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General Information - Graduate

# Admissions - Graduate

## Admissions Policy

The primary factor in decisions for admission to graduate studies at Rhode Island College is a candidate’s academic record, although other factors, such as recommendations, personal statements and standardized test scores, are also part of the consideration. A bachelor’s degree from a regionally accredited college or university is required for admission to all graduate programs. Final acceptance is based on the combined decision of the appropriate academic department and the dean responsible for that department. Decisions are made without regard to race, color, creed, national or ethnic origin, gender, religion, disability, age, sexual orientation, genetic information, gender identity or expression, marital status, citizenship, status as a special disabled veteran, recently separated veteran, Vietnam Era veteran or any other veteran who served in active duty. Applicants should apply online at https://www.applyweb.com/ricg/index.ftl

## Admissions Requirements

Graduate study is offered through the Faculty of Arts and Sciences, the Feinstein School of Education and Human Development, the School of Business, the School of Nursing and the School of Social Work. Most programs have deadlines for the submission of all application materials for full acceptance to the fall or spring term, though some programs review applications on a continuing basis.

For all degree programs, the materials listed below are required.

1. **A completed application form accompanied by a $50 nonrefundable application fee.**

2. **Official transcripts of all undergraduate and graduate records.** The dean’s office will obtain any Rhode Island College transcripts.

3. **A minimum cumulative grade point average (GPA) of B (3.00 on a 4.00 scale) in all undergraduate course work.** Applicants with undergraduate GPAs less than 3.00, but not less than 2.00, may be admitted to degree candidacy upon the submission of other evidence of academic potential, for example, satisfactory performance in postbaccalaureate work, professional experience as evidenced by publications or letters of recommendation and/or high scores on the standardized tests.

4. **A copy of candidate’s teaching certificate (when applicable).**

5. **An official report of scores on the Graduate Record Examination (GRE) or the Miller Analogies Test (MAT)** *for most programs.* See specific programs for requirements.

6. **Three letters of recommendation** attesting to the candidate’s potential to do graduate work. Placement references are generally not applicable.

7. **Some programs have additional admission requirements and may include an interview.** Please review requirements for individual programs.

The dean responsible for the program to which the candidate is applying will inform the candidate of the decision regarding admission. Complete information on deadlines and admission requirements can be found at https://www.ric.edu/admissions-financial-aid/graduate/admission-requirements-all-graduate-degree-programs

**Provisional Admissions:**

An applicant for a Master’s program who does not meet the program’s admission standards but who demonstrates the potential to successfully complete graduate work may be considered for provisional admission, when this option is available in the department of application. The provisionally admitted student will be matriculated into the program and must earn at least a 3.0 GPA in the first 9 credits. The student’s coursework for these 9 credits is drawn from the Plan of Study for the graduate degree. Individual programs may have additional retention standards. Details of provisional admission will be specifically outlined at the time a Plan of Study is developed. Failure to meet the provisional admission requirements is sufficient cause for dismissal from the program.

## International Student Admission

Rhode Island College encourages applications from prospective international students whose command of English is sufficient for graduate study. Applicants follow the normal graduate admissions procedures and requirements. In addition, applicants must submit

1. Certified literal English translations and evaluations of applicant’s transcripts and academic records.

2. Scores on the Test of English as a Foreign Language and other tests as required by the program for students whose undergraduate education was not in the English language

3. An affidavit of support detailing the funds available for the educational program.

4. A complete Immunization Record.

International students should contact the international student advisor in the International, Immigrant, Undocumented, DACAmented & Refugee Student Services for information concerning U.S. laws and regulations.

## Health Requirements

All full-time students and international students are required to meet immunization requirements mandated by the Rhode Island Department of Health. Students living on campus, participating in the athletic program or enrolled in the nursing program are also required to have a physical examination on file at Health Services.

All health related information should be entered into the secure **Medicat Patient Portal** located on the right sidebar of **MyRIC**.

Note: Certain departments have additional health requirements for admission to their programs.

## Military Personnel and Veterans

Rhode Island College is a Servicemember’s Opportunity College. U.S. military personnel and veterans are invited to contact the appropriate dean or the RIC Military Resource Center for information on graduate degrees and courses or e-mail mrc@ric.edu.

# Fees and Expenses - Graduate

## Tuition and Fees for Graduate Students (2020–2021)

**The fees described in the following sections are projected for the 2021–2022 academic year. Because of rising costs, the Rhode Island Board of Education reserves the right to change fees without notice as conditions necessitate.**

All full-time graduate students (those taking 9 credit hours or more per semester) and part-time graduate students (those taking fewer than 9 credit hours per semester) pay per credit hour:

**Graduate Students - Degree Programs**

|  |  |  |  |
| --- | --- | --- | --- |
|   | **In State** | **Northeast Neighbors** | **Out of State** |
| Tuition (General Fee) | $485 | $727 | $943 |
| Library Fee | $5 | $5 | $5 |
| Recreation Fee | $8 | $8 | $8 |
| Technology Fee | $10  | $10 | $10 |
| Fine Arts Fee\* | $3 | $3 | $3 |
| Transportation Fee | $4 | $4 | $4 |
| Student Activity Fee | $6 | $6 | $6 |
| Health, Counseling and Wellness Fee | $4 | $4 | $4 |
| **Subtotal (per credit)** | **$525** | **$767** | **$983** |
|   |   |   |   |
| Plus Dining Center and Student Union Fee | $140 | $140 | $140 |

\* Fine Arts fee is not imposed for non-degree students.

