of Social Work (MSW) from Salisbury University.*

Bachelor of Arts in Social Work

The Bachelor of Arts in Social Work allows students to prepare for a profession making a difference in the lives of people and their communities. Offered by Salisbury University (SU) and administered by UMGC Europe, the BASW helps prepare you for entry-level generalist social work practice and advanced graduate education. The Salisbury University BASW is a professional degree accredited by the Council on Social Work Education.

In a combination of hands-on practice in the community and study in the classroom, you will learn how to work with individuals, families, groups, organizations, and communities. The goal of this comprehensive program is to provide you with the knowledge, skills, and values necessary for private and public sector entry-level social work practice.

** The BASW, MSW and Advanced Standing MSW are not currently available to students in Africa and the Middle East.*

What You'll Learn

When you graduate with a major in social work, you should be able to

- Have a solid foundation for entry into professional social work practice.
- Utilize the appropriate knowledge, values, and skills for entry-level intervention with individuals, families, groups, and communities.
- Maintain a professional identity consistent with social work values and ethics.
- Apply valuable hands-on experience with various client populations, including diverse racial and ethnic groups, and at-risk populations.
- Evolve a practice style consistent with your personal strengths and capabilities.
- Work within a human service agency or organization.

Hands-On Practice

Field education is an integral component of the social work curriculum during which you will engage in supervised social work practice. This practice provides you the opportunity to apply your classroom learning in a field setting. All field education courses are graded.

Degree Requirements

BA in Social Work Overview	
	Credits
SU Signature Outcomes and General Education Courses	25-26
Required Major Courses	54
Elective Courses	40-41
Total	**120**

A degree with a major in social work requires the successful completion of 120 credits of coursework, with 54 credits required for the major, including 8 credits of supervised field instruction.

Since some recommended courses fulfill more than one requirement, substituting courses for those listed may require you to take additional courses to meet degree requirements. You should consult your academic advisor whenever taking advantage of other options.

Required Core Courses (54 credits)

SOWK 200	Introduction to Social Work (4)
SOWK 300	Theoretical Analysis I: Diversity, Human Development and Inequities Across the Life Course (4)
SOWK 302	Theoretical Analysis II: Structural Oppression, Collective Trauma and Marginalized Populations (4)
SOWK 306	Social Welfare History and Contemporary Issues (4)
SOWK 309	Privilege and Oppression (4)
SOWK 310	Basic Interviewing: Skills and Techniques (2)
SOWK 320	Social Work Practice I: Engagement, Assessment and Planning (4)
SOWK 330	Social Welfare Work Policy Practice: Analyst and Advocate (4)
SOWK 400	Social Work Practice II: Intervention, Evaluation and Termination (4)
SOWK 410	Social Work Practice III (4)
SOWK 416	Foundations of Research-Based Social Work Practice (4)
SOWK 417	Application of Research-Informed Social Work Practice (4)
SOWK 420	Field Instruction I (4)
SOWK 421	Field Instruction II (4)

Required Related Courses

Note: The following related required course may be applied to general education or elective requirements.

PSYC 100	Introduction to Psychology (3)
SOCY 100	Introduction to Sociology (3)
STAT 200	Introduction to Statistics (3)

General Education Courses (36-46 credits)

Salisbury University Signature Outcomes Requirements (3 Courses)
These courses may also meet additional General Education and/or major requirements.

- **Complete 1 Course In Each Of The Following Areas (3 Courses):**
  - GENE CCE - Civic and Community Engagement (3)
    - Completed in major with SOWK 410
  - GENE DI - Diversity and Inclusion (completed in major with SOWK 309)
  - GENE ES - Environmental Sustainability (3-4 credits)
    - NSCI 362 Our Environment: Human Impact and Sustainable Choices (3 credits)

Additional General Education Requirements (11 Courses)
*These courses may also meet SU Signature Outcomes and/or major requirements. * To be taken in the first 24 credit hours of courses*

- **Complete 1 Course In Each Of The Following Areas (3 Courses):**
  - GENE FYS - First Year Seminar (waived for students with at least 30 credits in transfer)
  - GENE CTW - Communication Through Writing*
    - WRTG 112 Academic Writing II
  - GENE QA - Quantitative Analysis* (3)
    - Choose from: STAT 200 Introduction to Statistics (recommended) or MATH 105 Topics for Mathematical Literacy
- **Complete 1 Course In Each Of The Following - Must Be From Different Content Areas (2 Courses):**
  - GENE HE - Human Expression (3)
    - Choose from: ARTH 204, ARTT 152, ENGL 102, HUMN 100, PHIL 100, PHIL 140, SPAN 111, SPCH 100
  - GENE HIC - Humanity In Context (3 credits)
    - Completed in major with SOWK 306
- **Complete 1 Course In Each Of The Following - Must Be From Different Content Areas (2 Courses):**
  - GENE SC - Social Configurations (3)
    - Choose from: CCJS 100, ECON 203, GVPT 100, GVPT 170, HIST 115, HIST 116, PSYC 100, SOCY 100
  - GENE SI - Social Issues (completed in major with SOWK 200)
- **Complete 1 Course In Each Of The Following - Must Be From Different Content Areas (2 Courses):**
  - GENE HOS - Hands-On Science (4)
    - Choose from: BIOL 101 & 102 (or BIOL 103), BIOL 160/161, BIOL 181/182, CHEM 103, NSCI 100/101 (or NSCI 103), NSCI 170/171, NUTR 100/101
  - GENE STS - Solutions Through Science (3)
    - Choose from BIOL 101, BIOL 160, BIOL 181, GEOG 100, GEOL 100, NUTR 100, NSCI 100, NSCI 170
- **Complete 1 Course In Each Of The Following Areas (2 Courses):**
  - GENE PW - Personal Wellness (4)
    - HLSC 106 Lifestyle Behaviors for Personal Health and Wellness
  - GENE EL - Experiential Learning (completed in major with SOWK 420)

Please note: Salisbury University may approve additional courses to meet general education requirements. Always consult the UMGC social work office for the most up-to-date information.

Elective Courses (21-30 credits)

Total credits for BA in Social Work **120**

Admission Process

To begin the program, you should apply for admission to UMGC Europe through the online application for admission and select Salisbury Undergraduate program level of study.

Prior to being fully admitted into the BASW program, you must complete the pre-admission requirements. Completion of all pre-admission requirements does not guarantee your acceptance into the program. To meet pre-admission requirements, you must successfully complete 45 credits of coursework, to include the following courses:

- PSYC 100 Introduction to Psychology (3)
- STAT 200 Introduction to Statistics (3)
- SOCY 100 Introduction to Sociology (3)
- SOWK 200 Introduction to Social Work (4), SU
- SOWK 300 Theoretical Analysis I: Diversity, Human Development and Inequities Across the Life Course (4), SU
- SOWK 310 Basic Interviewing: Skills and Techniques (2), SU

In addition, each applicant for the BASW program must submit a Salisbury University application and written personal statements. You must meet these general BASW admission requirements:

- Achieve junior standing with at least 45 completed credits (preferably closer to 60)
- Have an overall GPA of 2.5, including all transfer credits
- Have an overall GPA of 2.7 in social work courses, including the pre-admission requirements
- Demonstrate the capacity to engage in appropriate professional social work roles on and off campus, by report from the Field Supervisor, faculty members and/or peers.

Currently, BASW applications are only accepted in the fall semester. Please contact the Social Work Office for upcoming application submission dates.

Salisbury University Policies

- You are expected to demonstrate ethical and professional behavior while completing the BASW and to become a professional social worker.
- No social work course may be repeated more than once.
- You must earn a grade of C or better in all core courses and a minimum cumulative GPA of 2.0 for graduation.
- If the courses required for the major do not equal 120 credit hours, you must register for additional electives to complete 120 credits required for graduation.
- You must have a minimum of 30 credits of upper-level (300-499) courses with C grade or above; at least 15 of those credits must be taken at SU.
- It is the student's responsibility to satisfy graduation requirements. Please refer to the program page of the Salisbury University catalog for detailed major requirements.
- Students must apply online through SU's GullNet portal for graduation by November 15 for spring (May) or summer (August) graduation and by May 15 for fall (December) graduation.
- Additional policies are found in the Salisbury University BASW Student Handbook and Field Manual.

ABOUT OUR PARTNER INSTITUTION SALISBURY UNIVERSITY

Salisbury University, a member of the University System of Maryland, is an accredited university of national distinction. Home to more than 8,700 students from across the U.S. and around the world, Salisbury University has a reputation for excellence in public higher education. SU continuously ranks among the nation's top colleges and values according to *The Princeton Review*, *U.S. News & World Report*, *Kiplinger's*, *Money*, *Forbes*, and others.

Located on Maryland's Eastern Shore, this four-year university has 52 undergraduate, 15 master's, and two doctoral degree programs. SU prides itself on being an institution where individual talents are celebrated while big ideas are encouraged and nurtured. For documentation of the above, see *salisbury.edu/administration/university-analysis-reporting-and-assessment/academic-programs.aspx*

salisbury.edu/academic-offices/health-and-human-services/social-work/

Master of Social Work

Prepare yourself for professional social work in your community, as you learn the benefits of empowering individuals and affecting social change.

The Master of Social Work (MSW) prepares social work practitioners for advanced, direct practice with individuals, families, groups, and organizations. The program is designed to help you achieve your maximum potential with a dynamic curriculum of generalist and specialized courses. Offered by Salisbury University and co-administered by UMGC Europe and Salisbury University, the Master of Social Work program is accredited by the Council on Social Work Education.

The goal of this comprehensive program is to provide you with the knowledge, skill-sets, and values necessary to propel you into the private or public sectors of social work. Through a combination of hands-on practice in the community and study in the classroom, you will gain the knowledge required to enter the social work field.

What You'll Learn

The program is designed to help prepare you to

- Operate as an ethical, competent, and culturally responsive social work practitioner
- Utilize skills in a plethora of human service arenas working with individuals, families, groups, organizations, and communities
- Participate in community engagement in the pursuit of social and economic justice

Career Preparation

This program is designed to help prepare you for work in a variety of human service programs and agencies in a clinical and/or supervisory administrative capacity.

Program Overview

The degree program requires 62 credit hours, with 50 credits of classroom work and 12 credits of supervised field practicum. The regular program length for full time students is generally 12 sessions.

If you have completed a bachelor's degree in social work from a CSWE accredited undergraduate social work program, you may be eligible for the MSW advanced standing program. Advanced standing is a 32 credit program, rather than a 62 credit program.

Program Calendar

Master of Social Work courses are offered in five sessions throughout the year. The sessions are seven weeks in duration in fall and spring semesters and five weeks in duration in summer. For the annual program calendar, visit *europe.umgc.edu/calendars*.

Field Education

The program requires field practicum study, where you will engage in supervised social work practice in a hands-on setting with an organization in the community. Field education is an integral component of the social work curriculum, and the focus is to take learning outside the classroom setting and provide valuable experience. In these courses, you will actively participate in your learning through real-world supervised social work practice at a human service agency in your local military community. UMGC Europe will assist with the placement process in institutions such as schools, social service agencies, day care centers, medical facilities, etc. However, it is ultimately the responsibility of the student to participate fully in the identification and selection of a field placement. For a full description of policies and procedures, see the MSW Student Handbook and Field Manual.

Degree Requirements: Traditional Program

Generalist Practice (30 credits)

SOWK 607	Social Welfare Policy Practice: Analyst and Advocate (3)
SOWK 610	Theoretical Analysis I: Diversity, Human Development and Inequities Across the Life Course (3)
SOWK 616	Foundations of Research-Based Social Work Practice (3)
SOWK 617	Application of Research-Informed Social Work Practice (3)
SOWK 620	Social Work Practice I: Engagement, Assessment and Planning (3)
SOWK 622	Social Work Practice II: Intervention, Evaluation and Termination (3)
SOWK 623	Social Work Practice III (3)
SOWK 630	Theoretical Analysis II: Structural Oppression, Collective Trauma and Marginalized Populations (3)
SOWK 640	Field Instruction I (3)
SOWK 645	Field Instruction II (3)

Specialized Practice (29 credits)

SOWK 602	Ethical Foundations of Social Work (2)
SOWK 652	Clinical Assessment in Social Work (3)
SOWK 654	Psychopathology (3)
SOWK 655	Evaluation of Social Work Programs and Practices (3)
SOWK 656	Clinical Practice with Individuals and Couples (3)
SOWK 658	Clinical Practice with Families and Groups (3)
SOWK 663	Clinical Supervision and Administration (3)
SOWK 668	Clinical Practice Field Placement I (3) (14 weeks)
SOWK 669	Clinical Practice Field Placement II (3) (14 weeks)
SOWK 691	Anti-Racist Social Work Practice in Action (3)

Elective Course (3 credits)

SOWK 653	Substance Abuse Assessment and Intervention (3)
or SOWK 604	Treatment of Trauma (3)

Total: 62 Credits

Degree Requirements: Advanced Standing Curriculum

Specialized Practice (29 credits)

SOWK 602	Ethical Foundations of Social Work (2)
SOWK 652	Clinical Assessment in Social Work (3)
SOWK 654	Psychopathology (3)
SOWK 655	Evaluation of Social Work Programs and Practices (3)
SOWK 656	Clinical Practice with Individuals and Couples (3)
SOWK 658	Clinical Practice with Families and Groups (3)
SOWK 663	Clinical Supervision and Administration (3)
SOWK 668	Clinical Practice Field Placement I (3) (14 weeks)
SOWK 669	Clinical Practice Field Placement II (3) (14 weeks)
SOWK 691	Anti-Racist Social Work Practice in Action (3)

Elective Course (3 credits)

SOWK 653	Substance Abuse Assessment and Intervention (3)
or SOWK 604	Treatment of Trauma (3)

Total: 32 Credits

Program Admission

Students seeking admission to the MSW program must demonstrate that they:

1. Hold a baccalaureate degree from a regionally accredited college or university.
2. Have completed a broad liberal arts background with a minimum of 24 hours including introductory course content in psychology, sociology, and statistics.
3. Have earned a minimum of a 3.0 grade point average on the last 120 graded credits that appear on their bachelor's degree transcript, as well as a 3.0 grade point average on the last 60 graded upper-division credits.
4. Have submitted transcripts of any completed graduate courses.
5. Have submitted three professional letters of recommendation, usually from persons such as professors, employers, supervisors, professional colleagues and community associates. Applicants who have been employed in a social service agency should request a recommendation from a recent employer or supervisor. Student applicants should provide a recommendation from a faculty advisor or instructor.

Advanced Standing Admission

Applicants for advanced standing must meet additional requirements, including having graduated from an undergraduate social work program accredited by the Council on Social Work Education within the last three years. Applicants with two years of human service work who graduated within the last five years will be considered. Applicants for advanced standing must have earned a minimum 3.0 grade point average on the last 120 credits that appear on their bachelor's degree transcript, as well as a 3.2 on the last 60 graded upper-division credits (including all social work courses). Students without an accredited undergraduate degree in social work are admitted to the regular 62 credit program that may be completed in 12 sessions.

When applying for advanced standing, you must submit the following material in addition to the MSW application requirements above:

1. Transcripts documenting eligibility for advanced standing.
2. Recommendation from the field liaison and field instructor.
3. Applicants will be required to submit the evaluation of field performance completed at the end of their undergraduate placement.

Provisional Admission

When reviewing applications for admission, the MSW program calculates two GPAs for each candidate: one cumulative and one from the student's last 60 credit hours. Graduate credits, if applicable, will be factored into the GPA calculations. If either of the calculated GPAs falls below the required threshold for admission (3.0 for traditional applicants and 3.2 for advanced standing applicants), the applicant may be considered for provisional admission. Provisional admission candidates have all components of their application reviewed carefully by the MSW Program Admissions Committee including the written essay, letters of recommendation, field evaluations (where applicable), and transcripts.

Students admitted provisionally are required to earn a "B" or better in all classes in the first semester in the program. Students on provisional status are ineligible to participate in field education, which may extend the time to complete their MSW. Students are expected to verify their schedule with their advisor. Provisional status will be reviewed after the posting of first semester grades, and once requirements are met, the student may begin to pursue field education and be fully admitted to the program.

Transfer Applicants and Transfer of Graduate Credits

1. Completed within five years prior to the student's application to Salisbury University.
2. Earned at a CSWE-accredited graduate social work program
3. Received a minimum grade of "B"

Students in the traditional MSW program may transfer up to 18 semester hours and those in the advanced standing MSW program may transfer up to 9 semester hours. Transfer credit, to include Salisbury U credit, will not apply toward degree requirements if taken more than seven calendar years before the expected graduation date. Official determination of allowable transfer credits will be made by Salisbury U at the time of admission. Transfer applicants to the MSW program are considered on a rolling basis and may apply to begin in any academic term, based on availability of courses in the UMGC Europe course schedule.

Students currently or previously enrolled in another CSWE-accredited Master of Social Work degree program who are seeking admission as a transfer student are required to submit the following materials:

1. A brief written statement describing the reasons why they are requesting the transfer.
2. A copy of Field Education/Practicum evaluations, if applicable.
3. At least one recommendation from a faculty member or Field Supervisor affiliated with the program from which the student is transferring.

The Salisbury University School of Social Work MSW program does not grant credit for life experience or previous work experience.

For more information on transferring graduate credits and admissions, contact your MSW Advisor and refer to the Salisbury University MSW Student Handbook and Field Manual.

SUBMISSION OF DOCUMENTATION

All documentation (e.g., official transcripts, recommendation letters, etc.) should be sent to

Salisbury University
Office of Graduate Studies and Research
1101 Camden Avenue
Salisbury, MD 21801

Progression Requirements

Students in the MSW program may graduate with no more than 6 credits (typically two courses) in which they earn lower than a B or 3 credits for advanced standing students. Students in the 62-credit MSW program are allowed to repeat two courses one time during the program to improve their grade. Students who have begun the Specialized Practice curriculum may not repeat a Generalist Practice course. Advanced standing students may repeat one course one time. Students who have exceeded the allowed credits earned with a C and who have utilized the course repeat option will be dismissed from the program regardless of their GPA. Students who receive a grade below a C and utilized allowable course repeat option will also be dismissed from the program regardless of their GPA.

In addition, students in the MSW program must maintain a cumulative grade point average of 3.0. If the GPA falls below 3.0, the student is placed on academic probation according to university policy.

Pending Legal Action and Conviction Statement

If you indicate on the application that you have pending legal action or convictions, you will be asked to supply documentation on the nature of the offense and the disposition. Individuals admitted to the program who are facing pending legal action or convictions may have restrictions placed on the area of study and field placements they may pursue. In addition, some field placement agencies require a criminal background check.

Additional policies are found in the Salisbury University MSW Student Handbook and Field Manual and the CHHS Policy and Procedure for Professional Behavior Violations.

CONTACT US

Visit *europe.umgc.edu/socialwork* for full details about these programs. If you are interested in pursuing either a BASW or MSW, it is recommended that you contact the UMGC Europe Social Work Office for assistance with getting started.

UMGC Europe Social Work Office
Email: *socialwork-europe@umgc.edu*
Tel: +49-(0)631-5600-1737

Master's Degree Programs

At the master's degree level, UMGC Europe offers the Master of Business Administration (MBA), Master of Science (MS), and Master of Social Work (MSW). See p. 150 for information about the MSW program.

Expectations

Each UMGC master's degree incorporates program-specific and core competencies. The following essential core competencies are emphasized across all programs:

- Effective writing and oral communication
- Teamwork/collaboration/leadership
- Quantitative reasoning
- Critical analysis, critical thinking, and problem solving

UMGC conducts learning outcomes assessments to measure and improve your learning in these areas as well as in specific disciplinary knowledge and skills.

Requirements

Continuous Enrollment

In general, the UMGC degree requirements that apply to you are those that were in effect when you completed the first credit-bearing course in a given program at UMGC. If you cease to be continuously enrolled, the program requirements that apply to you are those in effect at UMGC when you return to UMGC and enroll in a credit-bearing course for the program you wish to pursue at that time.

At present, to be considered continuously enrolled, you must have had no more than two sequential years of nonenrollment. After two years of nonenrollment, you must apply for admission to resume enrollment. The existing rules and standards for continuous enrollment are subject to change.

If you change your degree program while continuously enrolled, then the program requirements that apply to you are those in effect at the time you enroll in the first required course for the new program. Previously completed coursework may not apply to the new requirements.

Information about the catalog year that applies to you is provided in the MyUMGC student portal.

The following requirements for the master's degree are applicable to students who begin continuous enrollment on or after 1 August 2025.

Overall Requirements

More is expected at the graduate level than what is normally required at the undergraduate level. In addition, you usually must complete special requirements at the end of your graduate program. UMGC's master's degree programs require you to complete an integrative end-of-program capstone course in which you must demonstrate mastery of content covered throughout the program.

All master's degrees require completion of at least 30 credits, with specific requirements listed on the next pages. Information on the requirements for maintaining good academic standing may be found on p. 37.

Initial Requirement

Most master's degrees require UCSP 615 Orientation to Graduate Studies at UMGC, which must be taken within the first 6 credits of study. For master's degrees that require foundation courses DCL 600M and DCL 600T the required foundation course must be taken first.

Time Limits

All requirements established for the completion of a master's degree listed in this publication must be fulfilled within five consecutive years. The time limit is calculated from the term in which you successfully complete the first credit course that applies to the program. It does not include the introductory courses CBR 600, DCL 600M, or DCL 600T but does include courses transferred from other institutions and courses transferred from UMGC undergraduate programs as part of an accelerated pathway.

Second Master's Degree

If you have earned a master's degree from UMGC and want to pursue an additional master's degree at UMGC, you must complete at least 30 credits of new coursework to be eligible. No substitutions to the program are available. If the coursework required for one degree program significantly overlaps with coursework for another degree program, it may not be possible for you to earn both degrees. In such cases, you will need to choose an alternate program if you wish to complete another credential at UMGC.

Before beginning work toward or registering for a second master's degree, consult an academic advisor. Academic advisors will be glad to explain the requirements and restrictions on combinations.

UMGC Europe Programs

The following master's degree programs are available through UMGC Europe:

- Master of Business Administration (MBA)
- Master of Science in Accounting and Financial Management (MS)
- Master of Science in Acquisition and Contract Management (MS)
- Master of Science in Cloud Computing Systems (MS)
- Master of Science in CyberAccounting (MS)
- Master of Science in Cyber Operations (MS)
- Master of Science in Cybersecurity Management and Policy (MS)
- Master of Science in Cybersecurity Technology (MS)
- Master of Science in Data Analytics (MS)
- Master of Science in Digital Forensics and Cyber Investigation (MS)
- Master of Science in Environmental Management (MS)
- Master of Science in Health Information Management and Technology (MS)
- Master of Science in Healthcare Administration (MS)
- Master of Science in Information Technology (MS) with concentrations in:
  - Database Systems Technology
  - Homeland Security Management
  - Informatics
  - Project Management
  - Software Engineering
  - Systems Engineering
- Master of Science in Management (MS) with concentrations in:
  - Accounting
  - Criminal Justice Management
  - Emergency Management
  - Financial Management
  - Homeland Security Management
  - Human Resource Management
  - Intelligence Management
  - Interdisciplinary Studies in Management
  - Marketing
  - Project Management
- Master of Science in Strategic Communications (MS)
- Master of Science In Transformational Leadership (MS)

Available through partnership with Salisbury University:

- Master of Social Work (MSW)

Accounting and Financial Management

You may earn a Master of Science in Accounting and Financial Management.

Master of Science in Accounting and Financial Management

The graduate program in accounting and financial management can help you move toward organizational leadership positions. Ideal for midcareer professionals, this program can give you the skills to make high-level decisions that can affect your organization's current operations and financial future.

What You'll Learn

Through your coursework, you'll learn how to

- Demonstrate accounting and financial management competencies to support executive-level decision-making by examining current situations and future possibilities
- Demonstrate critical-thinking skills to make more informed decisions using accounting and financial data
- Provide actionable insights for key decision-makers based on data analytics and visualizations
- Analyze financial reporting and its effect on financial markets
- Work collaboratively in supporting diversity, equity, and inclusion initiatives to enhance creative solutions, improve productivity, add value, and negotiate acceptable agreements
- Design a comprehensive financial analysis of a large organization
- Model professional and ethical accounting behavior
- Communicate using accounting terminology and plain language as appropriate orally and in writing

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order by subject area:

Accounting Certification

- Certified Fraud Examiner (CFE)
- Certified Government Auditing Professional (CGAP)
- Certified Internal Auditor (CIA)
- Certified Public Accountant (CPA)*
- Chartered Global Management Accountant (CGMA
- Enrolled Agent (EA)

Financial Management Certification

- Certified Economic Policy Analyst (CEPA)
- Certified Financial Examiner (CFE)
- Certified Financial Services Auditor (CFSA)
- Certified Government Financial Manager (CGFM)
- Certified Healthcare Financial Professional (CHFP)
- Certified in Financial Forensics (CFF)
- Certified Risk Professional (CRP)
- Certified Treasury Professional (CTP)
- Certified Valuation Analyst (CVA)
- Chartered Asset Manager (CAM)
- Chartered Economist (ChE)
- Chartered Financial Analyst (CFA)
- Chartered Market Analyst (CMA)
- Chartered Portfolio Manager (CPM)
- Chartered Trust and Estate Planner (CTEP)
- Chartered Wealth Manager (CWM)
- Financial Risk Manager (FRM)
- Master Analyst in Financial Forensics (MAFF)
- Master Financial Manager (MFM)
- Master Financial Professional (MFP)
- Registered Business Analyst (RBA)

Other Certificationn

- Accredited Automated Clearing House Professional (AAP)

** Requirements for CPA certification vary from state to state. See p. 283 or umgc.edu/professional-licensure for more information.*

Academic Preparation

Before enrolling in any graduate accounting course, you must have either

- Completed 15 credits of undergraduate accounting coursework, with a grade of C or better in each course. Upon submission of an official transcript, you may be accepted into the degree program with fewer than the required 15 credits of undergraduate accounting coursework, but you must complete that coursework before enrolling in your first graduate accounting course.

OR

- Earned a Certified Public Accountant (CPA) license as determined by a State Board of Accountancy. Upon your submission of evidence and our verification of your having earned a CPA license, you may enroll in a graduate accounting course.

Preparation Recommended for Success

You are expected to have some familiarity with Microsoft Excel.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in accounting, an accelerated pathway between UMGC's undergraduate and graduate degree programs in that field allows you to reduce your total coursework for a related graduate degree by up to 6 credits (two courses).
See p. 20 for details.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Accounting and Financial Management	
	Credits
Accounting Courses	18
Financial Management Courses	15
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Accounting Courses

Complete the following four courses:

ACCT 610 Financial Reporting and Analysis for Accountants (3)
ACCT 611 Managerial Accounting Data Analytics (3)
ACCT 613 Tax Compliance and Planning (3)
ACCT 628 Auditing and Attestation (3)

Take two of the following for a total of 6 credits:

ACCT 625 Government and Not-for-Profit Accounting (3)
ACCT 635 Ethics and Professional Responsibilities (3)
ACCT 630 Fraud Examination (3)
ACCT 640 Accounting in a Global Context (3)
ACCT 686 Workplace Learning in Accounting (3)

Financial Management Courses

FIN 605 Fintech and Decision Making (3)
FIN 610 Financial Management in Organizations (3)
FIN 620 Long-Term Financial Management (3)
FIN 645 Behavioral Finance (3)
FIN 660 Strategic Financial Management (3)

Take one of the following 3-credit courses:

FIN 630 Investment Valuation (3)
FIN 645 Behavioral Finance (3)
FIN 686 Workplace Learning in Financial Management (3)

Required Capstone Course

MSAF 690 Accounting and Financial Management Capstone (3)

Course Sequencing

- MSAF 690 must be taken in your last semester.
- You must complete 30 credits of program coursework including all required courses (ACCT 610, ACCT 611, ACCT 613, ACCT 628, FIN 605, FIN 610, FIN 620, and FIN 660) before enrolling in MSAF 690.
- You may take either ACCT 686 or FIN 686, but not both.

Acquisition and Contract Management

You may earn a Master of Science in Acquisition and Contract Management.

Master of Science in Acquisition and Contract Management

The graduate program in acquisition and contract management is designed to help prepare you for careers in government and commercial organizations across multiple industries. The program addresses many challenges within government contracting for specialized acquisitions. These acquisitions include contracts for services, research and development, and information technology. You'll learn to navigate ongoing demands for the implementation of performance-based contracts and competitive sourcing as competition for resources grows within the government and throughout industry.

What You'll Learn

Through your coursework, you'll learn how to

- Create an acquisition strategy based on the life-cycle phases and integrate supply chain management principles, technologies, and processes throughout the acquisitions
- Conduct public, private, and international acquisitions in a legal and ethical manner
- Leverage post-award principles and practices to streamline the acquisition process
- Conduct source selection of products and services strategically
- Devise a comprehensive plan to handle purchasing and logistics for a commodity
- Design an effective acquisition sustainability strategy that incorporates risk management techniques to support product and service delivery

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Federal Acquisition Certification for Contracting Officer's Representatives (FAC-COR)
- Federal Acquisition Certification in Contracting (FAC-C)

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Aquisition and Contract Management	
	Credits
Required Foundation Course	6
Required Core Courses	24
Required Capstone Course	6
Total Credits	**36**

Required Foundation Course

DCL 600M Decisive Thinking, Communicating, and Leading in Multidisciplinary Fields (6)

Required Core Courses

ACM 610 Fundamentals of Acquisition Planning and Costs Price Analysis (6)

ACM 620 Sourcing Decisions and Legal Considerations in Contracting (6)

ACM 630 Strategic Supplier Relations in Sustainable Supply Environments (6)

ACM 640 Performance Based Logistics and Asset Management (6)

Required Capstone Course

ACM 670 Acquisition and Contract Management Capstone (6)

Course Sequencing

- Courses must be taken in the order listed.

Criteria for Program Progression

You must complete each course with a grade of B or better to advance to the next course. The grade of C is not available for these courses. Your course syllabus will explain options for and consequences of requesting an Incomplete.

Business Administration

You may earn a Master of Business Administration.

Master of Business Administration

The MBA program can help you gain the skills and abilities desired by today's employers and learn how to strategically manage an organization for growth and success. In this program, you can develop and advance your competencies in finance, marketing, human resources, strategy, and leadership. You'll be able to apply your learning from multiple disciplines and specializations to real-life business problems.

Note: You may not pursue a certificate while you are pursuing the MBA.

What You'll Learn

Through your coursework, you'll learn how to

- Apply knowledge of business administration and management by integrating and applying principles from key functional disciplines of business
- Exemplify ethical leadership by making ethical business decisions while demonstrating leadership skills, teamwork, and a commitment to diversity, equity, and inclusion
- Create business strategy by conducting research, analyzing and interpreting findings, and implementing a business plan
- Engage in innovative and critical thinking by generating and evaluating entrepreneurial ideas and formulating, evaluating, and implementing business solutions
- Make decisions and solve problems in a global context by framing business decisions in the context of a global environment
- Transform data into insights by using data analytics and technological approaches to analyze information and make evidence-based decisions
- Formulate and deliver communications by communicating effectively in a variety of settings to diverse stakeholders

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in accounting, finance, or human resource management, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for a related graduate degree by 3 or 6 credits (one or two courses), depending on your major. See p. 18 for details.

Degree Requirements

Master of Business Administration	Credits
Required Core Courses	18
Required Capstone Course	3
Elective Courses	9
Total Credits	**30**

Required Core Courses

HRMD 650	Organizational Development and Change (3)
MRKT 600	Marketing Management (3)
ACCT 605	Accounting for Managers (3)
BMGT 620	Innovation and Entrepreneurship (3)
FIN 610	Financial Management in Organizations (3)
BMGT 610	Business Analytics (3)

Required Capstone Course

BMGT 690	Business Strategy Capstone (3)

Specialization Courses

Take three 3-credit courses in one of the following specializations for a total of 9 credits.

Cybersecurity Management and Policy

CMAP 605	Foundations of Cybersecurity Management (3)
CMAP 615	Cybersecurity Defense Strategies (3)
CMAP 625	Cybersecurity Risk Management (3)

Cybersecurity Technology

CTCH 605 Introduction to Cybersecurity (3)
CTCH 615 Cybersecurity Threats and Analysis (3)
CTCH 625 Cybersecurity for Systems and Networks (3)

Data Analytics

DATA 605 Decision Analytics (3)
DATA 615 AI Ethics (3)

Take one of the following 3-credit courses:

DATA 625 Data Visualization (3)
DATA 635 Data Management (3)

Finance

Take three of the following 3-credit courses:

FIN 615 Financial Analysis and Modeling (3)
FIN 620 Long-Term Financial Management (3)
FIN 630 Investment Valuation (3)
FIN 640 International Financial Management (3)
FIN 645 Behavioral Finance (3)
FIN 660 Strategic Financial Management (3)

General Management

Take three 3-credit courses from those listed under any elective specialization.

Global Business

MRKT 605 International Marketing Management (3)
FIN 640 International Financial Management (3)
HRMD 665 Managing Virtual and Global Teams (3)

Human Resource Management

HRMD 610 Issues and Practices in Human Resource Management (3)

Take two of the following 3-credit courses:

HRMD 620 Employee and Labor Relations (3)
HRMD 630 Recruitment and Selection (3)
HRMD 640 Job Analysis, Assessment, and Compensation (3)
HRMD 651 Current Perspectives in Training and Development (3)
HRMD 665 Managing Virtual and Global Teams (3)

Marketing

Take three of the following 3-credit courses:

MRKT 602 Consumer Behavior and Customer Relationship Management (3)
MRKT 603 Brand Management and Integrated Marketing Communication (3)
MRKT 604 Marketing Research and Analytics (3)
MRKT 605 International Marketing Management (3)
MRKT 606 Digital and Social Media Marketing (3)
MRKT 608 Product and Sales Management (3)

Nonprofit Management

NPMN 601 Fundamentals of Nonprofit Management (3)
NPMN 604 Strategic Leadership and Management in Nonprofit Organizations (3)

Take one of the following 3-credit courses:

NPMN 602 Fundraising and Integrated Marketing Communication in Nonprofits (3)
NPMN 603 Grants and Financial Management in Nonprofits (3)

Project Management

PMAN 634 Foundations of Project Management (3)

Take two of the following 3-credit courses:

PMAN 635 Project Schedule, Cost, and Resource Management (3)
PMAN 637 Project Uncertainty: Risks, Ambiguity, and Complexity (3)
PMAN 639 Project Management Quality (3)
PMAN 641 Project Procurement Management (3)

Program Accreditation

UMGC has received specialized accreditation for its MBA program through the International Accreditation Council for Business Education (IACBE), located at 11960 Quivira Road in Overland Park, Kansas, USA. IACBE is a specialized accrediting agency recognized by the Council for Higher Education Accreditation.

Cloud Computing Systems

You may earn a Master of Science in Cloud Computing Systems.

Master of Science in Cloud Computing Systems

The graduate program in cloud computing systems is designed to equip you with the technical and management skills to effectively design, operate, and maintain cloud computing systems and help organizations transition to cloud-based solutions. You'll learn the skills needed to strategically transform an organization's current infrastructure to one that efficiently delivers valuable services via the cloud. Through a broad understanding of cloud technology and its relationship to business processes, including financial management, procurement, and communications, you'll be able to design effective cloud environments—and ultimately become a strong asset in any organization.

UMGC was named a National Center of Academic Excellence in Cyber Defense Education (CAE-CDE) by the National Security Agency.

What You'll Learn

Through your coursework, you will learn how to

- Communicate clearly, orally and in writing, meeting expectations for content, purpose, organization, audience, and format
- Apply logical processes to analyze complex issues and make sound decisions
- Conduct quantitative analyses to inform decision-making
- Collaborate with teams and individuals, applying leadership skills to achieve organizational objectives
- Analyze the organization's infrastructure needs to enhance processes, effectiveness, and strategy
- Assess cloud and networking technologies, including network protocols, cloud and network services, cloud deployment models, virtualization, and other underlying technologies
- Examine legal, regulatory, statutory, and compliance considerations regarding cloud adoption
- Mitigate the risks and security issues surrounding cloud adoption
- Manage the processes involved in the planning and design of a cloud infrastructure
- Implement cloud infrastructure design
- Oversee aspects of cloud infrastructure operation, maintenance, and disposition

Preparation Recommended for Success

The cloud computing architecture program is designed for students with academic or professional experience in information technology.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cyber operations, cybersecurity management and technology or cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to earn 6 credits in the MS in Cloud Computing Systems and/or a related certificate. Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

MS in Cloud Computing Systems	Credits
Required Core Courses	15
Required Capstone Course	3
Elective Courses	12
Total Credits	**30**

Required Core Courses

CLCS 605	Introduction to Cloud Computing (3)
CLCS 615	Cloud Services and Technologies (3)
CLCS 625	Applications of Cloud Computing (3)
CLCS 635	Networking Engineering for Cloud Computing (3)
CLCS 645	Cloud Infrastructure Planning and Design (3)

Required Capstone Course

CLCS 690	Cloud Computing Systems Capstone (3)

Elective Courses

Take four 3-credit courses from any of the following focus areas. (Taking all elective courses within a single focus area is recommended.)

Cloud Computing Systems

CLCS 655	Cloud Computing Implementation (3)
CLCS 660	AI-Based Cloud Automation and Scripting (3)
CLCS 665	Cloud Computing Security, Risk, Mitigation, and Compliance (3)
CLCS 685	Cloud Operations and Maintenance (3)
CLCS 686	Workplace Learning in Cloud Computing Systems (3)

Cyber Operations

CYOP 605	Introduction to Cyber Operations (3)
CYOP 615	Networking and Communication Technologies (3)
CYOP 625	Legal, Ethical, and Forensic Foundations (3)
CYOP 635	Computing and Mathematics for Cyber Operations (3)

Cybersecurity Management and Policy

CMAP 605	Foundations of Cybersecurity Management (3)
CMAP 615	Cybersecurity Defense Strategies (3)
CMAP 625	Cybersecurity Risk Management (3)
CMAP 635	Cybersecurity Governance (3)

Cybersecurity Technology

CTCH 605	Introduction to Cybersecurity (3)
CTCH 615	Cybersecurity Threats and Analysis (3)
CTCH 625	Cybersecurity for Systems and Networks (3)
CTCH 635	Cybersecurity Attack Prevention Strategies (3)

Data Analytics

DATA 605	Decision Analytics (3)
DATA 615	AI Ethics (3)
DATA 625	Data Visualization (3)
DATA 635	Data Management (3)

Digital Forensics and Cyber Investigation

DFCS 605	Digital Forensics and Cyber Investigation Foundations (3)
DFCS 615	Collection and Examination of Digital Evidence (3)
DFCS 625	Windows Forensics and Security (3)
DFCS 635	Linux Forensics and Security (3)

Course Sequencing

Core courses must be taken in the order listed but need not be taken in direct succession. Elective courses may be taken between core courses. The capstone must be taken in the last semester.

Technology Requirements

Courses in the cloud computing systems program may have computing needs beyond the minimum technology requirements for online study. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

CyberAccounting

You may earn a Master of Science in CyberAccounting.

Master of Science in CyberAccounting

Using a collaborative cross-disciplinary approach to address the digital disruption facing today's business organizations, the graduate program in cyberaccounting can help you develop synergistic knowledge and cutting-edge technology skill sets in cyberaccounting, data analytics, and information systems. Vast growth opportunities exist in accounting information systems security, cyberaccounting risk management, fraud and forensic accounting, and information technology auditing, offering you a career that is both stable and flexible. No matter what stage you're at in your career, this program—with its heavy emphasis on accounting information systems, cyberaccounting risks, data analytics, and cyber forensics in accounting—can help you transition into accounting positions.

What You'll Learn

Through your coursework, you will learn how to

- Employ synergistic accounting and cybersecurity competencies with cutting-edge technology to mitigate cybersecurity threats
- Make informed decisions using critical thinking related to accounting information systems and security
- Provide actionable insights for key decision-makers from data analytics and visualizations related to risk management and information technology governance
- Work collaboratively in supporting diversity, equity, and inclusion initiatives to enhance creative solutions, improve productivity, and negotiate acceptable agreements
- Model professional and ethical accounting behavior
- Communicate clearly using accounting terminology and plain language as appropriate in writing and orally

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order by subject area:

Accounting Certification

- Certified Fraud Examiner (CFE)
- Certified in Financial Forensics (CFF)
- Certified Information Technology Professional (CITP)

Information Systems Certification

- Certification in Control Self-Assessment (CCSA)
- Certified Information Security Manager (CISM)
- Certified Information Systems Auditor (CISA)
- Certified in Risk and Information Systems Control (CRISC)

Academic Preparation

Before enrolling in any graduate accounting course, you must have either

- Completed 15 credits of undergraduate accounting coursework, with a grade of C or better in each course. Upon submission of an official transcript, you may be accepted into the degree program with fewer than the required 15 credits of undergraduate accounting coursework, but you must complete that coursework before enrolling in your first graduate accounting course.

OR

- Earned a Certified Public Accountant (CPA) license as determined by a State Board of Accountancy. Upon your submission of evidence and our verification of your having earned a CPA license, you may enroll in a graduate accounting course.

Preparation Recommended for Success

You are expected to be familiar with Microsoft Excel.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in accounting, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the MS in CyberAccounting and/or a related certificate by up to 6 credits (two courses).
Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in CyberAccounting	Credits
Required Accounting Courses	12
Required Information Systems Security Course	3
Required Integrated Accounting and Information Systems Security Courses	12
Required Capstone Course	3
Total Credits	**30**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Accounting Courses

ACCT 610 Financial Reporting and Analysis for Accountants (3)

ACCT 628 Auditing and Attestation (3)

ACCT 630 Fraud Examination (3)

ACCT 635 Ethics and Professional Responsibilities for Accounting (3)

Required Information Systems Security Course

INFA 610 Foundations of Information Security and Assurance (3)

Required Integrated Accounting and Information Systems Security Courses

ACCT 618 Accounting Information Systems (3)

ACCT 620 CyberAccounting: Management and Compliance (3)

ACCT 645 CyberAccounting: Forensics (3)

ACCT 660 Information Technology Auditing (3)

Required Capstone Course

ACCT 618 Accounting Information Systems (3)

Alternate Course

If you have already earned 3 undergraduate credits in accounting ethics, you may replace ACCT 635 with INFA 660 The Law, Regulation, and Ethics of Information Assurance (3).

Course Sequencing

Before enrolling in ACCT 690, you must complete all program coursework except ACCT 635 or INFA 660, which may be taken concurrently with ACCT 690.

Cyber Operations

You may earn a Master of Science in Cyber Operations.

Master of Science in Cyber Operations

The graduate program in cyber operations is an interdisciplinary technical program designed to provide the knowledge, skills, and abilities required to successfully perform critical cyber operations tasks. Based on the content and curriculum recommendations by the National Centers of Academic Excellence in Cyber Operations (CAE-CO), the program responds to a growing national need, driven by increasing threats of global cyberwarfare, for cyber professionals with advanced training in both defensive cybersecurity and offensive cyber actions.

The program features the technologies and techniques—in hands-on labs, projects, and exercises—that help government, military, and law enforcement organizations conduct collection, exploitation, and analysis and respond to cyber events to enhance the security of our nation.

The ability to choose an area of focus allows for a deeper understanding in a complementary area of study.

