



GRADUATE STUDIES AND CONTINUING EDUCATION



Graduate Studies and
Continuing Education
100 Ochre Point Avenue
Newport, RI 02840
(800) 637-0002

 @SalveReginaGraduateStudies

 @SRUGradStudies

 salve.edu/graduatestudies

 graduate_studies@salve.edu

Learn. Lead. Make a difference.

Founded by the Sisters of Mercy in 1947, Salve Regina is a private, coeducational university offering a comprehensive and innovative liberal arts education in the Catholic tradition that fosters the development of each student's distinct and individual talents.

Salve Regina has one of the most unique campuses in the country and encompasses more than 80 acres. Offering what the National Trust for Historic Preservation has described as a "tour of the great architectural works of the Gilded Age," the campus is set on seven contiguous estates and features 21 structures of historic significance that have been sensitively adapted to meet University needs while also preserving their status as treasures of the 19th and early 20th centuries.

Accredited by the New England Association of Schools and Colleges, the University enrolls more than 2,700 undergraduate and graduate students from across the U.S. and around the world. Salve Regina's diverse range of academic programs is complemented by community service initiatives, extracurricular activities and a full athletics program featuring varsity, intramural and club sports.

Salve Regina University is continually striving to respond to the unique needs of adult students. Whether you take one course at Salve Regina or enroll in a program, you will experience the integration of knowledge and personal values, and develop greater competency in both theory and practice.



PROGRAMS OFFERED

Classes are offered at our Newport campus, our Warwick site and online.

In both graduate studies and our continuing education program, students have the opportunity to enroll in a mixture of online, seven-week compressed and traditional 14-week courses.

DOCTORAL PROGRAMS

Doctor of Nursing Practice (DNP)
 Humanities Ph.D.
 Humanities-Independent Research Fellows
 Cohort (IRFC) Program, Low Residency
 International Relations Ph.D.

MASTER'S DEGREE PROGRAMS

Administration of Justice and
 Homeland Security
 Applied Behavior Analysis
 Business Administration (MBA)
 Clinical Rehabilitation and Mental Health
 Counseling
 Health Care Administration and Management
 Holistic Clinical Mental Health Counseling
 Holistic Counseling
 Holistic Leadership
 Humanities
 Innovation and Strategic Management
 International Relations
 MFA in Creative Writing, Low Residency
 Rehabilitation Counseling

CONTINUING EDUCATION

RN-BSN

CERTIFICATE OF ADVANCED GRADUATE STUDIES (CAGS)

Applied Behavior Analysis
 Clinical Mental Health: Concentration in
 Holistic Counseling
 Expressive and Creative Arts
 Holistic Leadership
 Mental Health: Concentration in
 Rehabilitation Counseling
 Rehabilitation: Substance Abuse Counseling

GRADUATE CERTIFICATES (CGS)

Business Studies
 Catholic School Leadership
 Cybersecurity in Health Care Administration
 Cybersecurity and Intelligence
 Digital Forensics
 Health Care Administration and Management
 Holistic Leadership and Change Management
 Holistic Leadership
 Holistic Studies
 Human Resource Management
 International Relations
 Leadership in Change Management
 Leadership in Justice
 Management
 Nonprofit Management
 Expressive and Creative Arts
 Social Entrepreneurship
 Substance Abuse Foundations in Holistic Studies

GRADUATE PROGRAMS

Administration of Justice and Homeland Security (M.S.)

Salve Regina's graduate program in administration of justice and homeland security endeavors to address the professional requirements of justice leaders and practitioners in an increasingly technological and global environment.

In our master's degree and certificate programs, students learn from seasoned professionals who are experts in their field. Our flexible curriculum offers three options for specialized concentrations: cybersecurity and intelligence, digital forensics or leadership in justice. Coursework covers justice theory and process along with a range of contemporary issues such as race-based policing and psychological profiling.

Applied Behavior Analysis (M.A.)

While Applied Behavior Analysis (ABA) is used in many settings, including business, sports, health, law enforcement and corrections, it is probably best known as the one empirically validated therapy for children with autism. As a result, ABA is one of the fastest growing areas in human services. While the majority of our students plan careers devoted to helping people with disabilities, our graduate program also allows students to focus on other areas of application.

Our program incorporates the six master's-level courses and practicum experience required to sit for the national certification exam, while elective courses allow academic study in areas that fulfill personal and professional objectives. Our program has been reviewed and approved by the Behavior Analyst Certification Board.

