- Values diversity, is dedicated to equality, and is committed to serving a diverse population including residents of the USA and the world.
- Values helping individuals reach their full academic potential.
- Values a collegial and interactive process in planning and decision making, promoting civility, understanding, and mutual concern.
- Values both tradition and innovation.
- Provides a professional and supportive work environment where our employees enjoy freedom of conscience and the right to refuse to engage in actions that violate ethical principles, professional standards, or provisions of law.
- Values administrative and technological quality performed efficiently and effectively.
- Values cost effective growth and return on investment.

ACADEMIC INTEGRITY

The National American University Mission and Purposes describe the university's commitment to assist students in further development of ethical values and behavior. A significant aspect of one of the purposes relates to academic integrity and the encouragement of honesty and ethical behavior on the part of students and graduates. Academic dishonesty includes, but is not limited to, plagiarizing and/or cheating on assignments, tests or projects; or assisting someone else in these actions.

Students

Students are encouraged to model behaviors that reflect honesty and integrity, and, therefore, may not engage in or tolerate cheating, plagiarism or other forms of academic dishonesty and/or related misconduct. Students should work in collaboration with each other to accomplish educational objectives; however, they are also responsible for their own understanding of the academic content and for their own work. Students who are unclear about the academic dishonesty examples listed below should seek clarification from a faculty member or staff members r.5 (e)-15 ( )]TJ -0.d (r)-4.3 (-0.001 Tc -0.003 Tw 0 -1r)-3.3 (m)10.5 (s)-1.n(

completion. This policy applies to active duty servicemen and women, their spouses, National Guard members and

pro-rated. If the start of the student's absence is beyond the refund period, no refund will be given.

Option Five:

Elect a waiver for the term. The student may contact the education officer to request a waiver for the term. The waiver will allow the student to retake the class at a later date and to receive military assistance for the class a second time. If the waiver is granted the student must also request to be dropped from all classes.

Grade: The student will receive a "W" on the transcript for the class(es). When the student enrolls the second time, the second class will also be on the transcript along with the grade earned.

Financial Aid: The student will receive a pro-rated refund based on the university's refund policy from the date the class was dropped. The student will be required to pay for the class the second time with the waiver allowing the student to use military assistance for the class a second time.

AMERICANS WITH DISABILITIES ACT A

at functions sponsored by, or participated in by, the university community. Disorderly Conduct includes but is not limited to: Any unauthorized use of electronic or other devices to make an audio or video record of any person while on university premises without his/her prior knowledge, or without his/her effective consent when such a recording is likely to cause injury or distress.

15. Disrespectful behavior includes behavior designed to harass, threaten, or embarrass others. Students may not communicate content in any medium that could reasonably be construed as offensive, threatening or discriminatory. At all times, students are expected to behave appropriately, respectfully and courteously in communications with other students and university faculty, staff, and administrators.
16. Theft or other abuse of computer facilities and resources, including but not limited to:
    a. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
    b. Unauthorized transfer of a file.
    c. Use of another individual's identification and/or password.
    d. Use of computing facilities and resources to interfere with the work of another student, faculty member or university official.
    e. Use of computing facilities and resources to send obscene or abusive messages.
    f. Use of computing facilities and resources to interfere with normal operation of the university computing system.
    g. Use of computing facilities and resources in violation of copyright laws.
    h. Any violation of the university's Internet,

5 2.5(oc oo11hci)074-5 4 .7 h..6 (,)1pe (8)] .7 h.

will be imposed. Sanctions of permanent suspension or revocation of admission and/or degree may only be imposed by the provost upon recommendation from the student conduct committee.

9. The student has a right to appeal the decision of the student conduct committee to the Office of Student Concerns for all sanctions. If appealed, the decision of the Student Conduct Committee remains in the

dropped. No refunds will be made for individual courses attended and then dropped following this period. The add/drop dates are posted in the academic calendar.) (p. 46

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   The school may disclose education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the school in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the governing board; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has

- To accrediting organizations to carry out their accrediting functions. (34 CFR §99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (34 CFR §99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (34 CFR §99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (34 CFR §99.31(a)(10)) Information the school has designated as "directory information" under §99.37. (34 CFR §99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (34 CFR §99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (34 CFR §99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (34 CFR §99.31(a)(15))

STUDENT CONCERNS

National American University is committed to promptly addressing student concerns. No adverse action will be taken against a student for submitting a concern or complaint.

1. If a student has a concern or complaint, the student should first seek resolution by communicating with a success coach.
2. In the event the matter is not resolved after communicating with a success coach, the student is encouraged to contact the student services coordinator, who will address the student's concern in an impartial manner.