All graduate students (in state and out of state) also pay once per semester:

*Note:  Graduate students enrolled in undergraduate courses pay the undergraduate tuition rate for those courses.*

**Doctor of Nursing Practice (DNP) Program**

|  |  |  |  |
| --- | --- | --- | --- |
|   | **In State** | **Northeast Neighbors** | **Out of State** |
| Tuition(General Fee) | $508 | $727 | $943 |
| Library Fee | $5 | $5 | $5 |
| Recreation Fee | $8 | $8 | $8 |
| Technology Fee | $10 | $10 | $10 |
| Fine Arts Fee | $3 | $3 | $3 |
| Transportation Fee | $4 | $4 | $4 |
| Student Activity Fee | $6 | $6 | $6 |
| Health, Counseling and Wellness Fee | $4 | $4 | $4 |
| **Subtotal (per credit)** | **$542** | **$800** | **$1016** |
|   |   |   |   |
| Plus Dining Center and Student Union Fee | $140 | $140 | $140 |

**Joint Ph.D. in Education**

**This is a cooperative program offered by RIC and URI. For more information, visit the Feinstein School of Education and Human Development website.**

|  |  |  |  |
| --- | --- | --- | --- |
|   | **In State** | **Northeast Neighbors** | **Out of State** |
| Tuition(General Fee) | $803 | $1205 | $1550 |
| Doctoral Fee | $20/cr | $20/cr | $20/cr |
|   |   |   |   |
| **Subtotal (per credit)** | **$823** | **$1225** | **$1570** |
|   |   |   |   |
| Plus Dining Center and Student Union Fee | $140 | $140 | $140 |

Students accepted into a second degree undergraduate program pay undergraduate fees. Students accepted into the RITE program also pay undergraduate fees, but only after they have been fully accepted into the RITE program. Students are responsible for informing Rhode Island College of their status in order for the proper tuition and fee charges to be assessed.

## Special Fees

Students are charged the following additional fees, if applicable:

Application Fee

$50

Applied Music Fee

$650 per semester, for students taking Music 370–388 or 570–588

Laboratory/Studio Art Fee

$35 per course

Late Payment Fee

$50

School of Business Program Fee

$25 per credit hour, up to a maximum of $300 per semester

School of Nursing Program Fee

$25 per credit hour, up to a maximum of $300 per semester

Medical Imaging Program Fee

$23 per credit hour, up to a maximum of $275 per semester

Transcript Fee

$30

## Explanation of Fees

The **Application Fee** is used to defray the costs of processing an application.

The **Applied Music Fee** is used to cover 14 private 50-minute lessons, which make up Music 370–388 and 570–588.

The **Fine Arts Fee** is used to provide opportunities and activities in the fine and performing arts at Rhode Island College.

The **Laboratory/Studio Art Fee** is used to cover the costs of art and laboratory supplies provided by the college to students enrolled in specific courses.

The **Late Payment Fee** is a penalty for failing to make payment during the designated periods.

The **Library Fee** is used to cover the costs of purchasing books, periodicals, and non-print materials for the library.

The **Recreation Fee** is used to cover the operation and programs of the Recreation Center.

The **Registration Fee** is used to cover the costs associated with the registration process.

The **Technology Fee** is used to cover the costs of purchasing equipment and software for student use on campus.

The **Transcript Fee** is a one-time fee charged to all students to cover all requests for official transcripts.

The **Transportation Fee** is used to fund the re-establishment of a discounted RIPTA fare program for students and parking improvements on campus.

The **Tuition (General Fee)** is used to cover the basic costs of educating a student and of running the college.

## Determination of Residency for Tuition Purposes

The determination of residency for tuition purposes is made by the director of records for enrolled students. Time spent in Rhode Island while attending college usually may not be used to establish residence. Contact the Records Office for further information.

## Northeast Neighbors

Rhode Island College students whose permanent place of residence is a community within a 50-mile radius of Providence are eligible for in-state tuition rates plus 50 percent. The Metropolitan Tuition Policy includes both full-time and part-time students, undergraduate and graduate students, and degree and non-degree students. Connecticut and Massachusetts communities within the 50-mile radius are listed online at www.ric.edu/bursar/pages/Metropolitan-Tuition-Policy.aspx.

Forms for verification of residence for this purpose are available in the Records Office and must be submitted for approval prior to the close of registration.

## New England Regional Student Program

Rhode Island College participates in the Regional Student Program (RSP) administered by the New England Board of Higher Education (NEBHE). Through this program, New England residents who live outside of Rhode Island may enroll in specified curricula at Rhode Island College for in-state tuition rates plus 50 percent. The student’s program of study must be one not offered at an institution in the student’s home state, or Rhode Island College must be closer in traveling time to the student’s legal residence than an institution offering an approved RSP program in the home state.

Students must remain in the program for which they applied or may transfer only into another NEBHE program or else they will be charged out-of-state tuition fees as of the date of transfer. Each semester, NEBHE program students must also request a tuition waiver from the Records Office.

Those entering Rhode Island College through the NEBHE program must meet all the standards required for admission to the college and must be accepted into a degree-granting program.

Additional information may be obtained from the vice president for academic affairs or the New England Board of Higher Education, 45 Temple Place, Boston, MA 02111.

## Senior Citizen Waiver

All Rhode Island residents who are at least 60 years old are eligible to take courses at Rhode Island College without having to pay the regular tuition charges. However, the registration, recreation and other applicable laboratory/studio fees will be charged. In addition, the student must have fulfilled all academic prerequisites for the course, is limited to registering on the last day of registration on a space-available basis and is subject to a means test.

## Unemployment Waiver

Rhode Island General Law 28-42-81 provides that any Rhode Island resident receiving unemployment benefits, including benefits earned in another state, is eligible for waiver of tuition for any course(s) taken at Rhode Island College. The law stipulates, however, that the waiver be granted on a space-available basis only and that each applicant be subject to a means test. Therefore, students who wish to register under the terms of waiver are limited to registering on the last day of registration. Students must obtain Form DET-467 from the Department of Labor and Training and submit this completed form, certifying eligibility, at the time of registration. Any registration prior to the specified date each term will be ineligible for consideration for an unemployment waiver, and no retroactive use of the waiver is permitted. Mandatory fees that are not waived include lab fees, recreation fees and activity fees.

