General Information

**Accreditation - Approvals - Affiliations**

The Associate of Science in Nursing (ASN) program offered at the Denver campus is on conditional approval by the Colorado Board of Nursing.

Program approval was granted by the Minnesota Board of Nursing for the university’s BSN program (Bloomington campus). The pre-licensure BSN program offered at the Bloomington campus is approved with conditions by the Minnesota Board of Nursing.

National American University is registered as a Private Institution with the Minnesota Office of Higher Education pursuant to Minnesota Statutes section 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Learner Services

**Emergency Military Deployment**

Option One: You may elect to finish your class(es) by accelerating your work and completing it before you leave or by finishing your class via mail, e-mail or WebCT learning management system (distance students) to your instructor. Please note: students wishing to complete their work via e-mail or WebCT learning management system (must have web access at their deployment location.

Academics

**Incomplete Policy - Undergraduate**

A student may request an incomplete grade (“I”) if the student did not complete all requirements of the course at the time grade reports are submitted. Incomplete grades will be given only if the student has successfully completed 60% of the course and has a passing grade at the time of the request. The student must also demonstrate that extenuating circumstances prevented completion of the coursework. Examples of extenuating circumstances include the death of a relative, serious injury or illness of the student, or other special circumstances. Documentation must be provided to verify qualifying extenuating circumstances.

Incomplete grades and arrangements for the completion of course work must be approved by the instructor and academic dean prior to the end of the course. If granted an incomplete grade, the student will be allowed a four-week extension from the end of the course to complete missing coursework. In circumstances of military deployment or natural disasters that involve complications with pregnancy, military deployment, or natural disasters, students may qualify for request up to a one year extension from the end of the course to complete their coursework. Please see the (see Title IX policy and Emergency Military Deployment and Natural Disaster Academic Accommodation policies for more information). The Satisfactory Academic Progress (SAP) for the purpose of determining financial aid eligibility will not be evaluated for students who receive an incomplete grade until the incomplete grade has been converted to a final grade.

**Prior Learning Credit**

National Testing

Students enrolled at NAU may receive credit for specific courses by satisfactorily completing appropriate College-Level Examination Program (CLEP) or Defense Activity for Nontraditional Education Supports (DANTES) DSST examinations. Exam scores must meet or exceed the minimum qualifying scores established by these testing
Academic Programs

Business

Business Administration: Bachelor of Science with Emphasis in International Business

Increasingly, national, regional and even local markets have become more tightly integrated into a global marketplace. This degree program allows students the opportunity to focus on the international business dimension, its multiple facets, and in particular the implications that international business dealings have on the strategic decision-making of today’s business leaders. Career opportunities in the field of international business are diverse. Graduates of this program will have an advantage in working with firms that conduct international business dealings.

Student Learning Outcomes
Graduates of the program will:

• Apply concepts, theories, and analytical methods in the functional areas of business.

• Analyze typical challenges that business decision makers are likely to face and recommend solutions, using critical thinking skills and ethical decision-making models.

• Demonstrate effective collaboration and teamwork skills.

• Analyze management issues from an international business perspective.

Business Administration: Bachelor of Science with Emphasis in International Business Requirements

180 Credits

Offered at all campuses except for Lee's Summit, Tigard and Zona Rosa. This program is also offered through NAU’s distance learning program.

The international business emphasis area of this program is only offered through NAU’s distance learning program. Some of the courses in this program may be offered only through NAU’s distance learning program.