Coursework in areas such as ethics and professional conduct, measurement and data analysis, behavior change techniques, assessment and systems management prepares students for the national certification exam. Sites for practicum placements are coordinated through the graduate program.

Business Administration (MBA)

The business administration program is designed to prepare graduates to successfully lead and manage organizations in a constantly changing environment. In both the for-profit and not-for-profit environments, today's executive is faced with a myriad of concerns including sustainability and growth, ethical and human rights issues, globalization, community presence and environmental protection. The

curriculum provides the technical knowledge and skills to appreciate and address these and other critical contemporary issues. The program is directed toward developing leaders with a focus on ethics, organizational behavior, finance, economics, accounting and strategic management. Social purpose and workplace humanization are underlying program values aligned with the University's mission. Students may combine elective courses into a concentration in the following areas: cybersecurity issues in business, social ventures and entrepreneurial enterprise and health care administration and management. This degree program is accredited by the International Assembly of Collegiate Business Education (IACBE).

Catholic School Leadership (CGS)

Our certificate program in Catholic school leadership is designed for education professionals who aspire to leadership and senior administration positions in Catholic schools, along with current Catholic school leaders seeking to strengthen their understanding of the Catholic school mission and operations for more effective leadership.

Our curriculum is based on the National Standards and Benchmarks for Effective Catholic Elementary and Secondary Schools. Coursework pairs educational leadership skills with Catholic charism and culture for a deeper understanding of what it means to lead a Catholic educational institution.

Our program operates as a cohort, with students beginning during the summer and finishing the following summer, allowing them to complete the program in approximately one year through a combination of on-campus meetings and online interactive coursework.

Clinical Rehabilitation and Mental Health Counseling (M.A.)

The clinical rehabilitation and mental health counseling program is a 60-credit graduate program. It prepares students for work in a variety of rehabilitation, mental health, addiction, and community agencies assisting individuals with emotional, mental, social and physical challenges/disabilities. Students are taught theories and techniques of practice in individual and group counseling settings, and clinical needs of people with a variety of physical and mental challenges. The program utilizes a mindfulness approach that also emphasizes theories that promote recovery, resiliency, and rehabilitation. The program can lead to licensure as a Mental Health Counselor after completing all academic requirements and passing a national licensure exam for counselors.

Expressive and Creative Arts

The Expressive and Creative Arts program seeks to empower individuals and groups towards positive transformation, through the arts and through creative expression. The program utilizes a multi-modal approach to integrate the visual arts with movement, sound, expressive theater arts, and expressive writing. These courses blend hands-on experiential work with the theoretical applications of the expressive and creative arts to the fields of education, counseling, therapy, medical care-giving, community organizing, business or any other profession in which personal expression and creative development are essential. Courses are offered in a highly effective hybrid format, where students will come together for intensive experiential weekends, then continue with guided independent study and practice time.

A 15-credit Certificate of Advanced Graduate Study (CAGS) in the Expressive and Creative Arts is available for those students who have graduated or will graduate from Salve Regina University's Graduate Program in Holistic Counseling, Holistic Leadership or other Salve Regina University master's programs. Those students with either a master's or bachelor's degree from any other accredited institution, who wish to learn how to apply the expressive and creative arts to their chosen field, may also take the 15-credit certificate program in the expressive arts as a Certificate of Graduate Studies (CGS).

Health Care Administration and Management (M.S.)

The health care administration and management program prepares professionals for the challenges of health services planning and delivery in a rapidly changing environment. The program structure develops knowledge and skills within the context of the University's commitment to Christian tradition and includes a sense of personal values and professional responsibility to better meet the needs of others. The curriculum allows students flexibility to tailor programs to suit individual needs and backgrounds. It is directed and taught by health service professionals and field specialists who blend theoretical foundations with practical applications in a variety of health care settings. This degree program is accredited by the International Accreditation Council for Business Education (IACBE).

Holistic Clinical Mental Health Counseling (M.A.)

Through a holistic, social justice, and developmental perspective, this 60-credit Master of Arts program prepares students to sit for the licensure exam for Licensed Mental Health Counselors. The program trains students to work in various settings utilizing traditional counseling techniques and systems thinking with awareness of neuroscience and evidence-supported integrative practices.

Students in the Holistic Clinical Mental Health Counseling Program are presented with the idea that personal and system wholeness depends upon connectedness with the human community and with the natural world that supports it. The program seeks to help students learn and understand how to observe, evaluate, and incorporate the integration of body, mind, and spirit into their professional lives.