What You'll Learn

Through your coursework, you will learn how to

- Deliver clear and organized written and spoken content tailored to specific purposes and audiences
- Formulate defensible ideas based on analysis of facts, patterns, and ethical considerations
- Analyze quantitative data to determine the most effective solutions to problems
- Lead diverse teams to create strategies and achieve organizational goals and objectives
- Apply appropriate security measures to protect systems from risks and vulnerabilities
- Collect and preserve evidence associated with cyber incidents
- Design secure software systems
- Execute cyber operations legally and ethically

Academic Preparation

Ideally, you should have recently completed an undergraduate degree in computer science or a related discipline before pursuing this program.

Preparation Recommended for Success

You are expected to have some background in computing, programming, and networking. This background may be acquired through undergraduate or graduate coursework.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to earn 9 credits toward the Master of Science in Cyber Operations and/or a related certificate. Details are on p. 18.

Related Certificate Program

Completing coursework for most of the focus areas fulfills most or all of the requirements for a related certificate. Contact your success coach or academic advisor for more information.

Degree Requirements

MS in Cyber Operations	Credits
Required Core Courses	15
Required Capstone Course	3
Elective Courses	12
Total Credits	**30**

Required Core Courses

CYOP 605	Introduction to Cyber Operations (3)
CYOP 615	Networking and Communication Technologies (3)
CYOP 625	Legal, Ethical, and Forensic Foundations (3)
CYOP 635	Computing and Mathematics for Cyber Operations (3)
CYOP 645	Software Exploitation and Resiliency (3)

Required Capstone Course

CYOP 690	Cyber Operations Capstone (3)

Elective Courses

Take four 3-credit courses from any of the following focus areas. (Taking all elective courses within a single focus area is recommended.)

Cloud Computing Systems

CLCS 605	Introduction to Cloud Computing (3)
CLCS 615	Cloud Services and Technologies (3)
CLCS 625	Applications of Cloud Computing (3)
CLCS 635	Networking Engineering for Cloud Computing (3)

Cyber Operations

CYOP 655	AI-Enabled Cyber Operations (3)
CYOP 660	Cyber Threat Hunting (3)
CYOP 665	Advanced Penetration Testing (3)
CYOP 685	Industrial Control Systems and Devices (3)
CYOP 686	Workplace Learning in Cyber Operations (3)

Cybersecurity Management and Policy

CMAP 605	Foundations of Cybersecurity Management (3)
CMAP 615	Cybersecurity Defense Strategies (3)
CMAP 625	Cybersecurity Risk Management (3)
CMAP 635	Cybersecurity Governance (3)

Cybersecurity Technology

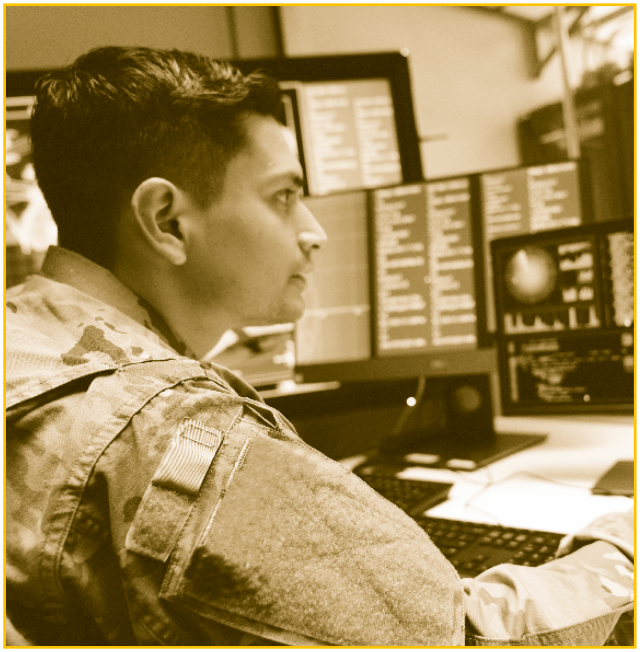
CTCH 605	Introduction to Cybersecurity (3)
CTCH 615	Cybersecurity Threats and Analysis (3)
CTCH 625	Cybersecurity for Systems and Networks (3)
CTCH 635	Cybersecurity Attack Prevention Strategies (3)

Data Analytics

DATA 605	Decision Analytics (3)
DATA 615	AI Ethics (3)
DATA 625	Data Visualization (3)
DATA 635	Data Management (3)

Digital Forensics and Cyber Investigation

DFCS 605	Digital Forensics and Cyber Investigation Foundations (3)
DFCS 615	Collection and Examination of Digital Evidence (3)
DFCS 625	Windows Forensics and Security (3)
DFCS 635	Linux Forensics and Security (3)



Course Sequencing

Core courses must be taken in the order listed but need not be taken in direct succession. Elective courses may be taken between core courses. The capstone must be taken in the last semester.

Criteria for Program Progression

You must complete each course with a grade of B or better to advance to the next course. The grade of C is not available for these courses. Your course syllabus will explain options for and consequences of requesting an Incomplete.

Technology Requirements

Courses in the cyber operations program may have computing needs beyond the minimum technology requirements for online study. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

Cybersecurity Management and Policy

You may earn a Master of Science in Cybersecurity Management and Policy.

Master of Science in Cybersecurity Management and Policy

UMGC's graduate program in cybersecurity management and policy is designed to provide a full understanding of governance, risk, and compliance issues for busy professionals who are looking to advance their management careers in this fast-growing industry. Coursework offers a wide perspective of the field, providing the understanding of cybersecurity management and policy needed to balance the use of people, policy, and technology while shaping the future of cybersecurity.

UMGC was named a National Center of Academic Excellence in Cyber Defense (CAE-CD) by the National Security Agency.

What You'll Learn

Through your coursework, you will learn how to

- Understand multinational compliance requirements for cybersecurity
- Apply risk analysis concepts and models to a variety of organizations
- Incorporate cybersecurity into numerous organizations, including healthcare and financial services organizations
- Create and establish cybersecurity frameworks in both the public and private sectors
- Develop complete cybersecurity incident response plans

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified in Risk and Information Systems Control (CRISC)
- Certified Information Security Manager (CISM)
- ISC2 Certified Information Systems Security Professional (CISSP)

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to earn 9 credits toward the MS in Cybersecurity Management and Policy and/or a related certificate. Details are on p. 18.

Related Certificate Program

Completing coursework for most of the focus areas fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Cybersecurity Management and Policy	Credits
Required Core Courses	15
Required Capstone Course	3
Elective Courses	12
Total Credits	**30**

Required Core Courses

CMAP 605 Foundations of Cybersecurity Management (3)
CMAP 615 Cybersecurity Defense Strategies (3)
CMAP 625 Cybersecurity Risk Management (3)
CMAP 635 Cybersecurity Governance (3)
CMAP 645 Law Regulation and Compliance (3)

Required Capstone Course

CMAP 690 Capstone in Cybersecurity Management and Policy (3)

Elective Courses

Take four 3-credit courses from any of the following focus areas. (Taking all elective courses within a single focus area is recommended.)

Cloud Computing Systems

CLCS 605 Introduction to Cloud Computing (3)
CLCS 615 Cloud Services and Technologies (3)
CLCS 625 Applications of Cloud Computing (3)
CLCS 635 Networking Engineering for Cloud Computing (3)

Cyber Operations

CYOP 605 Introduction to Cyber Operations (3)
CYOP 615 Networking and Communication Technologies (3)
CYOP 625 Legal, Ethical, and Forensic Foundations (3)
CYOP 635 Computing and Mathematics for Cyber Operations (3)

Cybersecurity Management and Policy

CMAP 655 Human Factors in Cybersecurity (3)
CMAP 660 Organizational Resilience (3)
CMAP 665 Cybersecurity Policy Management (3)
CMAP 685 Enterprise Cybersecurity (3)
CMAP 686 Workplace Learning in Cybersecurity Management and Policy (3)

Cybersecurity Technology

CTCH 605 Introduction to Cybersecurity (3)
CTCH 615 Cybersecurity Threats and Analysis (3)
CTCH 625 Cybersecurity for Systems and Networks (3)
CTCH 635 Cybersecurity Attack Prevention Strategies (3)

Data Analytics

DATA 605 Decision Analytics (3)
DATA 615 AI Ethics (3)
DATA 625 Data Visualization (3)
DATA 635 Data Management (3)

Digital Forensics and Cyber Investigation

DFCS 605 Digital Forensics and Cyber Investigation Foundations (3)
DFCS 615 Collection and Examination of Digital Evidence (3)
DFCS 625 Windows Forensics and Security (3)
DFCS 635 Linux Forensics and Security (3)

Course Sequencing

Core courses must be taken in the order listed but need not be taken in direct succession. Elective courses may be taken between core courses. The capstone must be taken in the last semester.

Technology Requirements

Courses in the cybersecurity management and policy program may have computing needs beyond the minimum technology requirements for online study. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

Dual Degree Option

If you complete the MS in Cybersecurity Management and Policy program, you may then participate in a dual degree option that allows you to complete the MBA for 21 credits. More information on dual degree programs is available on p. 21.

Cybersecurity Technology

You may earn a Master of Science in Cybersecurity Technology.

Master of Science in Cybersecurity Technology

In the graduate cybersecurity technology program, you'll develop cybersecurity strategies using interpersonal and leadership skills as part of a diverse and multidisciplinary cybersecurity team to build, configure, monitor, maintain, and secure cybersecurity technology environments and operations. You'll learn how cybersecurity technology underpins the success of organizations. The program offers a wide perspective of the field, providing the understanding of cybersecurity technology needed while balancing the use of people, policy, and technology in shaping the future of cybersecurity.

UMGC was named a National Center of Academic Excellence in Cyber Defense (CAE-CD) by the National Security Agency.

What You'll Learn

Through your coursework, you will learn how to

- Communicate clearly in writing and speaking, meeting expectations for content, purpose, organization, audience, and format
- Apply logical processes to formulate clear, defensible ideas, based on the analysis of facts and ethical considerations
- Use mathematical information, operations, and quantitative analyses to solve problems and inform decision-making
- Lead, facilitate, and collaborate with individuals and teams to achieve organizational objectives
- Obtain the knowledge, skills, and abilities needed to master various functions of cybersecurity technology, including tools and systems
- Protect the confidentiality, integrity, and availability of information and information systems
- Minimize risks to an organization's cyberspace and prevent cybersecurity incidents
- Detect, identify, respond to, and remediate host or network security incidents and restore functionality to the system or infrastructure
- Control access to sensitive electronic information so that only those with a legitimate need to access it are allowed to do so

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- EC-Counsel Certified Ethical Hacker (CEH)
- ISC2 Certified Information Systems Security Professional (CISSP)

Preparation Recommended for Success

You are expected to have a strong understanding of information technology, computer networks, databases, and the internet.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to earn 9 credits toward the Master of Science in Cybersecurity Technology and/or a related certificate. Details are on p. 18.

Related Certificate Program

Completing coursework for most of the focus areas fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Cybersecurity Technology	
	Credits
Required Core Courses	15
Required Capstone Course	3
Elective Courses	12
Total Credits	**30**

Required Core Courses

CTCH 605 Introduction to Cybersecurity (3)
CTCH 615 Cybersecurity Threats and Analysis (3)
CTCH 625 Cybersecurity for Systems and Networks (3)
CTCH 635 Cybersecurity Attack Prevention Strategies (3)
CTCH 645 Cybersecurity Exploitation Methodologies (3)

Required Capstone Course

CTCH 690 Cybersecurity Technology Capstone (3)

Elective Courses

Take four 3-credit courses from any of the following focus areas. (Taking all elective courses within a single focus area is recommended.)

Cloud Computing Systems

CLCS 605 Introduction to Cloud Computing (3)
CLCS 615 Cloud Services and Technologies (3)
CLCS 625 Applications of Cloud Computing (3)
CLCS 635 Networking Engineering for Cloud Computing (3)

Cyber Operations

CYOP 605 Introduction to Cyber Operations (3)
CYOP 615 Networking and Communication Technologies (3)
CYOP 625 Legal, Ethical, and Forensic Foundations (3)
CYOP 635 Computing and Mathematics for Cyber Operations (3)

Cybersecurity Management and Policy

CMAP 605 Foundations of Cybersecurity Management (3)
CMAP 615 Cybersecurity Defense Strategies (3)
CMAP 625 Cybersecurity Risk Management (3)
CMAP 635 Cybersecurity Governance (3)

Cybersecurity Technology

CTCH 655 Cybersecurity Auditing and Monitoring Systems (3)
CTCH 660 Cybersecurity Attack Incident and Artifact Gathering (3)
CTCH 665 Digital Forensics and Incident Response (3)
CTCH 675 Cybersecurity Pedagogy (3)
CTCH 685 Software Security (3)
CTCH 686 Workplace Learning in Cybersecurity Technology (3)

Data Analytics

DATA 605 Decision Analytics (3)
DATA 615 AI Ethics (3)
DATA 625 Data Visualization (3)
DATA 635 Data Management (3)

Digital Forensics and Cyber Investigation

DFCS 605 Digital Forensics and Cyber Investigation Foundations (3)
DFCS 615 Collection and Examination of Digital Evidence (3)
DFCS 625 Windows Forensics and Security (3)
DFCS 635 Linux Forensics and Security (3)

Course Sequencing

Core courses must be taken in the order listed but need not be taken in direct succession. Elective courses may be taken between core courses. The capstone must be taken in the last semester.

Technology Requirements

Courses in the cybersecurity technology program may have computing needs beyond the minimum technology requirements for online study. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

Dual Degree Option

If you complete the MS in Cybersecurity Management and Policy program, you may then participate in a dual degree option that allows you to complete the MBA for 21 credits. More information on dual degree programs is available on p. 21.

Data Analytics

You may earn a Master of Science in Data Analytics.

Master of Science in Data Analytics

The graduate program in data analytics is designed to equip you with the advanced skills and knowledge you need to navigate the rapidly evolving landscape of data analysis. The program goes beyond traditional data analytics by placing a heavy focus on cutting-edge AI techniques, enabling you to harness the power of machine learning, deep learning, and natural language processing in extracting meaningful insights from large and complex datasets. In this program, you'll engage in hands-on projects, applying AI algorithms to real-world scenarios in various industries and developing proficiency in programming languages such as Python.

The curriculum offers a wide perspective of the field, providing a solid theoretical foundation. It also cultivates practical skills that can help you succeed in the dynamic field of data science and AI innovation. A choice of electives allows for a deeper understanding in a domain area of your future data scientist career.

What You'll Learn

Through your coursework, you will learn how to

- Evaluate a business problem or opportunity to determine the extent to which data analytics can provide a viable solution and translate the business problem to a data analytics project
- Identify and implement appropriate techniques and approaches to a given situation for descriptive, predictive, and prescriptive analytics using a wide range of supervised and unsupervised machine learning algorithms
- Evaluate accuracy and performance of classifiers and predictors
- Apply data analytics and AI technology to specific areas, such as healthcare; marketing; insurance; cybersecurity; and biological, medical, and scientific applications
- Apply modern technology for data analytics, stream analytics, text processing, natural language processing, AI, and cognitive applications
- Evaluate the appropriate methods and tools for data analysis in specific organizational contexts, including selecting a modeling approach, building a model using appropriate tools, validating the model, and deploying the model for prediction and analysis

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified Analytics Professional
- IBM Cognos Analytics Developer
- Tableau Desktop Specialist

Preparation Recommended for Success

You are expected to have a background in software programming and statistics.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in data science, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to earn 6 or 9 credits toward the Master of Science in Data Analytics and/or a related certificate depending on your major. Details are on p. 18.

Related Certificate Program

Completing coursework for most of the focus areas fulfills most or all of the requirements for a related certificate. Contact your success coach or academic advisor for more information.

Degree Requirements

MS in Data Analytics	Credits
Required Core Courses	15
Required Capstone Course	3
Elective Courses	12
Total Credits	**30**

Required Core Courses

DATA 605 Decision Analytics (3)
DATA 615 AI Ethics (3)
DATA 625 Data Visualization (3)
DATA 635 Data Management (3)
DATA 645 Machine Learning (3)

Required Capstone Course

DATA 690 Data Analytics Capstone (3)

Elective Courses

Take four 3-credit courses from any of the following focus areas. (Taking all elective courses within a single focus area is recommended.)

AI/Machine Learning

DATA 655 Deep Learning and Neural Networks (3)
DATA 660 Advanced Topics in Data Science (3)
DATA 665 AI Applications (3)
DATA 675 Specialization Project (3)
DATA 686 Workplace Learning in Data Analytics (3)

Cloud Computing Systems

CLCS 605 Introduction to Cloud Computing (3)
CLCS 615 Cloud Services and Technologies (3)
CLCS 625 Applications of Cloud Computing (3)
CLCS 635 Networking Engineering for Cloud Computing (3)

Cybersecurity Management and Policy

CMAP 605 Foundations of Cybersecurity Management (3)
CMAP 615 Cybersecurity Defense Strategies (3)
CMAP 625 Cybersecurity Risk Management (3)
CMAP 635 Cybersecurity Governance (3)

Cybersecurity Technology

CTCH 605 Introduction to Cybersecurity (3)
CTCH 615 Cybersecurity Threats and Analysis (3)
CTCH 625 Cybersecurity for Systems and Networks (3)
CTCH 635 Cybersecurity Attack Prevention Strategies (3)

Digital Forensics and Cyber Investigation

DFCS 605 Digital Forensics and Cyber Investigation Foundations (3)
DFCS 615 Collection and Examination of Digital Evidence (3)
DFCS 625 Windows Forensics and Security (3)
DFCS 635 Linux Forensics and Security (3)

Marketing

MRKT 600 Marketing Management (3)
MRKT 602 Consumer Behavior and Customer Relationship Management (3)
MRKT 603 Brand Management and Integrated Marketing Communication (3)
MRKT 605 International Marketing Management (3)

Course Sequencing

Core courses must be taken in the order listed but need not be taken in direct succession. Elective courses may be taken between core courses. The capstone must be taken in the last semester.

Technology Requirements

Courses in the data analytics program may have computing needs beyond the minimum technology requirements for online study. Review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

Dual Degree Option

If you complete the MS in Data Analytics program, you may then participate in a dual degree option that allows you to complete the MBA for 21 credits. More information on dual degree programs is available on p. 21.

Digital Forensics and Cyber Investigation

You may earn a Master of Science in Digital Forensics and Cyber Investigation.

Master of Science in Digital Forensics and Cyber Investigation

The graduate program in digital forensics and cyber investigation is designed to prepare you to meet the growing demand for investigative, leadership, and executive skills in evaluating and managing complex cybersecurity incidents and threats. Learn how to determine whether a digital system has been attacked or compromised, and master reliable methods to identify, preserve, analyze, and present evidence for legal prosecution, administrative proceedings, and business purposes. In this program, you can develop investigative problem-solving skills, contribute to important team deliverables, analyze complex data scenarios, examine digital media for evidentiary artifacts, and write detailed digital forensic examination reports. The applied knowledge and skills you acquire can help government, business, and law enforcement organizations in detecting data breaches, mitigating cyber attacks, establishing attribution, and evaluating evidence of digital crime.

UMGC was named a National Center of Academic Excellence in Cyber Defense Education (CAE-CDE) by the National Security Agency and the Department of Homeland Security. UMGC is also a designated National Center of Digital Forensics Academic Excellence (CDFAE) institution.

What You'll Learn

Through your coursework, you will learn how to

- Apply skills in research, networking, communication, goal setting, and planning to develop and manage one's career
- Communicate clearly in writing and speaking, meeting expectations for content, purpose, organization, audience, and format
- Apply logical processes to formulate clear, defensible ideas based on the analysis of facts and ethical considerations
- Use mathematical information, operations, and quantitative analyses to solve problems and inform decision-making
- Lead, facilitate, and collaborate with individuals and teams to achieve organizational objectives
- Interpret and follow laws, policies, procedures, and governance in digital forensic and incident response situations
- Demonstrate the appropriate use of multiple digital forensic tools and technologies in a variety of criminal and security breach situations and in preparing reports and presenting findings
- Design and implement strategies for proper seizure, evidence handling, investigation, analysis of digital artifacts, preparation of reports, and presentation of findings
- Apply proper professional, legal, and ethical frameworks to govern forensic activities in local, national, and global environments
- Assess an information architecture for potential security threats and evidentiary value
- Obtain the knowledge, skills, and abilities needed to master various functions of cybersecurity technology, including tools and systems

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- EC-Council Certified Incident Handler (ECIH)
- EnCase Certified Examiner (EnCE)
- GIAC Certified Forensic Analyst (GCFA)
- GIAC Certified Forensic Examiner (GCFE)
- GIAC Network Forensic Analyst (GNFA)

Preparation Recommended for Success

You are expected to have some background in computing and programming.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to earn 6 credits toward the MS in Digital Forensics and Cyber Investigation and/or the certificate in Digital Forensics and Cyber Investigation. Details are on p. 18.

Related Certificate Program

Completing coursework for most of the focus areas fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Digital Forensics and Cyber Investigation	Credits
Required Core Courses	15
Required Capstone Course	3
Elective Courses	12
Total Credits	**36**

Required Core Courses

DFCS 605 Digital Forensics and Cyber Investigation Foundations (3)
DFCS 615 Collection and Examination of Digital Evidence (3)
DFCS 625 Windows Forensics and Security (3)
DFCS 635 Linux Forensics and Security (3)
DFCS 645 Cloud and Network Forensics (3)

Required Capstone Course

DFCS 690 Digital Forensics and Cyber Investigation Capstone (3)

Elective Courses

Take four 3-credit courses from any of the following focus areas. (Taking all elective courses within a single focus area is recommended.)

Cybersecurity Management and Policy

CMAP 605 Foundations of Cybersecurity Management (3)
CMAP 615 Cybersecurity Defense Strategies (3)
CMAP 625 Cybersecurity Risk Management (3)
CMAP 635 Cybersecurity Governance (3)

Cybersecurity Technology

CTCH 605 Introduction to Cybersecurity (3)
CTCH 615 Cybersecurity Threats and Analysis (3)
CTCH 625 Cybersecurity for Systems and Networks (3)
CTCH 635 Cybersecurity Attack Prevention Strategies (3)

Data Analytics

DATA 605 Decision Analytics (3)
DATA 615 AI Ethics (3)
DATA 625 Data Visualization (3)
DATA 635 Data Management (3)

Digital Forensics and Cyber Investigation

DFCS 655 Advanced Log Analysis (3)
DFCS 660 Network Intrusions (3)
DFCS 665 Digital Forensics Case Management and Reporting (3)
DFCS 685 Legal, Ethical, and Regulatory Requirements for Digital Forensics (3)
DFCS 686 Workplace Learning in Digital Forensics and Cyber Investigation (3)

Course Sequencing

Core courses must be taken in the order listed but need not be taken in direct succession. Elective courses may be taken between core courses. The capstone must be taken in the last semester.

Technology Requirements

Courses in the digital forensics and cyber investigations program may have computing needs beyond the minimum technology requirements for online study. Please review the course descriptions to determine the technology requirements for the classes in which you are enrolling.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the international honor society for the computing and information disciplines, is available on p. 40.

Environmental Management

You may earn a Master of Science in Environmental Management.

Master of Science in Environmental Management

The Master of Science (MS) in Environmental Management program is designed to prepare you to implement effective ecosystem-based environmental management in today's integrated, global environment. By exploring and assessing water, land, air, and climate systems, and applying knowledge and skills from a range of disciplines, you can formulate holistic, viable solutions to environmental problems. In this program, you can gain the skills to assess risk; evaluate environmental justice concerns; communicate scientific, economic, ethical, and legal considerations for audits and consultations; work effectively in teams; and engage ethically with a wide variety of stakeholders and communities. Your capstone course offers you the opportunity to work with an environmental organization, such as the Maryland Energy Administration or the Chesapeake Bay Foundation, on a consulting project. Final projects can be used as part of your virtual portfolio for future opportunities.

Great for early to midcareer professionals, the environmental management program will give you practical experience and improve your professional portfolio.

What You'll Learn

Through your coursework, you will learn how to

- Formulate holistic, ethical, and viable solutions to environmental issues by applying knowledge and skills from a range of disciplines, such as science (physical and behavioral), history, and economics
- Apply critical-thinking skills to anticipate, identify, and evaluate resource and pollution issues
- Devise a professional development plan to maintain or develop the knowledge and skills necessary to address rapidly evolving environmental challenges
- Communicate with audiences clearly and in culturally competent ways in a variety of contexts
- Utilize teamwork, leadership, and ethical reasoning skills with a wide range of stakeholders to address contemporary environmental issues and the impact of solutions through an environmental justice lens
- Evaluate possible change-management strategies needed for a more sustainable future

Program Recognition

UMGC's MS in Environmental Management has been designated a Professional Science Master's degree program through the Council of Graduate Schools.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in environmental health and safety, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the MS in Environmental Management by up to 6 credits (two courses). Details are on p. 18.

Preparation Recommended for Success

You should have completed at least one undergraduate course each in chemistry and biology. Prior experience in an environmental field is also helpful.

Degree Requirements

MS in Environmental Management	
	Credits
Required Core Courses	33
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ENVM 600 Fundamentals of Environmental Systems (3)
ENVM 610 Environmental/Energy Law and Policy (3)
ENVM 615 Community-Based Environmental Management (3)
ENVM 641 Environmental Auditing (3)
ENVM 643 Environmental Communications and Reporting (3)
ENVM 647 Environmental Risk Assessment (3)
ENVM 649 Principles and Practices of Waste Management (3)
ENVM 650 Environmental and Natural Resources Economics (3)
ENVM 651 Water Resources Management (3)
ENVM 652 Principles of Air Quality Management (3)
ENVM 653 Land Use Management (3)

Required Capstone Course

ENVM 670 Capstone Study in Environmental Management (3)

Course Sequencing

- ENVM 600 and ENVM 610 must be taken within the first 9 credits of study.
- ENVM 615 is prerequisite or corequisite for all subsequent ENVM courses.
- You must complete 27 credits of program coursework before enrolling in ENVM 670.

Healthcare Administration

You may earn a Master of Science in Healthcare Administration.

Master of Science in Healthcare Administration

Healthcare administrators manage complex organizations that serve diverse individual and community needs. The master's degree program in healthcare administration is designed to develop leaders in this dynamic field that touches all of us. In this program, you can gain the expert knowledge, management skills, and strong professional development you need to seize career opportunities and maximize your potential in this era of rapid healthcare transformation.

What You'll Learn

Through your coursework, you'll learn how to

- Assess different models of healthcare administration while applying best practices, contemporary theories, and critical analysis to assure organizational performance
- Apply financial management skills and techniques for responding to uncompensated care, cost increases, increased competition, and increased regulation to administrative and managerial processes
- Use statistical tools to analyze health data for effective managerial and administrative decisions
- Apply decision-making skills to solve problems of institutional management, organizational development, and intercultural work environments
- Evaluate information systems for strategic use in healthcare management and administration
- Evaluate regulatory constraints, provider liability, patient rights, employment law and labor relations, and administrative law for healthcare organizations
- Analyze the impact of U.S. and global public health issues on healthcare system functionality and community health
- Assess human resource administrative best practices to meet organizational goals and optimize quality-of-service delivery
- Apply strategic leadership tools to organize stakeholder commitment and support in meeting healthcare organizational and change management goals

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified in Public Health (CPH)
- Fellow of the American College of Healthcare Executives (FACHE)

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in health services management, an accelerated pathway between UMGC's undergraduate and graduate degree programs in that field allows you to reduce your total coursework for a related graduate degree by up to 6 credits (two courses).
Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS IN HEALTHCARE ADMINISTRATION	Credits
Required Management Foundation Courses	6
Required Healthcare Administration Courses	33
Required Capstone Course	3
Total Credits	**42**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Management Foundation Courses

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 650 Statistical Analysis for Managers (3)

Required Healthcare Administration Courses

HCAD 600 Introduction to Healthcare Administration (3)

HCAD 610 Information Technology for Healthcare Administration (3)

HCAD 620 The U.S. Healthcare System (3)

HCAD 625 The Business of Healthcare (3)

HCAD 630 Public Health Administration (3)

HCAD 635 Long-Term Care Administration (3)

HCAD 640 Financial Management for Healthcare Organizations (3)

HCAD 645 Strategic Financial Management in Healthcare (3)

HCAD 650 Legal Aspects of Healthcare Administration (3)

HCAD 660 Healthcare Institutional Organization and Management (3)

HCAD 665 Strategic Issues in Healthcare Leadership (3)

Required Capstone Course

HCAD 690 Healthcare Administration Capstone (3)

Alternate Courses

The following course substitutions may be made only if you completed the certificate in Global Health Management before enrolling in the MS in Healthcare Administration program:

- GMHT 620 National and International Approaches to Healthcare Delivery (3) may be taken instead of HCAD 635 Long-Term Care Administration (3)
- GMHT 640 Strategic Management of Global Health Services (6) may be taken instead of HCAD 620 The U.S. Healthcare System (3) and HCAD 660 Healthcare Institutional Organization and Management (3)

Contact an advisor or a success coach for more information.

Course Sequencing

- HCAD 600 and MGMT 615 should be taken as the first courses in the program.
- MGMT 650 should be taken in the second or third semester.
- MGMT 650 should not be taken at the same time as HCAD 640 or HCAD 645.
- You must complete 36 credits before enrolling in HCAD 690.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Phi Delta, the national academic honor society of the Association of University Programs in Health Administration, is available on p. 40.

Dual Degree Option

If you complete the MS in Healthcare Administration program, you may then participate in a dual degree option that allows you to complete the MS in Health Information Management and Technology for 21 credits. More information on dual degree programs is available on p. 21.

Health Information Management and Technology

You may earn a Master of Science in Health Information Management and Technology.

Master of Science in Health Information Management and Technology

The cutting-edge health information management and technology program is taught by healthcare technology professionals who can help you to develop the expertise to oversee the complex coordination of your organization's health information management needs.

If you are an experienced healthcare professional or an information technology specialist working in a healthcare setting or are looking to transition to this exciting field, the health information management and technology program can help you obtain the skills and knowledge you need to apply best practices of health or information management in a dynamic healthcare environment.

What You'll Learn

Through your coursework, you'll learn how to

- Apply advanced knowledge of electronic health record systems, medical coding, and IT systems security and interoperability
- Design, manage, and interpret health classification systems, healthcare databases, data warehouses, healthcare data sets, registries, and other mediums of health information management
- Design and implement various health informatics and information management policies and procedures (e.g., those related to fraud and surveillance, data management, personnel management, data privacy, security and confidentiality, and clinical documentation improvement)
- Interpret and comply with various aspects of state and federal legal and regulatory standards (e.g., coding and revenue, privacy, security, federal employee labor laws, confidentiality, release of information, maintenance of health records, licensure, and accreditation)

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified Associate in Healthcare Information and Management Systems (CAHIMS)
- Certified Associate in Project Management (CAPM)
- Certified Professional in Healthcare Information and Management Systems (CPHIMS)
- Project Management Professional (PMP)
- Registered Health Information Administrator (RHIA)

Preparation Recommended for Success

You will find it beneficial to have three years of professional work experience in a healthcare setting, especially in health information management or information technology, although it is not required.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in health services management, an accelerated pathway between UMGC's undergraduate and graduate degree programs in that field allows you to reduce your total coursework for a related graduate degree by up to 6 credits (two courses).
Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS IN HEALTH INFORMATION MANAGEMENT AND TECHNOLOGY	Credits
Required Core Courses	33
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

HCAD 600 Introduction to Healthcare Administration (3)

MGMT 650 Statistics for Managerial Decision-Making (3)

ITEC 610 Information Technology Foundations (3)

HCAD 610 Information Technology for Healthcare Administration (3)

HIMS 645 Healthcare Databases and Medical Technology Integration (3)

HIMS 650 Health Informatics and Data Analytics (3)

HIMS 655 Health Data Management (3)

HCAD 640 Financial Management for Healthcare Organizations (3)

HCAD 650 Legal Aspects of Healthcare Administration (3)

HIMS 661 The Application of Information Technology in Healthcare Administration (3)

ITEC 640 Information Technology Project Management (3)

Required Capstone Course

HIMS 690 Health Information Management and Technology Capstone (3)

Course Sequencing

- You are advised to take HCAD 600 and MGMT 650 first.
- You will benefit most by taking the courses in the order listed.
- You must have successfully completed 30 credits of program coursework, including HIMS 650, HIMS 655, and HIMS 661, before enrolling in HIMS 690.

Dual Degree Option

If you complete the MS in Health Information Management and Technology program, you may then participate in a dual degree option that allows you to complete the MS in Data Analytics for 18 credits. More information on dual degree programs is available on p. 22.

Program Accreditation

UMGC's MS in Health Information Management and Technology is accredited as a Health Information Management Master of Science degree by the Commission for Health Informatics and Information Management Education (CAHIIM), 200 East Randolph Street, Suite 5100, Chicago, IL, 60601. CAHIIM is a specialized accrediting agency recognized by the Council for Higher Education Accreditation.

Information Technology

You may earn a Master of Science in Information Technology, with a concentration in any one of the following areas:

- Database Systems Technology
- Homeland Security Management
- Informatics
- Project Management
- Software Engineering
- Systems Engineering

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in management information systems, an accelerated pathway between UMGC's undergraduate and graduate degree programs in that field allows you to reduce your total coursework for the Master of Science in Information Technology degree in any concentration by up to 6 credits (two courses). See p. 18 for details.

Master of Science in Information Technology: Database Systems Technology Concentration

A concentration in database systems technology can prepare you to meet the demand for data professionals who can manage complex databases for large organizations. You can develop expertise in relational and distributed databases and acquire the newest knowledge in data warehousing, mining, modeling, security, and other sought-after areas of database administration. The program can help prepare you for a number of certifications as you work on real-world projects in a respected graduate program as you build your professional value in this fast-growing field.

What You'll Learn

Through your coursework, you will learn how to

- Apply current and emerging techniques, skills, and modern tools needed to create complex database systems
- Design and develop data warehouses for both structured and unstructured data
- Evaluate different database architectures, optimization strategies, and security techniques to determine whether the design meets performance requirements
- Apply statistics, similarity measures, decision trees, and machine learning algorithms to data mining tasks
- Apply the principles of access control to produce secure database design for data confidentiality, integrity, and availability
- Apply project management techniques to manage the schedule of a complex project on time and within budget
- Communicate effectively with a range of audiences in a variety of professional contexts

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- ICCP Certified Data Management Professional (ICCP CDMP)
- Oracle Certified Associate (OCA)
- Oracle Certified Professional (OCP)
- Oracle Database Administration (DBA)

Degree Requirements

MS in Information Technology: Database Systems Technology Concentration

	Credits
Required Core Courses	12
Required Capstone Course	21
Elective Courses	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ITEC 625 Computer Systems Architecture (3)
ITEC 626 Information Systems Infrastructure (3)
ITEC 630 Information Systems Analysis, Modeling, and Design (3)
ITEC 640 Information Technology Project Management (3)

Required Concentration Courses

DBST 651 Relational Database Systems (3)
DBST 660 Advanced Data Modeling (3)
DBST 652 Advanced Relational/Object-Relational Database Systems (3)

DBST 663 Distributed Database Management Systems (3)
DBST 665 Data Warehouse Technologies (3)
DBST 667 Data Mining (3)
DBST 668 Database Security (3)

Required Capstone Course

DBST 670 Database Systems Technology Capstone (3)

Course Sequencing

- ITEC 625 and ITEC 626 must be taken as the first two courses.
- You must complete 6 credits of core coursework before beginning sconcentration coursework.
- You must complete all other concentration coursework before taking DBST 670.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the international academic honor society for the computing and information disciplines, is available p. 40.

Master of Science in Information Technology: Homeland Security Management Concentration

The graduate concentration in homeland security management can help prepare you to take a leadership role in protecting against natural and human-made threats to national security. Gain practical managerial skills in performing security risk assessments; planning for and managing operational recovery; and developing strategies to protect people, facilities, and information-dependent critical infrastructure.

What You'll Learn

Through your coursework, you will learn how to

- Tackle the five mission areas in homeland security as defined by the U.S. Department of Homeland Security
- Perform risk assessments
- Spot ethical and legal issues and navigate the complex legal and regulatory environment related to computer systems, applications, and networks
- Protect telecommunications and information technology networks
- Analyze infrastructure protection, jurisdiction, and issues in technical areas such as interconnectivity and interoperability
- Plan and prepare for disaster response and recovery
- Apply knowledge about energy pipeline security, electrical grid security, cyber dependence, and SCADA systems, as well as risk methodologies applied to the energy industry
- Use high-tech management styles, including project planning, organizational structure, team building, and control mechanisms
- Manage each phase of the IT project life cycle, working within organizational and cost constraints, setting goals linked directly to stakeholder needs, and using proven management tools

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in homeland security, an accelerated pathway between UMGC's undergraduate and graduate programs in that field allows you to reduce your total coursework for a related graduate degree by up to 6 credits (two courses). Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Information Technology: Homeland Security Management Concentration	Credits
Required Core Courses	15
Required Concentration Courses	18
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ITEC 610 Information Technology Foundations (3)
ITEC 625 Computer Systems Architecture (3)
ITEC 626 Information Systems Infrastructure (3)
ITEC 630 Information Systems Analysis, Modeling, and Design (3)
ITEC 640 Information Technology Project Management (3)

Required Concentration Courses

HSMN 610 Concepts in Homeland Security (3)
HSMN 625 Critical Infrastructures (3)
HSMN 630 Resilience Planning and Preparedness for Disaster Response and Recovery (3)
INFA 660 The Law, Regulation, and Ethics of Information Assurance (3)
BSBD 641 Biosecurity and Bioterrorism (3)
EMAN 620 Information Technology in Emergency Management (3)

Required Capstone Course

HSMN 670 Seminar in Homeland Security (3)

Course Sequencing

- ITEC 610 must be taken in the first term of coursework.
- HSMN 610 must be taken as one of the first two concentration courses.
- HSMN 670 must be taken in your last semester.

Master of Science in Information Technology: Informatics Concentration

The informatics concentration gives you a strong foundation in all major categories of IT management, so you can take your career in any direction you choose. You'll have the opportunity to develop advanced skills in networking, software development, databases, decision support systems and artificial intelligence systems, management strategies that leverage information technology for business, and IT acquisitions to become a valuable asset to any industry.

What You'll Learn

Through your coursework, you will learn how to

- Apply modern and emerging technologies that will help improve operational effectiveness using artificial intelligence tools
- Integrate information systems, including artificial intelligence methods, with the management system of an organization
- Evaluate the impact of outsourcing information technology activities
- Formulate information security measures by performing risk assessments and other approaches
- Evaluate an acquisition strategy for IT systems, components, and/or services, to determine if it meets an organization's strategic, fiscal, and technical objectives
- Utilize various technologies of decision-support and artificial intelligence systems to address management needs
- Develop management strategies that leverage information technology to meet business objectives

Related Certificate Program

Completing this degree and concentration fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Information Technology: Informatics Concentration

	Credits
Required Core Courses	15
Required Concentration Courses	18
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ITEC 610 Information Technology Foundations (3)
ITEC 625 Computer Systems Architecture (3)
ITEC 626 Information Systems Infrastructure (3)
ITEC 630 Information Systems Analysis, Modeling, and Design (3)
ITEC 640 Information Technology Project Management (3)

Required Concentration Courses

ISAS 610 Modern Software Methodologies (3)
ISAS 620 Relational Database Systems (3)
ISAS 640 Decision Support Systems and Artificial Intelligence Systems (3)
INFA 610 Foundations of Information Security and Assurance (3)
IMAT 637 IT Acquisitions Management (3)
ISAS 650 Information Technology, the CIO, and Organizational Transformations (3)

Required Capstone Course

IMAT 670 Informatics Capstone (3)

Course Sequencing

- ITEC 610 must be taken in the first term of coursework.
- You must complete 6 credits of core coursework before taking the first concentration course.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

Master of Science in Information Technology: Project Management Concentration

The project management concentration allows you to build expertise for project management certification within the context of advanced IT management skills. Your concentration courses include project risk management, project procurement management, and advanced project methods, while your core IT courses give you the tools you need to take on leadership roles in today's technology-based work environments.

What You'll Learn

Through your coursework, you will learn how to

- Appraise the potential and relevance of technology and analytical/quantitative methods to support project management efforts
- Apply quantitative analytical methods when appropriate to support project management efforts
- Apply project leadership knowledge and skills essential for creating high-performing teams and effecting organizational transformation that respects and harnesses human capital
- Formulate ways to apply project management practices, skills, tools, and techniques judiciously and effectively
- Tailor the project/program approach, methodology, and governance to align with project and organizational characteristics, strategies, and priorities
- Apply business management skills that amplify a project manager's effectiveness, efficiency, and influence
- Evaluate how a given project or program interfaces with operations and product and portfolio management
- Create project/program alignment with the broader project context and environment

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Agile Certified Practitioner (PMI-ACP)
- Certified Associate in Project Management (CAPM)
- Certified Scrum Master (CSM)
- Project Management Professional (PMP)

Each course in this concentration earns you the project management education hours necessary to fulfill the education requirement for qualifying to take the PMP and CAPM certification exams.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Information Technology: Project Management Concentration

	Credits
Required Core Courses	15
Required Concentration Courses	21
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ITEC 610 Information Technology Foundations (3)

ITEC 625 Computer Systems Architecture (3)

ITEC 626 Information Systems Infrastructure (3)

ITEC 630 Information Systems Analysis, Modeling, and Design (3)

ITEC 640 Information Technology Project Management (3)

Required Concentration Courses

PMAN 634 Foundations of Project Management (3)

PMAN 635 Project Schedule, Cost, and Resource Management (3)

PMAN 637 Project Risk Management (3)

PMAN 638 Project Communication Management (3)

PMAN 639 Project Quality Management (3)

PMAN 641 Project Procurement Management (3)

PMAN 650 Financial and Strategic Management of Projects (3)

Alternate Credit

If you are certified as a Project Management Professional by the Project Management Institute and your certification is current and valid, you may receive credit for PMAN 634 Foundations of Project Management. Academic advisors can provide more information.

Course Sequencing

- ITEC 610 must be taken in the first term of coursework.
- PMAN 635 must be taken before PMAN 637, PMAN 639, and PMAN 650.

Program Accreditation

UMGC's master's degree programs with project management concentrations are accredited by the Project Management Institute (PMI) Global Accreditation Center (GAC) for Project Management Education Programs.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the national academic honor society for the computing and information disciplines, is available on p. 40.

Master of Science in Information Technology: Software Engineering Concentration

The software engineering concentration provides software developers with advanced software methodology, design, and coding techniques. You'll learn aspect-oriented programming, object-oriented programming, and the principles and techniques to lead a software development team.

In this concentration, you'll gain hands-on experience performing all functions of building software and develop job-relevant expertise in implementing large software engineering projects within cost and on schedule. The software engineering courses include usability engineering, software design and implementation, software verification and validation, and more.

What You'll Learn

Through your coursework, you will learn how to

- Apply current and emerging software standards, practices, and methods of software development to create software development plans and requirement specifications
- Use current techniques, skills, and modern software engineering processes and tools to design and implement large complex software systems
- Design and implement software solutions that meet customer requirements and usability standards
- Apply the principles of usability engineering to design and build different types of user interfaces that meet usability and accessibility standards
- Apply current validation and verification practices to remove software defects and prove software correctness
- Apply project management techniques to manage the schedule of a complex project on time and within budget
- Communicate effectively with a range of audiences in a variety of professional contexts

Preparation Recommended for Success

Ideally, you should have a degree and/or professional experience in software development and programming languages.