Ms. Karen Hoffman
Student Services Coordinator
National American University
5301 Mount Rushmore Rd.
Rapid City, SD 57701
Phone: (605) 394-4805 | Fax: (605) 721-1241
khoffman@national.edu

3. The student services coordinator will strive to respond to a student within five (5) T. 5n 5 (5)1 einev (y)]3 (o)-5 (t)0.6 (

Fax: (916) 263-1897
Email: bppe@dca.ca.gov

Colorado
Colorado Department of Higher Education
1560 Broadway, Suite 1600
Denver, CO 80202
Website: highered.colorado.gov/
Phone: (303) 866-2723
Fax: (303) 866-4266

Connecticut
Connecticut Board of Regents for Higher Education
39 Woodland Street
Hartford, CT 06105
Website: www.ctohe.org/
Phone: (860) 493-0000

Delaware
Delaware Higher Education Office
John G. Townsend Building
401 Federal Street
Dover, DE 19901
Website: www.doe.k12.de.us/
Phone: (302) 739-4000
Fax: (302) 739-4654
Email: dedoe@doe.k12.de.us

Florida
Florida Department of Education
325 W. Gaines Street, Room 1544
Tallahassee, FL 32399-0400
Website: www.fldoe.org/
Phone: (850) 245-0427
Fax: (850) 245-9667

Website: www.maine.gov/doe/
Phone: (207) 624-6600
Fax: (207) 624-6700

Maryland
Maryland Attorney General
Consumer Protection Division
200 St. Paul St.
Baltimore, MD 21202
Phone: (410) 528-8662; Toll Free (888) 743-0823

Massachusetts
Massachusetts Department of Higher Education
One Ashburton Place, Room 1401
Boston, MA 02108
Website: www.mass.edu
Phone: (617) 994-6950
Fax: (617) 727-0955 or (617) 727-6656

Michigan
Michigan Department of Licensing and
Regulatory Affairs
Bureau of Commercial Services, Licensing
Division, Private Postsecondary Schools
P.O. Box 30018
Lansing,MI 48909
Website: www.michigan.gov
Phone: (517) 241-9288
Fax: (517) 373-2162

Minnesota - 2162

Fax: (518) 486-2779
Email: ocueinfo@mail.nysed.gov

North Carolina
North Carolina Community College System
20 West Jones Street
Raleigh, NC 27603
Website: www.nccommunitycolleges.edu/
Phone: (919) 807-7146
Fax: (919) 807-7164

North Dakota
North Dakota State Board for Career and Technical Education
State Capitol 15th Floor
600 East Boulevard Avenue, Dept. 270
Bismarck, ND 58505-0610
Website: www.nd.gov/
Phone: (701) 328-3180
Fax: (701) 328-1255
Email: cte@nd.gov

Ohio
Ohio State Board of Career Colleges and Schools
30 East Broad Street, Suite 2481
Columbus, OH 43215
Website: scr.ohio.gov/
Phone: (614) 466-2752
Fax: (614) 466-2219
Email: bpsr@scr.state.oh.us

Oklahoma
Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104
Website: www.okhighered.org/
Phone: (405) 225-9100
Email: communicationsdepartment@osrhe.edu
Oklahoma Board of Private Vocations Schools
3700 N.W. Classen Boulevard, Suite 250
Oklahoma City, OK 73118
Website: http://obpvs.ok.gov/
Phone: (405) 528-3370

Oregon
Oregon Department of Education
255 Capitol Street NE
Salem, OR 97310-0203
Website: www.ode.state.or.us/
Phone: (503) 947-5600
Fax: (503) 378-5156
Oregon Office of Student Access and Completion (OSAC)
1500 Valley River Drive, Suite 100
Eugene, OR 97401
Website: www.oregonstudentaid.gov
Phone: (541) 687-7478
Fax: (541) 687-7414

Pennsylvania
Department of Education, Division of Program Services
333 Market Street
Harrisburg, PA 17126
Website: www.portal.state.pa.us
Phone: (717) 783-8137
Fax: (717) 783-6139

Puerto Rico
Puerto Rico Council on Higher Education
P.O. Box 19900
San Juan, Puerto Rico 00910-1900
Website: www.ce.pr.gov
Phone: (787) 641-7100
Fax: (787) 641-2573

Rhode Island
Rhode Island Board of Governors for Higher Education
Shepard Building, 80 Washington Street
Providence, RI 02903
Website: www.ribghe.org
Phone: (401) 456-6000
Fax: (401) 456-6028

South Carolina
South Carolina Commission on Higher Education
1122 Lady Street, Suite 300
Columbia, SC 29201
Website: www.che.sc.gov/
Phone: (803) 737-2260
Fax: (803) 737-2297

South Dakota
South Dakota Board of Regents
306 East Capitol Avenue
Pierre, SD 57501
Website: www.sdbor.edu/
Phone: (605) 773-3455
Fax: (605) 773-5320
Email: info@sdbor.edu