Business Administration Major

Core

(A minimum of 31.5 of the following 64.5 credits must be earned at NAU.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>AC1060</td>
<td>Principles of Accounting I</td>
<td>4.5</td>
</tr>
<tr>
<td>AC1160</td>
<td>Principles of Accounting II</td>
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</tr>
<tr>
<td>AC1260</td>
<td>Principles of Accounting III</td>
<td>4.5</td>
</tr>
<tr>
<td>EC2050</td>
<td>Macroeconomics</td>
<td>4.5</td>
</tr>
<tr>
<td>EC2100</td>
<td>Microeconomics</td>
<td>4.5</td>
</tr>
<tr>
<td>FN3000</td>
<td>Business Finance I</td>
<td>4.5</td>
</tr>
<tr>
<td>MG6500D</td>
<td>Marketing Administration or</td>
<td></td>
</tr>
<tr>
<td>MG3000</td>
<td>Marketing</td>
<td>4.5</td>
</tr>
<tr>
<td>MT1050</td>
<td>Introduction to Business</td>
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<tr>
<td>MT2050</td>
<td>Principles of Management</td>
<td>4.5</td>
</tr>
<tr>
<td>MT6300D</td>
<td>Managing Human Resources or</td>
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<tr>
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</tr>
<tr>
<td>MT3050</td>
<td>Human Resource Management</td>
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<tr>
<td>MT3500</td>
<td>Managing Information Systems</td>
<td>4.5</td>
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<tr>
<td>MT4200</td>
<td>Business Ethics</td>
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<tr>
<td>MT4441</td>
<td>Business-Review Lab</td>
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<tr>
<td>MT4450</td>
<td>Strategic Management**</td>
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<tr>
<td>MT6300</td>
<td>Operations Management</td>
<td>4.5</td>
</tr>
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<td>64.5</td>
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</table>

**International Business Emphasis Core**

(At least 13.5 credits of the following 27 credits must be at NAU, excluding internship.)

Elective courses must be coded AC, CI, EC, FN, LA, MG, MT, OL or equivalent transfer.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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<tr>
<td>EC3100</td>
<td>International Economics</td>
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<tr>
<td>FN3600</td>
<td>International Financial Management</td>
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<td>MG3300</td>
<td>International Marketing</td>
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<tr>
<td>MT6580D</td>
<td>International Management C or</td>
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<tr>
<td>MT3200</td>
<td>International Management</td>
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<tr>
<td>3000+</td>
<td>Electives</td>
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<td>27</td>
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</table>

**Open-Electives**

22.5

22.5

**General-Education Core (66)**

(Available for block transfer ##)

**Communications**

<table>
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<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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<tr>
<td>EN1150</td>
<td>Composition I</td>
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**Science**

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<tr>
<td>SC</td>
<td>Science Electives</td>
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**Humanities**

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<td>HU</td>
<td>Humanities Electives</td>
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**Behavioral/Social Science**

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<td>Behavioral/Social Science Electives</td>
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</tr>
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<td>9</td>
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</tbody>
</table>

**Mathematics**

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<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MA2000</td>
<td>Quantitative Reasoning</td>
<td>4.5</td>
</tr>
<tr>
<td>MA3000</td>
<td>Business Statistics</td>
<td>4.5</td>
</tr>
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</table>
Course Descriptions

Accounting (AC)

AC3170 - Accounting Topics and Issues - 1.5 Credits
This course provides a comprehensive review of the accounting curriculum in preparation for entry into the accounting profession. Students will integrate knowledge and skills obtained in accounting program coursework through case study analysis, critical thinking, and problem solving.
Prerequisite: completion of all Major Core courses AC3050, AC3100, and AC3150
Delivery: on campus and online

AC3171 - Accounting Topics and Issues - 3 Credits
This course provides a comprehensive review of the accounting curriculum with an emphasis on solving real world accounting problems for entry into the accounting profession. Students will integrate knowledge and skills obtained in accounting program course work through case study analysis, critical thinking and problem solving.
Prerequisite: AC3050, AC3100, and AC3150
Delivery: on campus and online

Health Information Technology/Health Care Coding (HT)

HT2300D - Healthcare Coding Practicum – 3 Credits
The practicum is designed to allow students to participate in a supervised setting to gain practical experience in a health information department or other approved practice setting or organization. Through the application of concepts and theories, students will demonstrate skills focused on application of coding skills and observation of supervisory and planning activities. Students will prepare a written report of their practical learning experience.
(15 hours lecture, 45 hours practicum)
Prerequisite: Program coordinator or chair approval and completion of all other Major Core courses except HT2129D, HT2135D
Delivery: online
Law (LA)