Degree Requirements

MS in Information Technology: Software Engineering Concentration

	Credits
Required Core Courses	9
Required Concentration Courses	24
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)
UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ITEC 625	Computer Systems Architecture (3)
ITEC 630	Information Systems Analysis, Modeling, and Design (3)
ITEC 640	Information Technology Project Management (3)

Required Concentration Courses

SWEN 603	Modern Software Methodologies (3)
DBST 651	Relational Database Systems (3)
SWEN 646	Software Design and Implementation (3)
SWEN 656	Advanced Software Design and Implementation (3)
SWEN 645	Software Requirements (3)
SWEN 647	Software Verification and Validation (3)
SWEN 651	Usability Engineering (3)
SWEN 661	User Interface Implementation (3)

Required Capstone Course

SWEN 670	Software Engineering Project (3)

Course Sequencing

- SWEN 670 must be taken in the last term of enrollment.

Program Recognition

UMGC's MS in Information Technology with a concentration in software engineering has been designated a Professional Science Master's degree program through the Council of Graduate Schools.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the international honor society for the computing and information disciplines, is available on p. 40.

Master of Science in Information Technology: Systems Engineering Concentration

The systems engineering concentration can help you apply traditional and modern life-cycle models, techniques, and tools in the specification, design, development, and deployment of complex systems. The concentration is designed for midcareer professionals with a technical background who are seeking to enhance their skills in systems engineering theory and practice.

You'll study a variety of cases across different application domains to learn the wide scope of systems concepts. Courses include requirements engineering, system design and development, model-based systems engineering, system integration and testing, system engineering management, and more.

What You'll Learn

Through your coursework, you will learn how to

- Analyze a complex technological challenge from a systems perspective
- Build appropriate development life-cycle models for different types of projects
- Design a system and develop approaches for verification, validation, deployment, and support
- Develop a framework for managing key system engineering activities in a project
- Construct project requirements for organizational and physical infrastructure
- Specify appropriate engineering standards for system requirements and design parameters

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Certified Professional Requirements Engineer Foundation Level (CPRE FL)
- Certified Tester Foundation Level (CTFL)
- Systems Engineering Professional (SEP)

Preparation Recommended for Success

Ideally, you should have a degree and/or professional experience in a technical discipline such as engineering or computer science.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Information Technology: Systems Engineering Concentration	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

ITEC 625 Computer Systems Architecture (3)
ITEC 626 Information Systems Infrastructure (3)
ITEC 630 Information Systems Analysis, Modeling, and Design (3)
ITEC 640 Information Technology Project Management (3)

Required Concentration Courses

SYSE 610 Systems Engineering Overview (3)
SYSE 620 Requirements Engineering (3)
SYSE 625 Model-Based Systems Engineering (3)
SYSE 630 System Design and Development (3)
SYSE 640 System Integration and Test (3)
SYSE 650 Design Considerations (3)
SYSE 660 Systems Engineering Management (3)

Required Capstone Course

SYSE 670 Systems Engineering Capstone (3)

Course Sequencing

- ITEC 625 must be taken in the first term of coursework.
- You must complete 6 credits of core coursework before beginning concentration coursework.
- Concentration courses must be taken in the order listed.
- You must take SYSE 670 in your final term.

Honor Society

Information on eligibility for membership in the UMGC chapter of Upsilon Pi Epsilon, the international honor society for the computing and information disciplines, is available on p. 40.

Management

You may earn a Master of Science in Management, with a concentration in one of the following areas:

- Accounting
- Criminal Justice Management
- Emergency Management
- Financial Management
- Homeland Security Management
- Human Resource Management
- Intelligence Management
- Interdisciplinary Studies in Management
- Marketing
- Project Management

Master of Science in Management: Accounting Concentration

The graduate accounting concentration can help you move toward a position as a comptroller, managing partner, or senior accountant. Ideal for midcareer professionals, the accounting concentration teaches you the skills to communicate financial information with high-level decision makers, as well as the advanced accounting knowledge that every business needs.

What You'll Learn

Through your coursework, you will learn how to

- Develop financial and managerial reporting competencies to support management potential
- Make informed accounting and financial management decisions using critical thought
- Provide actionable insights for key decision-makers based on data analytics and visualizations
- Work collaboratively in supporting diversity, equity, and inclusion initiatives to enhance creative solutions, improve productivity, and negotiate acceptable agreements
- Model professional and ethical accounting behavior
- Communicate clearly using accounting terminology and plain language as appropriate in writing and orally

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Accredited Tax Preparer (ATP)
- Certified Internal Auditor (CIA)
- Certified Management Accountant (CMA)
- Certified Public Accountant (CPA)*
- Chartered Global Management Accountant (CGMA)
- Enrolled Agent (EA)

Academic Preparation

Before enrolling in any graduate accounting course, you must have either

- Completed 15 credits of undergraduate accounting coursework, with a grade of C or better in each course. Upon submission of an official transcript, you may be accepted into the degree program with fewer than the required 15 credits of undergraduate accounting coursework, but you must complete that coursework before enrolling in your first graduate accounting course.

OR

- Earned a Certified Public Accountant (CPA) license as determined by a State Board of Accountancy. Upon your submission of evidence and our verification of your having earned a CPA license, you may enroll in a graduate accounting course.

Preparation Recommended for Success

You are expected to be familiar with Microsoft Excel.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in accounting, an accelerated pathway between UMGC's undergraduate and graduate degree programs in that field allows you to reduce your total coursework for the MS in Management with a concentration in accounting and/or a related certificate by 6 credits (two courses). Details are on p. 18.

* Requirements for CPA certification vary from state to state. See *umgc.edu/professional-licensure* for more information.

Degree Requirements

MS in Management: Accounting Concentration	Credits
Required Core Courses	12
Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 640 Financial Decision-Making for Managers (3)

MGMT 650 Statistical Analysis for Managers (3)

Concentration Courses

Complete the following five courses:

ACCT 610 Financial Reporting and Analysis (3)

ACCT 611 Managerial Accounting Data Analytics (3)

ACCT 613 Tax Compliance and Planning (3)

ACCT 618 Accounting Information Systems (3)

ACCT 628 Auditing and Attestation (3)

Take two of the following for a total of 6 credits:

ACCT 625 Government and Not-for-Profit Accounting (3)

ACCT 630 Fraud Examination (3)

ACCT 635 Ethics and Professional Responsibilities (3)

ACCT 640 Accounting in a Global Setting (3)

ACCT 686 Workplace Learning in Accounting

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Criminal Justice Management Concentration

In the criminal justice management concentration, you'll obtain advanced knowledge of crime prevention, law enforcement, investigative forensics, and crisis management—as well as strong skills in business management. This concentration can help you learn to effectively manage large teams, departments, and bureaus across the criminal justice profession.

What You'll Learn

Through your coursework, you will learn how to

- Design criminal justice programs
- Analyze threats and assess risks
- Conduct vulnerability studies
- Apply legal knowledge to criminal justice management
- Lead and manage organizations
- Communicate, report, and write professionally and effectively

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in criminal justice, an accelerated pathway between UMGC undergraduate and graduate programs in that field allows you to reduce your total coursework for the MS in Management with a concentration in criminal justice management by 6 credits (two courses). Details are on p. 18.

Degree Requirements

MS in Management: Criminal Justice Management Concentration	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610	Management and Leadership in Sustainable Organizations (3)
MGMT 615	Cultivating Organizational Behavior and Culture for Sustainability (3)
MGMT 640	Financial Decision-Making for Managers (3)
MGMT 650	Statistical Analysis for Managers (3)

Required Concentration Courses

CJMS 600	Critical Analysis of the Criminal Justice System (3)
CJMS 610	Perspectives in Law Enforcement Management (3)
CJMS 620	Issues in Correctional Administration (3)
CJMS 630	Seminar in Security Management (3)
CJMS 640	Criminal Justice Intelligence Systems and Approaches (3)
CJMS 650	Legal Aspects Within the Criminal Justice System (3)
CJMS 660	Issues in Criminal Justice Leadership (3)

Required Capstone Course

MGMT 670	Strategic Management Capstone (3)

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- Concentration courses should be taken in the order listed.
- CJMS 600 must be taken as the first concentration course.
- CJMS 660 must be taken after all concentration and core courses (except MGMT 670).
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Emergency Management Concentration

The emergency management concentration is designed to help prepare you to plan for and respond to natural and human-made disasters and emergencies in the United States. In this concentration, you'll study the use of advanced technologies, emerging cyber and asymmetric threats, digital communication systems, global pandemic response and recovery, climate adaptation, continuity of operations, public and private partnerships, laws and policies, and ethical considerations in emergency management decision-making and planning. You'll develop the practical skills needed for security risk assessments, strategic planning and prevention, staff coordination, deterrence, mitigation, protection, response, and operational recovery and design strategies and processes to secure individuals and critical infrastructure from natural and human-made threats.

What You'll Learn

Through your coursework, you will learn how to

- Apply strategies and tactics for managing crisis communications, including the use of current technologies, through a deliberate approach to developing community-specific public responses to emergency management and national security crisis situations
- Use the principles of leadership and management, including building public and private partnerships, to achieve strategic and operational goals for emergency management and national security responses
- Evaluate ethical considerations when applying laws, authorities, regulations, policies, quantitative analyses, and data interpretation to ensure standards of privacy and civil liberties are met while developing emergency management preparedness initiatives and responses
- Explain cybersecurity threats and assess how cyber plans, strategies, policies, and initiatives are intended to defend against cyber attacks and protect essential preparedness and disaster response operations
- Utilize specific applications of advanced and emerging technologies, systems, and services for protection, response, recovery, and disaster preparedness initiatives involving U.S. national security
- Assess the impact analysis of current and emerging threats and risks, including human and natural disasters; the social, cultural, psychological, political, and operational dynamics of threats; and the evolution and basic principles of critical infrastructure protection, processes, and techniques

Industry Certification

This program is designed to help prepare you for the Certified Emergency Manager (CEM) exam.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Management: Emergency Management Concentration	
	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 640 Financial Decision-Making for Managers (3)

MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

EMAN 600 Comprehensive Crisis and Emergency Management (3)

EMAN 610 Hazard Risk and Vulnerability Assessment (3)

EMAN 620 Information Technology in Emergency Management (3)

HSMN 610 Concepts in Homeland Security (3)

HSMN 630 Resilience Planning and Preparedness for Disaster Response and Recovery (3)

EMAN 630 Crisis Communication for Emergency Managers (3)

EMAN 670 Seminar in Emergency Management Leadership (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- EMAN 600 must be taken as one of the first two concentration courses.
- EMAN 670 must be taken in your last semester.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Financial Management Concentration

The financial management concentration provides you with solid management skills that are essential to the core functions of every organization. This program offers you the tools to make high-level decisions that can affect an organization's current operations and financial future.

What You'll Learn

Through your coursework, you will learn how to

- Analyze the relationship between economic and financial environments and decision-making
- Evaluate financial models and strategies for effectiveness
- Apply advanced financial tools and techniques
- Synthesize financial and nonfinancial data for decision-making
- Assess risk management and mitigation strategies critically
- Develop innovative financial models and solutions
- Analyze behavioral factors that affect financial decision-making
- Apply ethical decision-making in financial management

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Accredited Valuation Analyst (AVA)
- Certified Economic Policy Analyst (CEPA)
- Certified Financial Examiner (CFEx)
- Certified Government Financial Manager (CGFM)
- Certified Healthcare Financial Professional (CHFP)
- Certified Risk Professional (CRP)
- Certified Treasury Professional (CTP)
- Certified Valuation Analyst (CVA)
- Chartered Asset Manager (CAM)

- Chartered Economist (ChE)
- Chartered Financial Analyst (CFA)
- Chartered Market Analyst (CMA)
- Chartered Portfolio Manager (CPM)
- Chartered Trust and Estate Planner (CTEP)
- Chartered Wealth Manager (CWM)
- Financial Risk Manager (FRM)
- Master Financial Manager (MFM)
- Master Financial Professional (MFP)
- Registered Business Analyst (RBA)

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in finance, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the MS in Management with a concentration in financial management by 6 credits (two course). See p. 18 for details.

Degree Requirements

MS in Management: Financial Management Concentration	Credits
Required Core Courses	9
Required Concentration Courses	24
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Organizational Theory (3)
MGMT 615 Organizational Behavior (3)
MGMT 650 Statistics for Managerial Decision-Making (3)

Required Concentration Courses

FIN 605 Fintech and Decision-Making (3)
FIN 610 Financial Management in Organizations (3)
FIN 615 Financial Analysis and Modeling (3)
FIN 620 Long-Term Financial Management (3)
FIN 630 Investment Valuation (3)
FIN 640 Multinational Financial Management (3)
FIN 645 Behavioral Finance (3)
FIN 660 Strategic Financial Management (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Course Sequencing

- MGMT 610 must be taken within the first 6 credits.
- FIN 605 should be taken in the first term.
- FIN 605 and FIN 610 should not be attempted simultaneously with MGMT 650.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Homeland Security Management Concentration

The graduate concentration in homeland security management is designed to help prepare you for professional positions concerned with protecting the country against natural and human-made domestic and international threats such as terrorism, transnational crime, and cybercrime and with maintaining cybersecurity, transportation security, intelligence, civil liberties, emerging technology integration, international engagement, and private-sector partnerships and collaboration. In this concentration, you'll attain the requisite knowledge and skills necessary for professional homeland security positions involving cybersecurity; risk and threat assessments; the design and management of operational disaster relief recovery; and the development of strategies essential to the protection of individuals, facilities, and critical infrastructure.

What You'll Learn

Through your coursework, you will learn how to

- Apply strategies and tactics for managing crisis communications, including the use of current technologies, through a strategic approach to develop community-specific public responses to homeland and national security crisis situations
- Construct strategies for leading, managing, organizing, and coordinating homeland security operations in concert with federal, state, local, and international governments as well as the private sector
- Determine potential solutions for homeland security issues by evaluating the laws, authorities, regulations, policies, and ethical considerations as well as emerging political, legal, and policy issues
- Assess cybersecurity strategies, policies, initiatives, and regulatory compliance, as well as the role of the Cyber Security and Infrastructure Security Agency (CSIA) to defend against cyber attacks and support essential preparedness and disaster support operations

- Determine specific applications of advanced information and technology systems for protection, response, recovery, and resilience in support of homeland and national security priorities
- Apply risk methodologies and assessments, resilience planning, organizational theory, and disaster response and recovery principles to manage new and emerging threats against the United States by utilizing critical-thinking and decision-making skills

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in homeland security, an accelerated pathway between UMGC's undergraduate and graduate programs allows you to reduce your total coursework for the MS in Management with a concentration in homeland security by 6 credits (two courses). Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Management: Homeland Security Management Concentration	
	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 640 Financial Decision-Making for Managers (3)

MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

HSMN 610 Concepts in Homeland Security (3)

HSMN 625 Critical Infrastructures (3)

HSMN 630 Resilience Planning and Preparedness for Disaster Response and Recovery (3)

INFA 660 The Law, Regulation, and Ethics of Information Assurance (3)

BSBD 641 Biosecurity and Bioterrorism (3)

EMAN 620 Information Technology in Emergency Management (3)

HSMN 670 Seminar in Homeland Security (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- HSMN 610 must be taken as one of the first two concentration courses.
- HSMN 670 must be taken in your last semester.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Human Resource Management Concentration

The concentration in human resource management is designed to give you the knowledge and skills you need to advance in the HR field and is aligned with the Society for Human Resource Management guidelines for graduate education. In this program, you can gain practical, management-level experience in the theory, research, knowledge, and procedures used by HR executives, generalists, and specialists—and develop a skill set you can take anywhere.

What You'll Learn

Through your coursework, you will learn how to

- Design human resources policies and processes to support changing environmental factors and organizational goals
- Evaluate employee relations in union and nonunion organizations
- Design efficient and effective recruitment and selection methods
- Evaluate strategies, procedures, and techniques of job analysis, design, and evaluation; performance appraisal; and compensation management

- Prescribe appropriate organizational development strategies and techniques
- Design an effective training plan that aligns with overall company strategy
- Formulate solutions for managing virtual and global teams

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Professional in Human Resources (PHR)
- Senior Professional in Human Resources (SPHR)
- SHRM-Certified Professional (SHRM-CP)
- SHRM-Senior Certified Professional (SHRM-SCP)

Accelerated Pathway

If you completed your undergraduate degree at UMGC with coursework in human resource management, an accelerated pathway between UMGC's undergraduate and graduate degree programs in that field allows you to reduce your total coursework for the MS in Management with a concentration in human resource management and/or a related certificate by 6 credits (two courses). Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Management: Human Resource Management Concentration

	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 640 Financial Decision-Making for Managers (3)

MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

HRMD 610 Issues and Practices in Human Resource Management (3)

HRMD 620 Employee and Labor Relations (3)

HRMD 630 Recruitment and Selection (3)

HRMD 640 Job Analysis, Assessment, and Compensation (3)

HRMD 650 Organizational Development and Change (3)

HRMD 651 Current Perspectives in Training and Development (3)

HRMD 665 Managing Virtual and Global Teams (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Alternate Credit

If you are a Society for Human Resource Management (SHRM)–certified professional (SHRM-CP or SHRM-SCP) or an HRCI-certified professional (PHR or SPHR) and your certification is current and valid, you may receive up to 6 credits for HRMD 610 Issues and Practices in Human Resource Management (3) and HRMD 620 Employee and Labor Relations (3). Academic advisors can provide more information.

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.
- Courses should be taken in the order listed.

Master of Science in Management: Intelligence Management Concentration

The intelligence management concentration is designed to help prepare you for professional positions in the fields of intelligence, surveillance, and reconnaissance; target analysis; intelligence collection; operations and analysis; counterintelligence, counterterrorism, and counterproliferation; cyber intelligence and espionage; resource management; intelligence sharing and partnerships; emerging technologies such as artificial intelligence; and intelligence policy and oversight for national security and law enforcement management. In this concentration, you'll apply critical-thinking, research, and analysis skills to the study of advanced technology integration, cyber threats, intelligence budgets, communications, leadership, workforce development, interagency collaboration with public and private national security organizations, and intelligence reform, as well as to the priorities, laws, and policies regulating the U.S. intelligence community.

What You'll Learn

Through your coursework, you will learn how to

- Apply critical-thinking concepts in assessing how the intelligence community conducts intelligence operations, integrates emerging technologies, and resolves national security threats and crisis situations
- Evaluate the leadership principles, risk assessments, and threat-mitigation strategies demonstrated by how intelligence community leaders manage, organize, and coordinate intelligence, counterintelligence, and national security operations
- Evaluate the constitutional obligations and legal responsibilities of the intelligence community in complying with the USA Patriot Act, FISA (Foreign Intelligence Surveillance Act) Amendments Act, congressional oversight, and the president's Intelligence Advisory Board, while mitigating national and homeland security threats and ensuring the effective management and operation of U.S. intelligence agencies
- Assess cyber threats and distinguish the roles of cyber intelligence, cyber operations, cybersecurity plans, strategy, policy initiatives, and regulatory compliance
- Analyze the impact of emerging technologies on threat indicators and analysis, collection, intelligence management, intelligence-led enforcement, targeting, and counterintelligence for intelligence and national security professionals, initiatives, and operations
- Assess counterintelligence, foreign espionage, cyber intelligence, violent extremism, and emerging insider and asymmetric threats, by applying holistic solutions and strategies to leverage human, open source, signals, geospatial, technical, and cyber intelligence collection involving a wide spectrum of target sets

Degree Requirements

MS in Management: Intelligence Management Concentration	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 640 Financial Decision-Making for Managers (3)

MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

INMS 600 Managing Intelligence Activities (3)

INMS 610 Intelligence Collection: Sources and Challenges (3)

INMS 620 Intelligence Analysis: Consumers, Uses, and Issues (3)

INMS 630 Counterintelligence (3)

INMS 640 Intelligence-Led Enforcement (3)

INMS 650 Intelligence Management

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- Concentration courses should be taken in the order listed.
- INMS 600 and INMS 610 must be taken as the first two concentration courses.
- INMS 660 must be taken after all concentration and core courses (except MGMT 670).
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Interdisciplinary Studies in Management Concentration

The interdisciplinary studies in management concentration is designed for those who seek a broad knowledge of management that integrates content from several business-related disciplines. The concentration provides you with the managerial skills you need to advance in your career and that are essential for managers in every organization. The curriculum covers fundamentals in finance, organizational theory, human resources, project management, marketing, and information systems. You can further customize your program by choosing elective courses from other disciplines based on your career interests. Whether you are new to the field, changing careers, or looking to advance in your current organization, you need look no further for a respected credential that can boost your professional value and provide you with strong managerial skills.

What You'll Learn

Through your coursework, you will learn how to

- Design human resources policies and processes to support changing environmental factors and organizational goals
- Evaluate employee relations in union and nonunion organizations
- Assess employee performance at the individual, group, and organization levels
- Create a full-scale marketing plan for a product or service, identifying and selecting appropriate target market segments, pricing, distribution, and marketing communications
- Select marketing communications, such as advertising and digital marketing, to promote an offering based on the nature of the product/service and the target market for that product/service
- Justify the importance of culturally diverse work environments and work groups
- Apply project management practices, skills, tools, and techniques judiciously and effectively
- Apply modern and emerging technologies to improve operational effectiveness

Accelerated Pathway

f you completed your undergraduate degree at UMGC with a major in finance, human resource management, management information systems, or marketing, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the MS in Management with a concentration in interdisciplinary studies in management by 3 or 6 credits (one or two courses), depending on your major. Details are on p. 18.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Management: Interdisciplinary Studies in Management Concentration

	Credits
Required Core Courses	12
Required Concentration Courses	12
Required Capstone Course	3
Elective Courses	9
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)
MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)
MGMT 640 Financial Decision-Making for Managers (3)
MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

HRMD 610 Issues and Practices in Human Resource Management (3)
HRMD 620 Employee and Labor Relations (3)
MRKT 600 Marketing Management (3)
PMAN 634 Foundations of Project Management (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Elective Courses

Take three graduate 3-credit courses chosen from MGMT 686 Workplace Learning in Management and courses in biotechnology, criminal justice management, emergency management, finance management, homeland security management, information technology, instructional technology, intelligence management, or nonprofit management.

Alternate Credit

If you are certified as a Project Management Professional by the Project Management Institute and your certification is current and valid, you may receive credit for PMAN 634 Foundations of Project Management (3). Academic Advisors can provide more information.

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Marketing Concentration

The concentration in marketing can help you move toward a senior position with leadership skills essential to the core function of every organization, public or private. Whether you're new to marketing, looking to move up, or changing careers, you'll learn the latest marketing strategies, as well as the foundations of solid management practice, to gain an edge in the job market.

What You'll Learn

Through your coursework, you will learn how to

- Develop expertise in fundamental marketing concepts, theories and strategies
- Demonstrate a usable managerial understanding of consumer behavior
- Analyze the role of brand equity to achieve sustainable competitive advantage
- Formulate a customer relationship management (CRM) strategy to create, maintain, and promote valuable relationships with customers and stakeholders
- Create an optimal marketing communications strategy to maximize engagement with a product or brand
- Produce marketing strategies based on analysis of research data
- Devise appropriate marketing strategies in the context of competitive global environments and the cultural differences of global customers
- Develop digital marketing proficiency, including skills in social media marketing, content marketing, and search engine optimization
- Use metrics to measure the effectiveness of a marketing program and make recommendations for improvement

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Management: Marketing Concentration

	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)
MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)
MGMT 640 Financial Decision-Making for Managers (3)
MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

MRKT 600 Marketing Management (3)
MRKT 602 Consumer Behavior and Customer Relationship Management (3)
MRKT 603 Brand Management and Integrated Marketing Communication (3)
MRKT 604 Marketing Research and Analytics (3)
MRKT 605 International Marketing Management (3)
MRKT 606 Digital and Social Media Marketing (3)
MRKT 608 Product and Sales Management (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Course Sequencing

- MGMT 640 should not be attempted simultaneously with MGMT 650.
- You must complete 27 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Master of Science in Management: Project Management Concentration

The concentration in project management provides a solid knowledge base to help you prepare for various professional certification exams and allows you to develop and advance business management skills while building expertise in traditional, agile, and hybrid project management. Through your concentration courses, you'll learn how to use hard and soft skills to manage projects with varying sizes and levels of complexity while your core management courses give you the tools you need to take on leadership roles in any work environment.

What You'll Learn

Through your coursework, you will learn how to

- Appraise the potential and relevance of technology and quantitative analytical methods to support project management efforts
- Apply quantitative analytical methods when appropriate to support project management efforts
- Apply project leadership knowledge and skills essential for creating high-performing teams and effecting organizational transformation that respects and harnesses human capital
- Formulate how to apply project management practices, skills, tools, and techniques judiciously and effectively
- Tailor the project/program approach, methodology, and governance to align with project and organizational characteristics, strategies, and priorities
- Apply business management skills that amplify a project manager's effectiveness, efficiency, and influence
- Evaluate how a given project/program interfaces with operations and product and portfolio management
- Create project/program alignment with the broader project context and environment

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Agile Certified Practitioner (PMI-ACP)
- Certified Associate in Project Management (CAPM)
- Certified ScrumMaster (CSM)
- Project Management Professional (PMP)

Each course in this program earns you the project management education hours necessary to fulfill the education requirement for qualifying to take the PMP and CAPM certification exams.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS in Management: Project Management Concentration

	Credits
Required Core Courses	12
Required Concentration Courses	21
Required Capstone Course	3
Total Credits	**36**

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Required Core Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

MGMT 640 Financial Decision-Making for Managers (3)

MGMT 650 Statistical Analysis for Managers (3)

Required Concentration Courses

PMAN 634 Foundations of Project Management (3)

PMAN 635 Project Schedule, Cost, and Resource Management (3)

PMAN 637 Project Uncertainty: Risk, Ambiguity, and Complexity (3)

PMAN 638 Project Stakeholder and Communications Management (3)

PMAN 639 Project Management Quality (3)

PMAN 641 Project Procurement Management (3)

PMAN 650 Financial and Strategic Management of Projects (3)

Required Capstone Course

MGMT 670 Strategic Management Capstone (3)

Alternate Credit

If you are certified as a Project Management Professional by the Project Management Institute and your certification is current and valid, you may receive credit for PMAN 634 Foundations of Project Management (3). Academic advisors can provide more information.

Course Sequencing

- MGMT 610 and MGMT 615 must be taken within the first 6 credits.
- MGMT 640 should not be attempted simultaneously with MGMT 650.
- You must complete 24 credits of program coursework, including all core courses, before enrolling in MGMT 670.

Program Accreditation

UMGC's master's degree programs with project management concentrations are accredited by the Project Management Institute (PMI) Global Accreditation Center (GAC) for Project Management Education Programs.

Strategic Communications

You may earn a Master of Science in Strategic Communications.

Master of Science in Strategic Communications

The graduate program in strategic communications is designed to help prepare you for leadership positions in public relations and related communications fields. Ideal for midcareer professionals, this project-based program provides realistic experiences that will develop your communications team management and leadership skills while deepening your understanding of—and ability to apply—the theories, principles, and best practices that guide the profession of strategic communications today.

What You'll Learn

Through your coursework, you will learn how to

- Lead and collaborate with a variety of individuals and diverse teams to achieve organizational objectives
- Communicate clearly in writing and speaking, meeting expectations for content, purpose, organization, audience, and format
- Critically assess situations to identify communications problems and initiate problem-solving processes
- Create innovative solutions for addressing communications and other business needs, wants, and problems
- Create effective communications strategies that address a public relations problem or achieve a communications campaign goal
- Develop effective communications tactics (products) that address a public relations problem or achieve a campaign goal
- Apply critical-thinking processes to formulate clear, defensible ideas based on the analysis of facts and ethical considerations
- Conduct professional activities in an ethical and legal manner
- Use mathematical information, operations, and quantitative analyses to solve problems and inform decision-making
- Articulate the history, theories, and models of the strategic communications field to demonstrate the value of the field to colleagues, clients, and supervisors

Industry Certification

This program is designed to help prepare you for the following certification exams, listed in alphabetical order:

- Accreditation in Public Relations
- Strategic Communication Management Professional

Preparation Recommended for Success

While academic papers are written in American Psychological Association (APA) style, strategic communications products are typically written in Associated Press (AP) style. You are expected to be familiar with both AP and APA style. If you have not recently written professionally, we recommend that you familiarize yourself with AP style. You will have access to the *AP Stylebook Online* once you have been accepted into the program and classes begin.

Related Certificate Program

Completing this degree fulfills most or all of the requirements for a related certificate. Contact your academic advisor for more information.

Degree Requirements

MS IN STRATEGIC COMMUNICATIONS	Credits
Required Core Courses	27
Required Capstone Course	3
Total Credits	**30**

Required Core Courses

MSCP 600 Introduction to Strategic Communications (3)
MSCP 605 Strategic Communications Theory (3)
MSCP 610 Planning for Strategic Communications (3)
MSCP 620 Communications Techniques and Tactics I (3)
MSCP 625 Communications Techniques and Tactics II (3)
MSCP 630 ROI, Measurement, and Analysis (3)
MSCP 635 Strategic Leadership and Management of Communications Organizations (3)
MSCP 640 International/Intercultural Communications (3)
MSCP 650 Crisis Communications (3)

Required Capstone Course

MSCP 690 Communications Campaigns Capstone (3)

Alternate Credit

- If you are certified as a Strategic Communication Management Professional (SCMP) by the Global Communication Certification Council (GCCC) and your certification is current and valid, you may receive credit for MSCP 600 Introduction to Strategic Communications (3) and MSCP 605 Strategic Communications Theory (3). Academic advisors can provide more information.
- If you hold a current and valid Accreditation in Public Relations (APR) credential by the Public Relations Society of America (PRSA), Universal Accreditation Board (UAB), you may receive credit for MSCP 600 Introduction to Strategic Communications (3) and MSCP 605 Strategic Communications Theory (3). Academic advisors can provide more information.

Course Sequencing

- Except for MSCP 635 and MSCP 640, either of which may be taken before the other, courses must be taken in the order listed.

Transformational Leadership

The transformational leadership program has specific admission requirements that you must meet before enrolling in any required courses.

You may earn a Master of Science in Transformational Leadership.

Master of Science in Transformational Leadership

The Master of Science in Transformational Leadership program is designed for students with military experience who want to build on and maximize their leadership training and skills to prepare them to transition to corporate, nonprofit, or government organizations. Each course offers you practical experience by using workplace scenarios to apply your strategic-thinking and decision making skills in both group and individual activities with civilian organizations. You "learn by doing" and graduate better prepared for workplace opportunities. The program provides hands-on experience with transformational leadership strategies and techniques that will enable you to effect change at the individual, group, and organizational levels and prepare you for positions in civilian organizations. You'll utilize theories and concepts in leadership in a civilian context, focusing on the dynamics of leadership and building skills in communication, strategic planning and management, team building, conflict resolution and mediation, fiscal and performance-based decision-making, change management, project management, and organizational learning.

What You'll Learn

Through your coursework, you will learn how to

- Analyze your strengths and weaknesses as a leader and leverage them to accomplish strategic goals
- Manage civilian employees and help them perform at higher levels
- Analyze the performance of an organization through metrics and formulate strategies to improve that performance
- Manage change in the organization's environment
- Collaborate with an organization to address an internal business challenge

Preparation Recommended for Success

You are expected to have leadership experience from serving as an officer (noncommissioned or commissioned) in the U.S. Armed Forces.

Degree Requirements

MS IN TRANSFORMATIONAL LEADERSHIP	Credits
Required Foundation Course	6
Required Core Courses	24
Required Capstone Course	6
Total Credits	**30**

Required Foundation Course

DCL 600M	Decisive Thinking, Communicating, and Leading in Multidisciplinary Fields (6)

Required Core Courses

TLP 610	Repositioning Your Leadership Skills (6)
TLP 620	Leading in the Organization (6)
TLP 630	Leading with Strategy and Performance Measures (6)
TLP 640	Leading Through Change and Uncertainty (6)

Required Capstone Course

TLP 670	Leadership Capstone (6)

Course Sequencing

Courses must be taken in the order listed.

Criteria for Program Progression

You must complete each course with a grade of B or better to advance to the next course. The grade of C is not available for these courses. Your course syllabus will explain options for and consequences of requesting an Incomplete.

Graduate Certificate Programs

To help you meet your educational goals, UMGC offers certificate programs that respond to current trends in today's demanding job market. Certificate programs offer working adults a convenient, flexible way to earn credentials for potential career advancement. All are available online.

Graduate certificate programs generally require 12 to 18 credits. All courses for the certificate programs carry college credit and may be applied toward a related degree.

More details about certificate programs are available online at *europe.umgc.edu/gradcertificates*.

Expectations

Within each academic certificate program, UMGC seeks to help you gain specific skills needed to advance in your career. Most certificates are fully stackable, that is, they are part of a more advanced degree program. However, each certificate may also be used as a stand-alone credential.

Requirements

Continuous Enrollment

In general, the UMGC degree requirements that apply to you are those that were in effect when you completed the first credit-bearing course in a given program at UMGC. If you cease to be continuously enrolled, the program requirements that apply to you are those in effect at UMGC when you return to UMGC and enroll in a credit-bearing course for the program you wish to pursue at that time.

To be considered continuously enrolled, you must have had no more than two sequential years of nonenrollment. After two years of nonenrollment, you must apply for admission to resume enrollment. Active duty military should reference UMGC Policy 210.12 for additional information.

If you change your certificate program while continuously enrolled, then the program requirements that apply to you are those in effect at the time you enroll in the first required course for that program. Previously completed coursework may not apply to the new requirements.

Information about the catalog year that applies to you is provided in the MyUMGC student portal.

The individual certificate coursework requirements specified in the following section are applicable to students enrolling on or after 1 August 2024.

Overall Requirements

1. You must be admitted as a UMGC student
2. You may pursue a degree and certificate simultaneously or pursue a degree after completing the certificate
3. For graduate certificates, no more than 6 credits may be earned through transfer from other schools
4. You must satisfy all required prerequisites for certificate courses. Some prerequisites may need to be fulfilled before beginning certificate coursework
5. For graduate certificate programs, you must complete all required coursework with a minimum grade of B (3.0) in all courses
6. Certificate courses may not be taken pass/fail
7. Graduate students may only complete certificates at the graduate level

Time Limits for Graduate Certificates

All requirements established for the completion of a graduate certificate listed in this publication must be fulfilled within five consecutive years. The time limit is calculated from the term in which you successfully complete the first credit course that applies to the program. It does not include the introductory courses DCL 600M, or DCL 600T but does include courses transferred from other institutions.

Second Certificate

If you have earned a certificate from UMGC and want to pursue an additional certificate at UMGC, you must complete at least 12 credits of new coursework to be eligible. No substitutions to the program are available. If the coursework required for one certificate program significantly overlaps with coursework for another certificate program, it may not be possible for you to earn both certificates. In such cases, you will need to choose an alternate program if you wish to complete another credential at UMGC.

Before beginning work toward or registering for a second certificate program, consult an academic advisor. Academic advisors will be glad to explain the requirements and restricted combinations.

Army Credentialing Assistance (CA)

UMGC Europe offers several graduate certificates eligible for Army credentialing assistance (CA) funding, indicated on this page. Contact an academic advisor or visit *europe.umgc.edu/armyca* or for more information.

We strongly recommend you check with the credentialing institution for the complete requirements of the desired credential.

Additional undergraduate courses are also approved for CA funding. See p. 25 and p. 214 for details.

UMGC Europe Program Choices

The following graduate certificate programs are available:

- Accounting
- Accounting Information Security
- Acquisition and Contract Management
- Business Analytics
- Cloud Computing and Networking
- Cyber Operations
- Cybersecurity Management and Policy
- Cybersecurity Technology
- Digital Forensics and Cyber Investigation
- Digital Health Leader
- Global Health Management
- Homeland Security Management
- Informatics
- Leadership and Management
- Long-Term Care Administration
- Multicultural Marketing
- Project Management
- Strategic Communications
- Strategic Human Resource Management
- Systems Engineering

Accounting

The graduate certificate in accounting builds professional knowledge and cutting-edge technology skill sets in accounting, data analytics, and information systems. Focus is on the budgeting, data analytics, reporting, and systems management skills needed to transform financial data into useful information for management decision-making.

The program is designed to help you learn new skills to prepare for positions such as controller, managing partner, or senior accountant. If you are a midcareer professional or a career changer, you should benefit from the focus on the ability to communicate financial information with high-level decisionmakers using the advanced accounting knowledge that every business needs.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615	Orientation to Graduate Studies at UMGC (0)

Five Required Courses

ACCT 610	Financial Reporting and Analysis for Accountants (3)
ACCT 611	Managerial Accounting Data Analytics (3)
ACCT 613	Tax Compliance and Planning (3)
ACCT 618	Accounting Information Systems (3)
ACCT 628	Auditing and Attestation (3)

One course chosen from the following:

ACCT 625	Government and Not-for-Profit Accounting (3)
ACCT 630	Fraud Examination (3)
ACCT 635	Ethics and Professional Responsibilities for Accounting (3)
ACCT 640	Accounting in a Global Context (3)
ACCT 686	Workplace Learning in Accounting (3)

Total credits for graduate certificate in Accounting: 18

Course Sequencing

Required courses should be taken before elective courses.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in accounting, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Accounting by up to 9 credits (three courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Management with a concentration in accounting. For details, contact your academic advisor.

Accounting Information Security

The graduate certificate program in accounting information security focuses on the development of synergistic knowledge and cutting-edge technology skill sets in cyberaccounting, data analytics, and information systems. In this program, you'll build skills to manage accounting information systems and conduct fraud examinations. You'll explore cyberaccounting, management, and compliance with a focus on audit readiness and audit procedures.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Six Required Courses

ACCT 610 Financial Reporting and Analysis for Accountants (3)

INFA 610 Foundations of Information Security and Assurance (3)

ACCT 618 Accounting Information Systems (3)

ACCT 628 Auditing and Attestation (3)

ACCT 620 CyberAccounting: Management and Compliance (3)

ACCT 630 Fraud Examination (3)

Total credits for graduate certificate in Accounting Information Security: 18

Course Sequencing

All courses must be taken in the order listed.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in accounting, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Accounting by up to 6 credits (two courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in CyberAccounting. For details, contact your academic advisor.

Acquisition and Contract Management

The acquisition and contract management certificate program addresses many challenges faced by government contracting for specialized acquisitions, including service, research and development, and information technology contracts.

Overall certificate requirements are listed on p. 194.

Three Required Courses

DCL 600M Decisive Thinking, Communicating, and Leading in Multidisciplinary Fields (6)

ACM 610 Fundamentals of Acquisition Planning and Cost Price Analysis (6)

ACM 620 Sourcing Decisions and Legal Considerations in Contracting (6)

Total credits for graduate certificate in Acquisition and Contract Management: 18

Course Sequencing

All courses must be taken in the order listed.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Acquisition and Contract Management. For details, contact your academic advisor.

Business Analytics

The graduate certificate program in business analytics combines study in technical and business disciplines to help you become a powerful data analyst with strong career potential. You'll learn how to manage and manipulate data and make strategic data-driven recommendations to influence business outcomes.

The curriculum is crafted, reviewed, and updated by a team of advisors and industry experts to ensure that what you learn aligns with the trends and technologies in the workplace today.

Overall certificate requirements are listed on p. 194.

Four Required Courses

DATA 605 Decision Analytics (3)

DATA 615 AI Ethics (3)

DATA 625 Data Visualization (3)

DATA 635 Data Management (3)

Total credits for graduate certificate in Business Analytics: 12

Course Sequencing

Courses must be taken in the order listed.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in data science, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Business Analytics by 6 credits (two courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Data Analytics. For details, contact your academic advisor.

Cloud Computing and Networking

In the cloud computing and networking certificate program, you'll master the concepts underlying cloud computing, cloud services, and cloud applications and understand the benefits and risks associated with moving to cloud-based services. You'll learn about different cloud development platforms and the fundamental processes associated with implementing and moving to cloud-based services.

Overall certificate requirements are listed on p. 194.

Four Required Courses

CLCS 605	Introduction to Cloud Computing (3)
CLCS 615	Cloud Services and Technologies (3)
CLCS 625	Applications of Cloud Computing (3)
CLCS 635	Networking Engineering for Cloud Computing (3)

Total credits for graduate certificate in Cloud Computing and Networking: 12

Course Sequencing

All courses must be taken in the order listed.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Cloud Computing Systems. For details, contact your academic advisor.

Cyber Operations

In the cyber operations certificate program, you'll learn the essential aspects of cyber operations and related areas such as risk analysis, cyber defense, and cryptography. You'll also learn how to build defense as an integral part of a computing system and how to detect and defend against vulnerabilities and intrusions on a variety of platforms.

UMGC was named a National Center of Academic Excellence in Cyber Defense (CAE-CD) by the National Security Agency.

Overall certificate requirements are listed on p. 194.

Four Required Courses

CYOP 605	Introduction to Cyber Operations (3)
CYOP 615	Networking and Communication Technologies (3)
CYOP 625	Legal, Ethical, and Forensic Foundations (3)
CYOP 635	Computing and Mathematics for Cyber Operations (3)

Total credits for graduate certificate in Cyber Operations: 12

Course Sequencing

All courses must be taken in the order listed.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cyber operations, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Cyber Operations by 9 credits (three courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Cyber Operations. For details, contact your academic advisor.

Cybersecurity Management and Policy

In the graduate certificate program in cybersecurity management and policy, you'll examine governmental and organizational responses to cybersecurity threats. You'll assess technical and organizational controls that can prevent and detect cyber intrusions and create and assess policies and procedures to restore operations after a cyber attack. You'll explore the legal foundations of cybersecurity as well as the roles of government, international, and private organizations. The program also provides you with a broad analytical framework for evaluating and solving cybersecurity problems. The curriculum features emerging topics in the field and was developed with the help of an advisory board of senior security executives, so what you're learning is on the cutting edge of cybersecurity.

UMGC was named a National Center of Academic Excellence in Cyber Defense Education (CAE-CDE) by the National Security Agency.

Overall certificate requirements are listed on p. 194.

Four Required Courses

CMAP 605 Foundations of Cybersecurity Management (3)
CMAP 615 Cybersecurity Defense Strategies (3)
CMAP 625 Cybersecurity Risk Management (3)
CMAP 635 Cybersecurity Governance (3)

Total credits for graduate certificate in Cybersecurity Management and Policy: 12

Course Sequencing

All courses must be taken in the order listed.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cybersecurity management and policy, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Cybersecurity Management and Policy by 9 credits (three courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Cybersecurity Management and Policy. For details, contact your academic advisor.

Cybersecurity Technology

The graduate certificate program in cybersecurity technology provides you with the most current knowledge and skills for protecting critical cyber infrastructure and assets. In this program, you'll learn concepts, real-world applications, and practical skills you can apply on the job. The curriculum features emerging topics in the field and was developed with the help of an advisory board of senior security executives, so what you're learning is on the cutting edge of cybersecurity.

UMGC was named a National Center of Academic Excellence in Cyber Defense (CAE-CD) by the National Security Agency.