To earn this degree, students complete pre-master's courses in counselor education and holistic studies along with 750 supervised clinical training hours in the field. This includes a one-semester 150-hour practicum and two semesters of 300-hour internships.

Holistic Counseling (M.A.)

The 48-credit holistic counseling program is designed to prepare professional counselors with a variety of counseling skills that includes a holistic approach to their work.

Consonant with the mission of the University, the program seeks to help students learn and understand how to observe, evaluate, and incorporate the integration of body, mind, and spirit into their lives. Holistic counselors in training are presented with the idea that personal and system wholeness depends upon connectedness with the human community and with the natural world that supports it.

The coursework requires students to take a developmental, holistic, and social justice perspective in the work they do. Students are required to engage in all learning activities in ways that are consistent with the current professional and ethical standards of the American Counseling Association (ACA) and other related professional certification bodies.

Students within this program complete academic courses and 150 hours of supervised clinical practice. Upon completion of this degree, students may apply for the Certificate in Advance Graduate Studies (CAGS) in Clinical Mental Health: Concentration in Holistic Counseling.

Students within the 48-credit track must review current state requirements to ensure eligibility.

Holistic Leadership (M.A.)

The Master of Arts in Holistic Leadership provides a professional and an integrative field of study where students learn skills that assist in leading self, others, groups, and larger organized systems. The program emphasizes that leading is a shared and collaborative responsibility. Consonant with the mission of the University, the program seeks to help students learn and understand how to observe, evaluate, and incorporate the integration of body, mind, and spirit into their lives and work by combining integrative approaches to self-mastery practice, interpersonal communications, leadership skill-development, and systems thinking.

Humanities (M.A.)

The master's degree in humanities is an interdisciplinary program that seeks to foster a broad understanding of the qualitative aspects of life and culture through a study of disciplines such as history, literature, philosophy and religion. The course of study is intended for individuals who want to broaden their intellectual and cultural horizons. It also serves as excellent preparation for the Humanities Ph.D.

Humanities (Ph.D.)

The Ph.D. offers the humanities as a foundation for understanding a world of accelerating and complex change. Students pursue doctoral research that makes a difference; exploring questions of human meaning in a dynamic study of the past, present and future. The Doctor of Philosophy in Humanities was inaugurated in 1989 as an interdisciplinary investigation of the question, "What does it mean to be human in an age of advanced technology?" In one form or another, this question still commands attention in the 21st century. Broadly conceived, the human-technology relationship remains at the heart of the curriculum allowing students to draw insights and integrate knowledge from a variety of fields: religion, philosophy and ethics; art, literature and new media; history, politics and cultural theory.

Innovation and Strategic Management (M.S.)

The Master of Science in Innovation and Strategic Management is designed to enhance students' creative, entrepreneurial, and socially responsible problem-solving skills. Students from all majors will benefit from challenging theoretical case studies that foster creative analysis for today's fast-paced and global business environment. There is a capstone

project that will incorporate researching, innovative decision-making, marketing and strategic management of human resources for a socially responsible, cost/benefit analysis of a real organization. An undergraduate business degree is not required.

International Relations (M.A.)

The curriculum and content of the international relations program is a reflection of the University's mission regarding justice, and the increasing need to envision international political behavior in the framework of justice. In its own capacity and within the University's mission, the international relations program promotes international and world harmony through the inculcation of the concept of justice in the analysis of international and world politics.

International Relations Ph.D.

This 48-credit online doctorate program encourages students to think outside the box when studying the different regions of the world, while also inspiring them to consider a single box: the global one. Through comparative study that seeks to expose differences and reveal similarities in a respectful and considered way, our doctoral candidates challenge cultural and international myths and misconceptions.

Consistent with the University's mercy and justice mission, our program's mission is to promote humanity and eliminate prejudice. Coursework emphasizes the reality that different regions are part of an integral whole. Students explore and understand all of the world's regions, then choose a single area of focus for their dissertation.

Rehabilitation Counseling (M.A.)

The Master of Arts in Rehabilitation Counseling is a counseling program that aspires to prepare counselors of the highest quality to work in schools, mental health agencies, businesses, hospitals, rehabilitation organizations, private practice, and other settings. Students are taught theories and techniques of practice in individual and group counseling modalities, and clinical needs of people with a variety of physical and mental challenges. The program utilizes a mindfulness approach that also emphasizes theories that promote recovery, resiliency, community integration and rehabilitation. Students may sit for the Certified Rehabilitation Counseling national exam upon completion of the program.