## Refund of Tuition and Fees

A full- or part-time student withdrawing from Rhode Island College, either voluntarily or because of dismissal for disciplinary reasons, will receive a refund of tuition and/or fees in accordance with the college policy in force for first-time students, including Title IV students and all other withdrawn students. Enrolled students are also subject to the college refund policy.

## Refunds for Students Involuntarily Called to Military Service

The Rhode Island Board of Education has adopted as policy the following options for students who are involuntarily called to military service:

1. Total refund of tuition and course-related fees, including registration fee. Prorated refund for housing and dining fees.

*Or*

2. No tuition refund but a grade of Incomplete awarded for courses in which the student is enrolled at the time of recall. Prorated refund for housing and dining fees.

## Indebtedness to the College

Failure to make full payment of tuition and fees or to resolve other debts to Rhode Island College – for example, unreturned athletic equipment, overdue short-term or emergency loans, delinquent or defaulted student loans (Federal Nursing and/or Federal Perkins Loans), unreturned library books, damage to college property, etc.–may result in the cancellation of registration for the following semester, withholding of academic grades, denial of registration until the payment is made and/or disenrollment. If requested, appropriate departments will provide the student with notice of the debt, the reason for the debt and a review. Students must fulfill all financial obligations to the college, including participation in loan exit counseling for borrowers under one or more of the several long-term loan programs in which the college participates (e.g., Federal Perkins Loans, Federal Direct Loans, PLUS and/or SLS loans), before receiving grades, a degree, transcripts or a diploma.

# Financial Aid - Graduate

## Federal Financial Aid Programs

Financial aid for graduate students primarily consists of student loans and employment programs. Students interested in any financial assistance from the college must complete the Free Application for Federal Student Aid (FAFSA). Students are encouraged to apply online at  https://studentaid.ed.gov. The FAFSA on the Web Worksheet can be used prior to applying online. Priority for funds administered by Rhode Island College is given to applications received by May 15 prior to the following academic year. In addition to demonstrating financial need, general eligibility requirements for financial aid include acceptance for admission as a degree candidate and status as a U.S. citizen or permanent resident.

### Federal Direct PLUS Loans

Graduate students are eligible to borrow under the Federal Direct PLUS Loan Program. Students may borrow up to their full cost of attendance minus other student financial aid. The PLUS interest rate is fixed at 7.60 percent, and applicants must pass a credit review in order to qualify for the loan. Repayment of the loan begins six months after the borrower ceases to be enrolled at least half time, and interest accrues during the period of enrollment and grace period. In addition to interest, these loans have a 4.248 percent origination fee. Graduate applicants must complete the FAFSA, and they must have used their maximum eligibility under the unsubsidized Federal Direct Loan Program.

### Federal Direct Loans

Recent federal legislation eliminated subsidized Direct Loans for graduate students effective July 1, 2012. Unsubsidized Direct Loans have an interest charge during the in-school and grace periods. The loans have a fixed interest rate of 6.60 percent and a 1.062 percent origination fee. The repayment period extends up to 10 years, but there is a minimum monthly payment of $50.

Graduate students may borrow up to $20,500 per year from the unsubsidized Direct Loan. Although financial need is not required for an unsubsidized loan, the FAFSA must still be filed. In all cases, the total amount of student aid from all programs is limited to a student’s total educational costs as determined by the Office of Student Financial Aid.

### Federal Work-Study Program

This is a part-time employment program based on financial need. A work-study award is paid biweekly at an hourly rate based on hours worked. Wage rates reflect both the level of responsibilities and the experience of the student worker. Eligibility is determined by the Office of Student Financial Aid, using information from the FAFSA. The Career Development Center helps students with work-study awards identify opportunities both on and off campus; however, Rhode Island College cannot guarantee that a student will secure a work-study position.

## Financial Aid for Summer Sessions

In addition to filing the FAFSA as outlined above, students who desire financial assistance for summer sessions must submit a Rhode Island College Summer Financial Aid Application. This form is available from the Office of Student Financial Aid on or about February 1 each year. Summer aid is contingent upon the availability of funds and consists of Federal Loans and Federal Work-Study.

To be considered for Federal Work-Study for summer sessions, the FAFSA must be received at the federal processing center by March 1 and the Summer Financial Aid Application must be received in the Office of Student Financial Aid by April 1.

## The Rights and Responsibilities of Students Receiving Financial Assistance

Students should be fully aware of their rights and responsibilities in applying for and accepting any form of financial aid.

Note:  Rhode Island College reserves the right to require verification of income data submitted by any or all applicants for financial assistance. Awards to those asked for such verification will be made conditional upon receipt of the requested information/documentation. Any discrepancy in reported figures may result in adjustment or cancellation of the financial aid award and may be reported to the federal government for further review and possible legal action.

## Graduate Scholarships

Scholarship assistance is available through the Elizabeth S. Carr Trust Fund for students in the elementary/early childhood education programs and through the Rhode Island College Alumni Association. Please contact the RIC Foundation for more information: foundation@ric.edu. The Harrower Family Award is available through the Department of English and the dean of the Faculty of Arts and Sciences. The Naylor Family Scholarship is available through the Department of Psychology and the dean of the Faculty of Arts and Sciences. Specific information on these and other scholarships is available from the Office of Student Financial Aid, and for alumni scholarships, the Office of College Advancement.