Overall certificate requirements are listed on p. 194.

Four Required Courses

CTCH 605 Introduction to Cybersecurity (3)
CTCH 615 Cybersecurity Threats and Analysis (3)
CTCH 625 Cybersecurity for Systems and Networks (3)
CTCH 635 Cybersecurity Attack Prevention Strategies (3)

Total credits for graduate certificate in Cybersecurity Technology: 12

Course Sequencing

All courses must be taken in the order listed.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in cybersecurity technology, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Cybersecurity Technology by 9 credits (three courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Cybersecurity Technology. For details, contact your academic advisor.

Digital Forensics and Cyber Investigation

In the digital forensics and cyber investigation certificate program, you'll examine the foundations of digital forensics and become familiar with industry-standard tools and procedures that are used in conducting forensics investigations related to cybersecurity. Through this program, you'll learn how to secure and validate digital evidence, recover and analyze digital artifacts, and report and present findings in legal settings.

UMGC was named a National Center of Academic Excellence in Cyber Defense (CAE-CD) by the National Security Agency. UMGC is also a designated National Center of Digital Forensics Academic Excellence (CDFAE) institution.

Overall certificate requirements are listed on p. 194.

Four Required Courses

DFCS 605 Digital Forensic and Cyber Investigations Foundations (3)
DFCS 615 Collection and Examination of Digital Evidence (3)
DFCS 625 Windows Forensics and Security (3)
DFCS 635 Linux Forensics and Security (3)

Total credits for graduate certificate in Digital Forensics and Cyber Investigation: 12

Course Sequencing

All courses must be taken in the order listed.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Digital Forensics and Cyber Investigations. For details, contact your academic advisor.

Digital Health Leader

The digital health leader certificate program is designed to help prepare you to serve as a leader in advancing organizational maturity within health institutions through the use of digital tools. In this program, you'll learn how medical equipment and biomedical engineering are integrated into hospital systems. You'll also map relationships between individual components of the healthcare ecosystem to advance digital health component integration into healthcare operations.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Six Required Courses

HCAD 600 Introduction to Healthcare Administration (3)

HCAD 610 Information Technology for Healthcare Administration (3)

HIMS 645 Healthcare Databases and Medical Technology Integration (3)

HIMS 650 Health Informatics and Data Analytics (3)

HIMS 655 Health Data Management (3)

HIMS 661 The Application of Information Technology in Healthcare Administration (3)

Total credits for graduate certificate in Digital Health Leader: 18

Course Sequencing

Courses must be taken in the order listed.

Industry Certification

This program is designed to help prepare you for the Certified Digital Health Leader (CDH-L) certification exam.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in health services management, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Digital Health Leader by 6 credits (two courses). Details are on p. 18.

Program Accreditation

UMGC's graduate certificate in Digital Health Leader is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) until 2030. CAHIIM is a specialized accrediting agency recognized by the Council for Higher Education Accreditation.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Health Information Management and Technology. For details, contact your academic advisor.

Global Health Management

The graduate certificate in global health management is designed to help you formulate global health services policies, improve quality of care and service delivery within different national health systems, plan health programs within diverse cultures, and manage global health programs. The curriculum covers international health organizations, health systems and policies in low- and middle-income countries, and management and financial skills.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Three Required Courses

HCAD 630 Public Health Administration (3)

GHMT 620 National and International Approaches to Healthcare Delivery (3)

GHMT 640 Strategic Management of Global Health Services (6)

Total credits for graduate certificate in Global Health Management: 12

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Healthcare Administration. For details, contact your academic advisor.

Homeland Security Management

In the graduate certificate program in homeland security management, you'll gain practical experience in performing security risk assessments, planning for and managing risk and operational recovery, and developing strategies to protect people, facilities, and critical infrastructure.

Your coursework for the graduate certificate in homeland security management covers issues in emergency management, cybersecurity, bioterrorism, and energy security, as well as business management. You'll use real data from real crises in assignments and projects and practice making executive-level decisions.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Five Required Courses

HSMN 610 Concepts in Homeland Security (3)

HSMN 625 Critical Infrastructures (3)

HSMN 630 Resilience Planning and Preparedness for Disaster Response and Recovery (3)

INFA 660 The Law, Regulation, and Ethics of Information Assurance (3)

EMAN 620 Information Technology in Emergency Management (3)

Total credits for graduate certificate in Homeland Security Management: 15

Course Sequencing

HSMN 610 must be taken as one of the first two credit-bearing courses in the program.

Related Degree Program

Coursework for this certificate can be applied to either a Master of Science in Management or a Master of Science in Information Technology with a concentration in homeland security management. For details, contact your academic advisor.

Informatics

You can strengthen your technical skills as you learn the business of IT by earning a certificate in informatics. The graduate certificate program in informatics gives you a strong foundation in all major categories of IT management and can help you develop advanced skills in networking, security, software development, databases, web design, and IT acquisitions.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Five Required Courses

ITEC 610 Information Technology Foundations (3)

ITEC 626 Information Systems Infrastructure (3)

DBST 651 Relational Database Systems (3)

INFA 610 Foundations of Information Security and Assurance (3)

IMAT 637 IT Acquisitions Management (3)

Total credits for graduate certificate in Informatics: 15

Course Sequencing

All courses should be taken in the order listed.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Information Technology with a concentration in informatics. For details, contact your academic advisor.

Leadership and Management

Prepare to become a leader in the workforce. The graduate certificate program in leadership and management is designed to provide you with the skills and leadership ability to navigate a variety of workplaces. You'll gain a foundation in organizational and management theory as well as skills in decision-making, communication, strategic planning, and coaching and managing others.

The curriculum has been developed in conjunction with top employers. Topics such as organizational development and the management of change, leadership in diverse environments, employee relations, staffing, and human resource development will help you graduate with leadership skills you can apply immediately to the workplace.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Four Required Courses

MGMT 610 Management and Leadership in Sustainable Organizations (3)

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

HRMD 610 Issues and Practices in Human Resource Management (3)

HRMD 650 Organizational Development and Change (3)

Total credits for graduate certificate in Leadership and Management: 12

Course Sequencing

MGMT 610 must be taken within the first 6 credits.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Management with a concentration in interdisciplinary studies or a concentration in human resource management. For details, contact your academic advisor.

Long-Term Care Administration

The long-term care administration certificate program is designed to help prepare you for administrative and managerial positions in various long-term care settings and to give you an immediate competitive advantage in the employment market. The program provides an in-depth examination of the U.S. healthcare delivery system throughout the continuum of care. In this program, you'll gain the tools and skills necessary to be successful in the long-term care industry by addressing real-world scenarios and situations.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Five Required Courses

HCAD 600 Introduction to Healthcare Administration (3)

HCAD 610 Information Technology for Healthcare Administration (3)

HCAD 620 The U.S. Healthcare System (3)

HCAD 625 Business of Healthcare (3)

HCAD 635 Long-Term Care Administration (3)

Total credits for graduate certificate in Long-Term Care Administration: 15

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in health services management, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Long-Term Care Administration by 6 credits (two courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Healthcare Administration. For details, contact your academic advisor.

Multicultural Marketing

The graduate certificate program in multicultural marketing can help you adopt innovative strategies to give your business a competitive edge in a culturally diverse marketplace. The curriculum is designed to equip you with a strong foundation in marketing concepts and theories and their real-life application in a multicultural marketing environment.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Four Required Courses

MRKT 600 Marketing Management (3)

MRKT 602 Consumer Behavior and Customer Relationship Management (3)

MRKT 603 Brand Management and Integrated Marketing Communication (3)

MRKT 605 International Marketing Management (3)

One of the following courses

MRKT 604 Marketing Research and Analytics

MRKT 606 Digital and Social Media Marketing

MRKT 608 Product and Sales Management

Total credits for graduate certificate in Multicultural Marketing: 15

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Management with a concentration in marketing. For details, contact your academic advisor.

Project Management

The graduate certificate program in project management allows you to develop advanced business management skills while building expertise for professional certification in project management. The curriculum is aligned with certifications from the Project Management Institute (PMI). Your courses will give you the tools you need to take on leadership roles in today's workplace. You'll also learn relevant skills you can apply on the job immediately.

Each project management course in this program earns you the education hours needed to fulfill the necessary requirements to qualify to take the Project Management Professional (PMP) and Certified in Project Management (CAPM) certification exams.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Five Required Courses

PMAN 634 Foundations of Project Management (3)

PMAN 635 Project Schedule, Cost, and Resource Management (3)

PMAN 637 Project Uncertainty, Risk, Ambiguity, and Complexity (3)

PMAN 638 Project Stakeholder Communications Management (3)

PMAN 639 Project Quality Management (3)

Total credits for graduate certificate in Project Management: 15

Alternate Credit

If you are certified as a Project Management Professional by the Project Management Institute and your certification is current and valid, you may receive credit for PMAN 634 Foundations of Project Management (3). Academic advisors can provide more information.

Program Accreditation

UMGC's graduate certificate in Project Management is accredited by the Project Management Institute (PMI) Global Accreditation Center (GAC) for Project Management Education Programs.

Related Degree Program

This certificate can be applied to a Master of Science in Management or a Master of Science in Information Technology with a concentration in project management. For details, contact your academic advisor.

Strategic Communications

In today's communications environment, the public relations, marketing, and advertising fields are converging. In the strategic communications certificate program, you'll gain proficiency in strategic communications planning. You'll learn how to conduct research, identify publics, and develop messages that will stimulate engagement. You'll also practice writing and creating appealing products that deliver those messages. In addition, you'll learn how different organizational functions interact with the strategic communications team to achieve organizational objectives.

Overall certificate requirements are listed on p. 194.

Five Required Courses

MSCP 600 Introduction to Strategic Communications (3)

MSCP 610 Strategic Communications Theory (3)

MSCP 615 Planning for Strategic Communications (3)

MSCP 620 Communications Techniques and Tactics I (3)

MSCP 625 Communications Techniques and Tactics II (3)

Total credits for graduate certificate in Strategic Communications: 15

Course Sequencing

Courses should be taken in the order listed.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Strategic Communications. For details, contact your academic advisor.

Strategic Human Resource Management

The graduate certificate program in strategic human resource management is designed to help you gain practical, management-level experience in the theory, research, knowledge, and procedures used by HR executives, generalists, and specialists—and earn a credential that can help you stand out. The curriculum is designed to give you practical skills so you can become a strong decision maker and manager in any HR setting.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Four Required Courses

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

HRMD 610 Issues and Practices in Human Resource Management (3)

HRMD 620 Employee and Labor Relations (3)

HRMD 630 Recruitment and Selection (3)

One course chosen from the following:

HRMN 640 Job Analysis, Assessment, and Compensation (3)

HRMD 650 Organizational Development and Change (3)

HRMD 651 Current Perspectives in Training and Development (3)

HRMD 665 Managing Virtual and Global Teams (3)

Total credits for graduate certificate in Strategic Human Resource Management: 15

Course Sequencing

Courses should be taken in the order listed.

Accelerated Pathway

If you completed your undergraduate degree at UMGC with a major in human resource management, an accelerated pathway between UMGC's undergraduate and graduate degree programs allows you to reduce your total coursework for the graduate certificate in Strategic Human Resource Management by 6 credits (two courses). Details are on p. 18.

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Management with a concentration in human resource management. For details, contact your academic advisor.

Systems Engineering

You can learn the design, development, and deployment of complex IT systems by earning a certificate in systems engineering. The graduate certificate program in systems engineering helps you gain the skills you need to apply traditional and modern lifecycle models, techniques, and tools in the specification, design, development, and deployment of complex systems.

Overall certificate requirements are listed on p. 194.

Initial Requirement

(to be taken within the first 6 credits of study)

UCSP 615 Orientation to Graduate Studies at UMGC (0)

Five Required Courses

SYSE 610 Systems Engineering Overview (3)

SYSE 620 Requirements Engineering (3)

SYSE 630 System Design and Development (3)

SYSE 640 System Integration and Test (3)

SYSE 660 Systems Engineering Management (3)

Total credits for graduate certificate in Systems Engineering: 15

Related Degree Program

Coursework for this certificate can be applied to a Master of Science in Information Technology with a concentration in systems engineering. For details, contact your academic advisor.

Field Study Courses

Travel and Learn with Field Study Courses

With a UMGC Europe field study course, you can have a one-of-a-kind learning experience exploring the beautiful sights and rich culture of Europe while earning university credit.

A field study course typically offers 3 credit hours and the same 48 contact hours as other courses, but in an intensive hybrid format combining on-site and online instruction. The course may include up to seven adventure-filled days in a European city where the subject matter being studied has its roots. You will visit historical sites and museums, as well as participate in lectures that integrate course concepts with an intense cultural immersion for a unique, hands-on learning experience.

Before enrolling in a field study course, you should contact a UMGC academic advisor to determine how the course may apply toward a specific degree program. The tuition for the course is the same cost per credit as any course. In addition, there is a field study fee which may include lodging, museum tickets and fees, and excursions (see p. 23). Other costs associated with field study courses, which will not be collected by UMGC, include transportation to and from the field study location, meals, and other personal expenses.

The following entries describe the most frequently taught field study courses offered by UMGC Europe.

ARTH 489F Northern Renaissance Art in Brussels and Paris (3)

An examination of artistic developments in the Netherlands and northern France during the 15th and 16th centuries. Emphasis is on painting, but architecture, sculpture, and tapestry are also studied. The relationship between the development of bourgeois communal society and Northern Realism and the artistic exchanges and influences between Italy and the North are explored. Visits to Bruges, Gent, and Antwerp are included. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ARTH 199F or ARTH 489F.

ARTH 489G Renaissance Art in Florence (3)

A study tour of Florence, the birthplace of Renaissance art. The artistic, historical, and cultural milieu into which Renaissance art was born is explored. Museum visits within the city and field trips to Siena, San Gimignano, and Arezzo are included. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ARTH 199G or ARTH 489G.

ARTH 489H Baroque Art in Rome: An Introduction (3)

An exploration of Baroque art in Rome. Topics include the Baroque obsession with death, with space and the heavens; the expression of sensuality; and the Age of Enlightenment's triumph of science over faith. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ARTH 199H or ARTH 489H.

ARTH 489L Picasso in Paris (3)

A study of major developments in modern art, beginning with Cubism and including Expressionism and Surrealism. Focus is on Picasso. The collections in the Picasso Museum, the Pompidou Center, and the Orangerie are explored. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ARTH 199L or ARTH 489L.

ARTH 489M Van Gogh: His Life and Work (3)

An introduction to modern art, focusing on Vincent van Gogh and his influence on modern painting. Topics include Van Gogh's influences and his experiments with color and form. His influence on fauvism, German expressionism, and abstract expressionism is also examined. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ARTH 199M or ARTH 489M.

ENGL 388I Scotland: Culture, Literature, and History (3)

Prerequisite: WRTG 112 or equivalent. A study of the culture of Europe's northernmost Celtic peoples—the Scots. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ENGL 288I or ENGL 388I.

ENGL 388J Dublin, Ireland: A Brief Literary History (3)

Prerequisite: WRTG 112 or equivalent. An introduction to the literary history of Ireland. Emphasis is on poets, dramatists, and fiction writers of the 20th century (Lady Gregory, Yeats, Synge, O'Casey, Beckett, and Joyce). Visits to Trinity College, the Abbey Theatre, St. Stephen's Green, St. Patrick's Cathedral, Christ Church, Dublinia, a number of important literary museums, as well as attendance at several evening theatre performances are included. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ENGL 288J or ENGL 388J.

ENGL 388Q Hemingway in Madrid (3)

Prerequisite: WRTG 112 or equivalent. A study tour of Madrid's influence upon Ernest Hemingway and his body of work. Students will explore sites within the city that influenced Hemingway, many of which appeared in his novels and short stories. Museum visits within the city are included to examine the works of painters who had an impact on Hemingway's own artistic sensibilities. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: ENGL 288Q or ENGL 388Q.

HIST 218J Battle of the Bulge (1)

A thorough review of the military strategy and tactics leading up to and during the Battle of the Bulge. A visit to the Ardennes battlefield area is included. Students may receive credit for only one of the following courses: HIST 218J or HIST 318J.

HIST 317A Berlin: Its History and Art (3)

A detailed exploration of Berlin's history and art since the 17th century. Visits to historic sites, monuments, and museums as well as other locations of interest (such as Potsdam, the Kiez, and "No-Man's Land") are included. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HIST 217A or HIST 317A.

HIST 317B Cultural History of London I (3)

A study of the history, art, and architecture of London from the Roman occupation through the 16th century. Topics include the Norman invasion, the rise of the corporate city of London under the Guilds and Lord Mayor, and the transformation of the city under the Tudors. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HIST 217B or HIST 317B.

HIST 317C Cultural History of London II (3)

A study of the history, art, and architecture of London from 1603. Topics include the reign of the Stuarts, the Commonwealth, the Restoration, the rebuilding of London by Wren after the great fire, the Glorious Revolution and the Enlightenment, the reign of the Hanover kings, the Regency, the prosperity of London and the Empire, and 20th-century London after World War II. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HIST 217C or HIST 317C.

317F History and Culture of Naples (3)

A study of the history of Naples from its founding by Greek colonists in the 5th century B.C. to the present. The successive dynasties who ruled the city (Greek, Roman, Byzantine, Neapolitan, Norman, Hohenstaufen, Angevin, Aragon, Austrian, French, Piedmontese, Fascist) and more recent political groups under the Republic of Italy are surveyed. Three major periods in the city's history are examined in depth: the Angevin period, the Bourbon Kingdom, and post-World War II Naples. Specific sites related to these periods are visited. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HIST 217F or HIST 317F.

HIST 317J Heidelberg Through the Ages (3)

A study of the geographical, historical, and economic background that created the complex structures of Heidelberg. Topics include relevant monuments and documents of art and architecture and their relation to the cultural and historical developments. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HIST 217J or HIST 317J.

HIST 317K History of Venice (3)

A historical overview of the Venetian Republic. Topics include its origins in the Venetian lagoon, its permanent location in the Rialto area (circa 800 A.D.), and its fall in 1797. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HIST 217K or HIST 317K.

HIST 317P Prague, The Central Heart of Europe (3)

An investigation of the political, economic, and cultural development of the city of Prague. The aim is to understand how major historical events shaped Prague's local culture and examine the influence of these events on the rest of Europe. Topics include the Hussite Rebellion, the two world wars, and the rise and fall of Communism. Discussion also covers significant historical sites and their importance in art, culture, politics, and literature.

HIST 318G D-Day and Normandy Campaign of 1944 (1)

A study of the military strategy and tactics behind D-Day and the Normandy campaign of World War II and their significance. Students may receive credit for only one of the following courses: HIST 218G or HIST 318G.

HIST 318L A Bridge Too Far: The Market Garden Campaign (1)

A field study of the American and British advance toward Germany after the Normandy invasion in the Operation Market Garden campaign. The aim is to analyze the strengths of the Allied and German armies and evaluate the role of the Market Garden campaign in the course of the war. Topics include competition for resources (such as gasoline), British problems in Antwerp, the combined airborne/armored operation through Holland, and the relationship between Montgomery and Eisenhower. A visit to the Market Garden campaign area in the Netherlands is included. Students may receive credit for only one of the following courses: HIST 218L or HIST 318L.

HIST 319Z The Third Reich and the Rise of Nazism (1)

A field study examination of Germany in the 1920s and 1930s focusing on the emergence and establishment of Nazism. The goal is to describe the conditions that led to the rise of Nazism in Germany and evaluate the main components of the Nazi ideology through a focus on the city of Nuremberg. Topics include the use of media and spectacle to develop and consolidate power. A visit to relevant sites is included.

HUMN 398C Cultural Studies: Cambridge (3)

An introduction to the city and the University of Cambridge. Topics include the origins of the city; the rise of the university and its colleges; the development and function of buildings, chapels, dining halls, gardens, and other academic institutions; and the character of student life during the past and in the present. Assignments include advanced reading and research. Students may receive credit for only one of the following courses: HUMN 198C or HUMN 398C.

Information on Courses

Overview

University of Maryland Global Campus offers courses that are primarily focused on your needs as a student. Courses are carefully selected and scheduled based on input from local education services officers, assessment of the academic and logistical needs of students, and availability of qualified faculty. The most frequently taught courses are listed in this catalog. Courses listed in other UMGC catalogs may also be offered when demand warrants and qualified faculty and academic facilities (laboratory, etc.) are available.

The Unit of Credit

The unit of credit defines the amount of university-level credit to be awarded for course completion, transfer of coursework from another institution, or evaluation of college-level prior learning. One credit is awarded on the basis of one of the following, according to Title 13B of the Code of Maryland Regulations of the Maryland Higher Education Commission:

- At least 15 hours (50 minutes each) of actual class meeting or the equivalent in guided learning activity (exclusive of registration, study days, and holidays)
- At least 30 hours (50 minutes each) of supervised laboratory or studio work (exclusive of registration, study days, and holidays)
- At least 45 hours (50 minutes each) of instructional situations, such as practica, internships, and cooperative education placements, when supervision is ensured and learning is documented
- Instruction delivered by electronic media based on the equivalent outcomes in student learning, including telelessons, classroom instruction, student consultation with instructors, and readings, when supervision is ensured and learning is documented

Prerequisites

Prerequisites, normally stated in terms of numbered courses, represent the level of knowledge you are expected to have before enrolling in a given course. You may be barred from enrolling in or may be removed from courses for which you do not have the necessary prerequisites. Courses listed as "corequisite" are required, but may be taken at the same time. Taking courses listed as "recommended" is advisable, but not absolutely required.

It is your responsibility to check the prerequisites listed in the course description and make certain that you are academically prepared to take a course. If you did not take the prerequisite course recently, you should consult your academic advisor or the academic department about whether you are sufficiently prepared to perform well in a given course. Faculty members are not expected to repeat material listed as being prerequisite.

For undergraduate courses, prerequisites may also be fulfilled by Prior Learning credit for the appropriate course earned through course challenge assessments or Portfolio Assessment (described earlier in this catalog). Academic advisors can explain the procedures for seeking this credit.

Some courses are not eligible for challenge examination or Portfolio Assessment, and you may not take course-challenge assessments or seek Portfolio Assessment credit for lower-level courses that are prerequisite to courses for which you have already received credit.

WRTG 112 Academic Writing II is prerequisite to any higher-level course in English, communication studies, or writing, as well as many other advanced courses. MATH 107 College Algebra is prerequisite to any higher-level course in mathematics. Many other prerequisites for advanced courses may be found in the course descriptions.

Placement tests are not required for introductory writing (English composition) or mathematics courses (e.g., MATH 105, MATH 107, MATH 115, or STAT 200), nor do these courses require completion of prerequisite coursework.

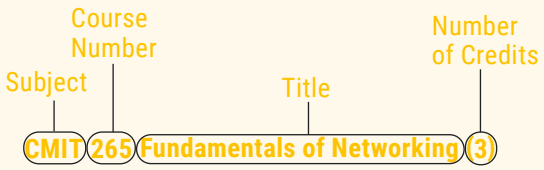
If you have prior language experience in a foreign language, you should take a placement test to assess appropriate level. For information on language placement tests, consult your academic advisor or email the department at *languages@umgc.edu*.

Key to Course Descriptions

Course descriptions include very important information for you as a student. The courses are listed alphabetically by academic discipline or subject. The number of credits is shown by an Arabic numeral in parentheses—e.g., (3)—after the title of the course.

Course numbers are designated as follows:

000-099	Noncredit and institutional credit courses (which do not count toward any degree or certificate)
100-199	Primarily freshman-level courses
200-299	Primarily sophomore-level courses
300-399	Upper-level, primarily junior-level courses
400-499	Upper-level, primarily senior-level courses
500-599	Senior-level courses acceptable for credit toward some graduate degrees
600-898	Graduate-level courses



(Designed to help prepare for the CompTIA Network+ certification exam.)[1] Prerequisite: CMIT 202 or CMSC 115 (or CMIS 141). [2] An introduction to networking technologies for local area networks, wide area networks, and wireless networks. The aim is to recognize the type of network design appropriate for a given scenario. Topics include the OSI (open system interconnection) model, security, and networking protocols.[3] Students may receive credit for only one of the following courses: CMIT 265 or CMIT 265M.[4]

1 Explanatory material, if needed, may
- ✧ explain course sequence, purpose, or audience
- ✧ identify courses fulfilling general education requirements
- ✧ identify courses requiring a special fee, equipment, or materials

2 Prerequisites represent the level of knowledge a student should have acquired before enrolling in this course. A prerequisite is usually stated as a specific numbered course; sometimes the prerequisite calls for a specific course "or equivalent experience."

3 The course description describes the focus and level of the course.

4 Statements beginning "Students may receive credit for only one of the following courses" are designed to avoid course duplication and, therefore, loss of credit. The courses listed are courses that duplicate or significantly overlap content. If a course in the list is not described elsewhere in the catalog, it has changed the designator or number over the years or is not offered at all UMGC locations.

Undergraduate Course Descriptions

The following entries describe the most frequently taught courses offered on-site by UMGC Europe. Requirements pertain only to degrees conferred by UMGC. To determine how these courses may transfer and be applied toward degrees offered by other institutions, you should consult those institutions. Transferability is determined by the receiving institution. In transferring to UMGC—particularly from a community college—you should be careful not to enroll in courses that duplicate your previous studies.

The course descriptions below represent a portion of the UMGC course catalog. For a complete listing of all UMGC course descriptions, please visit europe.umgc.edu/online-degrees/course-information.

Accounting

ACCT 221 Principles of Accounting II (3)

Prerequisite: ACCT 220. Further study of contemporary accounting practices, with an emphasis on financial and managerial accounting. The goal is to identify and analyze business transactions, define the characteristics of business entities, identify the interdependency of financial statements, employ managerial accounting techniques, and communicate this information to users with different needs. Financial accounting topics include liabilities, equities, investments, and business entities. Managerial accounting topics include job-order and process costing, cost-volume-profit analysis, and budgets. Students may receive credit for only one of the following courses: ACCT 221 or BMGT 221.

ACCT 301 Accounting for Managers (3)

(May not be applied toward a major in accounting.) A survey of accounting principles relevant in making business decisions on the basis of financial information. The aim is to apply critical thinking skills and ethical principles to accounting issues. Topics include internal controls, financial reporting, analysis of financial statements, and elements of managerial accounting and budgeting. Students may receive credit for only one of the following courses: ACCT 301, MGMT 301, or MGST 301.

African American Studies

AASP 201 Introduction to African American Studies (3)

(Fulfills the general education requirement in behavioral and social sciences.) An interdisciplinary study of significant aspects of African American history and culture, emphasizing the development of African American communities from the Middle Passage to the present. The objective is to conduct research, apply critical thinking skills, and articulate diverse historical perspectives in the context of African American history and culture. Topics include definitions of African American identity, influences, and achievements within American culture, as well as issues confronting African Americans. Students may receive credit for only one of the following courses: AASP 100 or AASP 201.

Arabic

ARAB 111 Elementary Arabic I (3)

(Not open to native speakers of Arabic; assumes no prior knowledge of Arabic. Students with prior experience with the Arabic language should take a placement test to assess appropriate level.) An introduction to spoken and written modern standard Arabic. The objective is to communicate in Arabic in some concrete, real-life situations using culturally appropriate language and etiquette. Ample practice in Arabic pronunciation and the structures needed for everyday communication are provided.

ARAB 112 Elementary Arabic II (3)

Prerequisite: ARAB 112. (Not open to native speakers of Arabic; assumes no prior knowledge of Arabic. Students with prior experience with the Arabic language should take a placement test to assess appropriate level.) An introduction to spoken and written modern standard Arabic. The objective is to communicate in Arabic in some concrete, real-life situations, using culturally appropriate language and etiquette. Ample practice in Arabic pronunciation and the structures needed for everyday communication are provided.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

ARAB 333 Middle Eastern Cultures (3)

(Conducted in English.) A project-driven and discussion-based study of Middle Eastern cultures. The aim is to demonstrate cultural competence by explaining and analyzing Middle Eastern cultures through a variety of perspectives. Topics include religion, cultural practices, history, geography, and societies of the Middle East. Students may receive credit for only one of the following courses: ARAB 333 or ARAB 334.

Art

ARTT 110 Introduction to Drawing (3)

A hands-on introduction to various drawing media and related techniques. The objective is to translate the three-dimensional world into two dimensions, communicate through a visual medium, and critique visual works of art. Projects are based on nature and still life.

ARTT 152 Basics of Photography (3)

An introduction to basic photographic procedures with an emphasis on composing, taking, and editing photographs. Discussion covers the historical development of photography. Students may receive credit for only one of the following courses: ARTT 152 or PHOT 198.

ARTT 205 Art Appreciation (3)

An introduction to a variety of two- and three-dimensional art forms, with particular emphasis on two-dimensional art. The goal is to examine the elements and principles of design, materials, and techniques used in personal and professional settings. Examples from different media (including illustration; painting with oils, acrylics, and watercolors; and sculpture) are used to consider form, light, color, perspective, and other elements of art.

Artificial Intelligence

ARIN 310 Introduction to Artificial Intelligence (3)

A comprehensive introduction to the basic principles and terminology of the field of artificial intelligence (AI). The aim is to use a solid understanding of AI concepts to facilitate informed decision-making and collaboration with technical teams. Topics include various subfields of AI, such as machine learning, natural language processing, and computer vision, as well as real-world applications of AI in areas such as recommender engines, supply chains, fraud detection, and customer service.

ARIN 320 Artificial Intelligence Applications (3)

(No programming or math background required.) An interactive, hands-on study of current artificial intelligence (AI) applications spanning multiple disciplines and domains, including business, science, communications, and computing. The goal is to use datasets with AI and machine learning applications from leading cloud vendors, including Amazon and Microsoft. Projects and laboratory exercises demonstrate how AI can be used to solve problems across a wide variety of disciplines. Students may receive credit for only one of the following courses: ARIN 320 or CMSC 307.

ARIN 340 Generative AI (3)

A comprehensive introduction to generative artificial intelligence models, a cutting-edge area of AI that focuses on creating content such as images, music, and text. Topics include the underlying principles and techniques behind generative models, e.g., large language models. Emphasis is on practical applications that demonstrate how generative AI is revolutionizing industries such as art, music composition, and content creation. Discussion covers the creative potential of AI generative pretrained transformers. Hands-on experience with generative tools is provided.

ARIN 350 Responsible AI (3)

An in-depth examination of the ethical considerations, societal impact, and responsible use of AI. The goal is to navigate the ethical landscape of AI, make informed decisions, and promote responsible AI practices within one's organization. Topics include bias and fairness in AI algorithms, transparency, privacy concerns, and the ethical implications of generative AI models. Real-world examples of AI-related ethical challenges are explored through case studies and discussions.

Art History

ARTH 204 Film and American Culture Studies (3)

An introductory study of the relationship between film and American culture. The objective is to improve one's ability to understand a film's message and to expand one's cultural awareness. Discussion covers the way one of our most popular media portrays American culture and influences our interpretation of cultural issues. Various films, filmmaking issues, and representative filmmakers' work are examined. Students may receive credit for only one of the following courses: ARTH 204, AMST 204, or HUMN 204.

ARTH 334 Understanding Movies (3)

(Formerly HUMN 334.) An analysis of one of the most important means of artistic expression of the 20th century. The goal is to acquire a deeper understanding of the aesthetic qualities of film by considering the stylistic elements of film as it has evolved throughout the century and weighing the special relationship between cinema and literature. Students may receive credit for only one of the following courses: ARTH 334, HUMN 334, or HUMN 498D.

Astronomy

ASTR 100 Introduction to Astronomy (3)

Prerequisite: MATH 103, MATH 105, STAT 200, or a higher-numbered MATH or STAT course. An examination of the major areas of astronomy. Topics include the solar system, stars and stellar evolution, and galaxies. Current topics in astronomy are also discussed. The objective is to use scientific and quantitative reasoning to make informed decisions about topics related to space science. Students may receive credit for only one of the following courses: ASTR 100, ASTR 101, ASTR 120, or GNSC 125.

Behavioral and Social Sciences

BEHS 203 Introduction to Social Sciences (3)

An interdisciplinary introduction to the role of technology in contemporary society. The aim is to apply principles and concepts from a variety of social science disciplines (e.g., anthropology, sociology, psychology, and gerontology) to explore the influence of technology on society and the effect of technological change on our social lives, including our interpersonal relationships, work, culture, and society. Topics include the way technology changes relationships, the cumulative advantages and disadvantages associated with technology, digital natives versus digital immigrants, the pace of technological change, changes to the nature of how people learn and think, and the meaning of technology in society.

BEHS 210 Introduction to Social Sciences (3)

Recommended: WRTG 112 or equivalent. An interdisciplinary introduction to the study of society. The objective is to use the combined perspectives of the different social science disciplines to better understand the nature of society. Topics include research methods, ethical considerations in research, and the relationships among the different social sciences. Discussion surveys a range of social sciences. An analysis of social phenomena that integrates insights from the social sciences is also presented. Students may receive credit for only one of the following courses: BEHS 201 or BEHS 210.

BEHS 220 Diversity Awareness (3)

An examination of the many dimensions of diversity within the framework of the social sciences. The aim is to learn how to interact and communicate effectively and appropriately within a diverse society. Emphasis is on using critical thinking to understand stereotypes, prejudice, and discrimination and how these phenomena affect society. Discussion explores how adopting a social science perspective on diversity can help address problems in the workplace, community, culture, and society.

BEHS 250 Social Justice Movements (3)

An introductory study of movements for social justice from an interdisciplinary perspective. The objective is to use the theoretical approaches and concepts of the social sciences to explain the origin, development, evolution, and outcomes of movements both in the U.S. and around the world. Topics include individual and group motivations for engaging in social movements; the use of social media; and ways that movements affect culture, society, and government. Discussion explores justice in the areas of climate, race, and gender, among others.

BEHS 300 Research Methods in the Social Sciences (3)

Prerequisite: BEHS 210 and STAT 200. An introduction to the core concepts, research methods, and skills that apply to work in the social sciences. The goal is to begin the process of conducting social science research. Discussion covers the scientific method, as well as quantitative and qualitative research methods specific to the social science disciplines of psychology, sociology, anthropology, and gerontology. Topics also include reliability and validity of data, correlation versus causality, research ethics, institutional review boards, proposal writing, and the unique contribution of interdisciplinarity in social science research.

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BEHS 343 Parenting Today (3)

An overview of critical issues in modern parenting in the United States and the world. Research and theory in family development are applied to practical decision making, using an interdisciplinary perspective and taking into account modern and historical trends such as gender roles, socioeconomic status, and single parenting and the impact of divorce on children. Topics include the role of race and ethnicity in parenting, LGBT parenting, and multigenerational and military families.

Biology

BIOL 101 Concepts of Biology (3)

(Not open to students majoring in biotechnology or laboratory management.) An introduction to the structure and function of living organisms. The objective is to use knowledge about biological principles and scientific reasoning to make informed decisions about the natural world. Topics include the chemical foundations of life, cell biology, genetics, evolution, ecosystems, and the interdependence of living organisms. Discussion also covers the importance of the scientific method to biological inquiry and the impact of biological knowledge and technology on human societies. Students may receive credit for only one of the following courses: BIOL 101 or BIOL 103.

BIOL 102 Laboratory in Biology (1)

(Not open to students majoring in biotechnology or laboratory management. Fulfills the laboratory science requirement only with previous or concurrent credit for BIOL 101.) Prerequisite or corequisite: BIOL 101. A hands-on study of the structure and function of living organisms. The goal is to apply the scientific method and to use scientific and quantitative reasoning to make informed decisions about experimental results in the biological sciences. Laboratory exercises emphasize the scientific method and explore topics such as the chemical foundations of living organisms, cell structure and function, and the classification of organisms. Students may receive credit for only one of the following courses: BIOL 102 or BIOL 103.

BIOL 103 Introduction to Biology (4)

(Not open to students majoring in biotechnology or laboratory management or to students who have completed BIOL 101 or BIOL 102. Fulfills the laboratory science requirement.) An introduction to the structure and function of living organisms. The aim is to apply the scientific method and use scientific and quantitative reasoning to make informed decisions about experimental results in the biological sciences. Topics include the chemical foundations of life, cell biology, genetics, evolution, ecosystems, and interdependence of living organisms. Discussion also covers the importance of the scientific method to biological inquiry and the impact of biological knowledge and technology on human societies. Laboratory activities emphasize the scientific method. Students may receive credit for only one of the following: BIOL 101–BIOL 102 or BIOL 103.

BIOL 105 Principles of Biology I (4)

(For students majoring or minoring in science. Fulfills the laboratory science requirement.) An introduction to the basic principles of biology. The goal is to apply knowledge about biological principles, the scientific method, and quantitative reasoning to effectively communicate an understanding of biological topics and research. Topics include the scientific method and biological processes and functions, with a special emphasis on cellular and molecular biology.

BIOL 120 General Botany (3)

(Not for students majoring or minoring in science.) A basic study of plant biology emphasizing an ecological approach. Fundamental concepts and processes of plants are covered. The importance of plant life to humans is stressed. Students may receive credit for only one of the following courses: BIOL 120, BOTN 100, BOTN 101, or BOTN 105.

BIOL 121 Botany Laboratory (1)

(Not for students majoring or minoring in science. Fulfills the laboratory science requirement only with previous or concurrent credit for BIOL 120.) Prerequisite or corequisite: BIOL 120. An introduction to the taxonomy, anatomy, and physiology of plants, including examination of their evolutionary and ecological interactions.

BIOL 160 Human Biology (3)

(Science background not required.) A general introduction to human structure, functions, genetics, evolution, and ecology. The aim is to use scientific reasoning to make informed decisions about topics related to human biology. The human organism is examined from the basic cellular level and genetics, through organ systems, to interaction with the outside world. Discussion also covers pertinent health topics. Students may receive credit for only one of the following courses: BIOL 160 or GNSC 160.

BIOL 161 Laboratory in Human Biology (1)

(Fulfills the laboratory science requirement only with previous or concurrent credit for BIOL 160.) Prerequisite or corequisite: BIOL 160. A laboratory study that uses the human organism as an example to illustrate the concepts underlying the organization and interrelationships of all living organisms.

BIOL 181 Life in the Oceans (3)

An introductory study of the major groups of plants and animals in various marine environments, as well as their interactions with each other and the nonliving components of the ocean. The objective is to use scientific reasoning to make informed decisions about topics related to marine biology. Discussion covers the impact of human activity on life in the ocean and the potential uses and misuses of the ocean. Students may receive credit for only one of the following courses: BIOL 181 or ZOOL 181.

BIOL 182 Marine Biology Laboratory (1)

(Fulfills the laboratory science requirement only with previous or concurrent credit for BIOL 181 or NSCI 110.) Prerequisite or corequisite: BIOL 181 or NSCI 110. An introduction to the environmental and biological factors that affect life in the oceans, including chemical and physical properties such as salinity, oxygen concentration, depth, tides, currents, and light. The investigations may include field exercises examining life in specific habitats, such as coral reefs, estuaries, and intertidal areas.

BIOL 201 Human Anatomy and Physiology I (4)

(For students majoring in science; the first course in the two-course sequence BIOL 201 - 202. Fulfills the laboratory science requirement.); course Prerequisite: BIOL 103 or BIOL 105). A thorough introduction to the anatomy and physiology of the integumentary, skeletal, muscular, endocrine, and nervous systems of human beings. The objective is to correctly identify the anatomical structures of these systems and recognize how they interrelate to maintain homeostasis. Topics include the scientific method, the chemistry of life, and cellular form and function in selected organ systems. Discussion also covers the appropriate use of laboratory tools and techniques used to examine human anatomy structures and physiological functions. Students may receive credit for only one of the following courses: BIOL 201 or ZOOL 201.

BIOL 202 Human Anatomy and Physiology II (4)

(For students majoring in science; the second course in the two-course sequence BIOL 201 – 202. Fulfills the laboratory science requirement.) Prerequisite: Biol 201). Further study of human anatomy and physiology as preparation for subsequent studies in the life and health sciences. Focus is on developing the knowledge and skills needed to describe the complex interrelationship between human anatomy and physiology and applying that knowledge and skill to medical case studies. Topics include the anatomy and physiology of the circulatory, lymphatic, immune, respiratory, digestive, urinary, and reproductive systems, as well as human development and aging. Students may receive credit for only one of the following courses: BIOL 202 or ZOOL 202.

BIOL 211 Environmental Science (3)

A survey of ecological principles as they apply to the interrelated dilemmas of sustainability. Topics include overpopulation, pollution, over-consumption of natural resources, and the ethics of land use. Students may receive credit for only one of the following courses: BIOL 211, BOTN 211, or PBIO 235.

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BIOL 212 Environmental Science Laboratory (1)

(For students not majoring in science. Fulfills the laboratory science requirement only with previous or concurrent credit for BIOL 211.) Prerequisite or corequisite: BIOL 211. A laboratory study investigating human interactions with our environment. Scientific objectivity and methodology are employed to gather and analyze data pertaining to the varied and interrelated forms of human environmental impact. Topics explored include principles of ecology, population dynamics, food supply alternatives and impact, sustainable water supplies, energy alternatives, pollution control, greenhouse gases, recycling, and conservation technologies.

BIOL 220 Human Genetics (3)

An introduction to the role of genes in the inheritance of traits and genetic diseases and disorders. The goal is to understand how genes affect physical appearance and behavior. Topics include Mendelian and non-Mendelian inheritance of human genetic diseases, human genetic variation, and mechanisms underlying human diseases. Students may receive credit for only one of the following courses: BIOL 220, BIOL 222, or BSCI 222.

BIOL 230 General Microbiology (4)

(For students majoring in a science. Fulfills the laboratory science requirement.) Prerequisite(s): BIOL 101–BIOL 102, BIOL 103, or BIOL 105. An investigation of fundamental concepts in morphology, physiology, genetics, immunology, ecology, and pathogenic microbiology. Applications of microbiology to medicine, the food industry, and biotechnology are considered. Student may receive credit for only one of the following courses: BIOL 230, BIOL 302, BIOL 331, BIOL 398G, BSCI 223, MICB 200, or MICB 388A.

BIOL 301 Human Health and Disease (3)

A survey of the mechanisms of disease and their expression in major organ systems of the human body. The goal is to use scientific reasoning to make informed decisions about matters related to human biology and health. Topics include infections, cancer, heart disease, lung disease, diabetes, stroke, malnutrition, poisoning by environmental toxins, stress, inflammation, disorders of the immune system, and aging. Emphasis is on analysis of factors that cause disruption of healthy body functions leading to disease, and on prevention of disease through control of risk factors and early detection. Students may receive credit for only one of the following courses: BIOL 301 or BIOL 398H.

BIOL 302 Bacteria, Viruses, and Health (3)

An introductory study of the basic structure, genetic and regulatory systems, and life cycles of bacteria and viruses and how they relate to health, infectious disease, and illness. The objective is to apply knowledge of cellular and molecular processes and communicate synthesized knowledge of microbial pathogenesis and disease prevention methods. Students may receive credit for only one of the following courses: BIOL 230, BIOL 302, BIOL 331, BIOL 398G, BSCI 223, MICB 200, or MICB 388A.

BIOL 304 The Biology of Cancer (3)

An overview of the biological basis of cancer. The goal is to apply knowledge of cancer biology to adopt appropriate lifestyle strategies and evaluate current treatments. The causes, development, and progression of cancer are considered at the level of cell structure and function. The roles of genes and proteins are also examined. Students may receive credit for only one of the following courses: BIOL 304 or GNSC 398C.