Creative Writing (MFA)

This vibrant, two-year program confers an MFA in creative writing in one of the world's most beautiful settings. Newport, Rhode Island is a vacationland steeped in cultural and literary history – home to novelists and to novels by Henry James, Thornton Wilder and Edith Wharton. Students will immerse themselves in the creative life by intensively studying the craft of writing with dedicated faculty. Residencies consist of daily workshops, craft lectures, manuscript consultations and keynote readings, initiating students into the writing life as well as the business of publishing and editing. Students spend the months between residencies writing and reflecting in an individualized mentorship with eminent writers.

To earn the MFA in creative writing, students must complete four residencies and four mentorships in their chosen genre, in addition to a final graduation residency (48 credits).

Residency in Creative Writing

During these eight-day, intensive community experiences, students participate in genre-specific workshops, seminars and lectures as well as publishing discussions and public readings. The first residency introduces students to mentors and to the expectations of long-distance learning. Four residencies are required, each with varying focus depending on the student's status as an entering, second-year or graduating student.

Mentorship in Creative Writing

Mentors provide one-on-one individualized attention to the student's creative work through written and oral commentary in a virtual studio environment. Creative analyses of canonical and contemporary readings, chosen in consultation with the mentor, are also required.

Final Residency/Graduation

During the final residency, students submit their critical thesis and deliver a public reading of their creative work (chapter from a short story or essay, a series of poems or excerpts from a novel or memoir).

Doctor of Nursing Practice (BSN-DNP)

The Doctor of Nursing Practice is designed for nurses seeking a terminal degree in nursing practice. The curriculum builds on the baccalaureate program by providing clinical preparation to become an advanced practice nurse. Students are educated in evidence-based practice, quality improvement and systems thinking, among other key areas.

Upon completion of the Doctor of Nursing Practice, our graduates will be able to:

- Assume the role of the advanced practice nurse to provide independent and collaborative health care based on evidence, scientific knowledge and science-based theory.
- Demonstrate organizational and system leadership to improve the quality of health care for persons.
- Design, implement and evaluate strategies to address the environmental influences of culture, economics, ethics, law, policy, politics, society and technology on health outcomes.
- Engage in the process of critical thinking, communication, change and lifelong learning as an advanced practice nurse.

CONTINUING EDUCATION

Nursing Program (RN to B.S.)

Salve Regina's RN to B.S. nursing program is for those who are currently working in the field of nursing and who have an RN license. The program encompasses both an accredited nursing program and a liberal arts core curriculum addressing the values of Salve Regina's mission. Through the curriculum, students develop creativity, flexibility and adaptability through exposure to the various academic disciplines as they prepare to address future health needs of various populations. In addition, this program enhances professional oral and written communication skills and offers the opportunity for professional development within a holistic model of education.

Disability Accommodations

Salve Regina University is committed to providing equal access to students with disabilities to all its programs and services, in accordance with the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973. If you have a disability that entitles you to accommodations, please send documentation of your disability to: Disability Services, Salve Regina University, Newport RI 02840. You must also contact Disability Services at 401-341-2396 to discuss your disability needs and to arrange necessary academic accommodations. Accommodations must be in place before they are needed (do not apply retroactively) and are not permitted to waive or substantially alter essential course requirements. Students must discuss with their professors how their accommodations will operate within the context of each of their courses.

ADMISSION

Applicants considered by the University to have the ability to pursue graduate study and who show a desire for personal development are admitted without regard to sex, race, color, religion, national or ethnic origin, veteran's status, disability, age, or any other legally protected class.

DOCTORAL PROGRAMS

Ph.D. in Humanities

Who May Apply

Individuals with master's degrees who are highly motivated to explore the relationship between humanities and technology are encouraged to apply.

How to Apply

The following materials must be submitted to the Office of Graduate Studies and Continuing Education by March 15 for September admission, Sept. 15 for January admission and Jan. 15 for June admission:

- Completed graduate application form at salve.edu/application
- All undergraduate and graduate transcripts from each college or university attended, including proof of an approved master's degree with a GPA of 3.3 or higher
- Two letters of recommendation, preferably from faculty who have taught the applicant, that address the applicant's ability to succeed in doctoral studies.
- A 15-page paper completed for a master's degree course
- An online writing sample
- Current resume
- Personal statement

Applications must be completed within one year of initial submission or individuals may be required to resubmit materials. All application materials become a permanent and confidential part of University records and are not returned.