**SCHOOL OF NURSING**

A limited number of scholarships for students in graduate Nursing programs are available. Inquire with the Nursing department.

## Master of Social Work Scholarships

The School of Social Work offers Master of Social Work Graduate work-study scholarships to full-time M.S.W. students in field placement. These scholarships match federal work-study funds to enable recipients to obtain paid field placements in nonprofit agencies and organizations, up to a total of $ 3,500 per year. To be eligible for these scholarships, students should file the FAFSA, which can be obtained online at https://studentaid.ed.gov. The School of Social Work also offers scholarships to students enrolled full-time in the M.S.W. program.  Please click on this link for more information and application.

## Graduate Assistantships

Graduate assistantships are limited to accepted degree candidates who are enrolled full time. The normal course load for a graduate assistant is six hours per semester. The duties of a graduate assistant usually involve such activities as: preparation for and supervision of laboratory sections, assistance with classroom discussion, assistance in student support services, research and data collection. More information here: https://www.ric.edu/department-directory/office-graduate-studies/graduate-assistant-opportunities

The student may be required to devote a maximum of 20 hours a week to such work, not more than 10 hours of which may be in classroom contact hours.

Full-time Graduate assistants work 20 hours per week and receive a stipend of $3,150  for the academic year and remission of tuition for the academic year and summer session. Half-time graduate assistants work 10 hours per week and receive a stipend of $1,575  for the academic year and remission of half the cost of tuition for the academic year and summer session. Appointments to assistantships are for one year. Graduate assistantship applications are available at the link above. The application deadline for graduate student assistantships is March 1.

## Employment Programs

The Career Development Center oversees the student employment hiring process and provides information on part-time employment both on and off campus during the academic year and the summer. One source of employment is the Federal Work-Study Program, which is based on financial need. However, student employment opportunities are also available for students who do not qualify for financial aid.

# Academic Policies and Requirements - Graduate

## Plan of Study

Each student recommended for admission to a degree or certificate program shall develop a plan of study with their advisor. The plan of study includes all degree requirements, including required and elective course work and independent research, along with other requirements such as exams and assessments necessary to complete degree requirements. The plan of study may also include courses that are to be taken without program credit to remedy deficiencies or to satisfy prerequisites. The plan of study must be approved by the program director and the appropriate academic dean. Students are not formally accepted into a graduate program until the plan of study is approved and filed. Students are responsible for meeting all program requirements for the thesis, portfolio, comprehensive evaluation or field project.

## Grading System

**Credit/No Credit**

Graduate students are not permitted to take graduate courses for Credit/No Credit; however, they may take certain undergraduate prerequisite courses for Credit/No Credit with permission from their graduate advisor.

**Satisfactory/Unsatisfactory Grades**

Graduate courses approved for a Satisfactory or Unsatisfactory (S/U) grade by the Graduate Committee require students to perform at the B level (3.00) or better to receive a grade of S. These courses shall be so labeled in the college catalog and bulletin. S/U grades are not included in calculating grade point average.

**Incomplete Grades**

An Incomplete will be given in place of a grade when the work of the semester has been passing but has not been completed because of illness or some other reason that, in the opinion of the instructor, justifies such a report. Graduate students who do not make up an Incomplete within three academic semesters must make a request in writing to their graduate program for permission to complete the course.

**Failure in a Course**

A course with a failing grade that has been retaken or replaced will be considered taken for No Credit and must remain on the student’s transcript. The most recent grade will be included in calculating the grade point average.

**Withdrawal from a Course**

Students may drop a course during the first two weeks of a semester (or during a corresponding time for summer sessions) without having any entry made on the permanent record. After that time, students will receive a grade of W and are financially responsible for the course.

Withdrawal from a course after the last withdrawal date until the end of the course requires the approval of the instructor of the course. Approval is based on evidence of extenuating circumstances other than academic difficulty in the course.

Students who do not follow the official procedures, but stop attending classes, receive a grade based on the work completed as compared to the total course requirements.

Additional information on options and procedures for withdrawing from a course is available from the Records Office or the Office of Student Life or the Office of Graduate Studies.

## Auditing a Course

To audit a course is to participate in a course without receiving credit for the course or having the grade point average affected. Auditing requires consent of the instructor and the appropriate department chair.

During the first two weeks of a semester, if registration for the course has not been closed, a course may be added for audit through regular Add/Drop procedures without a late registration fee charged. Conversely, during the first two weeks of the semester, a course that was audited may be dropped and added for credit with no late registration fee charged.

Under no circumstances will audited courses be counted for credit toward a degree.

## Retention Requirements - Graduate

Graduate students who earn a grade below B (3.0) in any course will have their status reviewed by the appropriate academic dean in consultation with the department. Such review may result in the student being placed on probation or dismissed. Students on probation must achieve grades of B (3.0) or better in graduate-level course work for the next 9 earned credits. Probation may also require the retaking of courses and the suspension of progress in the program until satisfactory performance is achieved. Students on probation will continue to be monitored until satisfactory performance in their graduate program is achieved. Failure to meet the conditions of probation will result in dismissal.

## Residency Requirements - Graduate

The master’s degree or graduate certificate may be earned either through full- or part-time study or by a combination of both. However, candidates must take at least four-fifths of the credits required for the degree at Rhode Island College. In the School of Social Work, graduate students must complete the advanced year on a full-time basis (enrolled in at least nine credits).

## Transfer Credit

A candidate may request credit for work taken at other regionally accredited institutions of higher learning not exceeding one-fifth of the total credits in the program for the degree. In considering a request for transfer credit, the student’s advisor will review the program of study, carefully evaluate the relevance of the proposed courses to the plan of study and consider the availability of courses to fulfill credit requirements. Transfer credit is granted only when approved by the student’s advisor, the program director and the academic dean.