Tennessee
Tennessee Higher Education Commission
Division of Postsecondary School Authorization
404 James Robertson Parkway, Suite 1900
Nashville, TN 37243
Website: www.tn.gov/
Phone: (615) 741-3605
Fax: (615) 532-8845

Texas
Texas Higher Education Coordinating Board
Street Address:
1200 E. Anderson Lane
Austin, TX 78752
Mailing Address:
P.O. Box 12788
Austin, TX 78711-2788

The student services program at NAU contributes to the career development goals of the university's students.

spring terms in the EdD, of the last calendar year and continue on a half-time basis for the award period. The

ASSESSMENT PHILOSOPHY

National American University provides quality career and professional undergraduate and graduate programs and continuing education to students from diverse backgrounds; interests and abilities (please refer to the NAU mission statement). In order to achieve its mission, the university community recognizes the importance of:

- Developing strategic and operational plans that are consistent with the stated mission, which promote quality academic and institutional support services and encourage excellent teaching and effective learning;
- Designing new academic programs and support services after appropriate research and planning have been completed so that quality is "built in" to any design;
- Identifying important indicators for academic programs and student services which can be used to measure student learning outcomes and the quality of services provided within and across university departments;
- Measuring these important indicators in a systematic and continuous manner with peer group analysis of resultant data to determine whether areas for improvement in undergraduate and graduate student learning or related services are present;
- Implementing recommended actions, when indicated, and continuing to measure these areas until improvement can be documented; and
- Incorporating the findings from this improvement process into future strategic, budget and operational plans.

Consistent with this philosophy, every student at NAU shall participate in periodic assessment evaluations as a requirement for graduation in order for the university to measure and improve student learning outcomes and student services. A variety of academic and institutional assessment methods are used and may include examinations, competency checklists, portfolio assignments, survey participation, or other means of assessment.

ATTENDANCE AND PARTICIPATION POLICY

graduate advisor early in the program to plan for both degrees.

G

NOTE: All tuition and fees are subject to change by notification from the university. Please contact the financial services office for current tuition and fees at DLGradfinancialaid@national.edu.

SATISFACTORY ACADEMIC PROGRESS POLICY - MASTER'S PROGRAMS

To maintain satisfactory academic progress and qualify for Title IV federal financial aid and Veteran's Educational

FALL 2022- SUMMER 2023- SPECIFIC TO THE MBA, EMBA, MSN, MS IN HUMAN RESOURCE MANAGEMENT , AND THE MS IN GLOBAL SUPPLY CHAIN MANAGEMENT

Fall 2022	
October 3	Quarter starts
October 9	Last day to add courses; last day to drop courses without incurring charges for tuition and fees.
November 17	Last day to drop courses and receive a grade of "W," which does not adversely affect grad point average but may affect financial aid.
December 12–18	Final exams
December 18	Quarter ends
December 19–Jan 1	Quarter break

Winter 2023	
January 2	Quarter starts
January 8	Last day to add courses; last day to drop courses without incurring charges for tuition and fees.
February 16	Last day to drop courses and receive a grade of "W," which does not adversely affect grad point average but may affect financial aid
March 13–19	Final exams
March 19	

MASTER OF BUSINESS ADMINISTRATION

The Master of Business Administration program provides students with the opportunity to advance their knowledge and skills in the field of business. The core program courses provide students with an opportunity to enhance their analytical and practical skills in the areas of accounting, finance, economics, information systems, marketing, quantitative methods and leadership. The emphasis areas provide students with an opportunity to tailor the program to help them to meet their specific career goals. Emphasis areas include accounting, aviation management, e-marketing, health care administration, human resources, information technology, international business, management, operations and configuration management, and project and process management.

MBA Program Requirements

The MBA degree provided by NAU consists of two acad, i[l8 (n)0.5(ar)-3.qaccoavar3U ctdt5arnav eeC4(t)5.6 (i)5.5 (veth5 (U)n)9.9 (d8 (n-Cap)6 n.004 Tw 06 (e)3.9 (r)0.7 (na)3.9

taking the emphasis courses providing they have met the prerequisites for those courses.

Accounting Emphasis

Students who select this option will pursue the standard MBA curriculum with a three-course emphasis in the area of accounting. Completion of this emphasis focuses the student's preparation in order to pursue or expand a career in the accounting field. To complete this emphasis, the student must complete the following electives:

AC6250	Forensic Accounting and Fraud Examination	4.5
AC6260	Accounting Ethics	4.5
AC6270	Accounting Information Systems and Computer Related Fraud	4.5
AC6280	Auditing and Information Assurance	4.5

Aviation Management Emphasis - Suspended Program

New students are no longer being accepted into this program.