Ph.D. in International Relations

Who May Apply

Individuals with a master's degree granted by an English-speaking institution. Must have at least five years of professional experience.

Application Deadlines

Applications for the Ph.D. in international relations will be accepted on a rolling basis.

Application Requirements

- Completed online application
- All undergraduate and graduate transcripts from each college or university attended, including proof of an accredited master's degree.
- Personal statement.
- Two letters of recommendation, preferably from faculty who have taught the applicant, that address the applicant's ability to succeed in doctoral studies.
- A 15-page paper completed for a master's degree course (optional).
- A current resume.

Applications must be completed within one year of initial submission or individuals may be required to resubmit materials. All application materials become a permanent and confidential part of University records and are not returned.



Doctor of Nursing Practice

Who May Apply

Individuals with a baccalaureate degree in nursing from an accredited university with a GPA of at least 3.0 are encouraged to apply. Applicants must hold an unencumbered license or have eligibility for RN licensure in the state of Rhode Island. The license will need to be obtained prior to any clinical experiences.

How to Apply

The Doctor of Nursing Practice is offered in a cohort format. Applications are due June 1 for the fall semester and Dec. 1 for the spring semester. Applicants for fall admission will receive their admission decision in July.

Admission Requirements:

- Transcripts for baccalaureate and master's degrees (if applying as a post-master's student) in nursing from an accredited university with a minimum GPA of 3.0, along with all other official transcripts in which collegiate credit was obtained.
- Copy of unencumbered RN license or eligibility for RN licensure in the state of Rhode Island. (License will need to be obtained prior to any clinical experiences.)
- Copy of unencumbered APRN license and certification (if applicable).
- Personal statement.
- Portfolio (include curriculum vitae/resume) that includes a description of current and past clinical practice as well as any presentations and/or publications.
- Letters of recommendation from two clinical peers/supervisors who attest to communication and clinical competence.
- Interview with a member of the graduate nursing admissions committee.
- Evidence of completion of three credits in statistics.
- Evidence of completion of three credits in master's level advanced research course (post-master's applicants).
- Online writing sample.

Applications must be completed within one year of initial submission or individuals may be required to resubmit materials. All application materials become a permanent and confidential part of University records and are not returned.

MASTER'S DEGREE PROGRAMS

Who May Apply

Individuals with bachelor's degrees earned from regionally accredited U.S. institutions of higher learning or an equivalent degree from a nationally accredited college or university outside the U.S. will be considered for admission.

How to Apply

The following materials must be submitted:

- Completed online application.
- Transcripts from each college or university attended
- Personal statement
- Resume
- Two professional letters of recommendation
- Non-native English speakers are required to submit results from the TOEFL or IELTS. To be considered for admission, students must have a minimum TOEFL iBT score of 100 or IELTS score of 7.0. English proficiency exams may be waived for those applicants who have earned a degree from an overseas university where the primary language of instruction is English, or from a college or university in the U.S.

Special Requirements

For the Newport MFA in creative writing, applicants must also submit a creative writing sample. Letters of recommendation should address the applicant's ability as a writer. The application deadline is February 1.

For the M.A. in applied behavior analysis, M.A. in humanities and holistic studies programs, applications must be submitted by Nov. 1 for spring admission and July 1 for fall admission.

For the rehabilitation counseling programs, applicants are required to have an interview with the program director prior to full acceptance to the program.

Applications must be completed within one year of initial submission or individuals may be required to resubmit materials. All application materials become a permanent and confidential part of University records and are not returned.

Students who are currently enrolled in one of Salve Regina's master's programs should complete the application form designed for internal candidates.

CERTIFICATE PROGRAMS

Certificate of Graduate Studies

The Certificate of Graduate Studies is designed for students who wish to pursue graduate study but may not be interested in obtaining a master's degree. The certificate may be earned by students with bachelor's or master's degrees from accredited institutions in areas related to the field of study.

Twelve to 15 credits of graduate study are required for the certificate, and coursework must be approved by the program director. Should a student desire to continue beyond the certificate by entering the master's program, he or she should contact the Office of Graduate Studies and Continuing Education. If the student is accepted, the required courses already completed will be applied to the master's degree consistent with University policy.