Normally, transfer credit from another institution must not exceed 6 credit hours of a candidate’s graduate program. However, upon the recommendation of the student’s program committee and upon the approval of the chair, the amount of credits transferred may be increased but may not exceed 20 percent of the total program. Credit is transferred only for graduate courses having minimum grades of B.

For additional information on transfer credits from another institution or from within RIC, see *the Graduate Studies Policies and Procedures Manual.*

## Independent Study

Independent study, directed study and certain research courses afford students the opportunity to pursue concentrated study in a selected topic under the supervision of a faculty member. Students enrolled in independent study are expected to observe time limits corresponding to semester limits unless specifically arranged by the instructor. A Request for Independent Study form signed by the instructor, department chair, program director and the appropriate academic dean must be filed with the departmental office of the respective graduate program. Requests for an independent study must be made in the semester prior to the semester of the planned independent study. Independent study requests must be approved and fees paid before study is begun. Grades are reported for independent study in the same manner as for other courses.

Students who wish to register for credits that will be counted toward their degree but that will be earned through off-campus activities, such as research or independent study at a national laboratory, must list these activities as part of their plan of study and receive prior approval from their advisor and dean. Credits are calculated on the basis of 1 credit for three hours per week per semester and may not exceed the limits of full-time registration, namely 12 credit hours per semester and 6 per summer session.

## Leave of Absence - Graduate

Graduate students are expected to remain continuously enrolled until they have completed all requirements and have received their degrees. Graduate students who must leave the college for a period of one semester or more due to military service, prolonged illness or other circumstances, whether before or after they have completed the work prescribed in their plan of study, should apply for a leave of absence. The request should be made in writing to the Office of Graduate Studies. It should include an endorsement from the advisor and program director and be sufficiently specific to enable the academic dean to determine whether the leave is warranted. A leave of absence, granted under such unusual circumstances, has the effect of suspending time limitations such as those for completion of the degree or for the removal of incomplete grades. Accordingly, a leave will be granted only for sufficient reason and only if it is to be for one year or less. Students may apply in writing for a maximum of one additional year if circumstances warrant.

Permanent withdrawal from a graduate program is a serious matter that deserves careful consideration. Students should consult with their advisor to determine whether a leave of absence or a permanent withdrawal is the best course of action. Students must inform both the program director and academic dean in writing of their intention to terminate matriculation in a program.

## Time Limits - Graduate

Students must complete their program of study within six years from the time of registration following acceptance to degree or certificate candidacy; otherwise, the candidacy will be terminated and the Records Office notified by the program director. Students in the joint Ph.D. in Education offered by URI and RIC, and the D.N.P. program must complete their plans of study within seven years. An appeal for extension requires review by the appropriate program director, advisor and academic dean. (Note: Credits seven years or older may no longer be counted in a student’s program, unless the department and the appropriate dean grant an exception.)

# Academic Facilities and Services - Graduate

## Adams Library

The Library (https://library.ric.edu) offers a welcoming environment to support the intellectual and cultural diversity of our campus. Library faculty and staff assist users at the reference and borrowing services desks and by phone, email, text and chat (https://ric.libanswers.com). Library faculty collaborate with college faculty to create library instruction for specific courses focused on the discovery, use and evaluation of library resources and information on the web.

The Library is located at the heart of campus, and is open 80 hours per week during the academic year. Students will find a variety of spaces to meet their needs including collaborative study spaces, individual carrels and tables for independent study. A floor dedicated to silent study is located on level 2. The Curriculum Corner is housed on level 4 and provides instructional material and curriculum development resources for teachers and teacher education programs.

Print collections include more than 225,000 books and 503 journals. The library also has a collection of government publications, a DVD collection of films and documentaries, and a variety of music CDs. Electronic collections include over 406,000 e-books, 71,900 e-journals, and a diversified selection of 110 databases. Remote access is available to all electronic resources. In addition to our collections, students can borrow laptops, iPads, external hard drives, graphing and business calculators.

The College Archives, a rich depository of the history and records of Rhode Island College, as well as faculty and alumni publications and student theses, are located in the Special Collections Department. Special Collections includes a number of subject collections consisting of papers, books, manuscripts and other resources that document the state’s education, ethnic and socio-political history. A growing number of student theses and honors projects, faculty publications and Special Collections materials are also accessible electronically in the RIC Digital Commons.

The Library is a member of the HELIN (Higher Education Library Information Network) consortium, which consists of 7 academic libraries, where the RIC community has on-site access to collections and reciprocal borrowing privileges with their RIC ID. Library users may request items from other libraries via interlibrary loan using our online catalog.

## Career Development Center

The Career Development Center serves students and alumni in the career planning and job and internship search process. The Center also offers assistance with applying to graduate school, including program selection and the personal statement.

Individual counseling sessions are offered at the center, along with TypeFocus, an online system that helps students examine their values, skills and interests to reach informed decisions about a career.

Workshops and programs are offered that help students develop competitive job search skills and strategies (e.g., résumé and cover letter writing, effective interviewing, LinkedIn accounts and networking).

Many resources are available 24/7 online such as job and internship postings and information about career fields. Employers seeking full-time, permanent and part-time employees and interns are connected with students.Student employment is coordinated through the Career Development Center. Work-study and non-work-study jobs are also available both on and off-campus Work-study and non-work-study jobs are also available both on and off campus.

Current students and alumni may post résumés, view jobs/internships, and access the center’s online library with RIC's career management tool, Destinations (www.ric.edu/careerdevelopment/pages/destinations.aspx)

## Disability Services Center

The Disability Services Center (DSC) is the central location on campus for disability-related services for students and is committed to providing accommodations for students with disabilities and supporting them in achieving their academic goals. Students who self-identify and provide appropriate documentation of their condition to the DSC may be eligible to receive reasonable accommodations in accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and analogous state laws. Support services may include classroom and testing accommodations, advisement, referrals and use of assistive technology.