LA3100 - Business Law - 4.5 Credits
This course introduces students to fundamental legal principles affecting business in the United States, including the sources and classifications of laws in the U.S. Students learn to recognize and apply basic legal concepts relating to contracts, torts, and product liability; explore various forms of business organizations common in the United States; and gain a fundamental understanding of select legal topics critical to operating a business, including real property, personal property, agency and employment, credit and secured transactions, bankruptcy and decedent's estates.
Prerequisite: MT1050 or PL1100
Delivery: on campus and online

LA3150 - Business Law II - 4.5 Credits
This course is a continuation of the study of business law. It focuses on the study of agency law, contract law, the Uniform Commercial Code, debtor-creditor relationships, government regulation of business and business structure. Students analyze hypothetical factual scenarios by applying legal and equitable theories learned in this course. In addition, students develop practical skills by drafting basic contacts, Uniform Commercial Code filings and business formation documents, including but not limited to articles of incorporation and operating agreements.
Prerequisite: LA3100
Delivery: on campus and online

Medical (ME)

ME1150 - Medical Terminology – 4 Credits
This course is intended specifically for students who will be required to have a working knowledge of medical vocabulary as it is related to medical records and reports, laboratory findings, and general communication in healthcare settings.
Delivery: on campus and online

ME2410 - Laboratory Techniques II – 3 Credits
This course is a continuation of ME2400. Phlebotomy, routine "waived testing" in chemistry, hematology, and immunology, as well as toxicology procedures, are covered. (6 hours of lab per week)
Prerequisite: ME2400
Delivery: on campus

ME3322 - Medical Assisting Practicum – 7 Credits
The medical assisting practicum is designed to allow the student to obtain practical experience in a physician's office. A 210 hour unpaid, supervised practicum in an ambulatory healthcare setting performing administrative, clinical, and laboratory procedures, within scope of the student's training are addressed.
Prerequisite: ME3000
Delivery: on campus

Marketing (MG)

MG3000 - Marketing - 4.5 Credits
This class course explores the field of marketing. The Student will learn marketing strategy and the marketing environment, components of the marketing system, consumerism, the legal environment, and the global market. Additional topics include social responsibility, market research, buying behavior, and digital marketing. The marketing decision-making process which revolves around the marketing mix (product, distribution, promotion, & price) is also reviewed.
Prerequisite: MT2050
Delivery: on campus and online
National American University Directory

Central Administration

**Executive Vice President – East**
Ken Sigmon, BS, Business Administration, University of Tulsa (1975); MBA, Roosevelt University (1982).

**Executive Vice President – West**

**Executive Vice President – South**
Christi Ramirez, BS, Friends University (2001); MEd, Mid-America Nazarene University (2005).

System Vice President of Accreditation Services, and Associate Dean, Academic Training and Professional Development
Sue Darby, BSE, Emporia State University (1970); MA, Wichita State University (1984); EdD, University of Texas-Austin (1996).

**Controller**

**Director of Strategic Military Initiatives**
Scott Toothman, BS, National American University (1997); MBA, National American University (2002).

Program Advisory Committees

**Associate of Science in Nursing Program - Zona Rosa**
Carol Are, RN, BSN, CHPN, Education Coordinator, Grace Hospice, Kansas City, MO.
Edward Aviles, RN, Center for Behavioral Medicine, Kansas City, MO.
Kelli Ballard, Wound Care Specialist RN, Kindred Hospital, Kansas City, MO.
Sandy Ballenger, RN, Villages of Jackson Creek, Independence, MO.
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Terri Beauregard, Academic Dean, National American University, Zona Rosa, Kansas City, MO.
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Crystal Cooper, BSN, RN, Nurse Educator, Lafayette Regional Medical Center, Lexington, MO.
Ronda Couser, ASN, RN, Supervisor, John Knox Village, Lee’s Summit, MO.
Mary Christ, BSN, RN, Clinical Director, Crossroads Hospice, Independence, MO.
Frankie Davis, MSN, RN, Adjunct Nursing Faculty, National American University, Zona Rosa, Kansas City, MO.
Mary Davis, MSN, RN, Education Specialist and Placement Coordinator, Liberty Hospital, Liberty, MO.
Jennie Denker, EdD, MSN, RN, Associate Dean, School of Nursing, National American University, Louisville, KY.
Carrie Dunkan, MSN, RN, Nursing Adjunct Faculty, National American University, Zona Rosa, Kansas City, MO.
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Tanner Funk, RN, Nurse Educator, Mid-America Rehabilitation Center, Overland Park, KS.
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Katie Herring, Campus Director, National American University, Zona Rosa, Kansas City, MO.
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Bachelor of Science in Nursing Program - Albuquerque