BIOL 318 Biology and the Climate Crisis (3)

An examination of the causes and effects of climate change and impact on people, the environment, and the ecosystems we all depend upon. The goal is to connect food and water security, health, equity, and urban living conditions to the changing global climate, changes in temperatures, precipitation patterns, sea levels, and ocean chemistry. Discussion covers how ecological systems support a stable climate and how wild flora, fauna, and ecological communities are threatened by rapid anthropogenic climate change. Topics include biologically based solutions that protect human health and well-being, especially for vulnerable populations, as well as preserve and restore the ecosystem diversity and stability that assure long-term persistence of life on Earth.

Business and Management

BMGT 110 Introduction to Business and Management (3)

(For students with little or no business background. Recommended preparation for many other BMGT courses.) An introduction to the fundamental concepts of business management and leadership. The objective is to understand the interrelated dynamics of business, society, and the economy. Discussion covers business principles and practices in the context of everyday business events and human affairs and from a historical perspective.

BMGT 121A Solve Problems, Make Decisions (3)

An introduction to problem solving and decision making, focusing on the difference between them and the inherent bias we have in dealing with them. The aim is to differentiate between problem-solving and decision making, evaluate personal skill levels in solving problems, and develop a tailored approach toward solving complex problems and making complex decisions. Topics include common problem-solving methodologies and decision-making strategies and the individual skills needed to employ them effectively.

BMGT 121B Communication and Collaboration (3)

An in-depth evaluation and application of successful collaboration and communication skills. The aim is to identify successful personal communication practices and skills needed for successful collaboration with others in the workplace. Topics include specific individual verbal and active listening skills, methods for interpreting nonverbal cues, and techniques for troubleshooting daily communication.

BMGT 240 Building Sustainable Futures (3)

An exploration of how businesses achieve long-term sustainability by integrating responsible practices into core operations. The goal is to examine the environmental and societal impacts of business activities and conduct sustainability audits, develop circular economy strategies, and improve operational efficiency. Emphasis is on balancing profitability with ethical decision-making, stakeholder expectations, and climate resilience. Case studies and applied projects are used to create actionable strategies to align business practices with sustainability goals and generate value for organizations and society.

BMGT 250 Data, Cybersecurity, and AI in Business Strategy (3)

An interdisciplinary introduction to data analysis, cybersecurity, and artificial intelligence (AI) in business operations and decision-making. The goal is to collect, process and analyze business data, identify cybersecurity threats; and explore AI fundamentals for business applications. Topics include data processing techniques, cybersecurity risk analysis, and practical AI tools.

BMGT 305 Knowledge Management (3)

A practical approach to knowledge management. The aim is to understand the value of knowledge management and the roles of knowledge workers and knowledge managers. Discussion covers how organizations capture, acquire, and share knowledge to maintain corporate memory and to develop collaborative energy. Topics include both formal and informal approaches to knowledge sharing and ways in which organizations use knowledge management techniques for competitive advantage. Students may receive credit for only one of the following courses: BMGT 305 or BMGT 388C.

BMGT 317 Strategic Decision-Making and Problem-Solving (3)

A practical examination of essential skills and frameworks for effective strategic decision- making and problem-solving in dynamic organizational environments. The goal is to use various decision-making models, analytical tools, and techniques to identify and address complex challenges. Emphasis is on critical thinking, creativity, and collaboration as vital components of the problem-solving process. Topics include risk assessment, data analysis, stakeholder engagement, key performance indicators, and the influence of organizational culture on decision-making.

BMGT 330 Entrepreneurship and Innovation (3)

An overview of entrepreneurship and planning new business ventures for aspiring entrepreneurs and managers. The objective is to create and present a high-quality business plan for a new venture using marketing research and financial analytical techniques. Topics include profiles of entrepreneurs; benefits, risks, and challenges; financial management; access to capital; and franchising. Students may receive credit for only one of the following courses: BMGT 330, FINC 310, MGMT 330, or SBUS 200.

BMGT 364 Management and Organization Theory (3)

Recommended: BMGT 110. An examination of the four functions of management—planning, organizing, leading, and controlling—with emphasis on the application of management concepts and theories to achieve organizational goals. The aim is to develop strategies, goals, and objectives to enhance performance and sustainability. Topics include ethics, social responsibility, globalization, and change and innovation. Students may receive credit for only one of the following courses: BMGT 364, TEMN 202, TEMN 300, TMGT 301, or TMGT 302.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

BMGT 365 Organizational Leadership (3)

Prerequisite: BMGT 110 or BMGT 364. An exploration of leadership as a critical skill for the 21st century, when change occurs rapidly and consistently. The objective is to use leadership theory and assessment tools to evaluate one's own leadership skills. Focus is on the leadership skills needed to develop committed and productive individuals and high-performing organizations. Topics include vision, values, culture, ethics, and the interaction between the organization and the external environment. Students may receive credit for only one of the following courses: BMGT 365, MGMT 300, MGST 310, or TEMN 310.

BMGT 380 Business Law I (3)

(Strongly recommended for students seeking careers as CPAs, lawyers, or managers.) A conceptual and functional analysis and application of legal principles and concepts relevant to the conduct and understanding of commercial business transactions in the domestic and global environments. The aim is to evaluate sources of law, legal process, procedures, and remedies and to analyze tort, criminal, and contractual rights, obligations, liabilities, and remedies in the business environment. Topics include the legal, ethical, and social environments of business; civil and criminal law; agency; types of business organizations; and contracts and sales agreements.

BMGT 382 Business Ethics and Social Responsibility (3)

(Formerly BMGT 496.). An examination of the interplay between business ethics and social responsibility in both domestic and global contexts. The aim is to evaluate ethical and moral considerations of corporate conduct, social responsibilities, policies, and strategies. Emphasis is on the definition, application, and analysis of ethical values as they relate to significant public and organizational issues and business decision-making in various environments. Students may receive credit for only one of the following courses: BMGT 382 or BMGT 496.

BMGT 392 Global Management (3)

An examination of the essential concepts and issues relevant to conducting business in a global context. The goal is to apply foundational knowledge to analyze and evaluate key global business variables for informed decision-making. Emphasis is on property rights, obligations, liabilities, and remedies while assessing regulatory frameworks within the business environment. Topics include the nature and scope of global business, as well as the cultural, political, legal, and economic factors that influence operations, marketing strategies, international trade, and foreign investment considerations.

BMGT 464 Organizational Behavior (3)

Prerequisite: BMGT 364. A study of how the manager uses knowledge of people's behavior in the workplace to develop best practices to build relationships that foster a more efficient and effective organization. The aim is to examine organizations and the way people behave in an organizational setting to develop the types of skills that encourage the organization's best workplace behavior. Topics include motivation, emotional intelligence, employee and organizational diversity, engagement in job performance, job commitment, and workplace culture.

BMGT 495 Business Administration and Management Capstone (3)

Prerequisites: BMGT 364, BMGT 365, FINC 331 (or FINC 330), MRKT 210, and OPMG 300. A capstone study of strategic management that emphasizes the integration of key business functions of management, marketing, finance, production/operations, services, research and development, and information systems to drive organizational success. The goal is to apply integrative analysis, practical application, and critical thinking to the conceptual foundation gained in prior coursework and personal experiences. Topics include crafting an organizational vision and mission, developing and implementing strategic plans, and evaluating their outcomes. Students may receive credit for only one of the following courses: BMGT 495, HMGT 430, MGMT 495, or TMGT 380.

BMGT 496 Business Ethics (3)

A study of the relationship of business ethics and social responsibility in both domestic and global settings. The aim is to explore ethical and moral considerations of corporate conduct, social responsibilities, policies, and strategies. Emphasis is on the definition, scope, application, and analysis of ethical values as they relate to issues of public and organizational consequence and business decision making in the domestic and global business environments.

Career and Academic Planning

CAPL 398A Career Planning Management (1)

A survey of strategies for managing career change. Focus is on examining, evaluating, and assessing individual skill sets; networking; and researching career and economic markets. The objective is to formulate a career path and develop the resources needed to enter that path. Topics include resume and cover letter development, interviewing techniques, negotiation strategies, and tools for ongoing career planning.

Chemistry

CHEM 103 General Chemistry I (4)

(For students majoring in a science. The first course in the two-course sequence CHEM 103–CHEM 113. Fulfills the laboratory science requirement.) Prerequisite: MATH 107 or a more advanced mathematics course. A study of the chemical nature and composition of matter and its interactions. Topics include elements, inorganic compounds, chemical reactions, and chemical calculations. Students may receive credit for only one of the following courses: CHEM 102, CHEM 103, CHEM 105, or CHEM 107.

CHEM 113 General Chemistry II (4)

(For students majoring in a science. The second course in the two-course sequence CHEM 103–CHEM 113. Fulfills the laboratory science requirement.) Prerequisite: CHEM 103 or CHEM 105. An exploration and application of chemical reactions. Topics include chemical kinetics; homogeneous, heterogeneous, and ionic equilibria; oxidation/reduction reactions; electrochemistry; and chemistry of the elements. Students may receive credit for only one of the following courses: CHEM 113 or CHEM 115.

CHEM 121 Chemistry in the Modern World (3)

(For students not majoring or minoring in science.) An exploration of chemistry as it relates to human life and the environment. The goal is to use a working knowledge of chemical principles, scientific reasoning, and quantitative reasoning to make informed decisions about health and safety matters. Discussion examines natural processes and human factors in the modern world using the principles of chemistry and the scientific method. Students may receive credit for only one of the following courses: CHEM 102, CHEM 104, CHEM 105, CHEM 107, CHEM 121, or GNSC 140.

CHEM 122 Laboratory Chemistry (1)

(Fulfills the laboratory science requirement.)
Prerequisite or corequisite: CHEM 121. May not be used to satisfy the lab science requirement without credit for CHEM 121. Laboratory experimentation illustrating chemical principles and applications in the modern world. Students may receive credit for only one of the following courses: CHEM 103, CHEM 104, CHEM 113, CHEM 122, CHEM 233, CHEM 243, or CHEM 245.

Communication Studies

COMM 200 Military Communication and Writing (3)

(Fulfills the general education requirement in communications.) A study of business communication management in a military context. The objective is to develop appropriate and effective communication products for military audiences and within military environments through the application of accepted business communication practices. Topics include communication theories; research methods; organization of information; formats; writing and editing strategies; and techniques for guiding subordinate communication, conducting interviews, and managing meetings. Assignments may include making speech presentations; instructing a class; conducting interviews; managing meetings; and writing and editing reports, letters, emails, proposals, and personnel evaluations.

COMM 202 Media and Society (3)

(Fulfills the general education requirement in communications but is not a writing course.) Prerequisite: WRTG 112. An overview of the complex components and relationships involved in today's media. The goal is to understand the technical, political, economic, cultural, and organizational influences on mediated messages. Topics include visual rhetoric, legal and ethical issues, social media, the transactional model, advertising, security, and privacy concerns.

COMM 207 Understanding Visual Communication (3)

A study of the creation and interpretation of visual language. The aim is to understand how images are used to effectively communicate ideas in a variety of channels, including news, advertising, and public relations. Topics include aesthetics, principles of composition, color systems, content awareness, and historical and cultural perspectives. Emphasis is on critical thinking and analysis of images from both theoretical and practical perspectives.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

COMM 300 Communication Theory (3)

(Fulfills the general education requirement in communications but is not a writing course.) Prerequisite: WRTG 112. An introduction to communication theory. The objective is to apply communication theory and evaluate communication situations. The basic theories of human communication, mass communication, and new media and technology are explored. Focus is on the relationships among communication theory, research, and practice. Topics include intra- and interpersonal communication, public communication, mass media, and contemporary issues associated with mediated communication.

COMM 302 Mass Communication and Media Studies (3)

(Fulfills the general education requirement in communications but is not a writing course.) Prerequisites: WRTG 112 and COMM 300. A survey of mass communication designed to enhance media literacy. The goal is to interpret, evaluate, and produce media messages. Topics include media industries and the impact of the media, as well as regulation, policy, and ethical issues. Emphasis is on critical thinking and analysis of vital aspects of pervasive elements of popular culture, such as news, advertising, children's entertainment, and a free press. Students may receive credit for only one of the following courses: COMM 302 or COMM 379A.

COMM 390 Writing for Managers (3)

(Fulfills the general education requirement in communications.) Prerequisite: WRTG 112. A practicum in the kinds of communication skills that managers need for the workplace. The goal is to develop persuasive managerial communication for organizational decision making and action. Students may receive credit for only one of the following courses: COMM 390, HUMN 390, WRTG 390, or WRTG 490.

Computer Information Technology

Courses in computer information technology (designated CMIT) have higher computing requirements than the minimum technical requirements stated on p. 2. They require an Intel Core i7 processor or higher, with speeds of 2GHz and at least 6GB of available disk space, and at least 16GB RAM (32GB recommended). Display devices should have a resolution of 1920 X 1080 or better (PCs) or 1440 X 900 retina display (Mac).

CMIT 202 Fundamentals of Computer Troubleshooting (3)*

(Designed to help prepare for the CompTIA A+ exams.) A thorough review of computer hardware and software, with emphasis on the application of current and appropriate computing safety and environmental practices. The goal is to evaluate, install, configure, maintain, and troubleshoot computer hardware components and operating systems.

CMIT 265 Fundamentals of Networking (3)*

(Designed to help prepare for the CompTIA Network+ certification exam.) Prerequisite: CMIT 202 or CMSC 115 (or CMIS 141). An introduction to networking technologies for local area networks, wide area networks, and wireless networks. The aim is to recognize the type of network design appropriate for a given scenario. Topics include the OSI (open system interconnection) model, security, and networking protocols. Students may receive credit for only one of the following courses: CMIT 265 or CMIT 265M.

CMIT 291 Introduction to Linux (3)*

(Designed to help prepare for the Linux Professional Institute Certification 1 (LPIC-1) and the CompTIA Linux+ certification exams. Prerequisite: CMIT 202 or CMIT 265. A study of the Linux operating system. The goal is to configure and manage processes, user interfaces, device files, print facilities, file systems, task automation, the boot-up/shutdown sequence, disk storage, network connectivity, system security, and users and groups. Students may receive credit for only one of the following courses: CMIT 291, CMIS 390, CMIT 391, or CMIS 398U.

CMIT 320 Network Security (3)*

(Designed to help prepare for the CompTIA Security+ exam.) Prerequisite: CMIT 265 or CompTIA Network+ certification. A study of the fundamental concepts of computer security and its implementation. The aim is to assess and mitigate risk, evaluate and select appropriate technologies, and apply proper security safeguards.

CMIT 321 Ethical Hacking (3)*

(Formerly CMIT 398E. Designed to help prepare for the EC-Council Certified Ethical Hacker certification exam.) Prerequisite: CMIT 320. Development of the structured knowledge base needed to discover vulnerabilities and recommend solutions for tightening network security and protecting data from potential attackers. Focus is on penetration-testing tools and techniques to protect computer networks. Students may receive credit for only one of the following courses: CMIT 321 or CMIT 398E.

Computer Science

Courses in computer science (except CMSC 150) have higher computing requirements than the minimum technical requirements stated on p. 2. They require an Intel Core i7 processor or higher, with speeds of 2GHz and at least 8GB RAM (16GB recommended).

CMSC 100 Social Networking and Cybersecurity Best Practices (3)

(Formerly CMIS 111.) A hands-on study of current social networking applications and approaches to protect against cyber attacks and enhance personal cybersecurity. The goal is to collaborate and interact through personal and professional social networking while developing and using computer security best practices. Discussion covers issues associated with the impact of social computing on individuals and society. Projects include creating and maintaining accounts on selected social networking sites. Students may receive credit for only one of the following courses: CMIS 111 or CMSC 100.

CMSC 105 Introduction to Problem-Solving and Algorithm Design (3)

(Formerly CMIS 102.) A study of techniques for finding solutions to problems through structured programming and stepwise refinement. The objective is to design programs using pseudocode and implement them in an appropriate programming language. Hands-on practice in debugging, testing, and documenting is provided. Topics include principles of programming, the logic of constructing a computer program, and the practical aspects of integrating program modules into a cohesive application. Algorithms are used to demonstrate programming as an approach to problem-solving. Students may receive credit for only one of the following courses: CMIS 102, CMIS 102A, CMSC 101, or CMSC 105.

CMSC 115 Introductory Programming (3)

(Formerly CMIS 141.) Prerequisite: CMSC 105 (or CMIS 102). A study of structured and object-oriented programming using the Java language. The goal is to design, implement, test, debug, and document Java programs, using appropriate development tools. Projects require the use of algorithms, simple data structures, and object-oriented concepts. Students may receive credit for only one of the following courses: CMIS 141, CMIS 141A, or CMSC 115.

CMSC 340 Web Programming (3)

Prerequisite: CMSC 115 (or CMIS 141). This course is designed to give students the fundamental knowledge required for developing web applications. The course covers basic Web architecture, core Web standards (such as HTTP, HTML, CSS) client-side scripting with JavaScript and server-side programming with PHP.

CMSC 427 Artificial Intelligence Foundations (3)

Prerequisite: CMSC 315 (or CMSC 350) or SDEV 300. A study of the theoretical foundations and practical applications of artificial intelligence. The objective is to develop algorithms and systems to demonstrate intelligent behavior. Topics include intelligent agents, searching algorithms, knowledge representation, probability, logic, and learning.

Computer Studies

Certain computer studies courses (CMST 308, CMST 310, CMST 311, CMST 315, CMST 320, CMST 325, CMST 330, CMST 331, CMST 341, and CMST 351) have higher computing requirements than the minimum technical requirements stated on p. 2. They require an Intel Core i7 processor or higher, with speeds of 2GHz or faster, at least 6GB of available disk space, and at least 16GB RAM (32GB recommended). Display devices should have a resolution of 1920 X 1080 or better (PCs) or 1440 X 900 retina display (Mac).

CMST 100B Word Processing (1)

(Not open to students who have completed CMST 303.) An introduction to word processing. The goal is to use word processing applications effectively to produce professional documents for business and personal communication. Topics include creating, formatting, and editing word-processing documents. Hands-on practice with industry-standard word-processing software is provided. Students may receive credit for only one of the following courses: CAPP 100B, CMST 100B, CAPP 103, or CMST 103.

CMST 100D Presentation Graphics (1)

(Not open to students who have completed CMST 303.) An introduction to the principles of presentation graphics. The goal is to use presentation graphics applications effectively to produce electronic presentations for professional and personal communication. Topics include planning and creating effective presentations. Hands-on practice with industry-standard presentation graphics software is provided. Students may receive credit for only one of the following courses: CAPP 100D, CMST 100D, CAPP 103, or CMST 103.

CMST 100F Database Applications (1)

(Not open to students who have completed CMST 303.) An introduction to database systems, their terminology, and the principles of database management. The goal is to use database management applications effectively to create professional databases. Topics include how best to organize, manage, and access stored data; how to protect databases; and how to extract useful information. Hands-on practice with industry-standard database software is provided. Students may receive credit for only one of the following courses: CAPP 100F, CMST 100F, CAPP 103, or CMST 103.

CMST 100G Spreadsheet Applications (1)

(Not open to students who have completed CMST 303.) An introduction to the use of electronic spreadsheets to analyze numerical data, including basic terminology, formats, and other applications. The goal is to use spreadsheet applications to produce professional electronic spreadsheets effectively for business and personal use. Hands-on practice with industry-standard spreadsheet software is provided. Students may receive credit for only one of the following courses: CAPP 100G, CMST 100G, CAPP 103, or CMST 103.

CMST 290 Introduction to Interactive Design (3)

An introduction to the principles, practices, techniques, and theories that govern the use of scripting and programming languages in the design and development of interactive digital media. The objective is to use proven scripting and programming theory effectively to support digital media design for print, web, and mobile devices. Projects involve modifying existing scripting languages and HTML code and conducting a usability review.

CMST 295 Fundamentals of Digital Design (3)

An overview of the principles, practices, techniques, and theories that govern web and digital design. The goal is to effectively follow proven design theory in creating digital design for print, web, and mobile devices. Topics include usability, accessibility, ethics, extended reality, and emerging technologies. Career paths in the web and digital design industry are analyzed.

CMST 301 Digital Media and Society (3)

A survey of technological advancements in the field of digital media and their impact. The objective is to explain how digital media has transformed the communication of ideas in society and to make responsible choices in the creation and consumption of digital media based on awareness of global, social, ethical, and legal contexts. Topics include social media, the visual display of information, ethics and privacy, participatory media, and the impact of digital media on culture.

Criminology/Criminal Justice

CCJS 100 Introduction to Criminal Justice (3)

(Fulfills the general education requirement in behavioral and social sciences.) An introduction to the three primary components of the Criminal Justice system (i.e., law enforcement, courts, and corrections). The objective is to identify the components of the system, the practitioners within the system, the importance of research in the field of Criminal Justice, the major theoretical tenets of criminal behavior, community relations and the impact of criminal behavior, and the role of practitioners in policy formation and implementation.

CCJS 105 Introduction to Criminology (3)

(Fulfills the general education requirement in behavioral and social sciences.) An exploration of the nature and causes of crime and criminal behavior. Topics include what we rationally know about crime, theoretical explanations of criminal behavior, and how to conduct research to explore the nature and extent of crime and criminal behavior.

CCJS 230 Criminal Law in Action (3)

Prerequisite: CCJS 100. An exploration of how criminal cases are handled, including factors related to how a case is charged and criminal liability. Focus is on the substantive elements of criminal law and on the historical development of criminal law in the United States. Topics include the basic elements of and defenses to criminal liability, crimes against people, crimes against property, and the defenses and justifications commonly used to negate criminal responsibility.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

CCJS 234 Criminal Procedure and Evidence (3)

A study of the general principles of criminal procedure. Emphasis is on the history and evolution of criminal procedure in the United States and the fundamental components of criminal procedure, including privacy, reasonableness, probable cause, search and seizure, search warrants, interrogations, and the trial process. Topics include the criminal justice process and the connections between the law, the criminal justice process, criminal procedure, and evidence.

CCJS 311 Intelligence-Led Policing (3)

Prerequisite: CCJS 100. An examination of intelligence-related processes as they apply to domestic law enforcement. The aim is to identify, collect, and assess data and process that information into intelligence that can support strategic and tactical planning. Intelligence reports are reviewed and assessed. Discussion covers the legal and ethical licenses and constraints that provide a framework for intelligence development.

CCJS 321 Digital Forensics in the Criminal Justice Systems (3)

(For students not majoring in criminal justice; not open to students who have completed CCJS 421; does not satisfy prerequisites for other criminal justice courses.) An overview of the criminal justice system and the application of digital forensic evidence in criminal justice cases. The objective is to apply constitutional and case law to the search and seizure of digital evidence, determine the most effective and appropriate forensic response strategies to digital evidence, and provide effective courtroom testimony in a case involving digital evidence. Topics include crime scene procedures and the collection of digital evidence, procedures performed in a digital forensics lab, and the preparation of courtroom testimony by the digital forensic investigator.

CCJS 341 Criminal Investigation (3)

Prerequisite: CCJS 100. Recommended: CCJS 230. An exploration of criminal investigation as it relates to the framework of the law that governs such investigations. Emphasis is on crime scene response, the collection and evaluation of crime scene evidence, the complexity of investigative interviews, and the application of current strategies and technology to further criminal investigations.

CCJS 342 Crime Scene Investigation (3)

Prerequisite: CCJS 100, CCJS 101, or CCJS 105. Recommended: CCJS 234. An examination of the investigation of crime scenes. The objective is to apply skills expected of an entry-level professional in the investigative forensics field. Topics include the crime scene, crime scene documentation, evidence, and post-crime scene activities.

CCJS 350 Juvenile Delinquency (3)

(Fulfills the general education requirement in behavioral and social sciences.) Prerequisite: CCJS 100. An examination of juvenile delinquency in relation to the general problem of crime. The aim is to apply theories and identify statutory parameters related to juvenile delinquency, analyze prevention measures, and assess the effectiveness of treatment measures. Topics include factors underlying juvenile delinquency, prevention of criminal acts by youths, and the treatment of delinquents. Students may receive credit for only one of the following courses: CCJS 350 or CRIM 450.

CCJS 352 Drugs and Crime (3)

Prerequisite: CCJS 100. An analysis of the role of criminal justice in controlling the use and abuse of drugs. The objective is to apply effective enforcement strategies, demonstrate case management skills, and analyze the effect of drug policy. Students may receive credit for only one of the following courses: CCJS 352 or CJUS 352.

CCJS 380 Ethical Behavior in Criminal Justice (3)

Prerequisite: CCJS 100. A survey of the standards for ethical behavior that guide criminal justice professionals in different roles and responsibilities. The aim is to make ethical decisions based on informed personal and accepted professional standards. Rules, laws, and codes of conduct are explored as a foundation for discussing individual ethical responsibilities.

CCJS 495 Criminal Justice Capstone (3)

(Intended as a final capstone course to be taken in a student's last 15 credits.) Prerequisites: CCJS 230, CCJS 340, CCJS 341, CCJS 345, and CCJS 380. An integrative study of the various components of the American criminal justice system. The goal is to apply principles of interagency cooperation, critical thinking, and systems approaches to solve practical problems in a criminal justice environment. Topics include problem-solving, case study analysis, strategic planning, teamwork, and professional writing.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

Cyber Operations

Courses in cyber operations (designated CYOP) have higher computing requirements than the minimum technical requirements stated on p. 27. They require an Intel Core i7 processor or higher, with speeds of 2GHz and at least 8GB RAM (16GB recommended).

CYOP 200 Foundations of Cyberspace Operations (3)

A hands-on introduction to the principles of cyberspace operations that support defensive and offensive processes. The objective is to navigate, integrate, and use popular cybersecurity tools and functions in a safe environment to detect and reduce system threats and vulnerabilities. Topics include strategic and tactical planning and guidance, security objectives for information systems, cybersecurity frameworks, security design principles, vulnerabilities and exploits, network and application security techniques, and automated tools for testing and security assessment.

Cybersecurity and Information Assurance

CSIA 300 Cybersecurity for Leaders and Managers (3)

(Designed in part to help prepare for the EC-Council Secure Computer User [CSCU] certification exam.) A survey of the cybersecurity principles, practices, and strategies required by leaders and managers to become strategic partners in the establishment, management, and governance of an enterprise's cybersecurity program. The aim is to develop both an understanding of how cybersecurity supports key business goals and objectives and the "soft skills" necessary for success in a leadership or managerial role. Topics include the fundamentals of cybersecurity practices and principles; enterprise IT governance processes and security controls; data security; the information life cycle; intellectual property protections; privacy laws and regulations; security education, training, and awareness; and the need for cooperation and collaboration between business units and the organization's cybersecurity program.

CSIA 310 Cybersecurity Processes and Technologies (3)

(Includes content designed to help in preparing for EC-Council Certified Incident Handler [ECIH] certification exam.) A study of the processes and technologies used to implement and manage enterprise IT security operations. The goal is to apply and integrate cybersecurity concepts and best practices with the principles of IT operations and management and to prepare for a government- and industry-recognized intermediate level cybersecurity certification (Certified Incident Handler). Topics include the essential management and operational activities (acquisition, deployment, and operations) required to secure IT technologies and business operations against a wide variety of threats and attacks.

CSIA 350 Cybersecurity in Business and Industry (3)

(Designed to help prepare for the Program Management Institute Professional Business Analyst (PMI-PBA) certification exam - second edition.) A study of the application and integration of cybersecurity principles, frameworks, standards, and best practices to the management, governance, and policy development processes for businesses. The aim is to apply business analysis principles and methods to cybersecurity problems in business and industry. Discussion covers the organization, management, and governance of cybersecurity for enterprise IT in business settings; risk and risk management practices; and development and implementation of industrywide cybersecurity initiatives and programs.

CSIA 360 Cybersecurity in Government Organizations (3)

Prerequisite: CSIA 350. A study of cybersecurity management and governance in the context of the missions, functions, and operations of federal, state, and municipal government agencies, departments, and programs. Discussion covers the policy life cycle and the mechanisms used by governments to formulate and implement laws, policies, regulations, and treaties to protect and defend government operations and society as a whole against cyber attacks and crimes, both foreign and domestic.

Data Analytics

Courses in data analytics (except DATA 200, DATA 300, DATA 320, and DATA 335) have higher computing requirements than the minimum technical requirements stated on p. 2. They require an Intel Core i7 processor or higher, with speeds of 2GHz and at least 8GB RAM (16GB recommended).

DATA 200 Data Literacy Foundations (3)

An introduction to data and data literacy for students of all majors to enhance their ability to understand and work in today's data-driven world. The aim is to collect, manage, evaluate and apply data in a critical manner and examine the role, significance, and implications of data, including ethical issues within a society, in organizations, or for individuals. Developing skills in data manipulation, analysis, and visualization, students will generate insights from data, build knowledge, and make decisions. Topics include the effective use of cloud-based data storage, collaboration and communication techniques.

DATA 230 Mathematics for Data Science (3)

Prerequisites: STAT 200 and MATH 115 (or MATH 107 - MATH 108 or more advanced MATH course). A practical introduction to the mathematical principles applied within the context of data science. The aim is to understand the mathematical basis of data science and increase awareness of machine learning algorithm assumptions and limitations. Machine learning topics include linear regression, dimensionality reduction, and classification. Projects involve application of linear algebra, probability, vector calculus, and optimization to build data science solutions.

DATA 300 Foundations of Data Science (3)

Prerequisite: STAT 200. An examination of the role of data science within business and society. The goal is to identify a problem, collect and analyze data, select the most appropriate analytical methodology based on the context of the business problem, build a model, and understand the feedback after model deployment. Emphasis is on the process of acquiring, cleaning, exploring, analyzing, and communicating data obtained from variety of sources. Assignments require working with data in programming languages such as Python, wrangling data programmatically and preparing data for analysis, using libraries like NumPy and Pandas.

DATA 320 Introduction to Data Analytics (3)

Formerly DATA 220. Prerequisite: STAT 200. A practical introduction to the methodology, practices, and requirements of data science to ensure that data is relevant and properly manipulated to solve problems and address a variety of real-world projects and business scenarios. Focus is on the application of foundational statistical concepts to describing datasets with summary statistics, simple data visualizations, statistical inference, and predictive analytics. The objective is to use data to draw conclusions about the underlying patterns that drive everyday problems through probability, hypothesis testing, and linear model building.

Drones and Autonomous Systems

DRON 300 Fundamentals of Drones and Autonomous Systems (3)

An introduction to the drones and autonomous systems sector. The goal is to define the fundamentals of unmanned aerial systems (UAS) and examine the historical establishment of drone capabilities and operations. Topics include early autonomous operations, general applications of initial drone technology, evolution of capabilities and sensors, and private-sector and public market use of drone technology.

DRON 305 Applications of Drones and Autonomous Systems (3)

A study of specific applications of unmanned autonomous systems (UAS) in the public and private professions. Discussion covers how drones are applied in current UAS operations, payloads, communications, and technological limitations. Topics include commercial, law enforcement, public safety, homeland security, and military utilization, as well as capability-based scenarios.

DRON 310 Regulation of Drones and Autonomous Systems (3)

An exploration of the legal aspects of drone operations, including air traffic control (ATC) and proper airspace/airspace deconfliction, as well as constitutionality and ethical considerations of operating autonomous systems. Flight crews, risk assessment, and logistical flight considerations are examined in depth. Topics include regulatory requirements, professional licensing processes, Federal Aviation Administration (FAA) waivers, organization policy creation, and pre-flight/post-flight inspections.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

Dutch

For further information, refer to Foreign Languages.

Economics

ECON 103 Economics in the Information Age (3)

A survey of basic concepts and principles in micro- and macroeconomics and how the economy has been affected by technology. The aim is to define and explain the key terms and concepts in economics and determine how technology has affected consumers, producers, and markets, as well as economic growth and policy. Topics include how innovation affects labor markets, the value of information, and the role of technological change in the economy.

ECON 201 Principles of Macroeconomics (3)

An introductory study of the macroeconomy. The objective is to apply select macroeconomic theories to real-world situations. Discussion covers economic growth, technological innovation, unemployment, inflation, and the roles of monetary policy and fiscal policy in determining macroeconomic performance. Students may receive credit for only one of the following courses: ECON 201 or ECON 205.

ECON 203 Principles of Microeconomics (3)

An analysis of the economic principles underlying the behavior of individual consumers and business firms. The goal is to apply select microeconomic theories to real world situations. Emphasis is on market theory. Topics include the implications of government intervention, technological innovation, the advantages and disadvantages of different m arket structures, and income distribution and poverty.

Emergency Management

EMGT 302 Concepts of Emergency Management (3)

An introduction to emergency management at the global, national, regional, state, and local levels. The objective is to identify and analyze forces that formulate policy; apply the principles of policy and law to real-world situations; and analyze emerging political, legal, and policy issues to improve organizational preparedness. Topics include preparedness, mitigation, response, and recovery. The history of emergency management is reviewed, and its future in government and industry is discussed.

EMGT 304 Emergency Response Preparedness and Planning (3)

Prerequisite: EMGT 302. A study of the planning process and format of response procedures for disasters and emergency events. The goal is to evaluate risk vulnerabilities and capabilities, design an emergency plan, and evaluate and critically assess an emergency plan. Topics include risk assessment, modeling, hazard analysis, vulnerability assessment, and response capability assessment. Discussion also covers the evaluation of plans and the use of exercises to improve and implement plans.

English

ENGL 102 Composition and Literature (3)

(Fulfills the general education requirements in communications or arts and humanities.) Prerequisite: WRTG 112 or equivalent. Further practice in writing using readings in literature. Focus is on academic writing forms, especially critical analysis of literature through a variety of modes such as comparison and contrast, classification, and causal analysis. Students may receive credit for only one of the following courses: ENGL 102 or ENGL 292.

ENGL 103 Introduction to Mythology (3)

(Formerly HUMN 103.) A foundation in ancient mythology, focusing on Greek and Roman myths. Discussion may also cover Norse, Irish, Chinese, Arabic, and Hindu myths, among others. Emphasis is on examining various classical myths as expressed through plays, poems, and stories. The objective is to demonstrate an understanding of the differences between myths, legends, and other similar genres and show how classical world mythology still influences contemporary society. Students may receive credit for only one of the following courses: ENGL 103 or HUMN 103.

ENGL 240 Introduction to Fiction, Poetry, and Drama (3)

Prerequisite: WRTG 112 or equivalent. An introduction to fiction, poetry, and drama, with an emphasis on developing critical reading and writing skills. The objective is to identify and define elements of literature and literary genres, analyze literary texts using principles of close reading, and demonstrate skill in academic writing. Students may receive credit for only one of the following courses: ENGL 240 or ENGL 340.

ENGL 250 Introduction to Women's Literature (3)

Prerequisite: WRTG 112 or ENGL 102. Recommended: ENGL 102. An overview of multiple forms of writings by and about women from various periods and cultures. The aim is to read critically, understand diverse perspectives, and write effectively about women's literature.

ENGL 281 Standard English Grammar (3)

(Fulfills the general education requirement in communications but is not a writing course.) Prerequisite: WRTG 112 or ENGL 102. An overview of standard edited English, a standard central to academic and professional communications. The aim is to write clear, effective prose consistent with the writer's goals. Topics include applying advanced grammatical and linguistic descriptions and prescriptions and attending to the needs of diverse audiences while making writing and editing decisions. Tasks focus on parts of speech, sentence patterns, and sentence transformations. Students may receive credit for only one of the following courses: ENGL 281, ENGL 281X, or WRTG 288.

ENGL 294 Introduction to Creative Writing (3)

Prerequisite: WRTG 112 or ENGL 102. An introductory survey and practical study of key aspects of literary writing. The objective is to produce original creative writing and to critique, revise, and edit that writing from a writer's perspective. Constructive, collaborative processes are employed to better understand the art and craft of creative writing. Topics may include poetry, fiction, creative nonfiction, or drama.

ENGL 303 Critical Approaches to Literature (3)

(Designed as a foundation for other upper-level literature courses.) Prerequisite: WRTG 112 or ENGL 102. A study of the techniques of literary criticism, emphasizing close reading, critical thinking, and critical writing. The goal is to apply a variety of theoretical approaches to literature, analyze texts, and create professional written communications.

ENGL 406 Shakespeare Studies (3)

Prerequisite: WRTG 112 or ENGL 102. An intensive study of Shakespeare's work and its continuing relevance with reference to historically specific social and cultural contexts. The objective is to evaluate and synthesize source materials, apply critical theory, and demonstrate understanding of dramatic text. Histories, comedies, tragedies, romances, and sonnets may be examined. Students may receive credit for only one of the following courses: ENGL 406 or HUMN 440.

ENGL 439 Major American Writers (1–3)

Prerequisite: WRTG 112 or ENGL 102. A study of works by selected American authors from the colonial period to the present. The goal is to understand the place these authors and their works hold in the canon of American literature. Emphasis is on the impact of historical and social events, as well as biographical influences, on the literature. May be repeated to a maximum of 6 credits when topics differ.

ENGL 459 Contemporary Global Literatures (3)

Prerequisite: WRTG 112 or ENGL 102. An advanced examination of contemporary literary texts by diverse writers that addresses the connections between geographical regions, history, and social justice. The goal is to demonstrate critical, interpretative, and analytical skills in reading and writing as well as apply contemporary theory. Literature studied covers varied genres, including poetry, fiction, and memoir, with some in multimedia form. Works by canonical and emerging writers are examined to understand established and current discourse in the field. Writers covered may vary from term to term.

Environmental Health and Safety

ENHS 300 Environmental Systems (3)

Prerequisite: CHEM 297. An introduction to environmental systems and the impact of human activities on the environment. The goal is to explore the Earth's systems, including the biosphere, lithosphere, hydrosphere, and atmosphere, and recognize the complex interconnections of natural and human systems to gain a deeper understanding of human drivers of environmental change and environmental health and safety concerns. Topics include systems thinking, the impact of resource development and use, and general scientific principles and concepts related to environmental systems (e.g., biogeochemical cycles, flow of energy, biodiversity, soil, water, and air). Students may receive credit for only one of the following courses: ENHS 300 or ENMT 301.

ENHS 305 Environmental Health and Safety Regulations (3)

Prerequisite or corequisite: ENHS 300. An analysis of the development, use, and implementation of constitutional and administrative law in environmental health and safety management. The goal is to practice information literacy skills to locate applicable policies, laws, and regulations and to apply knowledge of process and regulatory communication systems for effective environmental health and safety management. The emphasis is on federal legislation and the use of the *Federal Register* and *Code of Federal Regulations*. Discussion explores the relationship between regulations and public policy at local, state, and federal levels. Students may receive credit for only one of the following courses: ENHS 305, ENMT 303, or ENMT 493.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

Experiential Learning

EXCL 301 Prior Learning Portfolio (3)

(Students should visit *umgc.edu/priorlearning* or contact *priorlearning@umgc.edu* for complete requirements.) Prerequisite: Formal admission to the program. Instruction in the preparation of a portfolio documenting college-level learning gained through life experiences. The aim is to translate prior life experiences into college credit by developing a portfolio that documents and presents learning specific to targeted courses.

Field Study

For further information about field study courses, see pp. 203-205.

Finance

FINC 251 Risk Management (3)

(Formerly FINC 351.) A study focused on recognizing and evaluating pure risk facing organizations. The aim is to identify risks to cost control and develop risk management strategies. Discussion covers guides for risk-management decisions concerning the retention, control, and transfer of risk (including insurance). Students may receive credit for only one of the following courses: BMGT 346, FINC 251, or FINC 351.

FINC 321 Fundamentals of Building Wealth (3)

(Formerly BMGT 342. For students majoring in both business and nonbusiness disciplines.) A practical overview of personal finance management and wealth creation that blends financial theory and application. The goal is to develop personal financial management skills (e.g., budgeting income and expenditures and planning for financial security and retirement) and understand elements of the U.S. financial structure (including savings and investment alternatives, financing and credit sources, and the role of insurance in protecting income and assets). These skills are utilized in the development of a personal financial plan. Students may receive credit for only one of the following courses: BMGT 342, BMGT 388F, BMGT 388N, FINC 321, or FINC 322.

FINC 328 Small Business Finance (3)

A project-driven study of small business and entrepreneurial finance that emphasizes the financial knowledge and tools needed to develop a successful venture from start-up through growth and maturity. The goal is to identify, assess, and explain the key decision-making processes required of a small business entrepreneur or financial manager. Topics include financial statement analysis, capital acquisition, legal and regulatory compliance, budgeting, forecasting, and client and vendor relationships. Projects include creation of a financial plan and completion of a loan application. Discussion also covers contemporary issues related to finance.

FINC 330 Business Finance (3)

Prerequisites: ACCT 221 and STAT 200. An overview of the theory, principles, and practices of financial management in a business environment. Topics include financial analysis and financial risk, characteristics and valuations of securities, capital investment analysis and decision-making, the capital structure of the firm, financial leverage, and international finance. The aim is to examine financial information, identify issues and solve business problems, and make sound business decisions. Emphasis is on the application of financial theory and methods for solving the problems of financial policy that managers face. Students may receive credit for only one of the following courses: BMGT 340, FINC 330, MGMT 398D, or TMGT 320.

FINC 331 Finance for General Managers (3)

An applied study of financial concepts and tools for managerial decision-making. The objective is to interpret finance and accounting documents and apply that information to sound business decision- making. Topics include financial statement analysis, forecasting, cost behavior, time value of money, capital budgeting, financial ratios, and risk/return assessment. Emphasis is on practical applications to evaluate performance and investment opportunities and support effective business communication. Students may receive credit for only one of the following courses: BMGT 341 or FINC 331.

FINC 335 FinTech, Financial Institutions, and Markets (3)

An overview of the interplay of financial markets, financial institutions, and technology. Topics include the characteristics and roles of financial markets and institutions and ways to evaluate what drives the term structure and interest rates. Students will learn how to evaluate what drives the term structure of interest rates. The aim is to be able to discuss how emerging technologies are used in the financial services industry and how they impact delivery of financial products and services such as insurance, investment advising, and wealth management.

FINC 340 Investments (3)

(Formerly BMGT 343.) Prerequisite: FINC 330 and FINC 335. An introduction to financial investments and portfolio management. The goal is to evaluate and critically analyze asset selection and allocation and perform basic portfolio management activities. Topics include types of securities and securities markets; investment risks, returns, and constraints; portfolio policies and management; and institutional investment policies. Theories, practices, and real-world examples are examined and analyzed. Students may receive credit for only one of the following courses: BMGT 343 or FINC 340.

Foreign Languages

In addition to German, Italian, Spanish, and Arabic (see course descriptions under these subjects), courses are currently offered in the following languages: Dutch (DTCH), French (FREN), Portuguese (PORT), and Turkish (TURK).

If you have prior experience in a foreign language—through study or living abroad, informal learning from friends or family, or high school or other coursework that did not transfer to UMGC, you should take a placement exam before enrolling. You should also take the placement exam if you have oral proficiency in a language and wish instruction in writing that same language.

Please contact your academic advisor if you have questions about placement into language courses or if you have prior experience learning a language. Placement testing is available for all languages offered at UMGC. If you have no prior experience with a language, please enroll in the introductory course.