Students who select this option will pursue the standard MBA curriculum with a three-course emphasis in the area of aviation management. Graduates in Aviation Management will demonstrate the critical thinking and problem-

	(E)	
CI6650	Advanced Security Practices and Ris Management (CISSP) (E)	4.5

International BusinessEmphasis

Students who select this option will pursue the standard MBA curriculum with a three-course emphasis in the area of international business. Completion of this emphasis focuses the student's preparation in order to pursue or expand a career in the global business environment. To complete this emphasis, the student must complete the following electives:

LA6100	Legal Environment for Global Organizations	4.5
MT6570		

2. Evaluate and communicate plans for effective use of

MASTER OF MANAGEMENT

The Master of Management program offers graduates of diverse undergraduate programs the opportunity to expand their knowledge and skills base in the area of management. The program is designed to help the student develop a well-rounded portfolio of management knowledge, skills and abilities along with a holistic view of the organization. Course topics focus on management issues in areas such as human resources, marketing, information technology, finance and accounting, leadership, communication and international business. The degree program consists of 10 courses and successful completion of 45 credit hours.

Program Requirements

The MM degree provided by NAU consists of two requirements: master's core courses and elective courses.

E-Marketing Emphasis

Students who select this option will pursue the Master of Management emphasis in E-Marketing curriculum by completing the following courses:

MG6600	Internet Marketing	4.5
MG6610	E-Commerce	4.5
MG6620	Social Media Marketing	4.5

Generalist

Students who select the generalist MM without an emphasis area will work with their graduate advisor to select 13.5 hours of elective credit that best match their professional interests. These electives may be selected from any master's courses not included in the MM core courses, provided that the student meets any individual course prerequisites.

Thesis Option (General Emphasis Only)

Thesis Process

The thesis is an essential component of master's level coursework and an opportunity for students to examin8 (e)9.9 (nt)59 (i (t)11.5 (ud)0.7 (s)2.8ne)1.9 (r)12Pmrag0.5 (b)0.5 (m)en.

MT6622 Advanced Project Management 4.5

MM Student Learning Outcomes

Graduates of the MM program will:

1. Demonstrate well

EXECUTIVE MASTER OF BUSINESS ADMINISTRATION

MT6520

SCHOOL OF NURSING

Mission Statement

The School of Nursing (SON), as an integral part of National American University (NAU), is in concert with its mission, core values and purposes. Consistent with the overall university mission, the SON mission is to prepare competent nursing graduates by providing a caring, diverse, and student-centered environment that fosters

dignity. This holistic perspective views cultural insight as a pivotal factor that directs and shapes well being within an individual, the family, and the community as a whole.The SON uses the tenets of Benner (1984, 2000, 2001) and Leininger (1991, 2000, 2006) to form the eclectic conceptual framework. Specifically, Benner's work on Novice to Expert (1984) provides a framework for the SON. The SON programs are built upon various student levels of education and experience and designed to enhance career mobility. Concepts of care and culture based on Leininger are threaded throughout the curricula. The constructs: experiential learning, caring, clinical judgment, and holistic health/illness/death provide horizontal threads that serve as broad categories under which a variety of content can be addressed. They are

from www.aacn.nche.edu/Education/pdf/Masters Essentials11.pdf.

Benner, P. (1984). From novice to expert. Menlo Park, CA: Addison-Wesley.

Benner, P. (2000). Shaping the future of nursing. Nursing Management, 7(1), 35.

Benner, P. (2000). The wisdom of caring practice. Nursing Management, 6(10), 32-37.

Benner, P. (2001). Taking a stand on experiential learning and good practice. American Journal of Critical Care, 10(1), 60-62.

Leininger, M. M. (1991). Culture care diversity and universality: A theory of nursing. New York, NY:

10(10and rk, NY:

NS6613	Advanced Practice Practicum III	4.5
NS6614	Advanced Practice Practicum IV	4.5

Family Nurse Practitioner

The FNP applied practicum courses include:

NS6611	Advanced Practice Practicum I	4.5
NS6612	Advanced Practice Practicum II	4.5
NS6613	Advanced Practice Practicum III	4.5
NS6614	Advanced Practice Practicum IV	4.5
NS6615	Advanced Practice Practicum	4.5

MSN Emphasis Areas - Nursing Administration, Care Coordination, Education, and Nursing Informatics

Nursing Administration

The MSN emphasis in Nursing Administration provides students the foundation for advance nursing practice consistent with the American Nursing Credentialing Center (ANNC) Nurse Executive, Advanced Certification Exam. The Nursing Administration courses synthesize principles and theories applied to management of personnel, service delivery-1.2 (er)2.7 (0o03 Tw 47 (i)11o)627 (0o033 (A)1.4 (N)1.5CS(y)2 (-1.-1.1 ( )-5.5 (E)4c (ze)]TJ;6)yer)-3

AC - ACCOUNTING

AC6250 - Forensic Accounting and Fraud Examination (4.5)

This course focuses on different types of business and occupational frauds, including asset misappropriation, corruption, and fraudulent statements (financial statement fraud). Students will research laws that relate to fraud; anti-fraud deterrent, controls and countermeasures; and fraud examination procedures and techniques.