The DSC serves students with all types of disabilities: mobility, hearing, vision, motor, psychological, learning (including attention disorders), speech, medical, developmental and other conditions. In addition, the DSC shall seek to assist students with temporary impairments who are in need of short-term accommodations. The DSC is also available to advise any student who needs information about how you obtain proper documentation of a disability.

The DSC promotes the inclusion of individuals with disabilities in all aspects of college life, and endeavors to make students aware of the many opportunities and resources available to them at Rhode Island College. The DSC recognizes disability as a form of diversity and is the primary resource to educate, train and guide the college community in understanding disability access, rights and responsibilities. The DSC not only serves as an advocate for students with disabilities, but also encourages students toward self-advocacy and self-determination.

Clarification of policies and procedures for disability-related services is available in thePolicies and Procedures Manual for Students with Disabilities*.* Copies of the manual are available at the Disability Services Center or on its Web site at www.ric.edu/disabilityservices. Persons using TTY/TDD devices may contact the Disabilities Services Center via the Rhode Island Relay Services by dialing 711.

## Information Technology Services

The Office of Information Technology Services provides Information Technology resources to assist and educate the Rhode Island College Community. Information Technology Services supports the use of technology to promote communication, learning and access by providing services in the following areas:

• Classroom Technology

• MyRIC Portal (Student Information System)

• Office 365

• Blackboard Learning Management System

• Campus Telephones and Networking Systems

Information Technology Services maintains the College’s two large walk-in computing facilities for student use, located in the Horace Mann Technology Center (closing end of 2019 for renovations) and in Whipple Hall, where over 135 Microsoft Windows and Apple Macintosh desktop computers are available, as well as electronic classrooms in over 15 buildings. In addition, hands-on instructional computing facilities are located in:

• Alger Hall

• Alex and Ani Hall

• Clarke Science Hall

• Craig-Lee Hall

• Gaige Hall

• Guardo Hall (School of Social Work)

• Fogarty Life Sciences

• Henry Barnard School

• Nazarian Center

• Whipple Hall

Our goal is to enhance the student experience. We can assist with all technology services through a single phone call to the Information Technology Services Help Center at (401) 456-8803. This one-stop shop for technology will provide support for desktop computers, laptops, phones, networking, wireless, printing, access to MyRIC, Blackboard and all other college applications, multimedia support, technology training and classroom support.

## Writing Center

The Writing Center is staffed by highly qualified student tutors. Tutors work with all writers, from freshmen to graduate students, in all disciplines. Tutors assist with any phase of writing, such as refining topics, writing for a specific audience, developing ideas, organizing material, revising drafts and editing.

The Writing Center maintains a reference library of books, journals and articles on writing theory, writing for specific disciplines and other topics, including MLA, APA and Chicago style manuals. Services are free to all Rhode Island College students, faculty and staff.

# Campus Life - Graduate

## Campus Police, Department of Security and Safety

The mission of the Campus Police, a component of the College's Department of Security and Safety, while multifaceted, is simplistic in nature and is centered upon a single goal: to provide for the safety of life, personal and institutional property, and to enhance the educational process. The achievement of this mission relies on community partnerships built upon trust and mutual respect.

The department, located at the Welcome Center, provides 24-hour service and security to the Rhode Island College campus community.  The department is responsible for the enforcement of all laws and regulations that apply to campus life, including those of the Rhode Island Council on Postsecondary Education and federal, state and certain municipal statutes. Information regarding security and safety, campus police, parking, traffic regulations, and vehicle registration is available at campus police headquarters or on the college website at www.ric.edu.

The department provides crime prevention support and assistance including 24-hour escort service for students, faculty and staff. This service is available by calling college extension 8888.  For added protection, the campus has fifty-three blue-light emergency phones – located along illuminated walkways and campus buildings – that are directly linked to campus police. Moreover, building entrances and parking lots are thoroughly lit, highly visible, and equipped with state-of-the-art security cameras. (For locations of these phones, see the on-line Campus Map).

## Child Care—Cooperative Preschool

The Cooperative Preschool is a campus organization sponsored by Student Community Government. Through the cooperative involvement of parents, the co-op provides an affordable, reliable, high-quality preschool program for children ages three to five. To participate in the co-op, children must be toilet trained and be three years of age by August 31. Students, staff and faculty of Rhode Island College are eligible to enroll their children. Children of students are given first priority.

Children are enrolled full-time, regardless of the number of hours they attend. The school is DCYF licensed and employs a certified teacher and work-study students. The co-op also participates in Brightstars, a preschool quality-rating and improvement system. The curriculum is aligned with the Rhode Island Early Learning domains.

In addition to paying monthly tuition, parents work designated hours, attend monthly meetings and participate in the running of the co-op.

The co-op is open Monday through Friday from 7:45 a.m. to 5 p.m. during the academic year. Use of the co-op is limited to those hours in which the parent is performing college related activities, such as attending

class, doing research, student teaching, etc.

For more information, stop by the co-op during hours of operation or access information and registration forms at: www.ric.edu/cooperativepreschool/.

## Counseling Center, The Center for Health and Wellness

The principal aim of the Counseling Center is to help students grow, develop and succeed during their college years. A professional staff of psychologists, counselors and doctoral students in counseling or clinical psychology provide individual and group counseling to students who seek help with emotional or social challenges, academic difficulties or educational and career planning. The center also offers groups and workshops on personal development matters, such as stress management, LGBTQ+, healthy relationships, and procrastination. Although friends or faculty may encourage individual students to utilize counseling, it is entirely voluntary, and most students make the decision on their own initiative. Counseling Center services are strictly confidential and are provided to any current Rhode Island College students without charge. If you are in need of immediate support for a non-emergent issue and would like to speak with a licensed clinician, please call the RIC HOPE line at (401) 456-4673. The HOPE line is available 24/7/365 for Rhode Island College students.