You may not establish credit in the 100- and 200-level courses of your primary language. The university reserves the right to determine your primary language. Usually, it is the language you first learned to read and write as a child through regular schooling. It is not necessarily, therefore, the language of the parents or of the country in which you were born.

Foreign language courses build on specific knowledge gained in previous courses, and thus, after successfully completing a language course, you may not take a less advanced course for credit (e.g., may not take SPAN 111 after SPAN 112.) Also, you may not take two different courses in the same foreign language (e.g., SPAN 112 and SPAN 114) at the same time.

French

For further information, refer to Foreign Languages.

Geography

GEOG 100 Introduction to Geography (3)

An exploration of how geography is used to analyze, understand, and interpret our world. The goal is to use an interdisciplinary approach and a spatial perspective to analyze complex social issues. Emphasis is on using geospatial tools and concepts to investigate the interconnection of human and physical systems and their relationship to major global problems and prospects. Topics include globalization, climate change, population dynamics, cultural diversity, and ecological conservation.

Geology

GEOL 100 Physical Geology (3)

An introductory study of geology, encompassing the Earth, the materials that constitute its makeup, the structure of those materials, and the processes acting on them. The goal is to understand geological principles and how humans impact geological processes. Topics include the rocks and minerals composing Earth, movement within Earth, and its surface features and the agents that form them and our environment. Discussion also covers energy and mineral resources. Students may receive credit for only one of the following courses: GEOL 100 or GEOL 101.

GEOL 110 Physical Geology Laboratory (1)

(Fulfills the laboratory science requirement only with previous or concurrent credit for GEOL 100 or GEOL 120.) Prerequisite or corequisite: GEOL 100, GEOL 101, or GEOL 120. An introduction to the basic materials and tools of physical geology. Emphasis is on familiarization with rocks and minerals and the use of maps in geologic interpretations.

German

GERM 111 Elementary German I (3)

(Not open to native speakers of German: assumes no prior knowledge of German. Students with prior experience with the German language should take a placement test to assess appropriate level.) An introduction to the German language. The objective is to communicate in German in some concrete, real-life situations using culturally appropriate language. Aspects of German life and culture are explored through the German language. Students may receive credit for only one of the following courses: GERM 101 or GERM 111.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

GERM 112 Elementary German II (3)

(Not open to native speakers of German.) Prerequisite: GERM 111 or appropriate score on a placement test. A continued introduction to spoken and written German. The goal is to communicate in German in concrete, real-life situations relating to oneself and others. German culture and language are explored. Students may receive credit for only one of the following courses: GERM 102 or GERM 112.

GERM 211 Intermediate German I (3)

Prerequisite: GERM 112 or appropriate score on placement test. Further development of listening, speaking, reading, and writing skills in German. The aim is to communicate in German in real-life situations and social contexts in culturally appropriate ways. Students may receive credit for only one of the following courses: GERM 114, GERM 201, or GERM 211.

GERM 212 Intermediate German II (3)

Prerequisite: GERM 211 or appropriate score on placement test. Further development of listening, speaking, reading, and writing skills in German. The objective is to interact effectively with German-speaking individuals in a variety of personal settings and on issues of topical interest in culturally appropriate ways. Students may receive credit for only one of the following courses: GERM 115, GERM 202, or GERM 212.

GERM 311 Advanced German I (3)

Prerequisite: GERM 212 or appropriate score on placement test. An in-depth review and expansion of German language communication skills. The aim is to express opinions and use narration and description in a variety of personal and professional contexts. Focus is on improving linguistic proficiency while increasing cultural awareness. Students may receive credit for only one of the following courses: GERM 301 or GERM 311.

GERM 312 Advanced German II (3)

Prerequisite: GERM 311 or appropriate score on placement test. Continued in-depth review and expansion of communication skills in German. The goal is to deliver detailed reports and discuss current topics in a variety of personal and professional contexts. Focus is on improving linguistic proficiency while increasing cultural awareness. Students may receive credit for only one of the following courses: GERM 302 or GERM 312.

GERM 333 German Society and Culture (3)

(Taught in English; no knowledge of German required.) A study of contemporary German society and German culture as embodied in its literary, artistic, and social traditions. The aim is to articulate the historical roots and key developments that shape contemporary German society, recognize and distinguish unique German influences and contributions, and use and interpret a variety of sources to illustrate and explain key aspects of German society and culture, past and present. Focus is on developing an understanding of German society and culture for practical and professional application using a variety of cultural texts, ranging from political manifestos to literature and art. Various historic and contemporary sources are examined for research and analysis. Students may receive credit for only one of the following courses: GERM 333 and GERM 334.

Gerontology

GERO 100 Contemporary Issues in Aging (3)

(Fulfills the general education requirement in the behavioral and social sciences.) A multidisciplinary exploration of aging in the 21st century, with an emphasis on the policies, evidence-based approaches, and attitudes that promote healthful aging. Activities include skill-building exercises. The objective is to locate and read scholarly sources, create effective presentations in different modalities, and communicate with and on behalf of older people.

GERO 302 Health and Aging (3)

Recommended: GERO 100. An exploration of the physiological processes of aging that covers normal aging and chronic illness. The goal is to distinguish normal aging from disease and evaluate factors that affect the health of older adults. Topics include biological processes and theories of aging, bodily changes normally associated with aging, long-term and healthcare systems, and related medical terminology. Review also covers substance abuse; environmental factors affecting aging; and ways of promoting health, preventing disease, and assessing health risks.

Government and Politics

GVPT 100 Introduction to Political Science (3)

A survey of the basic principles of political science. The objective is to define the main features of primary systems of political economy to understand differing methods of governance and articulate consequences of government actions in a globally interdependent system. Topics include the relationship of political science to the other social sciences; modern democracy, political ideology, and political socialization; the function of public opinion, mass media, interest groups, and political parties; the basic institutions of government and the separation of powers; and the role of international relations and globalization.

GVPT 170 American Government (3)

A comprehensive study of government in the United States, including the basic principles of American government and political culture. The aim is to explain the vertical and horizontal structure of the American government and the roles of the three federal branches, bureaucracies, and the state governments; describe the development of the American political system and its impact on the political landscape; and explain the processes of the electoral system, political parties, and interest groups to persuade and influence. Institutions, processes, and public policies are examined from a cross-cultural perspective.

GVPT 200 International Political Relations (3)

A study of the major factors underlying international relations, the methods of conducting foreign relations, and the means of avoiding or alleviating international conflicts. The objective is to interact with global communities, contribute to policy formation, analyze differing world views, and apply historical and cultural contexts to identify probable outcomes of disputes. Students may receive credit for only one of the following courses: GVPT 200 or GVPT 300.

GVPT 403 Law, Morality, and War (3)

A study of just war traditions. The objective is to make informed decisions and analyze conflict. Discussions cover the theoretical and practical connections between law, war, and morality.

GVPT 406 Global Terrorism (3)

An examination of the development of global terrorism and its impact on the international community. The goal is to participate in strategy and policy formulation and implementation, evaluate threats, and assess infrastructures that support global terrorist organizations. Students may receive credit for only one of the following courses: GVPT 401A or GVPT 406.

GVPT 408 Counterterrorism (3)

An investigation of counterterrorism (including its historical context), focusing on the evaluation of threats and the formulation of defeat strategies. The aim is to evaluate response strategies, help improve offensive and defensive planning, and construct a defeat strategy for a terrorist threat. Students may receive credit for only one of the following courses: GVPT 399H or GVPT 408.

GVPT 409 Terrorism, Antiterrorism, and Homeland Security (3)

An expanded study of global terrorism and the impact on the homeland security of the United States in the 21st century. The objective is to investigate the relationship between the evolving terrorism threat environment and its impact on the U.S. homeland. Topics include partners and approaches to detect, defeat, or mitigate terrorism and various ways the nation readies its diverse communities to identify, respond, and protect critical infrastructure. Students may receive credit for only one of the following courses: GVPT 409 or GVPT 498X.

Graphic Communication

GRCO 100 Introduction to Graphic Communication (3)

(Access to Adobe Photoshop and Illustrator required.) An introduction to graphic communication and the various roles and responsibilities of the profession. The aim is to demonstrate the skills and knowledge necessary for graphic communication professionals. Design theories and content are explored through hands-on projects. Topics include industry standards, portfolios, and research and assessment practices.

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Health Services Management

HMGT 100 Introduction to the U.S. Healthcare Sector (3)

Prerequisite: WRTG 112 or WRTG 101. An overview of healthcare organizations in the United States and current and emerging concepts, trends, policies, and issues in healthcare. The aim is to explain the structure of the U.S. healthcare sector, understand the role of healthcare managers in meeting industry standards of care, and apply knowledge of healthcare workforce issues to solve management challenges. Students may receive credit for only one of the following courses: BMGT 361, HMGT 100, or HMGT 300.

History

HIST 115 World History I (3)

Recommended: WRTG 112 or equivalent. A survey of global civilizations from prehistory to the 1500s. The aim is to explain the impact of environmental conditions on the development of civilizations using basic geographical knowledge; describe how human contacts, global connections, and migrations contribute to the development of civilizations; and compare the development of institutions (social, political, familial, cultural, and religious) to explain their impact on societal transformations. Focus is on examining what history is and thinking critically about history by analyzing historical approaches and methods.

HIST 116 World History II (3)

Recommended: WRTG 112 or equivalent. A survey of global civilizations from the 1500s to the present. The aim is to explain the development of new political and economic systems using basic geographical knowledge; describe how human contacts, global connections, and migrations contribute to the development of nations and global systems; and compare the development of institutions (social, political, familial, cultural, and religious) to explain their impact on societal transformations. Focus is on examining what history is and thinking critically about history by analyzing historical approaches and methods.

HIST 141 Western Civilization I (3)

Recommended: WRTG 112 or equivalent. A survey of the history of Western civilization from antiquity through the Reformation. The objective is to chart major societal changes; identify major conflicts and wars; describe the evolution of religions; and recognize how philosophy and the arts reflect and influence peoples' lives, cultures, and societies. The political, social, and intellectual developments that formed the values and institutions of the Western world are examined.

HIST 142 Western Civilization II (3)

Recommended: WRTG 112 or equivalent. A survey of the history of Western civilization from the Reformation to modern times. The goal is to chart major societal changes; identify major conflicts and wars; describe the evolution of religions; and recognize how philosophy and the arts reflect and influence peoples' lives, cultures, and societies.

HIST 156 History of the United States to 1865 (3)

A survey of the United States from colonial times to the end of the Civil War. The establishment and development of national institutions are traced. The aim is to locate, evaluate, and use primary and secondary sources and interpret current events and ideas in a historical context. Students may receive credit for only one of the following courses: HIST 156 or HUMN 119.

HIST 157 History of the United States Since 1865 (3)

A survey of economic, intellectual, political, and social developments since the Civil War. The objective is to use primary and secondary sources to describe U.S. historical events and interpret current events and ideas in a historical context. Discussion covers the rise of industry and the emergence of the United States as a world power. Students may receive credit for only one of the following courses: HIST 157 or HUMN 120.

HIST 202 Principles of War (3)

A study of the nine classic principles that guide the conduct of war at the strategic, operational, and tactical levels and form the foundation of the art and science of the military profession. The aim is to use primary and secondary historical resources to explore how past theory and practice have shaped the underlying policy, strategic planning, and operational procedures of today's military and national security agencies.

HIST 289 Historical Methods (3)

Prerequisite: A 100-level HIST course. An introduction to historical methods, approaches, and techniques. The goal is to explain what history is and why it matters, identify historical paradigms, and employ the moral and ethical standards of the historical profession. Focus is on the philosophical and practical skills employed by historians.

HIST 309 Historical Writing (3)

Prerequisite: HIST 289. A study of the historical research and writing process. The goal is to construct a framework for an original historical research project, locate and evaluate source materials, and demonstrate proficiency in research methods.

HIST 316L The American West (3)

An examination of the exploration, settlement, development, and mythology of the American West, from 1490 to 1990, with attention paid to the role of the West as a key factor in the formation of national identity. Assignments include advanced reading and research.

HIST 321 Ancient Greece and Rome (3)

Prerequisite: Any writing course. An examination of the history of ancient Greece and Rome from 800 BC to 476 CE. The goal is to examine primary and secondary sources to explore and analyze Greek and Roman thought, institutions, and culture and demonstrate their influences on the modern world.

HIST 326 The Roman Republic (3)

Prerequisite: Any writing course. A study of ancient Rome during the period 753 to 44 BC, from its founding to the assassination of Julius Caesar. The goal is to use primary and secondary historical resources to explore Roman thought and demonstrate its influence in the modern Western world and apply it to modern contexts. Focus is on Rome's conquest of the Mediterranean world, the social and political pressures that led to that conquest, and the consequent transformation and decline of the republic. Students may receive credit for only one of the following courses: HIST 326 or HIST 421.

HIST 337 Europe and the World (3)

An analysis of how European powers shaped and were shaped by global events between 1884 and 1989 from the Conference of Berlin to the fall of the Berlin Wall. Emphasis is on the reciprocal relationships between great cities and the outposts of European culture worldwide. The objective is to examine the interplay between Europe and colonial regions, subjects, cultures, politics, economies, and immigration.

HIST 370 America in the 20th Century (3)

Prerequisite: Any writing course. An examination of the emergence of institutions in the United States from 1900 to the end of the 20th century. The goal is to examine primary and secondary sources to explore and analyze how events, individuals, movements, and technological developments shaped modern America.

HIST 377 U.S. Women's History: 1870 to 2000 (3)

An examination of the history of women in the United States from 1870 to the eve of the 21st century. The goal is to examine primary and secondary sources and documents to comprehend and articulate the impact of gender on the historical experiences of American women. Historical methodologies that focus on the ways in which race, class, ethnicity, and sexuality have shaped these experiences are used to analyze the varied experiences of U.S. women. The relationship between these experiences and the larger historical forces of the era including social movements, technology, and changing family roles and structure is evaluated. Students may receive credit for only one of the following courses: HIST 211, HIST 367, or HIST 377.

HIST 381 America in Vietnam (3)

Prerequisite: A writing course. Recommended: WRTG 291. An examination of the complexity of the lengthy involvement of the United States in Vietnam. The goal is to engage in divergent historical interpretations and develop personal conclusions and perspectives about America's role in Vietnam and its legacy. Discussion covers the social, cultural, political, and military dimensions of the Vietnam War, beginning with the declaration of Vietnamese independence at the conclusion of World War II. Emphasis is on the influence of the media in shaping government policy and public opinion. Students may receive credit for only one of the following courses: BEHS 337 or HIST 381.

HIST 495 History Capstone (3)

Prerequisites: HIST 289, HIST 309, and 21 credits in HIST courses. Intensive research into a specific topic in history of the student's choice. The objective is to produce a substantial, original historical research project suitable for presentation or publication.

Homeland Security

HMLS 302 Introduction to Homeland Security (3)

An introduction to the theory and practice of homeland security in both the public and private sectors at national, regional, state, and local levels. The objective is to apply management concepts to homeland security, identify legal and policy issues related to homeland security, and compare the four phases of homeland security. An overview of the administrative, legislative, and operational elements of homeland security programs and processes (including a review of homeland security history, policies, and programs) is provided. Topics include the threat of terrorism and countermeasures, including intelligence, investigation, and policies that support U.S. homeland security objectives.

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Humanities

HUMN 100 Introduction to Humanities (3)

An introduction to the humanities through a review of some of the major developments in human culture. The goal is to analyze how societies express their ideas through art, literature, music, religion, and philosophy and to consider some of the underlying assumptions about the way societies are formed and run. Focus is on developing the conceptual tools to understand cultural phenomena critically.

HUMN 351 Myth in the World (3)

Recommended: HUMN 100. An interdisciplinary survey of myths from around the world. The objective is to evaluate the influences of myth on culture and society; develop critical reflection using the methods of interdisciplinary study; discuss how myths shape cultural, individual, and national identities; and communicate in writing and oral presentation the influence of world myths on material and nonmaterial culture. Topics include origin myths, comparative mythology, gender, archetypes, heroes, tricksters, material and nonmaterial culture, ritual, and sacred place.

Human Resource Management

HRMN 202 Organizational Communication (3)

(Formerly HRMN 302.) A study of the structure of communication in organizations. The goal is to apply theory and examples to improve managerial effectiveness in communication and negotiation. Problems, issues, and techniques of organizational communication are analyzed through case histories, exercises, and projects. Students may receive credit for only one of the following courses: BMGT 398N, HRMN 202, HRMN 302, MGMT 320, MGST 315, or TEMN 315.

HRMN 300 Human Resource Management (3)

A basic study of the strategic role of human resource management. The objective is to apply knowledge of human behavior, labor relations, and current laws and regulations to a working environment. Topics include employment laws and regulations, diversity in a global economy, total rewards management, and training and development for organizational success. Students may receive credit for only one of the following courses: BMGT 360, HRMN 300, or TMGT 360.

HRMN 362 Labor Relations (3)

A survey of contemporary labor relations practices. The aim is to research and analyze labor relations issues and support the labor relations process. Discussion covers the history of organized labor in the United States, the role of third parties, organizing campaigns, the collective bargaining process, and the resolution of employee grievances. Students may receive credit for only one of the following courses: BMGT 362 or HRMN 362.

HRMN 406 Employee Training and Development (3)

Prerequisite: HRMN 300. An examination of employee training and human resource development in various organizations. Topics include the development, administration, and evaluation of training programs; employee development; career development; and organizational change. Issues in employee development (including assessment of employee competencies, opportunities for learning and growth, and the roles of managers in employee development) are explored. Students may receive credit for only one of the following courses: BMGT 498I, HRMN 406, or MGMT 498I.

HRMN 495 Contemporary Issues in Human Resource Management Practice (3)

(Intended as a final, capstone course to be taken in a student's last 15 credits). Prerequisite: HRMN 400. A study of human resource management that integrates knowledge gained through previous coursework and experience and builds on that conceptual foundation through integrative analysis, practical application, and critical thinking. The goal is to consider and analyze emerging issues in human resource management. Students may receive credit for only one of the following courses: BMGT 388K, HRMN 494, or HRMN 495.

Information Systems Management

IFSM 201 Concepts and Applications of Information Technology (3)

(Access to a standard office productivity package, i.e., word processing, spreadsheet, database, and presentation software, required.) An introduction to data and the range of technologies (including hardware, software, databases, and networking and information systems) that provide the foundation for the data-centric focus of modern organizations. The objective is to apply knowledge of basic technical, ethical, and security considerations to select and use information technology (and the data that arises from technology) effectively in one's personal and professional lives. Discussion covers issues related to technology as a vehicle for collecting, storing, and sharing data and information, including privacy, ethics, security, and social impact. Applied exercises focus on the manipulation, analysis, and visualization of data and effective data communication strategies. Students may receive credit for only one of the following courses: BMGT 301, CAPP 101, CAPP 300, CMST 300, IFSM 201, or TMGT 201.

IFSM 300 Information Systems in Organizations (3)

An overview of information systems and how they provide value by supporting organizational objectives. The goal is to analyze business strategies to recognize how technology solutions enable strategic outcomes and to identify information system requirements by analyzing business processes. Discussion covers concepts of business processes and alignment of information systems solutions to strategic goals.

IFSM 301 Foundations of Management Information Systems (3)

Prerequisite: IFSM 300. An overview of information technology management and governance. The goal is to be familiar with IT organizations, management of IT strategy, and factors in IT decision making. Topics include strategic alignment, portfolio management, risk management, business continuity, compliance, and organizational relationships.

IFSM 304 Ethics in Information Technology (3)

Recommended: IFSM 201. A comprehensive study of ethics and of personal and organizational ethical decision making in the use of information systems in a global environment. The aim is to identify ethical issues raised by existing and emerging technologies, apply a structured framework to analyze risk and decision alternatives, and understand the impact of personal ethics and organizational values on an ethical workplace.

Italian

ITAL 111 Elementary Italian I (3)

(Not open to native speakers of Italian; assumes no prior knowledge of Italian.) A basic foundation in listening, speaking, reading, and writing in Italian. Italian culture, history, current events, and geography provide the context for instruction in grammatical structures, vocabulary, pronunciation, and writing. Focus is on acquiring the skills necessary to communicate with native Italian speakers orally and in writing at an elementary level.

ITAL 112 Elementary Italian II (3)

(Not open to native speakers of Italian.) Prerequisite: ITAL 111. A continuation of the development of basic skills in listening, speaking, reading, and writing in Italian. Italian culture, history, current events, and geography provide the context for instruction in grammatical structures, vocabulary, pronunciation, and writing. Focus is on acquiring the skills necessary to communicate with native Italian speakers orally and in writing at an advanced elementary level. Much of the class is conducted in Italian.

ITAL 211 Intermediate Italian I (3)

Prerequisite: ITAL 112 or appropriate score on a placement test. An intermediate-level study of the Italian language. The aim is to improve listening, speaking, reading, and writing skills in Italian, and apply them in a variety of real-life situations and social contexts in culturally appropriate ways. Authentic Italian materials are used as much as possible to explore aspects of Italian life and culture.

ITAL 212 Intermediate Italian II (3)

Prerequisite: ITAL 211 or appropriate score on a placement test. Further intermediate-level study of the Italian language. The objective is to listen to, speak, read, and write Italian and interact effectively with native speakers in a variety of personal and professional settings in culturally appropriate ways. Continued exploration of aspects of Italian life and culture are explored through authentic materials.

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ITAL 311 Advanced Conversation I (3)

Prerequisite: ITAL 212 or consent of the faculty member. Training in understanding Italian without being confused by syntactical structures. Emphasis is on conversing in a spontaneous and idiomatic manner.

ITAL 312 Advanced Conversation II (3)

Prerequisite: ITAL 212 or consent of the faculty member. Further training in understanding Italian without being confused by syntactical structures. Emphasis is on conversing in a spontaneous and idiomatic manner.

ITAL 333 Italian Society and Culture I (3)

(Fulfills the general education requirement in the arts and humanities. Conducted in English.) A study of the origin and historical background of contemporary Italian society and culture.

Library Skills and Information Literacy

LIBS 150 Introduction to Research (1)

An introduction to the research process and methods for retrieving information in a library or through online sources. The aim is to identify an information need and locate, evaluate, and use appropriate resources in keeping with academic integrity and ethical standards. Focus is on implementing effective strategies for finding relevant information—including selecting appropriate print and electronic sources and effectively using web search engines and UMGC Information and Library Services' electronic resources to find information—and evaluating and correctly citing the information found. Students may not earn credit for LIBS 150 through challenge exam or portfolio credit and may receive credit for only one of the following courses: COMP 111, LIBS 100, or LIBS 150.

Marketing

MRKT 210 Marketing Principles (3)

(Formerly MRKT 310.) A foundational study of the marketing principles followed to create, communicate, and deliver value for customers. Focus is on the pivotal role of value and customer satisfaction in marketing. Discussion covers strategies, tactics, and all the major components of the marketing process. Students may receive credit for only one of the following courses: BMGT 350, MGMT 322, MRKT 310, or TMGT 322.

MRKT 311 Digital Marketing Principles (3)

An introduction to the various types of digital marketing and the skills needed for each type. The aim is to recognize the various stages in the customer journey and marketing funnel. Discussions explore developing a unique value proposition and assessing the contribution of a SWOT (strengths, weaknesses, opportunities, threats) analysis to a marketing plan. Projects involve developing a digital marketing plan that includes designing a digital strategy to create and deliver value to consumers in a digital world.

MRKT 454 Global Marketing (3)

Prerequisite: MRKT 310 or MRKT 311. An in-depth study of marketing principles as they relate to the global marketplace. The aim is to apply marketing principles and strategies to a global organization and markets. Discussion covers the influence of internationalization on the U.S. economy, the competitive pressures on the intensifying global markets, and the development of marketing plans tailored to reach international and global markets. Topics also include the political, economic, legal, regulatory, and sociocultural trends affecting international marketing; the dynamic environments in which global marketing strategies are formulated; and the challenge of implementing marketing programs leading to competitive advantage.

MRKT 458 Social Media Marketing (3)

Prerequisite: MRKT 310 or MRKT 311. An introduction to social media marketing to increase brand and product exposure and cultivate meaningful relationships with consumers. The aim is to engage with consumers to create an interactive, relevant conversation as part of a dynamic marketing strategy. Discussions explore the current benefits and advantages of social media strategies and campaigns. Projects involve developing social media posts, using best practices for target markets, and evaluating successful campaigns.

MRKT 495 Marketing Management Capstone (3)

Prerequisites: MRKT 354, MRKT 411, and MRKT 412.
A study of marketing that integrates knowledge gained through previous coursework and experience in marketing and builds on those concepts through integrative analysis, practical application, and critical thinking. The aim is to manage the marketing process, perform root cause analysis, formulate alternative solutions, and propose marketing strategies and tactics. Emphasis is on the use of appropriate decision models. Topics include the analysis of consumers and markets. Discussion also covers emerging issues. Students may receive credit for only one of the following courses: BMGT 457 or MRKT 495.

Mathematics

MATH 105 Topics for Mathematical Literacy (3)

(For students who do not need a college algebra, statistics, or higher-level mathematics course. Meets the general education requirement in mathematics.) An investigation of contemporary topics in mathematics. The aim is to apply mathematical processes to solve problems involving exponential and logarithmic modeling, personal finance, probability, basic logical thinking, and statistical reasoning.

MATH 107 College Algebra (3)

(The first course in the two-course series MATH 107–MATH 108. An alternative to MATH 115). An introduction to equations and inequalities and a study of functions and their properties, including the development of graphing skills with polynomial, rational, exponential, and logarithmic functions. The objective is to apply appropriate technology and demonstrate fluency in the language of algebra; communicate mathematical ideas; perform operations on real numbers, complex numbers, and functions; solve equations and inequalities; analyze and graph circles and functions; and use mathematical modeling to translate, solve, and interpret applied problems. Technology is used for data modeling. Discussion also covers applications. Students may receive credit for only one of the following courses: MATH 107 or MATH 115.

MATH 108 Trigonometry and Analytical Geometry (3)

(The second course in the two-course series MATH 107–MATH 108. An alternative to MATH 115.) Prerequisite: MATH 107. An introduction to trigonometric functions, identities, and equations and their applications. The goal is to demonstrate fluency in the language of trigonometry, analytic geometry, and selected mathematical topics; communicate mathematical ideas appropriately; apply and prove trigonometric identities; solve triangles and trigonometric equations; and perform vector operations. Discussion covers analytical geometry and conic sections, systems of linear equations, matrices, sequences, and series. Students may receive credit for only one of the following courses: MATH 108 or MATH 115.

MATH 115 Pre-Calculus (3)

(Not open to students who have completed MATH 140 or any course for which MATH 140 is a prerequisite.) An explication of equations, functions, and graphs. The goal is to demonstrate fluency in pre-calculus; communicate mathematical ideas appropriately; solve equations and inequalities; analyze and graph functions; and use mathematical modeling to translate, solve, and interpret applied problems. Topics include polynomials, rational functions, exponential and logarithmic functions, trigonometry, and analytical geometry. Students may receive credit for only one of the following courses: MATH 107, MATH 108, or MATH 115.

MATH 140 Calculus I (4)

Prerequisite: MATH 108 or MATH 115. An introduction to calculus. The goal is to demonstrate fluency in the language of calculus; discuss mathematical ideas appropriately; and solve problems by identifying, representing, and modeling functional relationships. Topics include functions, the sketching of graphs of functions, limits, continuity, derivatives and applications of the derivative, definite and indefinite integrals, and calculation of area. Students may receive credit for only one of the following courses: MATH 130, MATH 131, or MATH 140.

MATH 141 Calculus II (4)

(A continuation of MATH 140.) Prerequisite: MATH 140. A study of integration and functions. The aim is to demonstrate fluency in the language of calculus; discuss mathematical ideas appropriately; model and solve problems using integrals and interpret the results; and use infinite series to approximate functions to model real-world scenarios. Focus is on techniques of integration, improper integrals, and applications of integration (such as volumes, work, arc length, and moments); inverse, exponential, and logarithmic functions; and sequences and series. Students may receive credit for only one of the following courses: MATH 131, MATH 132, or MATH 141.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

Music

MUSC 210 Music as Cultural Expression (3)

A study of the role of music in various cultures. The objective is to identify key features that define various genres of world music, articulate the roles and functions of music in world cultures, use the medium of music to explore intercultural relationships, and consciously define personal musical perspectives. Discussion covers music from various cultural traditions and the contexts in which composers and musicians practice their craft. Students may receive credit for only one of the following courses: HUMN 211 or MUSC 210.

MUSC 391 Great Composer Series: Beethoven (3)

A survey of the life and music of Beethoven. Biographical data, a historical and cultural overview of Beethoven's Vienna, and analytical studies of representative works by Beethoven are included.

MUSC 392 Great Composer Series: Mozart (3)

A survey of the historical, musical, and biographical background of Mozart. Stylistic traits of his music are examined through representative compositions.

MUSC 436 Jazz: Then and Now (3)

An examination of jazz in America during the past 75 years—its major styles and influential artists. Students may receive credit for only one of the following courses: HUMN 436 or MUSC 436.

Natural Science

NSCI 100 Introduction to Physical Science (3)

Prerequisite: MATH 103, MATH 105, STAT 200, or a higher MATH or STAT course. An introduction to the basic principles of physics and chemistry, with applications to geology, oceanography, meteorology, and astronomy. The objective is to use scientific and quantitative reasoning to make informed decisions about topics related to physical science. Discussion covers the development of scientific thinking, the scientific method, the relationships among the various physical sciences, the role of the physical sciences in interpreting the natural world, and the integrated use of technology. Students may receive credit for only one of the following courses: GNSC 100, NSCI 100, or NSCI 103.

NSCI 101 Physical Science Laboratory (1)

(Fulfills the laboratory science requirement.) Prerequisite: MATH 103, MATH 105, STAT 200, or a higher MATH or STAT course. Prerequisite or corequisite: NSCI 100. A laboratory study of the basic principles of physics and chemistry, with applications to geology, oceanography, meteorology, and astronomy. The objective is to apply the scientific method and use scientific and quantitative reasoning to make informed decisions about experimental results in the physical sciences. Discussion and laboratory activities cover the development of scientific thinking, the scientific method, the relationships among the various physical sciences, and the role of the physical sciences in interpreting the natural world.

NSCI 362 Our Environment: Human Impact and Sustainable Choices (3)

A scientific examination of the impact humans have had on the global environment in the current era, the Anthropocene. The goal is to apply scientific reasoning to evaluate human impact on the environment and strategies to mitigate this impact. Topics address sustainability as it relates to individual choices, collective responsibility, environmental stewardship, energy use, diet, and consumer behavior. Current scientific research is used to explore environmental issues such as population growth, climate change, resource depletion, biodiversity losses, food security, and the economic implications of making sustainable choices. Students may receive credit for only one of the following courses: BEHS 361, BEHS 365, ENMT 365, GNSC 361, HUMN 360, NSCI 361, or NSCI 362.

Nutrition

NUTR 100 Elements of Nutrition (3)

A study of the scientific and quantitative foundations of the applied science of human nutrition. The goal is to understand how nutrition reflects an integration of scientific disciplines and how foods provide important nutrients that supply substance and energy for healthy living. Topics include scientific reasoning, healthy meal planning, and weight management. Students may receive credit for only one of the following courses: NUTR 100 or NUTR 200.

NUTR 101 Nutrition Laboratory (1)

(For students not majoring in biotechnology or laboratory management. Fulfills the laboratory science requirement only with previous or concurrent credit for NUTR 100.) Prerequisite or corequisite: NUTR 100. A hands-on study of human nutrition. The goal is to use an experimental approach to questions in nutrition science. Laboratory exercises emphasize critical thinking in the analysis of quantitative data derived from investigations into various areas of nutrition science, including energy balance, macro- and micronutrients, food guidelines, and food safety.

Operations Management

OPMG 300 Operations Management (3)

Prerequisites: ACCT 301 and FINC 331 (or FINC 330). A comprehensive study of the design and management of business operations, with an emphasis on building competitive advantage. The objective is to optimize operating processes for both products and services. Topics include product development, process analysis, project management, quality management, and the supply chain.

OPMG 310 Sustainability Management (3)

Prerequisite: OPMG 300. An introduction to the principles, strategies, and practical applications of sustainable business practices. The aim is to integrate social responsibility, environmental stewardship, sustainable resource utilization, and economic stability into organizational decision-making. Topics include traditional profit incentives; the environmental, social, and economic impact of business; emerging trends and innovation; and sustainable business strategies that contribute to long term profitability.

Philosophy

PHIL 100 Introduction to Philosophy (3)

An introduction to the literature, problems, and methods of philosophy. The goal is to identify and consider central, recurring problems of philosophy. Emphasis is on developing awareness of the significance of philosophical problems and learning to offer rationally justifiable solutions. Students may receive credit for only one of the following courses: HUMN 125 or PHIL 100.

PHIL 110 Practical Reasoning (3)

An examination of methods for thinking analytically about real-world problems and solving them. The goal is to apply logical arguments to practical decision making. Topics include inductive and deductive reasoning; the properties of arguments; methods of logical analysis; synthesis of ideas; informal fallacies; and the role of presuppositions and other factors in scientific, social, ethical, and political problems.

PHIL 140 Introduction to Moral Philosophy and Ethical Reasoning (3)

An introductory exploration of the foundational theories of Eastern and Western moral philosophy and an examination of methods for thinking clearly about ethical issues. The objective is to employ a knowledge of moral theory and the methods of ethical reasoning to address contemporary ethical issues and dilemmas in areas such as business, medicine, information technology, and personal ethics. Students may receive credit for only one of the following courses: HUMN 300 or PHIL 140.

PHIL 304 Contemporary Social Justice Issues (3)

Recommended: PHIL 100 and PHIL 140. An exploration of the political and ethical writings of philosophers who shaped contemporary ideas of social justice and individual rights. The objective is to evaluate political theories and philosophies; defend ethical reasoning on issues of justice; and communicate critical reflections on contemporary social justice issues such as Environmental Justice, Healthcare, Racial Justice, Women's Rights, Immigration, and Religious Freedom. Topics include Freedom and the Social Contract, Individual and Human Rights, Distributive and Economic Justice, Gender and Racial Justice, Internationalism and Theories of War.

PHIL 336 Ideas Shaping the 21st Century (3)

Recommended: PHIL 100 or PHIL 110. An exploration of the philosophical arguments concerning the ideas shaping human knowledge in the 21st century. The objective is to evaluate the ideas and arguments that shape human understanding of reality from antiquity to the 21st century, develop critical reflection of these ideas utilizing the tools of analytical philosophy, and communicate the results of philosophical and critical reflection in writing and oral presentation. Topics include an introduction to analytical philosophy, the human mind, consciousness, materialism, naturalism, and the limits of scientific realism. Students may receive credit for only one of the following courses: HUMN 336 or PHIL 336.

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Physics

PHYS 121 Fundamentals for Physics I (4)

(For students majoring or minoring in a science. Fulfills the laboratory science requirement.) Prerequisite: MATH 107 or higher mathematics course. An exploration of mechanics. The aim is to apply the laws of physics to a broad range of motion-related physical phenomena. Topics include kinematics, force, dynamics, conservation laws, and rotational motion. Elementary trigonometric and vector properties are used.

PHYS 122 Fundamentals for Physics II (4)

(A continuation of PHYS 121. Fulfills the laboratory science requirement.) Prerequisite: PHYS 121. An exploration of heat, waves, electricity, magnetism, optics, and modern physics. The aim is to apply the laws of physics to a broad range of physical phenomena. Topics include the laws of thermodynamics, ideal gas law, Coulomb's law, electric field and potential, Ohm's law, magnetic field and force, Ampere's law, Faraday's law, electromagnetic waves, image formation by lenses and mirrors, Bohr model of atom, radioactivity, and nuclear decay.

Polish

PLSH 111 Elementary Polish I (3)

(Not open to native speakers of Polish: assumes no prior knowledge of Polish. Students with prior experience with the Polish language should take a placement test to assess appropriate level.) Formerly POLS 111. An introduction to practical spoken and written Polish. The objective is for students to communicate in Polish about themselves, their immediate world, and their interests, using culturally appropriate language. Students will also explore aspects of Polish life and culture through the Polish language. Students cannot receive credit for both POLS 111 and PLSH 111.

PLSH 112 Elementary Polish II (3)

(Not open to native speakers of Polish.) Formerly POLS 112. Prerequisite: POLS 111 or PLSH 111 or appropriate score on a placement test. A continued introduction to the practical use of spoken and written Polish. The objective is for students to continue to build skills in communicating in Polish about themselves, their immediate world, and their interests, using culturally appropriate language. Students will explore additional aspects of Polish life and culture through the Polish language. Students cannot receive credit for both POLS 112 and PLSH 112.

Portuguese

For further information, refer to Foreign Languages.

Professional and Career Exploration

PACE 100 Professional and Career Exploration for Transfer Students (3)

(Fulfills the general education requirement in professional explorations for eligible transfer students with 60 or more credits in transfer.) A condensed orientation to UMGC and exploration of how UMGC academic programs align to professional goals and career options. Focus is on exploring ways to develop and enhance career opportunities, becoming familiar with program options, and reflecting on personal goals. Students may receive credit for only one of the following courses: PACE 100, PACE 111B, PACE 111C, PACE 111M, PACE 111P, PACE 111S, or PACE 111T.

PACE 111B Program and Career Explorations in Business (3)

(Fulfills the general education requirement in research and computing literacy.) An orientation to UMGC and exploration of how UMGC academic programs align to professional goals and career options. Focus is on developing and practicing communication, teamwork, professionalism, and integrity skills while exploring ways to develop and enhance career opportunities. The aim is to become familiar with the university's academic culture and expectations; learn about UMGC resources for success; reflect on academic and professional goals; and explore opportunities to shorten programs through transfer credit and other prior learning. Students may receive credit for only one of the following courses: PACE 111B, PACE 111C, PACE 111M, PACE 111P, PACE 111S, or PACE 111T.

PACE 111M Program and Career Explorations in Multidisciplinary Studies (3)

(Fulfills the general education requirement in research and computing literacy.) An orientation to UMGC and exploration of how UMGC academic programs align to professional goals and career options. Focus is on developing and practicing communication, teamwork, professionalism, and integrity skills while exploring ways to develop and enhance career opportunities. The aim is to become familiar with the university's academic culture and expectations; learn about UMGC resources for success; reflect on academic and professional goals; and explore opportunities to shorten programs through transfer credit and other prior learning. Students may receive credit for only one of the following courses: PACE 111B, PACE 111C, PACE 111M, PACE 111P, PACE 111S, or PACE 111T.

PACE 111T Program and Career Explorations in Technology (3)

(Fulfills the general education requirement in research and computing literacy.) An orientation to UMUC and exploration of how UMUC academic programs align to professional goals and career options. Focus is on developing and practicing communication, teamwork, professionalism, and integrity skills while exploring ways to develop and enhance career opportunities. The aim is to become familiar with the university's academic culture and expectations; learn about UMUC resources for success; reflect on academic and professional goals; and explore opportunities to shorten programs through transfer credit and other prior learning. Students may receive credit for only one of the following courses: PACE 111B, PACE 111C, PACE 111M, PACE 111P, PACE 111S, or PACE 111T.

Psychology

PSYC 100 Introduction to Psychology (3)

A survey of the basic principles, research concepts, and problems in psychological science. The biological, cognitive, and social perspectives of human thought and behavior are addressed. The goal is to apply major concepts and use the scientific method to enhance the understanding of individual, community, and organizational life experiences. Topics include neuroscience, sensation and perception, learning and conditioning, memory, motivation, language and intelligence, personality and social behavior, and psychopathology and therapy. Applications of psychology are also presented. Students may receive credit for only one of the following courses: BEHS 101 or PSYC 100.

PSYC 220 Social Psychology (3)

(Formerly PSYC 321). Prerequisite: PSYC 100. An examination of the influence of social factors on individual and interpersonal behaviors. The objective is to analyze how thoughts, feelings, and behaviors are affected by the presence of others (actual or imagined). Topics include the self, social perception, social cognition and information processing, relationships, attitudes, social influence, and group behavior. Students may receive credit for only one of the following courses: BEHS 221, BEHS 421, BEHS 450, PSYC 220, PSYC 221, or PSYC 321.

PSYC 251 Lifespan Development (3)

(Formerly PSYC 351.) Prerequisite: PSYC 100. An integrated study of the biological, socioemotional, and cognitive development of humans from conception through death. Applied is the aim is to apply knowledge of lifespan development to interpersonal, community, and organizational relationships. Emphasis is on the interaction of nature and nurture on one¿s physiology, capability, and potential at each progressive stage of development. Students may receive credit for only one of the following courses: PSYC 251 or PSYC 351.

PSYC 300 Research Methods in Psychology (3)

Prerequisites: PSYC 100 and STAT 200. A survey of research methods focusing on the fundamentals of research design and behavior. The aim is to apply research methodologies critically and creatively to communicate effectively about the domains of psychology. Topics include scientific writing using APA style, evaluation of research literature, and ethical issues in research. Practice is provided in asking research questions, formulating research hypotheses, designing and conducting a simulated research study, and presenting results. Students may receive credit for only one of the following courses: PSYC 300 or PSYC 305.

PSYC 301 Biological Basis of Behavior (3)

Prerequisite: PSYC 100. Recommended: PSYC 300. An introduction to the anatomical structures and physiological processes that determine behavior. The objective is to use scientifically valid resources to communicate effectively about the biological basis of behavior. Topics include the acquisition and processing of sensory information, the neural control of movement, and the biological bases of complex behaviors (such as sleep, learning, memory, sex, and language), as well as the basic functioning of the nervous system.

PSYC 307H Sleep and Dreams (1)

An introduction to the clinical, cultural, and research aspects of sleep and dreams. The aim is to understand the various scientific theories on the nature of sleep and dreams. Topics include historical and theoretical approaches to sleep and dreams, sleep deprivation and disorders, biological rhythms, typical dreams, and dream interpretation.

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PSYC 309BP Stress and Stress Management (1)

This course is an exploration of the nature and causes of stress and techniques for its management. The aim is to identify a variety of techniques to mitigate stress. The biopsychosocial perspective is examined in relation to the stresses produced in a variety of contexts. The four main areas of study are the physiological effects of stressors, the impact of cognitive appraisal, interpersonal relationships, and techniques for the management of personal stress.

PSYC 309KL Psychology of Grief and Loss (1)

Life and grieving are ongoing processes. The experience of grief and loss varies with individuals and can result in a multitude of outcomes ranging from threatening to transformative. This course is designed to equip students with a deeper understanding of variations in individuals¿ paths through grief and loss as they relate to the type of losses, coping styles, cultural contexts, and worldviews. Through an examination of perspectives on death, dying, grief, and loss, students can gain a greater appreciation for life, living, and posttraumatic growth.

PSYC 309VG Emotional Well-Being (1)

This course provides an overview of emotional well-being and concepts that can promote an understanding of personal emotions and overall psychological health. In this course, students will learn information pertaining to emotional IQ, or EQ, and developing self-regulated, emotional wellness and happiness. Students will explore the science behind emotion, self-management techniques, as well as methods to address heathy relationships. The course also looks at different strategies for building emotional intelligence, such as taking ownership of emotions, becoming emotionally self-aware, and identifying emotions. This one credit hour seminar consists of a combination of classroom lecture and online work.