Prerequisite: MT6255 and FN6200 or equivalent.

AC6260 - Accounting Ethics (4.5)

This course focuses on processes for ethical decision making; core values such as objectivity, independence, and integrity; and the need for transparency in reporting. Current regulatory developments at the state, national and international level will be covered. Students will conduct research and utilize case studies to develop their ability to analyze situations in light of legal and regulatory requirements and codes of professional conduct.

Prerequisite: MT6255 and FN6200 or equivalent.

AC6270 - Accounting Information Systems and Computer Related Fraud (4.5)

This course focuses on the use of computers as a means of perpetrating fraud. Students will explore the various ways that computers can be used to conduct fraudulent activities including Internet and e-commerce fraud, money laundering, and identity theft. Students will learn to assess risk, detect and deter computer-related fraud, and assess relevant legal, technical and privacy issues.

Prerequisite: MT6255 and FN6200 or equivalent.

AC6280 - Auditing and Information Assurance (4.5)

This course is designed to provide a foundation in financial statement auditing. This course will cover the economic and social justifications for auditing; the connections between enterprise strategy, business processes, business risks, financi

AC7152 - Financial Accounting (4.5)

This course introduces the basic principles of financial accounting. A focus is placed on the reporting, interpretation, and communication of accounting information. Students will learn to analyze this accounting information, and then apply the analysis in a decision-making context.

AM - AVIATION MANAGEMENT

AM6000 - Air Transportation System (4.5)

This course is designed to examine air transportation as part of the global transportation system. Students will become acquainted with the growing opportunities and economic risks, starting with the Wright Brother's first flight through current day governmental regulations, energy shortages, deregulation and international travel issues for passenger, cargo and general aviation.

Prerequisite: MT6255.

AM6005 - Aviation Safety (4.5)

This course is designed to examine all aspects of aviation safety. Students will examine work settings, ground safety, flight safety, and the larger scope of emergency response programs. Identification and implementation of accident prevention measures are stressed as integral parts of a complete safety management system. A review and analysis of all federal regulations applicable to operations and safety will be conducted. This course will also review past aviation accidents and their modern solutions through accident prevention plans.

Prerequisite: MT6255.

AM6010 - Aviation and Airport Security (4.5)

This course will examine all aspects of security as they apply to aviation and aviation safety. Students will study the security aspect of aircraft, passengers, and cargo as well as ground operations at airports. The course's focus is from the eyes of business intelligence. The risk of crime, industrial espionage, terrorism and internal security as they exist in the regulatory roles of local, regional and national entities along with countermeasures will be studied.

Prerequisite: MT6255.

AM6015 - Airport Operations and Management (4.5)

CI6605 - Risk Assessment and Analysis (4.5)

This course presents an overview of the various methodologies that may be used in assessing and managing security risks to achieve information protection in contemporary highly networked enterprises. This course will explore both technology and management issues related to Computer Security Risk Assessment and Management to protect information assets. Specific technologies and techniques used by security managers to protect sensitive, private information are discussed and explored. Countermeasures and safeguards to mitigate risks will be discussed in defense-in-depth.

Prerequisite: MT6255 and CI6600.

CI6610 - Critical Infrastructure Control System Security (4.5)

This course investigates the critical infrastructure control systems for their security vulnerabilities for possible cyberattacks. The student will explore all possible cyberadversaries that could attack on these national critical infrastructure control systems without which our economy could cripple, human lives will be devastated, and the national security would be compromised. The student will have an opportunity to design a secure critical infrastructure control system to prevent any possible future cyberattacks.

Prerequisite: MT6255, CI6600 and CI6605.

CI6615 - Computer Forensics and Incident Handling (4.5)

This course provides a proven life cycle incident handling procedure from the incident detection to closure of the incident, managing trouble tickets, and basic analysis of events to determine if an incident has occurred. A methodical incident handling procedure will be explored along with forensic handling procedures. Forensic evidence handling and reporting procedures will be exercised by the student. The course further explores laws and rights to privacy by individuals and what organizations may or may not do.

Prerequisite: MT6255, CI6600 and CI6605.

CI6620 - Foundations of Security (Security+) (E) (4.5)

This course explores the fundamental concepts of cybersecurity and its implementation. Security vulnerabilities, exploitations, and attacks are examined in various cyberattack phases. Various cyberattacks and their payloads to damage assets will be explored in order to design the appr ettr

Prerequisite: MT6255.

HA6520 - Health Care Administration and Policy Seminar (4.5)

This course establishes a conceptual framework for understanding the interconnections between health care administration and healthcare policy. This understanding is critical to the success of senior managers in our nation's health industry.