Certificate of Advanced Graduate Studies

The Certificate of Advanced Graduate Studies is designed for students who have completed a master's degree from an accredited institution and who are seeking advanced knowledge within their field of study. Students should consult with the program director in advance of pursuing this certificate regarding the appropriate program for their career interests.

How To Apply

The following materials must be submitted to the Office of Graduate Studies and Continuing Education:

- Completed graduate application form: salve.edu/application
- Official transcripts from each college or university attended
- Two letters of recommendation from a person able to evaluate the candidate's academic potential.
- Current resume
- Personal statement

Students who are currently enrolled in one of our master's programs should complete our application form designed for internal candidates.

CONTINUING EDUCATION

All candidates for admission must show evidence that they have completed a level of education equivalent to a high school diploma. In addition, post-secondary credit requirements are program-specific.

Salve Regina evaluates the total application package. Applicants may apply online or use the printable application form: salve.edu/application.

All applicants must submit:

- Completed application
- Official transcripts from all colleges and universities attended
- Two letters of recommendation from individuals who are positioned to evaluate academic ability and commitment to program requirements.
- Current/unencumbered RN license
- A personal statement discussing your interest in entering a program leading to a bachelor's degree
- Current resume

Application:

Please forward supporting application materials to:

Graduate Studies and Continuing Education
Admissions

Salve Regina University
100 Ochre Point Avenue
Newport, RI 02840-4192

Once we have received all required documents, you will receive an email letting you know that your application file is complete and will be forwarded to the program director for review. Once your file is forwarded, you will receive notification by mail of your acceptance status within 10-12 business days.

ACADEMIC CALENDAR 2018-2019

2018 – Fall Semester

September 3	Monday	** Labor Day – No Classes **
September 5	Wednesday	Fall Classes Begin- 15 Week and Session I
September 12	Wednesday	End of Add/Drop Period for 15 Week and Session I Classes
September 17	Monday	Constitution Day
October 4	Thursday	Last Day to Withdraw from Session 1 Classes
October 8	Monday	** Fall Break – No Classes **
October 9	Tuesday	Classes Resume- Regular Tuesday Classes Meet
October 25	Thursday	Last Day of Session I Classes
October 29	Monday	Session I Final Grades Due
October 29	Monday	Session II Classes Begin
October 30	Tuesday	** Registration for Spring and Summer 2019 opens **
November 5	Monday	End of Add/Drop Period for Session II Classes
November 9	Friday	Last Day to Withdraw from a 15 Week Semester Class
November 21-25	Wednesday-Sunday	** Thanksgiving Break – No Classes **
November 26	Monday	Classes Resume
November 28	Wednesday	Last Day to Withdraw from Session II Classes
December 19	Wednesday	Last Day Of 15 Week and Session II Classes
December 20	Thursday	Christmas Break Begins
December 23	Sunday	Final Grades Due for 15 Week and Session II Classes

2019 – Spring Semester

January 21	Monday	** Martin Luther King Day – No Classes **
January 22	Tuesday	Spring Classes Begin – 15 Week and Session I
January 30	Wednesday	End of Add/Drop Period for 15 Week and Session I Classes
February 18	Monday	** President's Day – No Classes **
February 19	Tuesday	Only Monday Classes Meet – No Tuesday Classes
February 20	Wednesday	Last Day to Withdraw from Session I Classes
March 9-17	Saturday-Sunday	** Spring Break **
March 18	Monday	Spring Classes Resume
March 19	Tuesday	Last Day of Session I Classes
March 20	Wednesday	Session II Classes Begin
March 22	Friday	Session I Final Grades Due
March 27	Wednesday	End of Add/Drop Period for Session II Classes
April 4	Thursday	** Registration For Fall 2019 opens**
April 5	Friday	Last Day to Withdraw from a 15 Week Semester Class
April 15	Monday	Last Day to Withdraw from Session II Classes
April 18-22	Thursday-Monday	** Easter Break **
April 23	Tuesday	Spring Classes Resume
April 24	Wednesday	Only Monday Classes Meet – No Wednesday Classes
May 10	Friday	Last Day Of Semester – 15 Week and Session II Classes
May 13	Monday	Final Grades for Graduating Students Due
May 14	Tuesday	All Final Grades for 15 Week and Session II Classes Due
May 16	Thursday	University Commencement – Graduate Programs

