

2020 WINTER SCHEDULE

Online Session I

December 14 – January 24 (4 credit courses/6 weeks). A preview week for registered students begins Dec. 7.

December 14 – January 10 (2 credit courses/4 weeks). A preview week for registered students begins Dec. 7.

Online Session II

December 17 – January 20 (4 credit courses/5 weeks). A preview week for registered students begins Dec. 10.

December 17 – January 13 (2 credit courses/4 weeks). A preview week for registered students begins Dec. 10

TUITION:

4 Credit Course w/o lab \$1495.00

2 Credit Course \$747.50

FEES:

Registration Fee \$70

Clinical Nursing Fee \$1,030

All students, including faculty dependents and staff, are required to pay the \$70.00 Registration fee. Fees are non-refundable unless the course is cancelled

PAYMENT CAN BE MADE VIA THE TUITION MANAGEMENT SYSTEM (TMS) AT

www.anselm.afford.com OR IN THE BUSINESS OFFICE AT THE TIME OF REGISTRATION.

GENERAL INFORMATION:

Academic Regulations

The winter courses at Saint Anselm College are intensive academic experiences. As in regular academic year offerings, four-credit courses require approximately 180 hours of student work; two credit-courses require 90 hours. Students may not take more than four credits during the winter session, without prior permission from the Director of Summer and Winter Sessions or the Dean of the College. For Saint Anselm College students, no more than 14 credit hours from the College's online courses may count toward the College's graduation requirements.

Accreditation and Memberships

Saint Anselm College is accredited by the New England Association of Schools and Colleges. It holds membership in the Association of American Colleges, the American Council on Education, the National Catholic Educational Association, and the National Association of Independent Colleges and Universities. For a complete list, please refer to the College Catalogue.

Saint Anselm College is a co-educational institution. All courses are on the undergraduate level and have been selected to enable:

1. Undergraduate students to accelerate programs, to supplement their academic programs, and/or to make up deficiencies.
2. High school graduates or competent high school seniors to start their college programs, and/or to strengthen a particular area of academic need.
3. People to undertake studies which will further their personal and vocational goals.

Who May Enroll

Saint Anselm College actively seeks a diversity of students. The College admits students of any race, creed, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, creed, national and ethnic origin in administration of its educational policies, admissions policies, scholarships and loan programs, and athletic and other school-administered programs.

Transfer of Credit to Other Institutions

College undergraduates who desire that credits earned be applied to their college degree programs should have their winter session course selection approved by an appropriate official of their college or university. All official transcripts must be requested online through <http://transcriptsplus.net/order>. Transcripts will be issued only when all financial accounts have been settled. The transcript fee is \$6.00 per copy.

Registration for Saint Anselm students:

Students who are currently enrolled at the College should register online through the student portal for winter courses. Saint Anselm students who are registering for a winter course **do not** need to fill out a registration form.

Registration for Non-Degree students:

The registration form is available on the Saint Anselm College web page at <https://www.anselm.edu/winter-school>. Mail to: Office of the Registrar, Saint Anselm College, 100 Saint Anselm Drive, Manchester, NH 03102-1310. Scan and email to Registrar@anselm.edu. Fax to: 603-656-6297. Registrations are not permitted after the second day of an online session without the permission of the course instructor and the Director of Summer and Winter School. Registration is not completed until tuition has been paid in full. The college reserves the right to cancel classes due to inadequate enrollment and to close registration for classes which are fully enrolled. There will be NO confirmation of registration sent to the student. Students will be contacted ONLY if classes are cancelled.

PAYMENT

Payments can be made in person by cash, personal check or mail by check. Checks are to be made payable to Saint Anselm College. Payment can be made by credit card by using the TMS (Tuition Management System) at www.anselm.afford.com.

Financial Aid

There are no specific grants of financial aid made for the winter program.

Tuition Refund Policy

A student withdrawing during the winter session will be refunded tuition according to the following percentages:

Within the first week	60%
Within two weeks	20%
Over two weeks	0%

In determining the percentage of refund, the date of withdrawal will be the date the student notifies the Director of Summer and Winter Sessions in writing. Absence from class does not constitute withdrawal, nor does it relieve the student of the responsibility for tuition charges.

Grades and Notations

The designations A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F, HP, LP, P, NP are employed to indicate the quality of student work. "A" indicates excellent work; "B" indicates above-average work; "C" indicates average work; "D" indicates below-average work; "F" indicates failure; the symbols "+" and "-" indicate intermediate levels; "HP" indicates High Pass; "LP" indicates Low Pass; "P" indicates Pass; "NP" indicates No Pass. The designations "HP", "LP", "P" and "NP" are used only in grading some internship and clinical area programs. Notations that may be assigned by the Office of the Dean of the College are: I, W, and WF. "I" indicates incomplete work because of illness or other serious reason reported to and accepted by the Director of Winter School; "W" indicates withdrawal from a course with permission of the Director of Winter School; "WF" indicates the withdrawal from a course at a time when the student's work is below passing quality.

Nursing students should refer to the "Nursing Class Standing and Grading Procedure" in the Nursing section of this catalogue. "P" and "NP" are used only in grading some internship and clinical area programs.

Incomplete work must be made up by March 26, 2021.

ADA/504 COMPLIANCE STATEMENT

Saint Anselm College is committed to meeting the needs of students with documented physical, sensory, psychiatric, and learning disabilities. To disclose a disability and request accommodations, please contact Kenneth Walker in the Academic Resource Center (ARC), who will assist you in making contact with faculty members and arranging available support services and accommodations. **To ensure that accommodations are arranged in a timely manner, you are encouraged to make your request immediately after you register for a winter course.**

For questions concerning support services, documentation guidelines, or disability:

Academic Resource Center (ARC)

Kenneth J. Walker, Director

Tel. (603) 641-7193

kwalker@anselm.edu

For additional information on documentation guidelines:

<http://www.anselm.edu/Current-Students/Academic-Resources/Disability-Services.htm>

Any other inquiries may be addressed to: Office of the Registrar, Saint Anselm College, 100 Saint Anselm Drive, Manchester, NH 03102-1310 or by calling (603) 641-7400 or emailing Registrar@Anselm.edu