Prerequisite: MT6255.

HA6530 - Healthcare Performance Standards (4.5)

This course is designed to analyze and evaluate health care performance standards. Quality improvement initiatives .5 (i)0.aca nhe aik tnptumonnersntn hepol6 (he)3..004 Tw 0 -1.15 Td [(

HE6303 - Foundations of Enrollment Management (4.5)

This course is designed for students to learn the critical aspects of marketing, admissions and student retention. The course will expose students to communication essentials which impact recruitment and retention; techniques for different modes of communication; essential to connecting with the student; ethical enrollment processes; best practices in presenting the value of your Institution; developing an effective marketing and advertising plan; and building brand for the institution. CHEPS certification is a requirement of the course.

HE6304 - Foundations of Career Services (4.5)

This course is designed to prepare the students to have a full operational understanding of career services; implementation and measurement of the effectiveness of the services; and key components to drive success of career services. Key topics will include establishing an effective careers ervices department; serving students who are in a protected class or with some type of extenuating

include: class action lawsuits, use of independent contractors, sexual harassment, and the use od credit histories and criminal background checks during the hiring process.

LA7100 - Legal Environment of Business (4.5)

This course provides students with an overview of the

evolving technologies and social trends will prepare leaders to better manage their firms and compete in the new and evolving e-commerce era. Prerequisites: MT6255 and MG6500 (MBA) or MG6200 (MM)

MG6620 - Social Media Marketing (4.5)

This course looks at the steps required in creating a comprehensive and effective social media marketing plan. Core marketing practices, such as identification of target markets, are coupled in context with primary social media channels, thus allowing marketers to craft media strategies across multiple platforms that include platfor5 (s)P6 stetifica
0 0 a

MT6310 - Training and Development in Human Resource Management (4.5)

This course is a detailed examination of training and development issues from a contemporary manager's viewpoint. Topics examined include: identification of training and development needs, implementation of programs, and assessment of program effectiveness.

Prerequisite: MT6255.

MT6315 - Statistical Analysis for Human Resource Professionals (4.5)

A review of the various statistical analysis methods utilized by human resource professionals that will assist in the analysis, measurement, and accounting for investments in people and decisions about those investments. Students will learn how to calculate turnover, conduct salary surveys, estimate the cost of employee absenteeism, analyze the cost of employee benefits, and calculate the

MT6505 -

practices, application of science, systems theory and cybernetics, and resource management.

Prerequisite: One master's level NS core course; not required for certificate..

NS6233 - Resource Design and Utilization - Nursing Administration (4.5)

This course addresses the integration of theories and models re

role with an associated practicum experience in NS6612 and NS6613.

Prerequisite: One graduate-level NS core course..

NS6603 - Advanced Practice: Common Multi-System Health Presentations in Adult-Gerontological Clients (4.5)

NS6603 focuses on comprehensive assessment and management of common multi-system health presentations seen in the care of adult-gerontological clients. Students transition into the advanced practice registered nurse (APRN) role to provide holistic care for adult-gerontological clients with common multi-system health presentations. Students utilize knowledge learned in graduate and APRN core courses in preparation for delivering culturally diverse, population-focused client care. Students explore the APRN role with an associated practicum experience in NS6614.

Prerequisite: One graduate-level NS core course..

NS6605 - Advanced Practice: Common Health Presentations for Reproductive and Pediatric Clients (4.5)

NS6605 focuses on comprehensive assessment, family systems theory, health maintenance/promotion, sexual and reproductive care across the lifespan. The reproductive population includes female, male, and/or transgender clients. Students transition into the advanced practice registered nursing (APRN) role to provide family-centered care for pediatric clients with common acute episodic and
-

DIRECTORY - HAROLD D. BUCKINGHAM GRADUATE SCHOOL

Vice President and Dean
F. Lynn Moore, BS, University of Phoenix; MBA, Baker College; PhD, The University of Texas at Austin.

Associate Librarian; Community College Leadership Program Liaison Librarian
Preeti Gupton, BA, Grinnell College; MA, University of Michigan-Ann Arbor; MLIS, University of Wisconsin-Milwaukee.

H.D. BUCKINGHAM GRADUATE SCHOOL FACULTY

Ahmed Al-Asfour, BS, Business Administration, New York Institute of Technology (2004); MS, Administrative Studies, University of South Dakota (2006); EdD, Educational Leadership, University of Wyoming (2014).

Shelly Baker, BS, Business Administration, Colorado Technical University (2003); MS, Business Management, Colorado Technical University (2005); PhD, Business Administration, Northcentral University (2009).

Lillian Bruckner, BS, Elementary Education MeD, Counseling and Human Resource Development, South Dakota State University (2014), EdD, Educational Administration, University of South Dakota (2014).