2019 – Summer Sessions

May 13	Monday	15-Week Summer Session Begins
May 20	Monday	End of Add/Drop Period for 15 Week Session
May 20	Monday	Session I Begins (7 weeks)
May 27	Monday	Memorial Day – No Classes
May 28	Tuesday	End of Add/Drop Period for Session I (7 Weeks)
May 28	Tuesday	Session II Begins (10 weeks)
June 4	Tuesday	End of Add/Drop Period for Session II (10 Weeks)
June 17	Monday	Last Day to Withdraw from Session I (7 Weeks)
July 2	Tuesday	Last Day to Withdraw from Session II (10 Weeks)
July 4	Thursday	Independence Day – No Classes
July 5	Friday	Last Day of Semester Session I (7 Weeks)
July 8	Monday	Session III Begins (7 Weeks)
July 8	Monday	Final Grades Due Session I (7 Weeks)
July 12	Friday	Last Day to Withdraw from 15 Week Session Classes
July 15	Monday	End of Add/Drop Period for Session III (7 Weeks)
August 2	Friday	Last Day of Semester Session II (10 Weeks)
August 5	Monday	Last Day to Withdraw from Session III (7 Weeks)
August 5	Monday	Final Grades Due Session II (10 Weeks)
August 23	Friday	Last Day of Semester 15-Week Session and Session III (7 Weeks)
August 26	Monday	Final Grades Due 15-Week Session and Session III (7 Weeks)

CONTACTS

University offices are open Monday through Friday from 8:30 a.m. to 4:30 p.m. (EST), unless otherwise stated below. Students may also reach us by calling, emailing or faxing.

- Toll-free: (800) 637-0002
- Fax: (401) 341-2973
- Email: graduate-studies@salve.edu

Provost

Dr. Nancy Schreiber

Email: nancy.schreiber@salve.edu

Dean of Graduate Studies and Continuing Education Programs

Tobias Stapleton, Ph.D., MBA

Email: tobias.stapleton@salve.edu

Associate Provost

Donna Cook, Ph.D.

Email: donna.cook@salve.edu

Director of Graduate Studies and Continuing Education

Tiffany K. McClanaghan

(401) 341-2198

Email: tiffany.mcclanaghan@salve.edu

General Information

Graduate Studies and Continuing Education

(800) 637-0002

Email: graduate_studies@salve.edu

Warwick Site

Center for Adult Education

144 Metro Center Blvd.

Warwick, R.I. 02886

(401) 341-2150

Admissions

Laurie Reilly

Admissions Manager

(401) 341-2153

Email: laurie.reilly@salve.edu

Office of the Registrar

Office: (401) 341-2943

Email: Sruregistrar@salve.edu

My WebCourses and Technical Problems

(401) 341-7777

Email: helpdesk@salve.edu

Office of Information Technology

(401) 341-7777

Email: helpdesk@salve.edu

Office of Financial Aid

(401) 341-2901

Fax: (401) 341-2928

Email: financial_aid@salve.edu

Business Office

(401) 341-2900

Email: businessoffice@salve.edu

Bookstore

(401) 341-2933

Email: salve@bkstr.com

Hours: 8 a.m. to 5 p.m. Mon.-Fri. and

11 a.m. to 3 p.m. Sat.

Library

Fall and Spring Semester Library Hours:

Sunday: 10 a.m. - 1 a.m.,

Mon.-Thurs.: 8 a.m. - 1 a.m.

Fri.: 8 a.m. - 8 p.m.,

Sat.: 10 a.m. - 6 p.m.

Fall and Spring Semester Information Desk Hours

10 a.m. - 10 p.m.

Information desk: (401) 341-2289

Toll free: (800) 388-6139

Email: salvelibrarian@salve.com

Text: (401) 324-9LIB

Office of Safety and Security

(401) 341-2325

Program Directors

Administration of Justice and Homeland Security

Mr. J. David Smith
 (401) 341-3210
 Email: david.smith@salve.edu

Applied Behavior Analysis

Dr. Andrea Chait
 (401) 341-7276
 Email: andrea.chait@salve.edu

Business Administration and Management

Dr. Arlene Nicholas
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Catholic School Leadership

Dr. Elizabeth McAuliffe
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Creative Writing, MFA

Dr. Jen McClanaghan
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Expressive and Creative Arts Program

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 Email: christopher.carbone@salve.edu

Holistic Programs

Dr. Nancy Gordon
 (401) 341-3290
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Health Care Administration and Management