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Theresa Croushore, RN, Director of Nursing, Central Desert Behavioral Health Center, Albuquerque, NM.
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Vincent Gatlin, Owner, The Vincent Gatlin Agency, Albuquerque, NM.
Lisa Hawthorne, PhD, RN, PHN, CNE, Dean of the School of Nursing and Graduate Nursing Studies, National American University, Arlington, TX.
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Jill Kissinger, Campus Director, National American University, Albuquerque, NM.
Riley McKee, Executive Project Manager, Foot Prints Homecare, Albuquerque, NM.
Cynthia Nuttall, PhD, RN, Associate Chief Nurse, VA, Albuquerque, NM.
Georgiana Oliquin, RN, Chief Clinical Officer, Medical Resort, Albuquerque, NM.
Kathleen Perrine, Medical Assisting Program Coordinator, National American University, Albuquerque, NM.
Cheryl Robertson, MSN, RN, ANP, Nursing Faculty, National American University, Albuquerque, NM.
Steven Ross, UNMH Unit Director-6 South, Albuquerque, NM.
Rebecca Robinson, MBA, General Education Faculty, National American University, Albuquerque, NM.
Carolyn Rupert, RN, Director of Nursing, La Vida Llena, NM.
Scott Turncliff, Director of Admissions, National American University, Albuquerque, NM.
Jacoba Viljoen, MSN, RN, Nursing Faculty, National American University, Albuquerque, NM.
Bachelor of Science in Nursing Program - Austin

Deborah Bird, MSN, RN, Associate Dean, School of Nursing, National American University, San Diego, CA.
Tunya Carr, Campus Director, National American University, Austin, TX.
Jennie Denker, EdD, MSN, RN, Associate Dean, School of Nursing, National American University, Louisville, KY.
Karen Dooley, Director of Admissions, National American University, Austin, TX.
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Lori Lucas, RN, Hospice-Austin, Austin, TX.
Marilyn Lynch-Goddard, PhD(c), MSN, RN, CNL, Nursing Consultant Full-Time Faculty for the BSN Program, National American University, Austin, TX.
Pat Reciek, RN, Assistant Dean, Health Sciences, Austin Community College, Austin, TX.
Renae M. Schondel, DNP, RN, WHNP-BC, CNE, Chair for the BSN Program, National American University, Austin, TX.
Nancy Walters, RN, Associate Degree Nursing Department Chair, Austin Community College, Austin, TX.

Medical Assisting Program - Independence

Kim Rumley, BSHA, RMA(AMT), Medical Assisting Program Coordinator, Independence, MO.
Leslie Bailey, AASMA, BSHSA Cerner, Kansas City, MO.
Lee Champion, MSN, RN, FCN, Director, Ambulatory Nursing, Accreditation & Compliance, Truman Medical Center, Independence, MO.
Jessica Langley, MS, R.T. (R)(CT), Executive Director of Education & Provider Markets, National Healthcareer Association, Kansas City, MO.
David Fox, BSN, MS/HSA, Adjunct Faculty, Kansas City, MO and KS.
Kim Gard, AASMA, RMA(AMT), Graduate MA, Independence, MO.
Lori Jordan, AASMA, RMA(AMT), Life Guide with MOSIAC, Liberty, MO.
Diane Laird, BSN, Adjunct Faculty, Kansas City, MO.
Charles Lee, MA, National American University Academic Dean, Lee’s Summit, MO.
Tina Meissenn, MA, (Public Member), Elementary School Teacher, Lee’s Summit, MO.
Patty Palmetto, MSN, RN, Education/Manager, Clay Platte Family, Kansas City, MO.
Toni Rizzuti, BSCI, AASMA, Parkville Court Administrator, Parkville, MO.
Tyre Smith, MBA, National American University Campus President, Independence, MO.
Marcia Phelps, MA, National American University Academic Dean, Independence, MO.
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Michelle Schock, MM, MBA, BSHCM, AASMA, Office Manager, Encompass Medical Group, Independence, MO.
Marge Wittington, RMA(AMT), Lead MA, Encompass Medical Group, Independence, MO.
Samantha Thompson, BS, Senior Campus Director, Lee’s Summit, MO.