PSYC 310 Sensation and Perception (3)

Prerequisite: PSYC 100. A survey of theories and historical and contemporary research in how the auditory, visual, gustatory, olfactory, kinesthetic, and tactile senses acquire information and how psychological, anatomical, physiological, and environmental factors help us perceive the world. The objective is to apply an understanding of complex neural and behavioral processes to evaluate research and analyze variations within and between species.

PSYC 332 Psychology of Human Sexuality (3)

An examination of human sexuality and sexual behavior. The objective is to apply knowledge of the physiology and psychology of human sexuality. Topics include sexual anatomy, intimate relationships, sexual health, and sexual identity across the lifespan. Students may receive credit for only one of the following courses: BEHS 363, HLTH 377, or PSYC 332.

PSYC 335 Theories of Personality (3)

(Formerly PSYC 435.) Prerequisite: PSYC 100. A study of major theories and perspectives on personality. The goal is to explain and evaluate major concepts in personality. Topics include trait, psychodynamic, behavioral, and humanistic theories. Methods of personality research and relevant findings are also introduced. Students may receive credit for only one of the following courses: PSYC 335 or PSYC 435.

PSYC 338 Psychology of Gender (3)

A survey of the biology, lifespan development, socialization, personality attributes, mental health factors, and special considerations associated with gender. The aim is to apply knowledge of cultural and historical influences relating to gender. Topics include conceptions of gender, gender roles, and gender similarities and differences.

PSYC 341 Memory and Cognition (3)

Prerequisite: PSYC 100. An introduction to basic models, methods of research, and findings in the fields of memory, problem solving, and language. The objective is to apply knowledge of cognitive processes to a variety of situations including organizational and educational settings. Both applications and theory are explored.

PSYC 353 Abnormal Psychopathology and Mental Health (3)

Prerequisite: PSYC 100. An examination of mental disorders across the lifespan. The goal is to evaluate emerging issues in abnormal psychology. Topics include the identification and diagnosis of specific disorders and the evolution of treatment protocols. Students may receive credit for only one of the following courses: PSYC 331, PSYC 353, or PSYC 431.

PSYC 354 Cross-Cultural Psychology (3)

An examination of the interplay of individual, ethnic, and cultural factors in psychosocial growth and well-being. The objective is to use theory, research, and the practiced utilization of cultural factors to understand identity development, communication, social institutions and norms, health and well-being, cross-cultural interpersonal relations, and cultural humility and competence. Issues of globalization, diversity, cultural bias, and intersectionality are addressed.

PSYC 386 Psychology of Stress (3)

An examination of the forces that define and determine the stress response. The aim is to apply stress management techniques to remediate the negative impact of stress. Stress is studied as the product of the interactions among one's social structure, occupational status, and psychological and physiological levels of well-being. The psychological perspective is examined in relation to the stresses produced in a variety of contexts, such as families and work organizations. Students may receive credit for only one of the following courses: BEHS 463, HLTH 285, or PSYC 386.

PSYC 432 Introduction to Counseling Psychology (3)

Prerequisite: PSYC 100. Recommended: PSYC 300 and PSYC 335. A survey and critical analysis of research and intervention strategies developed and used by counseling psychologists. The goal is to evaluate current trends in content and methodology. Topics include counseling protocols in various applied settings.

PSYC 436 Introduction to Clinical Psychology (3)

Prerequisite: PSYC 100. A survey of the field of clinical psychology as a distinct mental health discipline. The objective is to evaluate current trends in content and methodology. History of the field, diagnostic and therapeutic strategies employed by clinical psychologists, ethical issues, and working with diverse populations are explored. Emphasis is on the scientist practitioner model and the critical analysis of theories and empirical research.

PSYC 437 Positive Psychology (3)

Prerequisite: PSYC 100. A survey of the science of positive psychology. The aim is to analyze and evaluate theories and applications of positive psychology. Focus is on the unique characteristics of the human experience that contribute to health and well-being. Topics include hope, optimism, human strengths, happiness, flow, and attachment.

PSYC 495 Psychology Capstone (3)

Prerequisite: Completion of 24 credits of required major courses including PSYC 100 and PSYC 300. A capstone study of psychology that integrates knowledge gained through previous coursework and experience. The aim is to build on that conceptual foundation through case study, reflective essays, and portfolio development.

Social Work

UMGC Europe is partnered with Salisbury University to offer undergraduate courses leading to a Bachelor of Arts in Social Work. To learn more about this program, see p. 143, contact your academic advisor, or visit *europe.umgc.edu/socialwork*.

HLSC 106 Lifestyle Behaviors for Personal Health and Wellness (4)

Prerequisite: Admission to social work program. Covers topics including stress management, income and budgets, components of fitness, nutrition, weight management, chronic disease prevention, and physical activity within the framework of the dimensions of wellness. Includes both lecture and physical fitness components. May not receive credit for both FTWL 106 and HLSC 106. Meets General Education: Personal Wellness (PW).

SOWK 200 Introduction to Social Work (4)

Introduces the social science discipline of social work and provides an overview of fields of social welfare services. Explores the various roles social workers play in working in each field of practice. Examines the social welfare system as a society's response to human need and structure for delivery of social services. Twenty hours of volunteer service in a social agency required. Meets General Education: Social Issues (SI).

SOWK 300 Theoretical Analysis I: Diversity, Human Development and Inequities Across the Life Course (4)

Prerequisite: SOWK 200 or permission of instructor. Learn to use knowledge of human development in the environment in ethical, diversity-affirming, justice-promoting and reflective ways in advocacy and counseling practice with diverse communities. Learn a bio-psycho-social-cultural-spiritual perspective on life course development, a set of developmental theories to inform social work assessment at all levels of practice, and a critical "privilege and oppression" framework for identifying the relationship between diversity and difference and inequities in health, well-being and developmental outcomes. Learn from interactive lectures, role-plays, discussion with reflection activities and assigned readings.

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SOWK 302 Theoretical Analysis II: Structural Oppression, Collective Trauma and Marginalized Populations (4)

Prerequisites: SOWK 200, SOWK 300, or permission of undergraduate program director. Learn how to use knowledge of mezzo and macro level systems (large groups, networks, organizations, communities, social movements, economic and political institutions, and societies) in ethical, diversity-affirming, justice-promoting and reflective ways in advocacy and counseling practice with at-risk, marginalized and vulnerable populations. Learn to use a justice perspective analyzing the systemic and oppressive influence of disparities in power and privilege on these populations and their members and the resulting negative impacts on health, well-being and life course trajectories. Develop mezzo-macro assessment skills from a critical, justice and empowerment perspective. Learn from interactive lectures, role-plays, discussion with reflection activities and assigned readings.

SOWK 306 Social Welfare History and Contemporary Issues (4)

Prerequisite: SOWK 200 or permission of instructor. Provides an introduction to the field of social welfare, primarily in the United States and major social movements. Examines the history of the social welfare system and social work profession, in the context of societal factors with particular attention to the intersectionality of race, class, and gender. Explores the impact of values and beliefs on the development of the modern U.S. social welfare system. Investigates the dynamics of privilege and oppression as part of the political, economic, and social factors that influence the policies and services provided by social work practitioners.

SOWK 309 Privilege and Oppression (4)

Prerequisites: SOWK 200, SOWK 310, or permission of BASW Program Director. Introduces and sensitizes students to the major concepts of cultural diversity, race, ethnicity, national origin, gender, age, class, sexual orientation, physical and mental abilities, pluralism, and conflicts caused by ethnocentrism, discrimination, and prejudice. Explores the relationship and intersection between these major concepts and social work practices and policies. Emphasizes the examination of major ethnic groups as well as other social groupings based on such factors as gender, religion, national origin, age, sexual orientation, physical and mental abilities and other differences in human populations. Evaluates the common elements of oppressions and prejudicial and discriminatory practices from both micro and macro theoretical frames of reference. Explores the application of the ecological perspective, generalist, and problem-solving process. Meets General Education: Diversity and Inclusion (DI).

SOWK 310 Basic Interviewing: Skills and Techniques (2)

Develops basic interviewing skills for assessing, goal setting, and intervention for use in home service and social work settings. Emphasizes skill application with diverse populations.

SOWK 320 Social Work Practice I: Engagement, Assessment and Planning (4)

Prerequisite: Admission to social work program. Social work students need training in a wide array of foundational skills to effectively address obstacles faced by individuals, families and groups. Develop assessment, engagement and planning skills in order to establish effective helping relationships. Understand the use of evidence-based tools and theoretical approaches, from a culturally responsive and ethical lens, to prepare for generalist practice with individuals, families and groups.

SOWK 330 Social Work Policy Practice: Analyst and Advocate (4)

Prerequisites: SOWK 200 and SOWK 306. Builds upon the foundation content of SOWK 306, providing understandings of social welfare policy analysis with micro, mezzo, and macro social work policy practice knowledge skills. Prepares students to participate in the policy making process, integrating both policy analytical and formulation skills, as well as understanding the methods and strategies for advocating for policy change and new policies.

SOWK 400 Social Work Practice II: Intervention, Evaluation and Termination (4)

Prerequisites: Admission to social work program and SOWK 320. Effective generalist social work practice requires practitioners to be proficient in problem solving and direct intervention to respond to the needs of individuals, families and groups. Expand foundational practice knowledge by developing intervention, evaluation and termination skills. Emphasizes the practical application of evidence-based tools and theoretical approaches, emphasizing cultural humility and advocacy in practice with individuals, families and groups.

SOWK 410 Social Work Practice III (4)

Prerequisites: Admission to social work program, SOWK 320, SOWK 400, SOWK 416, and SOWK 420. Prepares students for a generalist approach to social work with large systems. Applies the planned change process within macro practice, specifically with organizations and communities. Expands basic knowledge, values, ethics, and skills with emphasis on macro level problem solving.

SOWK 416 Foundations of Research-Based Social Work Practice (4)

Prerequisite: Admission to social work program. Research is the basis of evidence-based practice. Understanding the scientific method is an ethical obligation in social work practice. In order to ensure that social workers are practicing ethically, they need to be continually informed about the practices being used and that they are based in the research. It is incumbent upon social workers to be able to stay current and monitor trends in research that directly apply to all levels of practice. Develop the skills to locate, analyze and critically examine social science research. May be repeated only once with permission of the department.

SOWK 417 Application of Research-Informed Social Work Practice (4)

Prerequisites: Admission to social work program, and SOWK 416. A key ethical consideration for social workers is the ability to evaluate their practice. Understand the social work and research connection by exploring the steps of evidence-based practice. Drawing upon current research literature and social work practice knowledge, practice client assessment, formulate intervention plans and develop measures to assess treatment outcomes. Learn how to analyze, interpret, and present quantitative and qualitative findings to help inform practice decisions. May be repeated only once with permission of the department.

SOWK 420 Field Instruction I (4)

Prerequisites: SOWK 302, SOWK 320, and admission to the professional program. The first of a two-semester sequence of supervised experience in the delivery of social services where students are required to participate in an agency-based field practicum for 16 hours a week under the supervision of an agency-based field instructor. Successful completion of the two-course sequence requires a student to fulfill a minimum of 440 hours of field instruction within the same social welfare agency accumulated across the two semesters. Meets General Education: Experiential Learning (EL).

SOWK 421 Field Instruction II (4)

Prerequisites: SOWK 400 and SOWK 420. The second of a two-semester sequence of supervised experience in the delivery of social services, in the same agency students entered in SOWK 420, where students are required to continue an agency-based field practicum for 16 hours a week under the supervision of an agency-based field instructor. Successful completion of the two-course sequence requires a student to fulfill a minimum of 440 hours of field instruction within the same social welfare agency accumulated across the two semesters.

Sociology

SOCY 100 Introduction to Sociology (3)

An introduction to basic concepts, theoretical perspectives, and research methods in sociology. The objective is to apply sociological imagination, perspectives, and research to uncover patterns of social behavior. Topics include culture, socialization, groups, deviance, stratification, institutions, and social change. Students may receive credit for only one of the following courses: BEHS 102 or SOCY 100.

SOCY 300 American Society (3)

Prerequisite: SOCY 100. An in-depth examination of American society and what it means to be American from a sociological perspective. Discussion explores past and current values, ideals, and norms and applies sociological theories to analyze the ways that these values, ideals, and norms have shaped aspects of American social life, such as politics, consumerism, popular culture, social stratification, economics, diversity, education, religion, and social change. The objective is to identify and describe various aspects of social and cultural change to better understand American society.

SOCY 325 The Sociology of Gender (3)

Prerequisite: SOCY 100. An inquiry into how gender is socially constructed and reconstructed in contemporary society. The aim is to assess the interaction between gender and other social identities.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

SOCY 423 Race and Ethnicity: A Global Perspective (3)

Prerequisite: SOCY 100. An advanced examination of race and ethnicity in a variety of social and cultural contexts across the globe. The aim is to apply sociological theories and concepts to understand how race and ethnicity are constructed; how prejudice develops; the ways in which structural racism manifests in society; the social effects of migration and immigration; the global outcomes of slavery and genocide; and how social movements seek to effect change for a more equitable society. Topics include theories of prejudice transmission and reduction, critical race theory, and global consequences of structural racism related to climate change and health.

Spanish

SPAN 111 Elementary Spanish I (3)

(Not open to native speakers of Spanish; assumes no prior knowledge of Spanish. Students with prior experience with the Spanish language should take a placement test to assess appropriate level.) An introduction to the Spanish language. The objective is to listen to, speak, read, and write elementary Spanish in concrete, real-life situations and in culturally appropriate ways. The diverse language and culture of the Spanish-speaking world is explored. Students may receive credit for only one of the following courses: SPAN 101 or SPAN 111.

SPAN 112 Elementary Spanish II (3)

(Not open to native speakers of Spanish.) Prerequisite: SPAN 111 or appropriate score on a placement test.
A continued introduction to the Spanish language.
The goal is to listen to, speak, read, and write Spanish in concrete, real-life situations and in culturally appropriate ways. The diverse language and culture of the Spanish-speaking world is explored. Students may receive credit for only one of the following courses: SPAN 102 or SPAN 112.

SPAN 211 Intermediate Spanish I (3)

Prerequisite: SPAN 112 or appropriate score on a placement test. An intermediate-level study of the Spanish language. The aim is to improve listening, speaking, reading, and writing skills in Spanish and apply them in a variety of real-life situations and social contexts in culturally appropriate ways. Students may receive credit for only one of the following courses: SPAN 114, SPAN 201, or SPAN 211.

SPAN 212 Intermediate Spanish II (3)

Prerequisite: SPAN 211 or appropriate score on a placement test. Further intermediate-level study of the Spanish language. The objective is to listen to, speak, read, and write Spanish and interact effectively with native speakers in a variety of personal and professional settings in culturally appropriate ways. Students may receive credit for only one of the following courses: SPAN 115, SPAN 202, or SPAN 212.

Speech Communication

SPCH 100 Foundations of Oral Communication (3)

(Fulfills the prerequisite for all upper-level SPCH courses.) An introduction to oral communication, with emphasis on interpersonal communication, small-group communication, and public speaking. The objective is to prepare speeches, provide feedback to others, and participate in group activities. Students may receive credit for only one of the following courses: SPCH 100, SPCH 100X, SPCH 101, SPCH 107, or SPCH 108.

SPCH 125 Introduction to Interpersonal Communication (3)

(Fulfills the prerequisite for all upper-level SPCH courses.) An exploration of the role interpersonal communication plays in our personal and professional lives. The aim is to apply theoretical frameworks and key concepts in communication to personal behavior and personal and professional contexts. Topics include self-identity, perception, listening, verbal and nonverbal communication, relationship development, and conflict management.

SPCH 324 Communication and Gender (3)

Prerequisite: Any SPCH course or COMM 300. An investigation of how communication influences gender and how gender affects communication. The objective is to apply theoretical frameworks and key concepts of gender to contexts, situations, and messages. Discussion covers gender roles, gender variation across communication styles, and the role gender plays in personal and professional relationships, as well as its role in culture and the media.

SPCH 482 Intercultural Communication (3)

Prerequisite: Any SPCH course or COMM 300. An examination of the major variables of communication in an intercultural context. The objective is to develop and apply communication strategies. Topics include cultural, racial, and national differences; stereotypes; values; cultural assumptions; and verbal and nonverbal channels.

Statistics

STAT 200 Introduction to Statistics (3)

An introduction to statistics. The objective is to assess the validity of statistical conclusions; organize, summarize, interpret, and present data using graphical and tabular representations; and apply principles of inferential statistics. Focus is on selecting and applying appropriate statistical tests and determining reasonable inferences and predictions from a set of data. Topics include methods of sampling; percentiles; concepts of probability; probability distributions; normal, t-, and chi-square distributions; confidence intervals; hypothesis testing of one and two means; proportions; binomial experiments; sample size calculations; correlation; regression; and analysis of variance (ANOVA). Students may receive credit for only one of the following courses: BEHS 202, BEHS 302, BMGT 230, ECON 321, GNST 201, MATH 111, MGMT 316, PSYC 200, SOCY 201, STAT 100, STAT 200, STAT 225, or STAT 230.

Theatre

THET 110 Introduction to the Theatre (3)

An introduction to the experience of the theatre. The objective is to gain a historical perspective and critically appraise dramatic content in performing arts. Emphasis is on engaging with theatrical performances as informed audience members and assessing one's role within the script-performance-audience dynamic. Assignments include attendance at two live professional performances. Students may receive credit for only one of the following courses: HUMN 110 or THET 110.

Turkish

For further information, refer to Foreign Languages.

Women's Studies

WMST 200 Introduction to Women, Gender, and Sexuality Studies (3)

An interdisciplinary study of the status, roles, and experiences of women in contemporary society. The aim is to recognize the impact of gender in all academic disciplines; analyze political, economic, social, and cultural issues through a feminist lens; and apply knowledge of local and global issues to affect positive change in women's lives. Discussion covers women's experiences across geography and history. Topics include gender and other identities, systems of privilege and inequality, sexuality, and power relations.

Writing

WRTG 111 Academic Writing I (3)

(The first course in the two-course series WRTG 111 - WRTG 112. Fulfills the general education requirement in writing and communications.) An introduction to essential skills in reading, writing, and speaking for academic and professional contexts. The goal is to develop proficiency in creating and analyzing different types of communication, including written, spoken, visual, and multimodal formats, while connecting ideas with others' perspectives. Topics include integrating sources with attribution, exploring ethical and effective use of AI in communication, and making rhetorical choices to achieve clarity and audience engagement. Students may receive credit for only one of the following courses: WRTG 100A, WRTG 111, or WRTG 111X.

WRTG 112 Academic Writing II (3)

(The second course in the two-course series WRTG 111–WRTG 112. Fulfills the general education requirement in communications.) Continued practice in reading, writing, and critical thinking with an emphasis on research and argumentation. The goal is to implement strategies for analyzing ideas and rhetorical techniques in academic texts and for conducting academic research. Focus is on writing an argumentative research paper that synthesizes information and ideas from multiple sources and demonstrates critical thinking, varied rhetorical strategies, proper source documentation, and effective language use. Students may receive credit for only one of the following courses: ENGL 101, ENGL 101X, WRTG 101, WRTG 101S, WRTG 101X, WRTG 112, or WRTG 112X.

** Students may find a complete listing of all UMGC course descriptions at europe.umgc.edu/online-degrees/course-information.*

WRTG 291 Research Writing (3)

(Fulfills the general education requirement in communications.) Prerequisite: WRTG 112 or equivalent. Continued practice in critical reading, thinking, and writing skills. The objective is to analyze, evaluate, and synthesize diverse sources and viewpoints to develop persuasive and academic writing projects. Assignments include prewriting exercises, an annotated bibliography, a synthesis research essay, and a reflective paper. Students may receive credit for only one of the following courses: ENGL 291, ENGL 291H, or WRTG 291.

WRTG 293 Introduction to Professional Writing (3)

(Fulfills the general education requirement in communications.) Prerequisite: WRTG 112 or equivalent. An overview of professional writing. The goal is to analyze professional communication scenarios to develop effective workplace writing. Topics include the standards, conventions, and technologies of professional writing; communicating to a variety of audiences; and developing appropriate written responses to workplace challenges. Students may receive credit for only one of the following courses: COMM 293, ENGL 293, or WRTG 293.

WRTG 391 Advanced Research Writing (3)

(Fulfills the general education requirement in upper-level advanced writing.) Prerequisite: WRTG 112. Instruction and practice in academic research skills. The objective is to critically analyze scholarly and other credible sources and effectively integrate source material into a complex argument. Emphasis is placed on synthesizing multiple sources in producing a literature review on a focused topic. Students may receive credit for only one of the following courses: ENGL 391, ENGL 391X, WRTG 391, or WRTG 391X.

WRTG 393 Advanced Technical Writing (3)

(Fulfills the general education requirement in upper-level advanced writing.) Prerequisite: WRTG 112. A comprehensive, project-based study of applied technical writing. The aim is to design and develop appropriate and effective technical documents using strategies and technologies for a variety of audiences. Students may receive credit for only one of the following courses: COMM 393/393X, ENGL 393/393X, or WRTG 393/393X.

WRTG 394 Advanced Business Writing (3)

(Fulfills the general education requirement in upper-level advanced writing). Prerequisite: WRTG 112. A comprehensive, project-based study of applied business writing. The aim is to develop documents appropriate to audience and purpose that are well argued and conform to standards for business writing. Topics include context, purpose, audience, style, organization, format, results, technologies, and strategies for persuasion in typical workplace messages. In addition to shorter assignments, a substantial formal report that incorporates research and support for conclusions or recommendations is required. Students may receive credit for only one of the following courses: COMM 394/394X, ENGL 394/394X, or WRTG 394/394X.

Graduate Course Descriptions

The courses summarized on the following pages are listed alphabetically by discription or subject. Requirements pertain only to degrees conferred by UMGC (and its partnership school). To determine how these courses may transfer and be applied toward degrees offered by other institutions, you should consult those institutions. Transferability is determined by the receiving institution.

The course descriptions below represent a portion of the UMGC course catalog. For a complete listing of all UMGC course descriptions, please visit europe.umgc.edu/online-degrees/course-information.

Accounting

ACCT 605 Accounting for Managers (3)

(For MBA students only.) A fundamental study of financial accounting and how it is used in managerial decision-making. Discussion covers financial statements, cost behavior, budgeting, performance measurement, and control systems. The objective is to use cost-volume-profit analysis to make pricing and product mix decisions and to create and analyze budgets, which are essential tools for planning and controlling business activities. Topics include the process of developing a budget and ways to evaluate performance against budgeted expectations. Emphasis is on developing the ability to think critically about accounting information and its use in managerial decision-making. Activities provide practical experience in financial statement analysis, cost behavior analysis, budgeting, and performance measurement.

ACCT 610 Financial Reporting and Analysis for Accountants (3)

Prerequisite: 15 credits of undergraduate accounting.
A study of accounting theory in a strategic framework. An overview of relevant theory provides a foundation for further study. Focus is on developing skills in critical thinking and applying accounting concepts and principles. Topics include the preparation and interpretation of corporate financial statements in accordance with generally accepted accounting practices (GAAP); accounting standards and the standard setting process; the use of electronic technology in financial accounting; effective communication; professional ethics; and current issues, debates, and research in accounting.

ACCT 611 Managerial Accounting Data Analytics (3)

Prerequisite: 15 credits of undergraduate accounting
An examination of the control and decision-making methodologies used by management accountants in solving strategic problems for business. Methodologies covered include data analytics, break-even analysis, regression analysis, the balanced scorecard, activity-based costing/management, value chain analysis, total quality management, and performance evaluation/assessment. Business problems examined range from ethical issues to product costing.

Accounting and Financial Management

MSAF 690 Accounting and Financial Management Capstone (3)

(Formerly MSAF 670.) Prerequisites: ACCT 610, ACCT 611, ACCT 613, ACCT 628, FIN 605, FIN 610, FIN 620, and FIN 660. A capstone study of accounting and financial management that integrates subject matter from both disciplines. Advanced principles, techniques, and theories are applied through the analysis and presentation of case studies by student teams. Assignments include a research paper that comprehensively assesses an important current issue or emerging trend in the fields of financial management and accounting.

Acquisition and Contract Management

ACM 610 Fundamentals of Acquisition Planning and Costs Price Analysis (6)

Prerequisite: DCL 600M. Serve as a contract manager and explore three major segments of the acquisition process acquisition planning, acquisition management, and contract pricing through pre-award, negotiation preparation, and post-award stages. Complete an acquisition plan using quantitative techniques to quantify and facilitate decision. Apply various cost analysis techniques and quantitative tools to evaluate a contractor's cost proposal and develop a negotiation range and objective.

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ACM 620 Sourcing Decisions and Legal Considerations in Contracting (6)

Prerequisite: ACM 610. Serve as a contract manager and apply legal, administrative, and ethical requirements and principles to procurement and contract management. Explore a broad array of legal issues applicable to acquisition as well as the Federal Acquisition Regulation and the American Bar Association model procurement code for state and local government.

Biosecurity and Biodefense

BSBD 641 Biosecurity and Bioterrorism (3)

A review of bioterrorism, biosecurity, and government biodefense strategy, including the history and science of biological agents in agriculture and society. Discussion covers surveillance; public health preparedness; response; and recovery at the community, state, and federal government levels. Various aspects of the law, including the Posse Comitatus Act and federal and state quarantine powers, are introduced. The mental health consequences of bioterrorism are also discussed. A case study of a hypothetical biological attack is analyzed in detail.

Business and Management

BMGT 610 Business Analytics (3)

A study of business analytics, an important capability for companies operating in competitive markets. Topics include collecting, importing, exporting, organizing, and optimizing data and creating and managing data frames. Statistical software and data visualization tools are used to make informed data-driven decisions, solve real-world problems, and increase productivity and efficiency.

BMGT 620 Innovation and Entrepreneurship (3)

An examination of innovation and entrepreneurship in a business environment. Focus is on applying principles of innovation and entrepreneurship to the creation, development, and management of new ventures. Discussion covers the principles of innovation, design thinking, opportunity recognition, funding, and scaling up of entrepreneurial ventures, as well as the challenges and opportunities for innovation in existing organizations. The goal is to think critically about innovation and gain practical experience in managing innovation in organizations and creating and developing new ventures.

BMGT 690 Business Strategy Capstone (3)

Prerequisite: All MBA core courses. An examination of business strategy that synthesizes and applies key concepts gained through previous study to an actual business situation. A business simulation is used to make strategic decisions related to financial, marketing, sales, and production scenarios. Activities include developing a business plan for a foreign market entry, conducting an analysis of two foreign markets, examining the markets¿ potential, determining country and financial risks, examining potential customers, selecting suitable distributors, and making a market entry decision as part of a team.

Cloud Computing Systems

Courses in cloud computing systems (designated CLCS) have higher computing requirements than the minimum technical requirements. They require an Intel Core i7 processor or higher, with speeds of 2GHz or faster, at least 6GB of available disk space, and at least 16GB RAM (32GB recommended). Display devices should have a resolution of 1920 X 1080 or better (PCs) or 1440 X 900 retina display (Mac).

CLCS 605 Introduction to Cloud Computing (3)

An introduction to the core concepts of cloud computing, including its service models (IaaS, PaaS, SaaS), deployment models (public, private, hybrid), and cloud architecture. The goal is to configure and manage cloud resources; understand cloud security and compliance; and evaluate major cloud providers such as AWS, Azure, and Google Cloud. Hands-on exercises are used to develop the skills needed to implement cloud solutions and make informed decisions for business needs. Students may receive credit for only one of the following courses: CLCS 605 or CCS 610.

CLCS 615 Cloud Services and Technologies (3)

A comprehensive exploration of cloud computing concepts, platforms, and technologies. Discussion covers the fundamental principles, benefits, and challenges associated with cloud-based solutions. Topics also include key cloud technologies such as cloud storage, networking, security, and databases. Hands-on exercises and experience with popular cloud platforms reinforce theoretical concepts and provide practice for real-world applications. Students may receive credit for only one of the following courses: CLCS 615 or CCS 610.

Criminal Justice Management

CJMS 600 Critical Analysis of the Criminal Justice System (3)

An analysis of the U.S. criminal justice system. Topics include the role of criminal justice agencies and personnel in the prevention and response to crime, as well as interagency cooperation and coalition building from a manager's perspective.

CJMS 610 Perspectives in Law Enforcement Management (3)

A study of law enforcement philosophies and techniques to reduce crime commonly applied at the organizational level. Topics include the politics of policing, police/community relations, police research, professionalization of personnel, and emerging problems in policing from a domestic and international perspective.

Cyber Operations

Courses in cyber operations (designated CYOP) have higher computing requirements than the minimum technical requirements. They require an Intel Core i7 processor or higher, with speeds of 2GHz or faster, at least 6GB of available disk space, and at least 16GB RAM (32GB recommended). Display devices should have a resolution of 1920 X 1080 or better (PCs) or 1440 X 900 retina display (Mac).

CYOP 605 Introduction to Cyber Operations (3)

A hands-on introduction to the strategies, principles, and technologies essential to defending modern networks and information systems. The objective is to evaluate and maintain systems that are resilient and trustworthy in a dynamic threat landscape and to meet specific mission security objectives. An overview of cyber defense is provided. Topics include fundamental principles of cybersecurity and vulnerabilities and risk management of information systems. Students may receive credit for only one of the following courses: COP 610 or CYOP 605.

CYOP 615 Networking and Communication Technologies (3)

An in-depth exploration of the concepts, techniques, and tools required to design, secure, and manage complex networks and cloud infrastructures. The objective is to evaluate how networks function at the infrastructure, network, and application layers. Unique security considerations, such as vulnerabilities, encryption, and cloud workload deployment, are examined across multiple network environments. Topics include the protocols that enable communication and data transfer, networking, cellular and mobile technologies, wireless security, cloud security, and cloud computing. Students may receive credit for only one of the following courses: COP 610 or CYOP 615.

Cybersecurity Management and Policy

CMAP 605 Foundations of Cybersecurity Management (3)

A foundation in the skills necessary to effectively lead and manage cybersecurity initiatives within an organization and an exploration of essential cybersecurity principles and industry best practices. Topics include assessing risk, using security controls, creating and enforcing cybersecurity policies, developing contingency plans (such as disaster recovery plans and incident response plans), and ensuring business continuity in the face of security incidents. The latest cybersecurity threats, emerging trends, and the legal considerations surrounding cybersecurity management are reviewed. Students may receive credit for only one of the following courses: CMAP 605 or CMP 610.

CMAP 615 Cybersecurity Defense Strategies (3)

An overview of effective cybersecurity strategies to defend against a wide range of cyber threats, vulnerabilities, and attack vectors. Activities include hands-on exercises and review of case studies by subject matter experts. The development of policies for cybersecurity defense is introduced. Discussion covers theoretical concepts for cybersecurity defense and the skills needed to safeguard data, systems, privacy, and networks in today's dynamic digital landscape. Students may receive credit for only one of the following courses: CMAP 615 or CMP 610.

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Cybersecurity Technology

CTCH 605 Introduction to Cybersecurity (3)

A study of the basics of cybersecurity and the application of cyber methodologies to cyber architectures, services, protocols, algorithms, software components, and programming languages. Focus is on becoming familiar with the important roles that security management, security architecture, operations security, and physical security play in cybersecurity. Discussion covers the impact of cyber terrorism and national security on cybersecurity. Activities include hands-on, real-world experience with state-of-the-art tools and technologies in a lab-intensive environment. Students may receive credit for only one of the following courses: CST 610 or CTCH 605.

CTCH 615 Cybersecurity Threats and Analysis (3)

An introduction to tools and tactics to manage cybersecurity threats, identify various types of common threats, analyze organizational exposure to threats, and collect and analyze cybersecurity intelligence. The goal is to analyze common security failures and identify specific design principles that have been violated. Emphasis is on the interaction between security and system usability and the importance of minimizing the potential for harm by modern threats, attacks, and usability challenges. Students may receive credit for only one of the following courses: CST 610 or CTCH 615.

CTCH 625 Cybersecurity for Systems and Networks (3)

A study of key security issues and procedures in systems and networks. The objective is to identify security issues within LANs, WANs, and network operating systems; identify system threats and network infrastructure design weaknesses; determine security flaws in the network infrastructure protocols; and explain the security of data at rest in systems. Topics include modern systems and network hardening tools, techniques, and practices. Students may receive credit for only one of the following courses: CST 620 or CTCH 625.

CTCH 635 Cybersecurity Attack Prevention Strategies (3)

A comprehensive study of targeted cyberattacks, including advanced persistent threats. The aim is to plan and prepare for, respond to, and recover from targeted cyberattacks. Focus is on the phases of targeted cyberattacks and methods used by attackers during each phase. Topics include cyberattack prevention, mitigation, and response. Students may receive credit for only one of the following courses: CST 620 or CTCH 635.

Decisive Communication and Leadership

DCL 600M Decisive Thinking, Communicating, and Leading in Multidisciplinary Fields (3)

(Applicable to the Acquisition and Contract Management, Learning Design & Technology, Strategic Communications, and Transformational Leadership programs). Prepare for academic and professional success by developing skills that employers want in their employees. Explore your area of study to learn how it connects with your career aspirations, create a professional social network presence, and use critical thinking to inform decisions. Improve and refine your skills in communication, critical thinking, quantitative reasoning, and team leadership. Hone your professional writing and oral communication skills to produce effective presentations, and become proficient with spreadsheets, collaboration tools, and other professional software. Students may receive credit for only one of the following courses: CBR 600, DCL 600M, DCL 600T, or PRO 600.

DCL 600T Decisive Thinking, Communicating, and Leading in Technology Fields (3)

(Applicable to the Cloud Computing Systems and Cyber Operations programs). Prepare for academic and professional success by developing skills that employers want in their employees. Explore your area of study to learn how it connects with your career aspirations, create a professional social network presence, and use critical thinking to inform decisions. Improve and refine your skills in communication, critical thinking, quantitative reasoning, and team leadership. Hone your professional writing and oral communication skills to produce effective presentations, and become proficient with spreadsheets, collaboration tools, and other professional software. Students may receive credit for only one of the following courses: CBR 600, DCL 600M, DCL 600T, or PRO 600.

Data Analytics

DATA 605 Decision Analytics (3)

A project-driven study of the processes and technology designed to enhance data-driven decision-making, integrating artificial intelligence with human decision-making. The goal is to apply creative methods to ask better questions, identify core problems, develop models, interpret results, and convey findings to various audiences. Topics include the use of commercial software to manage, analyze, and report on data and create actionable insights across a range of contexts, including societal, business, political, intelligence, healthcare, and media/entertainment. Discussions explore best practices for the long-term success of an analytics project in terms of project management and communications, with an emphasis on the analytics life cycle.

DATA 615 AI Ethics (3)

An overview of current ethical issues in artificial intelligence (AI) and data science arising throughout the analytics life cycle. The goal is to create ethically driven and responsible AI solutions that enhance human problem-solving and decision-making, identify the sources of bias and discrimination in machine learning, and build models that promote trust in data. Topics include established and emerging guiding principles for AI ethics, such as explainability, fairness, robustness, transparency, accountability, inclusiveness, and privacy.

Database Systems Technology

DBST 651 Relational Database Systems (3)

An introduction to relational databases, one of the most pervasive technologies today. Presentation covers fundamental concepts necessary for the design, use, and implementation of relational database systems. Focus is on basic concepts of database modeling and design, the languages and facilities provided by database management systems, and techniques for implementing relational database systems. Topics include implementation concepts and techniques for database design, query optimization, concurrency control, recovery, and integrity. A foundation for managing databases in important environments is provided. Assignments require use of a remote access laboratory.

DBST 652 Advanced Relational/Object-Relational Database Systems (3)

Prerequisite: DBST 651. A continuation of the study of relational database systems, exploring advanced concepts. Topics include logical design, physical design, performance, architecture, data distribution, and data sharing in relational databases. The concepts of object-relational design and implementation are introduced and developed. Assignments require the use of a remote access laboratory.

Digital Forensics and Cyber Investigation

Courses in digital forensics and cyber investigation (designated DFC) have higher computing requirements than the minimum technical requirements stated on p. 2. They require an Intel Core i7 processor or higher, with speeds of 2GHz or faster, at least 6GB of available disc space, and at least 16GB RAM (32GB recommended). Display devices should have a resolution of 1920 X 1080 or better (PCs) or 1440 X 900 retina display (Mac).

DFCS 605 Digital Forensics and Cyber Investigation Foundations (3)

A project-based introduction to digital forensics and cyber investigation supporting the collection, examination, analysis and reporting of incidents and cybercrimes. The objective is to participate in data and evidence processing while preserving the integrity of the information and maintaining a strict chain of custody. Topics include online evidence collection, incident response, legal frameworks, cyber-attack investigation, and specialized tools and methodologies used in cyber investigations.

DFCS 615 Collection and Examination of Digital Evidence (3)

A hands-on introduction to the data collection and examination phases associated with digital evidence processing. The objective is to identify data, create and analyze forensic images, and use appropriate tools and techniques to support a cybercrime investigation. Topics include data extraction from computer and file systems, mobile phones, storage media, and electronic documents, securing digital evidence, and root cause analysis.

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Emergency Management

EMAN 600 Comprehensive Crisis and Emergency Management (3)

An analysis of all hazards, phases (mitigation, preparedness, response, and recovery), and actors involved in crisis and emergency management. Discussion covers the definition of crises, emergencies, and disasters and concepts and issues in crisis and emergency management. Focus is on developing crisis, contingency, and incident management plans. Current frameworks, management systems, and command systems for organizing a response, deploying resources, managing the response organization, supporting crisis communication, and making decisions in a turbulent environment are examined. Topics are discussed from U.S. and international perspectives.

EMAN 610 Hazard Risk and Vulnerability Assessment (3)

An examination of risk, hazard, and vulnerability. Topics include systematic hazard risk assessment, risk mitigation (reduction), risk transfer, and risk analysis. Discussion covers contemporary approaches to risk assessment and management of naturally or technologically induced hazards. Environmental hazard assessment is also examined. Seminal works published in the area are reviewed.

Environmental Management

ENVM 600 Fundamentals of Environmental Systems (3)

An introduction to the basics of natural environmental systems and human disruptions to and their influences on environmental systems. The aim is to explore Earth's systems, including the biosphere, hydrosphere, atmosphere, and lithosphere, and how the processes of these systems interact to support life in the Anthropocene. Topics include basic scientific principles in chemistry, physics, geology, and ecology and concepts related to the environmental field, including risk.

ENVM 610 Environmental/Energy Law and Policy (3)

Prerequisite or corequisite: ENVM 600. An introduction to environmental/energy law and policy. The goal is to gain a deeper understanding of the current environmental landscape and provide a pathway for continual improvement with critical use of available environmental/energy law and policy resources. A critical systems-thinking approach to environmental/energy law and policy is used. Discussion explores how legislation and policies form society and with the use of models, examines changes that can be implemented for a more sustainable future. Topics include the history of U.S. environmental/energy law and policy, the legislative process, the administrative process, use of policy memo, modeling, and key pieces of energy and environmental legislation.

Financial Management

FIN 605 Fintech and Decision Making (3)

An examination of financial decision-making, core finance principles, and objectives of financial management. Discussion covers prerequisites for making effective financial decisions, including financial reporting systems (balance sheets, profit and loss statements, and cash flow statements), costing and budgeting, and cost-volume-profit (CVP) analysis. Topics also include techniques for and approaches to new technologies (AI, deep learning, blockchain technology, open APIs) that are disrupting the financial services industry, supply chain management, and costing practices. Financial sectors are examined for specific opportunities, such as payments, credit, and risk management.

FIN 610 Financial Management in Organizations (3)

An investigation of financial management theory and applications in organizations. Discounted cash flow and rate-of-return analyses are used to evaluate projects and financial instruments. Discussion covers the role of the cost of capital and the Capital Asset Pricing Model (CAPM) in capital investment analysis and selection. Capital budgeting, stock, and bond valuation, break even analysis, capital market efficiency, real options, short-term financial management, and international finance are introduced.

Global Health Management

GHMT 620 National and International Approaches to Health Care Delivery (3)

(For students in the Global Health Management certificate). A project-based application of the concepts, theories, and principles of global health to the practical challenges facing global health professionals. Assignments focus on a specific global health priority for a given national or geopolitically defined population. Needs assessment methodologies, including epidemiological methods; mapping local, national, and global policy processes; identifying strategies for building infrastructure and workforce capacity; analyzing financial opportunities and limitations; and assessing the impact of macro changes in the global economy, political environment, and human rights and legal systems, are applied. Findings regarding the scope, options, and outcomes of these assessments, as well as a recommended action plan for improving the health status of the population group of interest, are summarized in the final project.

GHMT 640 Strategic Management of Global Health Services (3)

(For students in the Global Health Management certificate). The development of strategic management skills for growing and operating health organizations and health systems in low- and middle-resourced countries. Focus is on building strategies for organizing global health prevention, treatment, care, and capacity building initiatives. Strategic management skills are applied to create global health missions and goals, core functions and organizational structures, clinical and administrative workforces, budgets and financing, and communication messages.

Healthcare Administration

HCAD 600 Introduction to Healthcare Administration (3)

An introduction to the principles of management and leadership as the foundations for the administration of healthcare products and service delivery. A comprehensive examination of the complex, dynamic, rapidly changing healthcare system in the United States is provided. Topics include the healthcare system's major components and their characteristics. Emphasis is on current problems in healthcare financing and delivery. Social, economic, and political forces that have shaped and continue to influence the system are traced. The healthcare system in the United States is compared with systems in industrialized and developing nations. Analysis covers current trends in healthcare and prospects for the future.

HCAD 610 Information Technology for Healthcare Administration (3)

An overview of information technology (IT) from a managerial perspective and how healthcare administrators can use IT to maximize organizational performance. Fundamental principles of IT and data management and their implications for healthcare administrators are reviewed. Discussion explores the use of technology, databases, and other analytical tools to structure, analyze, and present information related to healthcare management and problem-solving. Current applications, such as patient care, administrative and strategic decision support, managed health, health information networks, and the internet, are examined to determine how they may be used to meet the challenges facing healthcare administrators today and in the future.

Health Informatics Administration

HIMS 645 Healthcare Databases and Medical Technology Integration (3)

An introduction to various forms of healthcare data and data collection techniques, as well as different types of databases and development methods for using databases in small to medium-size healthcare facilities. The objective is to develop flat file and relational databases using Microsoft Access and Microsoft Excel, demonstrate familiarity with SQL (Structured Query Language), Python language, and RStudio program; and design queries applicable for the decision-making process. Topics include principles of integrating medical and biomedical engineering equipment within healthcare facilities for automatic and secure data collection.

HIMS 650 Health Informatics and Data Analytics (3)

The application of basic statistics and research methods in health information management. Focus is on the analysis of clinical and administrative data to assist in healthcare decision-making, planning, policy development, and state- and national-level reporting. Topics include compilation and analysis of healthcare data; identification of data sources, data collection methods, analytical and visualization techniques; data mining; and clinical and biomedical research and its implications for healthcare quality. Students may receive credit for only one of the following courses: HAIN 650 or HIMS 650.

Homeland Security Management

HSMN 610 Concepts in Homeland Security (3)

An overview of the basic concepts of homeland security, including infrastructure protection, jurisdiction, and issues in technical areas such as interconnectivity and interoperability. The nation’s telecommunications and information technology networks are examined as both vulnerable assets and critical solutions.