Mr. Mark Hough
 (401) 341-3123
 Email: mark.hough@salve.edu

Humanities

Dr. Sean O'Callaghan
 (401) 341-3166
 Email: sean.ocallaghan@salve.edu

International Relations

Dr. Symeon Giannakos
 (401) 341-3177
 Email: symeon.giannakos@salve.edu

Nursing

Dr. Sharon Stager
 (401) 341-3297
 Email: sharon.stager@salve.edu

Rehabilitation Counseling

Dr. Judith Drew
 (401) 341-3189
 Email: judith.drew@salve.edu



APPLICATION PROCESS FOR FEDERAL FINANCIAL AID

Graduate students are eligible to apply for the Federal Direct Unsubsidized Loan. Federal financial aid applicants must complete and submit the following forms:

Free Application for Federal Student Aid (FAFSA)

FAFSA must be filed for each academic year (July 1 to June 30).

Salve's federal school code is **003411**

This application may be filled out beginning October 1 for the following academic year.

To complete the FAFSA online, visit the **Department of Education website:**

fafsa.ed.gov or salve.edu/financial-aid/apply-aid.

You must sign the FAFSA electronically, using the FSA ID email and password you created with the Department of Education (FAFSA) website. For instructions on how to set up an FSA ID, visit salve.edu/financial-aid/apply-aid.

Verification Requirements

The Department of Education may select you for a process called verification. If you are selected, you may have to submit additional information, and you will be notified by the Department of Education and the Salve Financial Aid office as to what documents are needed.

Additional Required Documents

In addition to the annual forms, the following documents need to be completed only once:

Federal Direct Loan Master Promissory Note

This form is required, and may be completed at studentloans.gov, or visit salve.edu/financial-aid/graduate-students. This loan document has no dollar amount and is valid for up to 10 years in most cases.

Federal Direct Loan

Entrance Counseling Session

You must also complete this form. You may access it at studentloans.gov.

After your Financial Aid File is Complete

You must inform the Office of Financial Aid when registering for each enrollment period. Graduate students must be enrolled at least half time each semester to be eligible for federal financial aid. For Graduate students, half time is defined as a minimum of 3 credits. (Doctoral candidates enrolled in the dissertation research and writing course qualify as at least half time.) Graduate students must maintain Satisfactory Academic Progress (SAP). A cumulative GPA of 3.0 is required to be eligible for federal financial aid. For more information on SAP please visit salve.edu/office-service/financial-aid.

Students who are less than half-time for any semester, or not registered for a given semester, are considered to be withdrawn and your grace period for your loans begins after the last date of your attendance.

Loan amounts are based on tuition (per credits enrolled), fees and a book allowance. Living expenses are included ONLY if you have at least one course on-campus.

To decline or reduce any part of your loan, you must notify your counselor in writing, or from your Salve email address, and we will adjust your loan accordingly. If you wish only to receive loans for tuition and fees each semester, you may notify us in writing, and we will process your loans based on this each semester, until we are further notified.

Do not hesitate to contact the Office of Financial Aid with any questions. The office is located on the third floor of Ochre Court, Room 310. Mail should be addressed to:

Office of Financial Aid

Salve Regina University
100 Ochre Point Avenue
Newport, RI 02840-4192

Office Hours: 8:30 a.m. - 4:30 p.m.,

Monday through Friday

Phone: (401) 341-2901

Fax: (401) 341-2928

Email: financial_aid@salve.edu

Web: salve.edu/office-service/financial-aid

HELPFUL INFORMATION

REGISTRATION:

You may register for up to two courses as a non-matriculated student before completing the application process. If you are interested in registering for a course, registration may be submitted online at the following link salve.edu/registrar/registration.

You may view the current schedule and print the registration form to email or fax to the Office of the Registrar. The \$60 registration fee only applies to the first course per semester. If you register for additional courses later in the same semester, the fee will not apply. Do not include payment for books with your registration.

Books can be ordered directly from the bookstore at (401) 847-9086 or salve.bkstr.com.



Salve Regina University
100 Ochre Point Avenue
Newport, RI 02840-4192
(800) 637-0002
salve.edu/directions

CAMPUS OFFICES AND SERVICES:

Visit salve.edu/office-service for links to all campus departments including the Office of Financial Aid and the Business Office.

SALVETODAY AND MYSALVE:

Please visit the following link for campus news and to access student information including enrollment, grades and email: today.salve.edu.



Warwick Site
Center for Adult Education
144 Metro Center Blvd.
Warwick, R.I. 02886
(401) 341-2150
salve.edu/directions