Lisa Allie- Excutive at United Way of Central Indiana
Vanessa Austin RMA, AHI (AMT), M.Ed - Medical Assistant Coordinator
Hilda Brady- Outreach Coordinator- Shalom Health Care Center
Drew Carey, ACC, BCC - Certified Career Coach - Solution Focused Coaching Services
Mike Elmore- Regional Staffing Manager- On Assignment Health Care Staffing
James Franklin F.N.P - Spinal Care Physical Medicine
Rustyn Hodo, MA- Health Educator- IU Health
Brad Johnson – Medical Sales Consultant- Henry Schein
Shari Kissinger BSN- Practice Manager IU Healthnet
Fran Klene, RDMS, MS - Leadership & Employee Development Consultant - St. Francis Health, Franciscan Alliance
Jennifer Olson, MS - Administrative Director, Educational Services - Franciscan St. Francis
Angie Owens, CMA - Practice Manager - Community Health Network
Wendy Thomas - HR Recruiter - OrthoIndy

Bachelor of Science in Nursing Program - Bloomington

Ella Ackermann, Campus Academic Dean, National American University, Bloomington, MN.
Sara Aschenbrener, General Manager, Lifesprk, Edina, MN.
Deborah Bird, MSN, RN, Associate Dean, School of Nursing, National American University, San Diego, CA.
Raquel Bosacker, RN, DON, General Manager, Prairie River Home Care, Blaine, MN.
Melanie Bourke, BSN, RN, People Incorporated, St. Paul, MN.
Dennis Carter, Human Resources, Mille Lacs Academy, Onamia, MN.
Kathy Christians, BSN, RN, NAU Alumni, Lifesprk, Edina, MN.
Ashley Crews, RN, Program Manager, Golden Living - Lake Ridge, Roseville, MN.
Nathan Dahle, MS, RN, DON, Golden Valley Rehabilitation and Care Center, Golden Valley, MN.
Diane Dau, RN, Department of Corrections, Stillwater, MN.
Jennie Denker, EdD, MSN, RN, Associate Dean, School of Nursing, National American University, Louisville, KY.

Maria Dewey, RN, PHN, Director of Clinical Services, Pediatech Home Care, Minnetonka, MN.
Kathryn Doeschot, MSN, RN, BSN Program Chair, National American University, Bloomington, MN.
Leah Erickson, BSN, RN, DON, Presbyterian Homes – Minnetonka Shores, Minnetonka, MN.
Mary Gilmore, RN, DON, Mille Lacs Academy, Onamia, MN.
Lisa Hawthorne, PhD, RN, PHN, CNE, Dean of the School of Nursing and Graduate Nursing Studies, National American University, Arlington, TX.
Lorie Jensen, MSN, MHA, RN, Nursing Adjunct Faculty, National American University, Bloomington, MN.
Colton Jesse, Campus Executive Officer, National American University, Bloomington, MN.
Elizabeth Jordan-Prince, Regional Academic Dean, National American University, Bloomington, MN.
Pamela Keister, MSN, RN, Nursing Faculty, National American University, Bloomington, MN.
Sharon McGill, DNP, RN, Nursing Adjunct Faculty, National American University, Bloomington, MN.
Molly McLain, MSN, RN, Nursing Faculty, National American University, Bloomington, MN.
Gigi Mortensen, RN, North Side Pregnancy Options, Minneapolis, MN.
Cynthia Nordby, RN, Clinical Education Coordinator, National American University, Bloomington, MN.
Amber Remer, BSN, RN, DON, Abundance Home Care, Plymouth, MN.
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Margaret Taylor, MSN, RN, Nursing Adjunct Faculty, National American University, Bloomington, MN.