## Cultural Activities

Graduate students can participate in a wide variety of cultural activities and events at Rhode Island College. For example, students and their families listen to a speaker at Adams Library, see a play or concert in the Nazarian Center, or attend an art gallery opening. In addition, several on-campus groups bring nationally and internationally renowned fine and performing artists to RIC. Many of these cultural activities and events are free or discounted for students and their families.

## Health Services, The Center for Health & Wellness

Health Services, located on the ground floor of Browne Hall, provides confidential, primary health care to all students. Care includes physical examinations, immunizations, treatment of acute and chronic illnesses and injuries, gynecological exams, health education and, if necessary, specialty referral. On-site laboratory services are available which include blood and urine tests, throat cultures, COVID-19 testsand pregnancy tests. Health Services is open year-round and is staffed by nurse practitioners, registered nurses and a part-time physician. Visits are available by appointment.

Tele-health as well as in-office visits are available by appointment.  COVID-19 precautions are in place according to guidelines set by the Rhode Island Department of Health and the CDC.  Please call health services  (401-456-8055) prior to your arrival  at Health Services. Visits by appointment only.

Rhode Island College offers Student Health and Accident Insurance to any student taking a minimum of 6 credit hours. Information about this policy is available at www.universityhealthplans.com.

## International, Immigrant, Undocumented, DACAmented and Refugee Students, Office for

The Office for International, Immigrant, Undocumented, DACAmented and Refugee Students (IIUDRS) is a physical space within The Unity Center dedicated to students that identify with the international, immigrant, undocumented, DACAmented, and refugee student experience. It embraces all students, regardless of their citizenship status in the United States, and views education equity for all as a fundamental human right.

One of its main goals is to help students develop a global citizenship mindset that helps them better understand their positionality in this world in order to better navigate it. We provide one-on-one advising, connect students to immigration services, introduce them to scholarship, internship, and fellowship opportunities, and most importantly, provide them with a caring learning community dedicated to engaging in thought-provoking conversations, no matter how uncomfortable or controversial they might be.

## Recreational and Club Sports

A completely renovated recreation center opened in the fall semester of 2012. The complex is home to all recreational programming, including intramurals and club sports. The center and its programs are available to all currently enrolled undergraduate and graduate students. The facility is also available to faculty, staff, alumni and the community on a membership-fee basis. For a complete list of activities and hours, which change each semester, visit www.goanchormen.com.

The 80,000-square-foot facility includes a recently enhanced five-lane, 25-yard, L-shaped swimming pool; 1/10-mile indoor track; three multi-use courts for basketball, volleyball and tennis; a fitness center, including cardio and strength areas; a student lounge complete with WiFi and cable television; new locker room facilities; a multimedia room; a wrestling facility adaptable for other events; a multi-use studio for aerobics and yoga with "fitness on demand" available during all operating hours; offices for coaches; and a suite to host fundraising-related initiatives. The Club Sport Program currently includes the following established club sport opportunities: men's ice hockey, women's equestrian, ultimate frisbee and men's volleyball. For more updated information, or if you are interested in starting a club sport, go to www.goanchormen.com.

## Unity Center

The Unity Center is a Rhode Island College intercultural services center and a department of the division for Community, Equity and Diversity (CED). The Unity Center is comprised of the leadership and activities of the Women’s Center, the LGBTQ+ Office, the International Student Office and Interfaith Services. Its mission is to promote educational equity, academic excellence and involvement in campus life to all students through collaborative programming and fostering connections among its student affiliates, faculty, staff and the wider community. The center seeks to increase inter-group connections and dialogue by providing a safe forum for exploring issues pertaining to diversity, inclusion and social justice. The Unity Center offers information and referrals, a computer work stations, a student lounge, conference room, lending library and student employment opportunities. The International Student Office and the LGBTQ+ Offices are both located in the Unity Center and adjacent to the Women’s Center on the lower level of the Donovan Dining Center easily accessible from the campus quad.  Visit our web page at www.ric.edu/unitycenter and like Rhode Island College Unity Center on Facebook.

## Veterans Resource Center - Graduate

The Veterans Resource Center serves as a bridge between off-campus services and on-campus services for military service members, veterans and their families. The VetSuccess on Campus program is located in the center. Students receive information and assistance in accessing educational benefits, exploring career options and locating other important services at Rhode Island College.

## Women’s Center

The mission of the Women’s Center is to cultivate a campus culture that fosters the advancement of women and inspires RIC students to discover and embrace their full potential. The Center collaborates with related campus and community organizations on various projects to promote campus awareness and understanding through advocacy and education. It also provides a clearinghouse of information related to women's history, health and progress. The Women’s Center connects and supports RIC students through confidential referrals to existing campus and local resources. We are located in the lower level of the dining center.

# Degree Programs - Graduate

## Certificate of Advanced Graduate Study (C.A.G.S.)

The C.A.G.S. is a degree program consisting of a minimum of 24-post master’s credit hours that prepare candidates for positions and competencies in education and related fields for which the master’s degree is not sufficient. The C.A.G.S. is offered in the following areas:

• Individualized Certificate of Advanced Graduate Study

• School Psychology

## Doctor of Nursing Practice (D.N.P.)

The D.N.P. degree is designed to prepare advanced practice nurses as leaders, clinical scholars and experts with the knowledge, skills and attitudes needed to negotiate and influence the healthcare system to improve health outcomes of individuals, systems and populations.