HSMN 625 Critical Infrastructures (3)

Prerequisite: HSMN 610. An introduction to critical infrastructure assurance as a policy field. Review covers the concept of critical infrastructures and their interdependencies. Topics include the development of modern critical infrastructures, the reasons why they have become central elements of 21st-century societies, efforts being made to safeguard them, and potential threats to their continued effective operation.

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Human Resource Management and Development

HRMD 610 Issues and Practices in Human Resource Management (3)

(Strongly recommended as the first course in the human resources management concentration). An overview of the human resource management profession, including the theories, research, and issues related to human resource management within modern organizations. The roles, responsibilities, relationships, functions, and processes of human resource management are discussed from a systems perspective. Expectations of various stakeholders, such as government, employees, labor organizations, staff/line management, and executive management, are explored. Particular attention is given to the general legal principles and provisions that govern human resource activities. The specialty areas of employee relations, staffing, human resource development, compensation, and organizational development are described. Current topics, such as human resource information systems and globalization, are addressed.

HRMD 620 Employee and Labor Relations (3)

An investigation of the rights and responsibilities of employees and organizations in union and nonunion environments in the United States. The federal legal framework for collective bargaining is reviewed. Topics include common employment contract trends, topics, and issues, as well as all phases of unionization, from organizing through contract maintenance. Emphasis is on conflict management, negotiation, and alternate dispute resolution.

HRMD 650 Organizational Development and Change (3)

A study of the issues, theories, and methodologies associated with organizational development and the management of change, with a major emphasis on organizational culture and organizational change processes. Topics include the diagnostic process, intervention strategies, and overcoming resistance to change. Techniques such as goal setting, team-development procedures, productivity and strategy interventions, and interpersonal-change models are examined.

Informatics

IMAT 637 IT Acquisitions Management (3)

A study of management practices related to the acquisition of IT systems, components, and services. Emphasis is on the importance of enterprise strategic planning and the concomitant IT strategic planning. Issues related to the development of the IT acquisition plan, financial planning and budgeting, integration of the proposed acquisition within the overall goals of the enterprise, and related IT program management are examined in the context of overarching management challenges. Federal IT systems, contract and procurement policies, and procedures provide examples for analysis of concepts with wider relevance.

IMAT 639 Internet Multimedia Applications (3)

A study of multimedia presentations as essential, strategic components of an organization's competitive web presence. Established principles of software development, aesthetics of typography and layout, benchmarking, and usability engineering are used to analyze websites and write successful site development plans. Emphasis is on basic web page design techniques. Topics include standards for representing common media formats, compression algorithms, file format translation tools, hardware requirements and standards, system constraints, Java, CGI scripts, and virtual reality. Assignments require building a portfolio of rich media content.

Information Assurance

INFA 610 Foundations of Information Security and Assurance (3)

(To be taken as the first course in the program.)
An overview of techniques for ensuring and managing information security. Topics include administrative and technical security controls to prevent, detect, respond to, and recover from cyber attacks; risk and vulnerability analysis to select security controls; security planning; security architecture; security evaluation and assessment; and legal, ethical, and privacy aspects of information assurance. Discussion also covers information security fundamentals, such as cryptography, authentication, and access control techniques, and their use in network, operating system, database, and application layers. Emphasis is on security issues of current importance.

INFA 620 Network and Internet Security (3)

An introduction to the security concepts needed for the design, use, and implementation of secure voice and data communications networks, including the internet. A brief review of networking technology and standards (including an introduction to internet communication protocols) is provided. Security subjects addressed include defense models, security policy development, authentication and authorization controls, firewalls, packet filtering, virtual private networks (VPNs), and wireless network security. A project on network security in a hypothetical scenario based on inputs from government agencies and commercial organizations is assessed by a team of experts who are working in the field.

Information Systems and Services

ISAS 610 Information Systems Management and Integration (3)

A study of the life cycle of the information system, from inception, through systems development and integration, to system operation and maintenance. Emphasis is on the integration of information systems with management systems of an organization. Major phases, procedures, policies, and techniques in the information system life cycle are discussed in detail.

ISAS 620 Information Systems Sourcing Management (3)

A study of how best to make and implement appropriate decisions in providing information systems to an organization, as well as how to manage the outcomes of such decisions. Focus is on the frameworks, tools, and techniques for making sourcing decisions. Topics include "make or buy" decisions, the use of off-the-shelf package software (including enterprise resource planning software), various models of outsourcing, and the outsourcing of entire business processes. The implications of whether to source domestically or offshore are evaluated. Discussion also covers contemporary issues related to cloud computing and the options it offers.

Information Technology

ITEC 610 Information Technology Foundations (3)

A fundamental study of technology and its applications, as well as the economic and social issues they have raised. Topics include computers, peripherals, databases, and networks; operations (of business, government, and other enterprises), decision support systems, and acquisition of information technology resources; and information security, productivity, equitable access by users, intellectual property rights, and global reach. Discussion also covers current and future developments in the field and their implications.

ITEC 625 Computer Systems Architecture (3)

An introduction to the evolution of computer systems design and hardware and software architectures. Focus is on computer organization (classical and advanced architectures), operating systems, and applications development. Emerging developments in computer systems architecture are also examined.

Learning Design and Technology

LDTC 600 Learning Theories and Learner Analysis in Learning Design (3)

An exploration of foundational learning theories and learner analysis and their practical application in instructional design. The goal is to demonstrate how learner analysis, learner motivation, and learning theory can be applied to the design of online learning experiences. Topics include learner profiles; foundational learning theories; the application of diversity, equity, and inclusion in the design process; adult learning; learner motivation; and the development of learning networks.

LDTC 605 Instructional Design Models to Inform Learning Design (3)

Prerequisite or corequisite: LDTC 600. An examination of traditional and contemporary instructional design (ID) models. The goal is to articulate the fundamental principles of selected ID models, analyze the strengths and limitations of each, and apply the models to learning design. Topics include ID models such as ADDIE, Dick and Carey, Understanding by Design, Rapid Instructional Design, and SAM. Focus is on creating a design document that encapsulates all aspects of the instructional design process, from planning to implementation.

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Management

MGMT 610 Management and Leadership in Sustainable Organizations (3)

An exploration of managing and leading sustainable organizations through integration of traditional management theories with contemporary sustainability practices. The goal is to develop core competencies, competitive strategies, organizational capacity building, and fostering sustainable operations. Topics include management science tools, leadership styles, internal communication strategies, and enhancing social capital. Emphasis is on addressing technological advancements and global, social, and environmental challenges with a sustainability-focused mindset. Activities include organizational audits and designing actionable improvement plans for real-world sustainable organizations.

MGMT 615 Cultivating Organizational Behavior and Culture for Sustainability (3)

A study of organizational behavior with a focus on developing sustainable organizational cultures. The goal is to develop ethical leadership skills, foster inclusive and high-performing teams, and address biases to create respectful and innovative workplaces. Topics include humanistic management practices, emotional and cultural intelligence, and the ethical use of technologies like artificial intelligence. Activities include hands-on projects and collaborative assignments to design strategies to enhance employee engagement, innovation, and resilience while addressing risk management, sustainability, and long-term growth.

MGMT 640 Financial Decision Making for Managers (3)

An applied study of managerial processes and data-driven financial decision-making in business, government, and non-profit organizations. The objective is to develop skills to calculate opportunity costs, assess time value of money, perform financial analysis, and evaluate budgeting, product pricing, project performance, and organizational efficiency. Topics include decision-making tools such as risk management, internal control, break-even analysis, activity based costing, and discounted cash flow techniques. Discussion explores the use of artificial intelligence for research and analysis, with a focus on creating deliverables tailored to diverse audiences using effective communication strategies.

MGMT 650 Statistical Analysis for Managers (3)

A study of statistical analysis techniques to support managerial decision-making and resource allocation. The goal is to develop skills in applying quantitative methods and analytical tools. Topics include decision theory, probability distributions, data visualization, regression, variance analysis, and forecasting. Emphasis is on practical applications to address challenges in accounting, finance, human resources, marketing, and operations to be able to analyze data and make informed decisions that drive organizational success.

MGMT 670 Strategic Management Capstone (3)

Prerequisite: Completion of 24 credits of program coursework, including all core courses. A capstone investigation of how strategy interacts with and guides an organization within its internal and external environments. Focus is on corporate- and business unit–level strategy, strategy development, strategy implementation, and the overall strategic management process. Topics include organizational mission, vision, goal setting, environmental assessment, and strategic decision making. Techniques such as industry analysis, competitive analysis, and portfolio analysis are presented. Discussion covers strategic implementation as it relates to organizational structure, policy, leadership, and evaluation issues. The ability to “think strategically” and to weigh things from the perspective of the total enterprise operating in an increasingly global market environment is emphasized. Case analyses and text material are used to integrate knowledge and skills gained through previous study.

Marketing

MRKT 600 Marketing Management (3)

An introduction to marketing management techniques. Emphasis is on achieving an organization's marketing objectives by creating value for individual consumers and organizational customers. Discussion covers planning, decision making, marketing goals, and metrics. Topics also include consumer behavior, competitive strategies, marketing communications (e.g., advertising, digital marketing), marketing research, pricing, and distribution.

MRKT 602 Consumer Behavior and Customer Relationship Management (3)

Prerequisite: MRKT 600. A study of the consumer decision-making process, including problem identification, information research, evaluation of alternatives, purchase, and post-purchase assessment. Discussion covers the ways perception, motivation, and learning shape consumer choices and the role of digital media and technology in shaping contemporary consumer behavior. Topics include the fundamental concepts and principles of customer relationship management (CRM) and ways to measure and improve customer satisfaction and loyalty through various CRM strategies and techniques. Focus is on how to build customer relationships and business processes through effective CRM strategy development and execution.

Nonprofit Management

NPMN 601 Fundamentals of Nonprofit Management (3)

A general introduction to the essential concepts and tools of nonprofit management. Discussion covers the unique characteristics of nonprofit organizations as they relate to incorporation, legal standing, tax-exempt status, and governance. The challenges, opportunities, and common issues facing managers of nonprofit organizations in preserving the organization's legal status and revenue base, staffing, and organizing in response to client needs are analyzed. Topics also include ethical and legal issues specific to nonprofit organizations, including transparency, accountability, and compliance with nonprofit regulations.

NPMN 602 Fundraising and Integrated Marketing Communication in Nonprofits (3)

Prerequisite: NPMN 601. A comprehensive study of effective fundraising for nonprofit organizations. Topics include developing a fundraising strategy, building a donor base, and writing grant proposals. Discussion covers integrated marketing communication (IMC) strategies to achieve harmony in messages to stakeholders and a variety of communication modalities, such as digital media (including search, display, and social media), traditional advertising and event promotions, and other tools that nonprofits utilize to advance their mission objectives each and enhance donor relations. Activities include using data driven decision-making to develop and present a compelling strategic plan.

Project Management

PMAN 634 Foundations of Project Management (3)

An overview of the theory and practice of managing projects in any organization or industry using traditional, agile, and hybrid methodologies. All three skill sets of the Project Management Institute Talent Triangle are addressed: Technical Project Management, Leadership, and Strategic and Business Management and provide a foundational project management knowledge and skill base that is highly relevant to workplace project challenges. Emphasis is on blending hard and soft skills to realize superior project outcomes. Skills associated with harnessing diversity, building, leading, and motivating project teams, communications, conflict management, and emotional intelligence are intertwined with tools and techniques drawn from all ten of the project management knowledge areas: integration, scope, schedule, cost, quality, resource, communication, risk, procurement, and stakeholder with emphasis on Integration Management and Scope Management. These skills and techniques are contextualized to predictive (traditional) and adaptive (agile) life cycles and to the initiation, planning, executing, monitoring/control, and closure of a project. Emphasis is on the need to constantly align projects with value creation using practices and approaches that are tailored to mission, vision, and strategy of an organization, to the needs and priorities of stakeholders, and to organizational culture and mores.

PMAN 635 Project Schedule, Cost, and Resource Management (3)

Prerequisite: PMAN 634. An in-depth coverage of the logical and conceptual progression of a project from scope to schedule and budget, developed in the context of traditional project management, and then adapted to the agile and hybrid approaches. Aspects of resource management that relate to schedule and cost are also addressed. Emphasis is on cultivating practical and workplace-relevant skills, tools, and techniques essential for effectively estimating, modeling, and managing schedule and budget, and for addressing the associated uncertainties, imperatives, and challenges encountered in real-life projects. Students will use project management software to develop actionable reports and dashboards that provide a realistic and well-informed depiction of the schedule and budget, so that stakeholders can effectively engage with and support the project, make informed decisions, and assist in narrowing the gap between plan and actual performance. Extends learning from projects to programs and portfolios and develop the leadership skills and insights required to ensure their alignment with organizational mission, strategy, and goals.

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Social Work

UMGC Europe is partnered with Salisbury University to offer graduate courses leading to a Master of Social Work.

SOWK 602 Ethical Foundations of Social Work (2)

Prerequisite: Admission to MSW Program or permission of MSW Program director. Focuses on ethical issues in social work practice including a theoretical framework and ethical problem-solving model to systematically evaluate values and resolve ethical dilemmas found in social work practice. Provides tools and methodologies for reflection and analysis.

SOWK 604 Treatment of Trauma (3)

Prerequisite: Admission to MSW Program or permission of MSW Program director. Examine a complete approach to the treatment of trauma and trauma-related disorders from a strengths-based perspective. Learn about trauma theory, including developmental trauma and complex trauma. Understand various treatment models for acute and complex trauma, and further develop the skills of assessment, treatment planning, and intervention with clients who have been traumatized. Practice intervention skills, including psychoeducation and affect regulation. Explore the intergenerational, socio-cultural, and societal impact of trauma.

SOWK 607 Social Welfare Policy Practice: Analyst and Advocate (3)

Prerequisite: Admission to the MSW Program or permission of MSW Program director. Provides understandings of social welfare policy analysis with micro, mezzo, and macro social work policy practice knowledge skills. Prepares for participation in the policy making process, integrating both policy analytical and formulation skills, as well as understanding the methods and strategies for advocating for policy change and new policies.

SOWK 610 Theoretical Analysis I: Diversity, Human Development and Inequities Across the Life Course (3)

Prerequisite: Admission to the MSW Program or permission of MSW Program director. Prepares students to use knowledge of human development in the environment in ethical, diversity-affirming, justice-promoting and reflective ways in advocacy and counseling practice with diverse communities. Learn a bio-psycho-social-cultural-spiritual perspective on life course development, a set of developmental theories to inform social work assessment at all levels of practice, and a critical "privilege and oppression" framework for identifying the relationship between diversity and difference and inequities in health, well-being and developmental outcomes. Learn from interactive lectures, role-plays, discussion with reflection activities and assigned readings.

SOWK 616 Foundations of Research-Based Social Work Practice (3)

Prerequisite: Admission to the MSW Program or permission of MSW Program director. Research is the basis of evidence-based practice. Understanding the scientific method is an ethical obligation in social work practice. In order to ensure that social workers are practicing ethically, they need to be continually informed about the practices being used and that they are based in the research. It is incumbent upon social workers to be able to stay current and monitor trends in research that directly apply to all levels of practice. Develop the skills to locate, analyze, and critically examine social science research.

SOWK 617 Application of Research-Informed Social Work Practice Research (3)

Prerequisite: SOWK 616 or permission of MSW Program director. A key ethical consideration for social workers is the ability to evaluate their practice. Understand the social work and research connection by exploring the steps of evidence-based practice. Drawing upon current research literature and social work practice knowledge, practice client assessment, formulate intervention plans and develop measures to assess treatment outcomes. Learn how to analyze, interpret, and present quantitative and qualitative findings to help inform practice decisions.

SOWK 620 Social Work Practice I: Engagement, Assessment and Planning (3)

Prerequisite: Admission to the MSW Program or permission of MSW Program director. Social work students need training in a wide array of foundational skills to effectively address obstacles faced by individuals, families and groups. Develop assessment, engagement and planning skills in order to establish effective helping relationships. Understand the use of evidence-based tools and theoretical approaches, from a culturally responsive and ethical lens, to prepare for generalist practice with individuals, families and groups.

SOWK 622 Social Work Practice II: Intervention, Evaluation and Termination (3)

Prerequisite: SOWK 620 or permission of MSW Program director. Effective generalist social work practice requires practitioners to be proficient in problem solving and direct intervention to respond to the needs of individuals, families and groups. Expand foundational practice knowledge by developing intervention, evaluation and termination skills. Emphasizes the practical application of evidence-based tools and theoretical approaches, emphasizing cultural humility and advocacy in practice with individuals, families and groups.

SOWK 623 Social Work Practice III (3)

Prerequisite: SOWK 622 or permission of MSW Program director. Third of three practice courses preparing students for a generalist approach to social work. Expands basic knowledge, values, ethics, and skills, with emphasis on macro level problem solving. Includes theories and techniques needed for practice within an organization and/or community context.

SOWK 630 Theoretical Analysis II: Structural Oppression, Collective Trauma and Marginalized Populations (3)

Prerequisite: SOWK 610 or permission of MSW Program director. Learn how to use knowledge of mezzo and macro level systems (large groups, networks, organizations, communities, social movements, economic and political institutions, and societies) in ethical, diversity-affirming, justice-promoting and reflective ways in advocacy and counseling practice with at-risk, marginalized and vulnerable populations. Learn to use a justice perspective analyzing the systemic and oppressive influence of disparities in power and privilege on these populations and their members and the resulting negative impacts on health, well-being and life course trajectories. Develop mezzo-macro assessment skills from a critical, justice and empowerment perspective. Learn from interactive lectures, role-plays, discussion with reflection activities and assigned readings.

SOWK 640 Field Instruction I (3)

Prerequisite: SOWK 620 or permission of MSW Program director. The first of a two-term sequence of supervised experience in the delivery of social services where students are required to participate in an agency-based field practicum for 16 hours per week under the supervision of an agency-based MSW field instructor. Successful completion of the two-course sequence requires a student to fulfill a minimum of 440 hours of field instruction within the same social welfare agency accumulated across the two semesters. A seminar with small group discussions on field experiences with related written assignments and activities will be conducted concurrently.

SOWK 645 Field Instruction II (3)

Prerequisite: Admission to the MSW Program and SOWK 640. Pre or corequisite SOWK 622 or permission of MSW Program director. The second of a two-semester sequence of supervised experience in the delivery of social services, in the same agency students entered in SOWK 640, where students are required to continue an agency-based field practicum for 16 hours per week under the supervision of an agency-basedMSW field instructor. Successful completion of the two-course sequence requires a student to fulfill a minimum of 440 hours of field instruction within the same social welfare agency accumulated across the two. A seminar with small group discussions on field experiences with related written assignments and activities will be conducted concurrently.

SOWK 652 Clinical Assessment in Social Work (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status or permission of MSW Program director. Builds knowledge and skills for evidence-based assessment emphasizing a biopsychosocial-spiritual framework with individuals, couples, families and groups. Attention is given to the importance of strengths perspective and a trauma informed, integrative assessment framework that is culturally and developmentally appropriate for diverse client groups. Focus on ongoing self-awareness and the impact of personal experiences and affective responses when performing assessments.

SOWK 653 Substance Abuse Assessment and Intervention (3)

Prerequisite: Admission to the MSW program or permission of MSW Program director. Provides a comprehensive introduction to the recognition, assessment and intervention with persons who abuse substances. Models of chemical dependency, the dually diagnosed client and selected models of intervention are explored.

SOWK 654 Psychopathology (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status or permission of MSW Program director. Gain extensive knowledge of the major forms of mental disorders and their assessment. Develop competence in the diagnostic assessment process by mastering the currently accepted diagnostic code. Be able to gather and analyze relevant assessment data to formulate a diagnostic impression. Develop knowledge of various mental disorders and their development and course, risk and prognostic factors, culture- and gender-related diagnostic issues, differential diagnoses, and comorbidity. Be prepared for assessment activities appropriate to a variety of clinical settings.

SOWK 655 Evaluation of Social Work Programs and Practices (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status or permission of MSW Program director. It is incumbent upon ethical social workers to demonstrate that their programs are implemented as intended and that they are run both effectively and efficiently. There is an element of evaluation built into all social work agencies and practices, whether clinically or community focused. Learn introductory program evaluation techniques that build upon the research principles learned in previous research classes. Review different approaches to program evaluation, develop

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skills for applying research principles and techniques to monitor and evaluate programs with diverse populations and settings, and identify approaches to reporting findings back to stakeholder groups.

SOWK 656 Clinical Practice with Individuals and Couples (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status or permission of MSW Program director. This specialization-level course expands knowledge and practice of a biopsychosocial-spiritual framework with individuals and couples. Apply theory, evidence-based practice and intervention skills to work with individuals. Focus on the effective use of self, strengths-perspective, trauma-informed and multicultural practices.

SOWK 658 Clinical Practice with Families and Groups (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status or permission of MSW Program director. This specialization-level course expands knowledge and practice of a trauma-informed biopsychosocial-spiritual framework with families and groups. Applies theory, evidence-informed practice and intervention skills to work with families and groups. Focuses on the effective and ethical use of self in multicultural family and group practice, while promoting resiliency as a foundation to personal and family well-being.

SOWK 663 Clinical Supervision and Administration (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status or permission of MSW Program director. This specialization-level course introduces students to clinical supervision and administration in the human services field. Utilizing evidence-based practices, explore and integrate ethical and professional behaviors in the application of the core assumptions of social work supervision as individuals and within an agency structure. Understand and integrate clinical and non-clinical supervisory and administrative practices as both supervisee and supervisor to better utilize supervision as a forum for ongoing professional growth and development and understanding and enhancement of agency practices, and provision of services to the targeted population and community.

SOWK 668 Clinical Practice Field Placement I (3)

Prerequisites: Clinical Social Work and Advocacy (CSWA) Specialization status. Field education is the signature pedagogy of social work education. The first of a two-semester/term sequence of supervised advanced field practicum in the delivery of clinical social services. Work 24 hours/week for a minimum of 328 hours at the same social welfare agency under a field supervisor with an MSW. Participate in discussions, written assignments and activities concurrently to integrate and apply skills, theory and interventions to practice experiences. Successful completion of the two-course sequence requires a student to fulfill a minimum of 672 hours of field instruction within the same social welfare agency accumulated across the fall and spring semesters.

SOWK 669 Clinical Practice Field Placement II (3)

Prerequisites: SOWK 668 and Clinical Social Work and Advocacy (CSWA) Specialization status. Field education is the signature pedagogy of social work education. The second of a two-semester/term sequence of supervised advanced field practicum in the delivery of clinical social services. Work 24 hours/week for a minimum of 344 hours at the same social welfare agency under a field supervisor with an MSW. Participate in discussions, written assignments and activities concurrently to integrate and apply skills, theory and interventions to practice experiences. Successful completion of the two-course sequence requires a student to fulfill a minimum of 672 hours of field instruction within the same social welfare agency accumulated across the fall and spring semesters.

SOWK 677 Child Welfare (3)

Prerequisite: Admission to the MSW program or permission MSW Program director. Designed to prepare advanced-level students to move beyond the protective focus to practice applications of prevention and change. The curriculum includes knowledge about human services for children, the values and philosophy of family preservation, trends in social welfare policy impacting children and their families, and the effects of gender, race and ethnicity on social work practice with children.

SOWK 691 Anti-Racist Social Work Practice in Action (3)

Prerequisite: Admission to the MSW Program or permission of MSW Program director. Critically evaluate attitudes, values and beliefs regarding diversity and identity formation while utilizing theoretical frameworks for understanding oppression and privilege. Using anti-racist and anti-oppressive frameworks, critique the social work profession, including the NASW Code of Ethics. Scrutinize service delivery and the relationships among power, privilege and oppression that occur on micro, mezzo and macro levels of practice, particularly social and organizational policies and the implementation of those policies. Shift power toward inclusiveness, accessibility, equity and social justice. Create and implement strategies for combating social injustice, including abolitionist and anti-racist social work practice.

Software Engineering

SWEN 603 Modern Software Methodologies (3)

An in-depth overview of widely used modern software development methodologies. Historical software development methods are introduced. Topics include rapid application development and Agile development, Scrum, Extreme Programming (XP), Unified Process, EVO (Evolutionary Project Management), lean software development, test-driven development, feature-driven development, Crystal solutions, Rational Unified Process, and other Unified Process methods. Discussion also covers advantages and drawbacks of using each method.

SWEN 645 Software Requirements (3)

An examination of major models of software requirements and specifications, existing software standards and practices, and formal methods of software development. Topics include writing system and software requirements, formal specification analysis, formal description reasoning, models of "standard" paradigms, and translations of such models into formal notations.

Special Topics

UCSP 615 Orientation to Graduate Studies at UMGC (0)

(Required within the first 6 credits of graduate study for all new graduate students, except those in programs requiring CBR, DCL, or PRO 600.) An overview of the skills needed for academic and professional success. Focus is on enhancing communication and critical thinking skills. Assignments provide familiarity with tools such as library and information resources. APA style and resources are also addressed.

Strategic Communications

MCSP 600 Introduction to Strategic Communications (3)

An introduction to the field of strategic communications. Discussion covers how the convergence of advertising, marketing, and public relations, and the huge impact of technology on media production and platforms, have given rise to the field. Topics include the history of strategic communications, its ethical code, and the role of research. Extensive practice in writing news and feature stories using the Associated Press (AP) Style is provided.

MCSP 610 Planning for Strategic Communications (3)

Prerequisite MSCP 605. A study of the communications planning process. Topics include the importance of planning, planning frameworks, and planning best practices. Practice in creating a communications plan that meets ethical and legal standards while delivering value for a client or organization on time and on budget is provided.

Systems Engineering

SYSE 610 Systems Engineering Overview (3)

An introduction to systems engineering using examples of manufacturing, information, and mechanical systems that involve the integration of different technologies. Emphasis is on the role of the systems engineer. Systems thinking principles and complex systems and system-of-systems theory are reviewed. Discussion covers various approaches to system dynamics modeling. An overview of the system life cycle through conception, design and development, integration and testing, and deployment and support is provided.

SWEN 620 Requirements Engineering (3)

An in-depth examination of the various techniques used in establishing and specifying system requirements, both physical and functional. Topics include system decomposition, requirements traceability, configuration management, and requirements validation. Several U.S. and international standards are examined as examples of requirements specification.

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Summary of Key Policies

The information contained in this catalog reflects the policies of both UMGC and the University System of Maryland (USM). The complete list and text of UMGC's policies can be found at *umgc.edu/policies*. USM policies can be found at *usmd.edu/regents/bylaws*.

Annual Security Report and Consumer Disclosures

In accordance with U.S. Department of Education regulations, University of Maryland Global Campus distributes an Annual Safety and Security Report to all current students, staff, and faculty. It is also available to prospective students, staff, and faculty, upon request.

The annual report provides important information about rights and responsibilities on the following topics:

- Campus safety and security policies and services
- Sexual misconduct policy
- Emergency procedures
- Alcohol and drug prevention programs
- Crime statistics by location for the previous three calendar years

You can read the Annual Safety and Security Report at *umgc.edu/current-students/student-life-and-support/safety-and-security/annual-report*.

If you have questions or wish to receive a copy of the current annual report, contact the UMGC senior emergency manager at +1-301-985-7139 or email security at *security@umgc.edu*

In addition, the following annual notices and consumer disclosures are available on the Consumer Disclosures and Policies page on the UMGC website at *umgc.edu/terms-conditions/disclosures*.

- Family Educational Rights and Privacy Act (FERPA) Notification: UMGC's annual notice regarding student rights under FERPA
- Peer-to-Peer File Sharing Notification: Information on the unauthorized use of copyrighted materials, including associated criminal and civil penalties
- Consumer Disclosures:
  - Institutional information including, but not limited to, cost of attendance, refunds, withdrawal procedures, academic programs, transfer credit, complaint procedures, and accessibility services
  - Financial assistance available to students
  - Student outcomes including, but not limited to, retention and completion rates
  - Types of graduate and professional education in which UMGC undergraduate alumni enroll

Disclosure of Student Records

UMGC complies with the Family Educational Rights and Privacy Act (FERPA), a federal law that protects the privacy of students' education records. In accordance with FERPA, you have the right to inspect and review your education records; seek an amendment of your education records, where appropriate; limit disclosure to third parties of directory information (student information that may be released without your prior written consent); and file formal complaints alleging a violation of FERPA with the Department of Education Family Policy Compliance Office. In addition, FERPA provides that most of your student information may not be released to third parties without your prior consent.

UMGC's Policy III-6.30 FERPA and Disclosure of Student Records (available at *umgc.edu/administration/policies-and-reporting/policies/academic-affairs/ferpa-and-disclosure-of-student-records*) contains an explanation of information that may be disclosed with and without prior consent, as well as procedures for requesting amendments to records, requests for nondisclosure, and filing of complaints. Requests for inspection of your student records may be sent to the UMGC Registrar's Office at *studentrecords@umgc.edu*. For another person to act on your behalf, a power of attorney is required. More information on FERPA, including disclosures to third parties, can be found at *umgc.edu/terms-conditions/disclosures/ferpa*.

Nondiscrimination Statement

UMGC is committed to ensuring that all individuals have equal access to programs, facilities, admission, and employment and that no person shall be excluded from participation in, be denied the benefit of, or otherwise be subjected to unlawful discrimination in this institution's programs and activities. In accordance with federal, state, and local laws and regulations, UMGC does not discriminate against any person on the basis of race, religion, color, creed, sex, gender, gender identity or expression, marital status, sexual orientation, age, national origin, ancestry, political affiliation, mental or physical disability, genetic information, veteran status (including Vietnam-Era veterans), or any other legally protected characteristic. Specifically, under Title IX of the Education Amendments of 1972, UMGC prohibits discrimination on the basis of sex in its programs and activities. UMGC will take steps to eliminate prohibited conduct, prevent its recurrence, and remedy its effects.

All inquiries regarding UMGC's Nondiscrimination Statement or compliance with applicable statutes and regulations regarding equal opportunity should be directed to the fair practices and equal opportunity officer, Office of Community Engagement and Opportunity, 3501 University Boulevard East, Adelphi, MD 20783-8000 (phone +1-301-985-7955 or email *fairpractices@umgc.edu*).

For UMGC's Non-Discrimination and Anti-Harassment Policy, see *umgc.edu/administration/policies-and-reporting/policies/administration-policies/non-discrimination-and-anti-harassment.html*.

Inquiries regarding Title IX/sexual misconduct may be directed to the Title IX coordinator, Office of Community Engagement and Opportunity, 3501 University Boulevard East, Adelphi, MD 20783-8000 (phone +1-301-985-7930 or email *titleixcoordinator@umgc.edu*)

For UMGC's Sexual Misconduct Policy, see *umgc.edu/administration/policies-and-reporting/policies/administration-policies/sexual-misconduct*.

For external inquiries regarding the notice of nondiscrimination, including Title IX information, contact the Office for Civil Rights, U.S. Department of Education, Wanamaker Building, Suite 515, 100 Penn Square East, Philadelphia, PA 19107, or call +1-800-421-3481.

Peer-to-Peer File Sharing

Unauthorized use of copyrighted materials may bring civil and criminal penalties to the user. UMGC is committed to combating the unauthorized use of copyrighted materials on UMGC's network (including the online classroom) and therefore has established a written plan to achieve this goal. The intent of this plan is to inform UMGC students, faculty, and staff members of the appropriate use of copyrighted material on the network and to deter, detect, and discipline prohibited use, while reasonably maintaining the educational use of UMGC's network. More information on UMGC's Intellectual Property Policy is available online at *umgc.edu/administration/policies-and-reporting/policies/research/intellectual-property*.

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or statutory damages affixed at not less than $750 and not more than $30,000 per work infringed. For willful infringement, a court may award up to $150,000 per work infringed. A court can, at its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense.

More information is available on the U.S. Copyright Office website at *copyright.gov*.

UMGC Procedures for Handling Unauthorized Distribution

UMGC implements an active protocol to respond to copyright infringement allegations. In accordance with the Digital Millennium Copyright Act (DMCA), UMGC has designated the following individual to receive and respond to reports of alleged copyright infringement on UMGC's website:

Sherri Sampson
General Counsel
Office of Legal Affairs
University of Maryland Global Campus
3501 University Boulevard East
Adelphi, MD 20783
+1-301-985-7080
legal-affairs@umgc.edu

To be effective under the DMCA, a notification of claimed infringement must be in writing and include the following information:

1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
2. Identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site;
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit the service provider to locate the material;
4. Information reasonably sufficient to permit the service provider to contact the complaining party, such as an address, telephone number, and, if available, an electronic mail address at which the complaining party may be contacted;
5. A statement that the complaining party has a good faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law; and
6. A statement that the information in the notification is accurate, and under penalty of perjury, that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

Once an effective DMCA takedown request is submitted, UMGC will act expeditiously to remove or block access to the infringing material.

Religious Observance

So that academic programs and services of UMGC shall be available to all qualified students who have been admitted to its programs, regardless of their religious beliefs, students shall not be penalized because of observances of their religious holidays. More information on UMGC's

Religious Observances Policy may be found at *umgc.edu/administration/policies-and-reporting/policies/academic-affairs/religious-observances*.

Retention of Student Records

UMGC maintains records of students' admission, enrollment, grades, transfer of credits, transcripts, graduation, and degree(s) while the student is enrolled and permanently after graduation in compliance with UMGC's Records and Information Management Policy, visit *umgc.edu/administration/policies-and-reporting/policies/info-governance-security-technology/records-and-information-management*.

Sexual Misconduct

UMGC is committed to creating and maintaining an environment in which all persons who participate in university programs and activities, perform work, and provide services can learn and work together in an atmosphere free from sexual misconduct, a form of sex-based discrimination.

UMGC provides training, education, prevention programs, and policies and procedures that promote prompt reporting; prohibit retaliation; and promote timely, fair, and impartial investigation and resolution of sexual misconduct cases.

Inquiries concerning the application of Title IX may be referred to the UMGC's Title IX coordinator or the U.S. Department of Education, Office for Civil Rights. If you have any questions regarding sexual misconduct or need to report a complaint, contact Jamie Thayer, Title IX coordinator, by phone at 301-985-7934 (voice and text) or via email at *titleixcoordinator@umgc.edu*.

For details on UMGC's Sexual Misconduct Policy, see UMGC's Sexual Misconduct Policy at *umgc.edu/administration/policies-and-reporting/policies/administration-policies/sexual-misconduct*

Smoking

In accordance with USM policy, UMGC seeks to promote a healthy, smoke-free environment for the UMGC community. More information on UMGC's Smoking Policy may be found at *umgc.edu/administration/policies-and-reporting/policies/administration-policies/smoking*.

Student Classification for Admission and Tuition

For information on student classification and residency, see USM policy VIII-2.70 at *usmd.edu/regents/bylaws/SectionVIII*. Also see UMGC's Student Residency Classification for Admission, Tuition, and Charge-Differential Purposes Policy at *umgc.edu/administration/policies-and-reporting/policies/fiscal-and-business-affairs/student-residency-classification-for-admission-tuition-and-charge-differential-purposes*.

Student Drug and Alcohol Awareness

UMGC complies with all federal, state, and local laws that regulate or prohibit the possession, use, or distribution of alcohol or illicit drugs. Violations of such laws that come to the attention of UMGC officials will be addressed through UMGC procedures, through prosecution in the courts, or both.

All UMGC students are prohibited by UMGC from unlawfully possessing, using, manufacturing, distributing, or dispensing alcohol or any controlled substance on UMGC premises or at UMGC-sponsored activities. UMGC expects all students to comply with applicable federal, state, and local laws and regulations pertaining to possession, use, manufacture, distribution, or dispensation of alcohol and/or controlled substances.

Any student who violates any of the applicable standards of conduct is subject to corrective disciplinary actions and penalties up to and including expulsion from UMGC academic programs and referral to the appropriate federal, state, and/or local authorities for prosecution in the courts. Students should see the alcohol and drug prevention program section of the most current UMGC Annual Safety and Security Report (*umgc.edu/current-students/student-life-and-support/safety-and-security/annual-report*) for additional information.

Transfer of General Education Requirements

UMGC conforms with the general education requirements as laid out by the Code of Maryland Regulations (COMAR) 13B.06.032 regulation. Up to 36 general education credits earned at another Maryland public institution will transfer to UMGC as general education credits. UMGC's general education requirements may be found on pp. 76 of this catalog.

A student who has satisfactorily completed a course identified as a general education requirement at a Maryland community college will receive credit toward UMGC's general education requirements, as stated in Code of Maryland Regulations Title 13B, Subtitle 06, Chapters 1–10. For other students, courses are evaluated on a case-by-case basis. UMGC has included its evaluation of many Maryland community college courses in its section of the University System of Maryland's computerized articulation system (ARTSYS). This software is available at all two- and four-year Maryland public institutions and online at *artsys.usmd.edu*. Consult an academic advisor for details.

Appendices

MyUMGC Terminology

The following is an explanation of terms you may encounter when using MyUMGC.

Academic Advisement Report (Degree Plan): A review of the academic progress that you have made within your UMGC program.

Admission: The process of being admitted to the university, which includes completing an application and paying the fees required for entrance.

Campus: The UMGC division to which you are assigned. UMGC has three major divisions—UMGC Asia, UMGC Europe, and UMGC Stateside. Within those "campuses" are additional locations where classes are held or staff and advisors or success coaches may be reached.

Class Number: The unique five-digit number assigned to each class at UMGC.

Drop: To cancel your enrollment in a class before the end of the drop period posted on the UMGC website for your division.

eApp: An abbreviation for the electronic admissions application, which is an application to the university that is filled out and submitted online.

Lower-Level (LL) Courses: Courses that are numbered 100–299.

Official Evaluation (or Academic Advisement Report): A review of the academic progress you have made within your UMGC program.

Portal: A website that integrates online applications, such as email, databases, references to other websites, and proprietary applications, under one unique URL, often allowing secure access with one unique login and password.

Real-Time: This means that transactions are implemented at the moment a user makes them, regardless of time zone. There is no time delay; all information is current up to the moment users access it.

Semester: Also known as a term, divided into individual sessions.

Session: Usually an eight-week period within a term (number of weeks may vary), during which classes are offered.

Student ID (or EmplID): A system-generated identification number for student use. You should record your student ID in a safe, secure place, as it will be needed to access various services.

Subject and Course Number: The four-letter abbreviation and three-digit number for UMGC classes. For example, in COMM 300, COMM stands for communication studies and 300 is the catalog number.

Term: A full semester, which may be subdivided into sessions Student finance and financial aid offices use this time period for instructional accounting.

Units: The credit value the university assigns to a course.

Upper-Level (UL) Courses: Courses that are numbered 300–499.

Withdraw: To cancel your enrollment in a class after the end of the drop period posted on the UMGC website for your division.

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POLICY STATEMENT

This publication and its provisions do not constitute and should not be regarded as a contract between UMGC and any party or parties, nor is it a complete statement of all policies, procedures, rules, regulations, academic requirements, or tuition and fees applicable to UMGC, its students, or its programs. UMGC reserves the right to make changes to the policies, procedures, rules, regulations, and academic requirements set out in this publication without prior notice. Such changes will be reflected on the university's website or other publication.

This catalog provides the degree requirements and recommended curriculum for students who begin continuous study on or after 1 August 2024. When a curriculum or graduation requirement is changed, it is not made retroactive unless the change is to the student's advantage and can be accommodated within the span of years normally required for graduation. See additional policies on pp. 279-282.

Sources for any claims made throughout this catalog may be found on the UMGC website.

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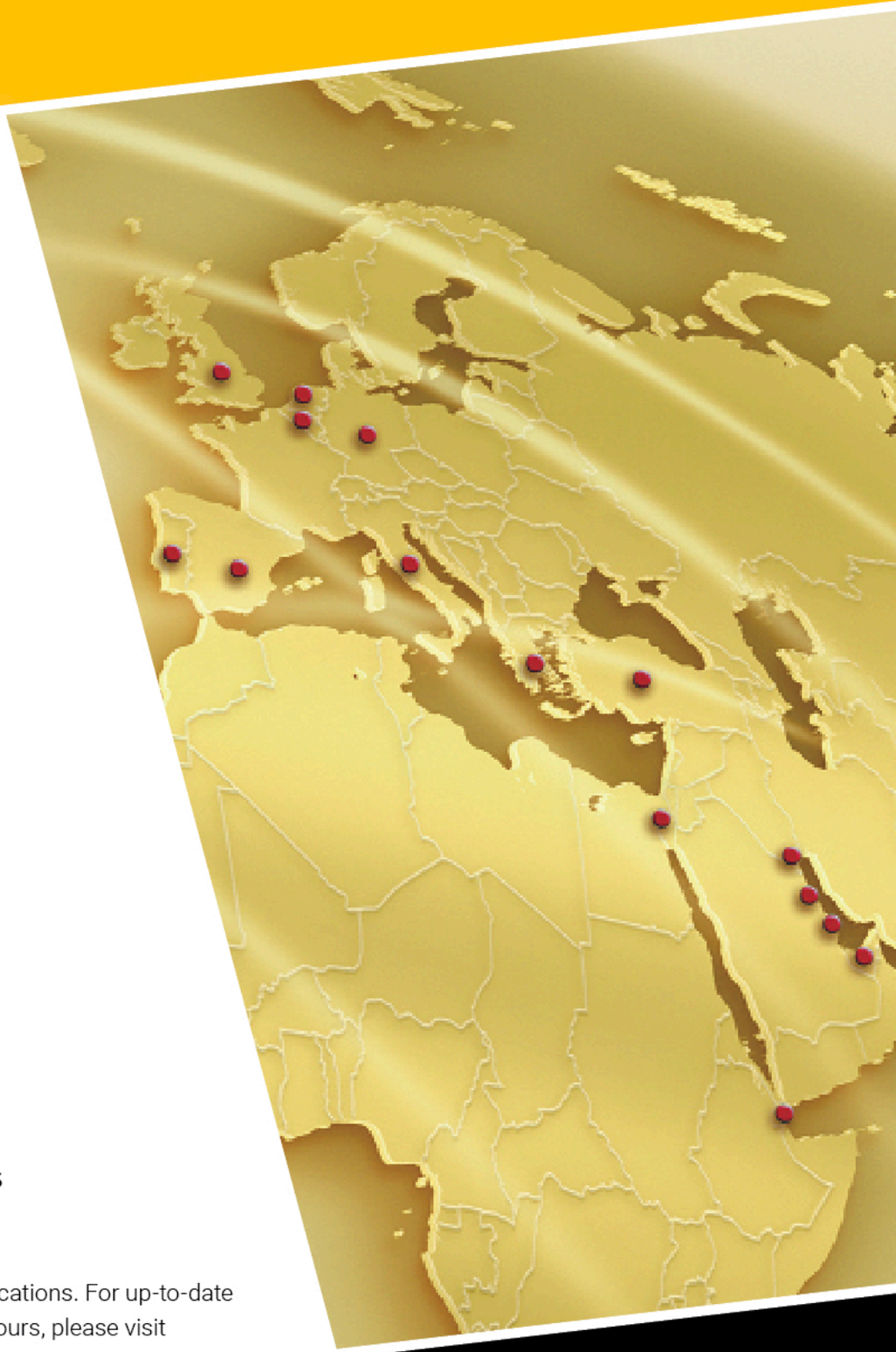

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- Saudi Arabia
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- Turkey
- United Arab Emirates
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See p. 264 for a list of our current locations. For up-to-date contact information and business hours, please visit ***europe.umgc.edu/locations.***