Bachelor of Science in Nursing Program - Rapid City

Candice Benne, MSN, RN, VA Director of Education, Black Hills Health Care System, Ft. Meade, SD.
Charlene Bierema, MSN, RN, Nursing Faculty, National American University, Rapid City, SD.
Teri Corrigan, CSW-PIP, QMHP-Crisis Services Coordinator, Crisis Care Center, Rapid City, SD.
Jennie Denker, EdD, MSN, RN, Associate Dean, School of Nursing, National American University, Louisville, KY.

Gale Fosland, Campus Academic Dean, National American University, Rapid City, SD.
Lisa Hawthorne, PhD, RN, PHN, CNE, Dean of the School of Nursing and Graduate Nursing Studies, National American University, Arlington, TX.
Natalie Honey, Human Resources Recruiter, Rapid City Regional Hospital, Rapid City, SD.
Mary Johnson, CNA Instructor, Golden Living Centers, Rapid City, SD.
Trish Kirsch, RN, Director of Nursing, Westhills Village Health Care, Rapid City, SD.
Shaye Krcil, RN, Director of Professional Practice, Rapid City Regional Hospital, Rapid City, SD.
Sarah Mollman, MSN, RN, Nursing Faculty, National American University, Rapid City, SD.
Debra Morello, MSN, RN, Nurse Educator, Rapid City Regional Hospital, Rapid City, SD.
Nancy Nelson, RN, Patient Care Services Administrative Director, Rapid City Regional Hospital, Rapid City, SD.
Jeffrey Neuberger, Practical Nursing Instructor, Western Dakota Tech, Rapid City, SD.
Moni Patterson, Human Resources Recruiter, Rapid City Regional Hospital, Rapid City, SD.
Rikki Plaggemeyer, RN, Director of Acute Care, Sturgis Regional Hospital, Sturgis, SD.
Linda Poppens Boland, RN, Health Services Coordinator, School Nurse, Rapid City, SD.
Darlene Poste, Campus Admissions, National American University, Rapid City, SD.
Marcia Taylor, RN, Director of Homecare and Hospice of the Hill, Rapid City Regional Hospital, Rapid City, SD.

Bachelor of Science in Nursing Program - Sioux Falls
Trevor Alvarez, BSN, RN, Nursing Alumni, National American University, Sioux Falls, SD.
Jada Anderson, MS, RN, Nursing Faculty, National American University, Sioux Falls, SD.
Deborah Bird, MSN, RN, Associate Dean, School of Nursing, National American University, San Diego, CA.
Amy Brown, BSN, RN, Nursing Alumni, National American University, Sioux Falls, SD.
Susan Beyer, RN, Director, Interim Healthcare, Sioux Falls, SD.
Charlotte Charles, RN, Director of Acute Care Services, Madison Community Hospital, Madison, SD.
Terri Clark, MSN, RN, Nursing Faculty, National American University, Sioux Falls, SD.
Kristen Cockens, RN, Training Coordinator, Children's Care Hospital and Schools, Sioux Falls, SD.
Jennie C. Denker, EdD, MSN, RN, Associate Dean for the School of Nursing, National American University, Louisville, KY.
Gretchen Elfstad, Director of Admissions, National American University Sioux Falls, SD.
Bridget Fechner, RN, Director of Nursing, Good Samaritan Village, Sioux Falls, SD.
Jackie Gilbertson, RN, Director of Nursing, Human Services Center, Yankton, SD.
Tracy Hadler, MSN, RN, Nursing Faculty, National American University, Sioux Falls, SD.
Lisa Hawthorne, PhD, RN, PHN, CNE, Dean of the School of Nursing and Graduate Nursing Studies, National American University, Arlington, TX.
JoAnne Hirsch, RN, Compliance Officer, Sioux Falls Specialty Hospital, Sioux Falls, SD.
Lisa Houtsma, Executive Campus Director, National American University, Sioux Falls, SD.
Dawn Hurney, RN, DOCS, AseraCare Hospice, Sioux Falls, SD.
Jessica Jarding, MS, RN, Nursing Faculty, National American University, Sioux Falls, SD.
Molly Keegan, Program Director, Day Break Adult Day Service, Sioux Falls, SD.
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**Online RN to BSN Program**

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