## Master of Arts (M.A.)

The M.A. degree is offered in the following areas:

• Art *with concentrations in*

• Art Education

• Media Studies

• Biology

• Counseling *with concentration in:*

• School Counseling *(Not currently accepting applications.)*

• English

• English *with* *concentrations*  *in*

• Creative Writing

• History

• Justice Studies

• Individualized Master of Arts

• Mathematical Studies *with concentrations in*

• Mathematics

• Mathematics for the Professions

• Psychology

• Youth Development

## Master of Arts in Teaching (M.A.T.)

The M.A.T. degree is offered in the following areas:

•     Art Education

•     Elementary Education

•     Music Education

•     Secondary Education *with teaching concentrations in*

•     English Pedagogy

•     Mathematics Pedagogy

•     World Languages Education *with teaching concentrations in*

• French

• Portuguese

• Spanish

Biology

Biology

• English

• English

## Master of Education (M.Ed.)

The M.Ed. degree is offered in the following areas:

• Advanced Studies in Teaching and Learning

• Early Childhood Education

• Educational Leadership (Not currently accepting applications.)

• Elementary Education (Not currently accepting applications.)

• Individualized Master of Education

• Health Education

• Reading (Not currently accepting applications.)

• Special Education *with concentrations in*

• Early Childhood Special Education

• Elementary or Secondary Special Education

• Exceptional Learning Needs

• Severe/Profound Intellectual Disabilities (SID)

• Urban Multicultural Special Education

• Teaching English as a Second Language *with concentration in*

• Bilingual Education

## Master of Music Education (M.M.Ed.)

The M.M.Ed. degree is offered for persons certified to teach music. However, students seeking initial certification are required to enroll in the Master of Arts in Teaching program.

## Master of Professional Accountancy (M.P.Ac.)

The M.P.Ac. degree is offered in professional accountancy, with concentrations in accounting and personal financial planning.

## Master of Science (M.S.)

The M.S. degree is offered in:

• Clinical Mental Health Counseling

• Health Care Administration

The M.S. Health Care Administration degree prepares students for management/leadership positions in health care organizations.  These organizations may include healthcare providers, governmental agencies, insurers, or public health organizations. An accelerated program is offered for graduates of the RIC B.S. Health Care Administration program.

• Operations Management - PROGRAM SUSPENDED

## Master of Science in Nursing (M.S.N.)

The M.S.N. degree is designed to prepare expert nurses for advanced practice roles. There are three
specialty concentrations: (1) adult/gerontology acute care (CNS or NP role), (2) nurse anesthesia, and
(3) population/public health.

## Master of Social Work (M.S.W.)

The M.S.W. degree prepares social workers for advanced professional practice in one of two areas of concentration: clinical and macro. The clinical concentration prepares students to work with individuals and families across the lifespan. The macro concentration prepares students for policy practice and leadership roles within organizations.

## Ph.D. in Education Program

The Ph.D. in education is offered jointly by Rhode Island College and the University of Rhode Island. This cooperative program, which draws on the resources of two strong institutions, has been designed for the crucial mission of preparing leaders of effective, research-based educational reform.

## Individualized Graduate Degree Programs

Individualized graduate degrees are offered in the C.A.G.S., M.A., M.Ed. and M.S. programs. Essentially interdisciplinary in nature, these programs provide students with the opportunity to pursue graduate work in areas of specific academic interest or need. These programs may be oriented toward special career preparation or toward unique scholarly pursuits.

Admission standards for all individualized programs are comparable to those of the department or departments involved. All graduate division criteria also apply. Admission is subject to the criteria approved by the Committee on Individualized Graduate Programs which approves admission and plans of study.

Students who are interested in an individualized graduate program should first consult with the Dean of Graduate Studies.  More information can be found here

https://www.ric.edu/department-directory/office-graduate-studies/individualized-graduate-program

# Special Programs - Graduate

## Certificate of Graduate Study (C.G.S.)

The C.G.S. is a certificate program of advanced study offered in the following areas:

•     Adult/Gerontology Acute Care for Clinical Nurse Specialists

•     Adult/Gerontology Acute Care for Nurse Practitioners

•     Advanced Counseling

•     Advanced Study of Creative Writing

•     Advanced Study of Literature

•     Autism Education

•     Child and Adolescent Trauma

•     Co-occuring Mental Health and Substance Use Disorders

•     Elementary or Secondary Special Education

•     Financial Planning

•     Healthcare Quality and Patient Safety

•     Historical Studies

•     Integrated Behavioral Health

•     Middle Level Education

•     Modern Biological Sciences

•     Nonprofit Leadership

•     Nursing Care Management

•     Public History

•     Severe Intellectual Disabilities

•     Teaching English as a Second Language: Bilingual Education Concentration

•     Transition for Youth with Exceptionalities

## Credential Review Pathway (CRP)

The Credential Review Pathway is for individuals seeking a re-issue of their Expert Residency Preliminary Certificate, the addition of another certification or renewal of a certificate that has been expired for more than five years. After a credential review by faculty, the student is either granted certification or required to successfully complete specific graduate courses to obtain certification. The coursework required for certification will vary for each student. For details on how to apply, see:  https://www.ric.edu/department-directory/feinstein-school-education-and-human-development/fsehd-credential-review-pathway

**CRP Eligibility Requirements**

•     Bachelor's degree.

•     Minimum 3.0 cumulative G.P.A. in a degree program and 3.0 G.P.A. in appropriate content area courses.

•     Extensive teaching experience in PK-12 academic settings in the certification area. Extensive teaching experience is a full semester of supervised student teaching in the certification area (recent graduate) or 270+ days of full-time professional teaching or 270+ days of full-time substitute teaching in the certification area.

•     April 15 deadline.

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