Rufina Butler, AAS, Business, Denver Technical College (1989); BA, Business, University of Phoenix (1991); MA, Communications, Regis University (1998); PhD, Higher Education Leadership, Northcentral University (2013).

Audria Denker, AD, Pikeville College (1988); MSN, Bellarmine University (2009); DNP, Bellarmine University (2014).

Susan Dunlap, BA, Business, Metropolitan S1 (M)0.01 (4))-5.3 (.)]73.5 ( )]TJ 0.003 Tc -0.001 Tw 1.347)us.

State University (2009); DBA, Business Administration, Walden University (2011).

Janet Smith, BS, Construction Management, University of Central Missouri (1989); MBA, Business Administration, Colorado State University (1993); PhD, Industrial Educational Curriculum Development, University of Missouri (1999).

Daniel Soodjinda, BA, Social Sciences, University of California Irvine (2001), MA, Teaching and Instruction in Elementary Education, National University (2003), EdD, Educational Leadership, University of Southern California (2009).

Benjamin Straight, BA, Spanish, Radford University (2001); MA, Sociology, University of South Florida (2003); JD, Law, University of Florida (2008).

Adam Sullivan, BA, Business and Finance, Liberty University (2003), MS, Business Administration, Liberty University (2004), MS, Accounting, Strayer University (2006), PhD, Philosophy in Applied Management and Decision Sciences, Walden University (2007).

Robyn Swinehart, BAS, Accounting, Mount Mercy University (1984), MBA, Nova Southeastern University (1987), PhD, Management, Colorado Technical University (2014).

Jennifer Utter, BS, Business Administration, Augustana College (1986); JD, Law, University of Minnesota Law School (1991).

Leslie Welch, BS, Biology, Virginia Commonwealth University (1982); BSN, Virginia Commonwealth University (1984); MSN, Bowie State University (2001); PhD, Education, Capella University (2013).

Gary White, BA, Environmental Sciences, LaSalle College (1977); MS, Organizational Dynamics, University of Pennsylvania (1992); PhD, Educational Leadership, Union Institute and University (2009).

National American University recognizes the many sacrifices, challenges,

discuss student aspirations or goals from their unique backgrounds and experiences. Together, HPSSS offers a tremendous network that will be the student's to use across their career. Welcome to the Henley-Putnam School of Strategic Security – the faculty and staff are here for students today and in the future.

FALL 2019

Academic and Financial Deadline	Fall (A) 2019	Fall (B) 2019	Fall (C) 2019
Quarter begins	September 3	October 7	November 4
Last day to add classes; last day to drop classes without incurring charges for tuition and fees.	September 9	October 13	November 10
Last day to drop classes and receive a grade of "W," which does not adversely affect grade point average but may affect financial aid.	October 18	November 21	December 19
Final exams	Nov 12 - 18	Dec 16 - 22	January 13 - 19
Quarter ends	November 18	December 22	January 19
Quarter break	Nov 19 - Dec 1	Dec 23 - Jan 5	Jan 20 - Feb 2

WINTER 2019-20

Academic and Financial Deadlines	Winter (A) 2019-20	Winter (B) 2020	Winter (C) 2020
Quarter begins	December 2	January 6	February 3
Last day to add classassaaasa-ary 3			

FALL 2021

Academic and Financial Deadlines	Fall (A) 2021	Fall (B) 2021	Fall (C) 2021
Quarter begins	September 7	October 4	November 1
Last day to add classes; last day to drop classes without incurring charges for tuition and fees.	September 13	October 10	November 7
Last day to drop classes and receive a grade of "W," which does not adversely affect grade point average but may affect financial aid.	October 22	November 18	December 16
Final exams	November 16–22	December 13–19	January 10–16
Quarter ends	November 22	December 19	January 16
Quarter break	Nov 23–Dec 5	Dec 20–Jan 2	Jan 17–Feb 6

WINTER 2021–22

FALL 2022

Academic and Financial Deadlines	Fall (A) 2022	Fall (B)

PHILOSOPHY AND PROCESS

Admission to HP is based on evidence of a student's ability to benefit from the educational program and overall potential to render significant contributions to the strategic security profession. Any or all of the following are considered: student's academic record in other institutions, whether the institution is an online accredited university or a traditional school, background check, country of origin, country of citizenship, verbal and written communication skills as demonstrated with the admissions team, professional experience, motivation and educational objectives.

The admissions advisors will discuss the program requirements of the online bachelor's degree programs, online master's degree programs, and online doctoral and certificate programs. In addition, they will discuss the academic preparation needed to be successful, and refer students to enrollment experts who advise on tuition benefits.

The admissions department receives and processes all applications and evaluates them for completeness. The chair of the Enrollment Committee formally holds the authority to admit or deny any candidate's application. Applicants will be notified in writing or via email of the status of their application.

Students may be admitted on a provisional basis pending receipt of an official college transcript, but in no case may they continue in the institution's program beyond a maximum of five courses, 22.5 quarter credits, without an official transcript documenting admissions requirements.

Students may enter HP on a provisional status in order to take courses on a course-by-course basis at the undergraduate level without enrolling in a formal certificate or degree program. Provisional status or special

CHANGE OF PERSONAL DATA

Any change of name, address, email address or telephone number must be reported to the student's instructor and the MSA II as soon as the change occurs. The MSA II will provide students with appropriate next steps.

DUAL USE OF

the student. Students will demonstrate in-depth critical thinking, analysis, and effective writing while adhering to the APA citation methodology.

Accelerated BS/MS Track Length

Students taking three courses at a time while in the BS portion and taking two courses at a time during the MS portion are considered to be full-time. Part-time study during the BS portion is two courses and during the MS portion it is one course. The average completion rate is seven years. Students may take up to ten years to complete the program. Students who take longer than ten years may be required to go through the enrollment process and complete another background check.

Maximum Full-Time Student Load

Students enrolled in the bachelor's degree programs may not take more than 18 units per ten-week period without prior approval from the dean of academic affairs. Students enrolled in the master's degree programs may not take more than nine units per ten-week period without prior approval from the dean.

The average full-time completion rate is 4.5 years. Students may take up to seven years to complete the program. Students who take longer than seven years may be required to go through the enrollment process and complete another background check.

Degree Awarded

At the completion of all of the degree requirements as evidenced by the student services department issuing a request for degree, and by enrollment advisors issuing a release stating that the student has met any financial obligations to the university, both a Bachelor of Science and a Master of Science degrees will be awarded to the student.

FEES

Application Fee: (applies up to one year from the original scheduled start date)*	$ 45.00
Matriculation Fee (paid once)	$ 75.00
Experiential Learning Assessment (cost per credit hour)	$ 50.00
Official Transcript (standard processing)	$ 15.50
Official Transcript (rush processing)	$ 45.00
Additional Diploma	$ 50.00
Doctoral Thesis Publication Fee**	$500.00
Dissertation Binding**	$100.00
Certificate Fee***	$100.00
DSS Comprehensive Exam Fee	$200.00
DSS Comprehensive Exam Retake Fee	$120.00

*The application fee will be refunded if the applicant withdraws within three days of making payment, provided the student has not entered classes. (Exceptions: Five days in the stat sat ..6 (i)0.5 Q q (s)-1.2 303 Tw7.8 11.52 re W n BT1265-4 (t)1nta(f)-4.4 (-1.2 (i)0.5 (g0.5 acl)1.5 (day)2 (sl( )6.5 4 Tr

Admission Requirements

Master’s degree applicants must have a bachelor’s degree

SEC665	Computer Intrusion Defense	4.5
SOC510	Terrorist Group Dynamics	4.5
SOC570	Cults and Charismatic Leaders	4.5
SOC571	Secret Societies	4.5
SOC640	Advanced Islamism and Terrorism	4.5
TCT517	WMD Terrorism	4.5
TCT590	Influence Warfare	4.5
TCT595	Advanced Counterterrorism Operation	4.5
TCT596	Origins, Evolutions, and Trends in Terrorism	4.5
TCT600	Advanced Counterterrorism	4.5
TCT620	Advanced Domestic Terrorism	4.5
TCT637	Terrorism and Society	4.5

A minimum 3.0 GPA is required overall.

54 Credits

The Master of Science Degree in Terrorism and Counterterrorism is earned by satisfactory completion of an online program equivalent to 1.5 years of full-time post-graduate study. Instructors emphasize professionalism, proactive strategies, and a thorough understanding of terrorist dynamics. It also provides for the advanced knowledge of how to deal effectively with terrorism to adequately protect life and property. All courses are 4.5 quarter units unless otherwise noted.

All students must register for at least one required course per term, following the sequence of the first four courses; students may register for an elective at any time. Students with limited subject matter experience are strongly encouraged to enroll in TCT 595 and TCT 596 as their two electives.

MGT551	Intelligence Team Management	4.5
MGT605	Advanced Consequence Management and Incident Command System	4.5
PRO500	Advanced Executive Protection	4.5
PRO520	Stalking and Workplace Violence	4.5
PRO521	Building and Perimeter Security	4.5
PRO535	Advanced Vehicular Security	4.5
PRO540	Topics in Advance Work	4.5
PRO595	Advanced Protection Operations	4.5
PRO596	Advanced Protective Intelligence	4.5
PRO660	Explosives and Arson Security	4.5
PRO679	Kidnapping Strategies	4.5
PRO690	Advanced Threat Assessment	4.5
SEC505	Advanced Strategies / Crisis Preparedness	4.5
SEC530	Evidence and Crime Scene Management	4.5
SEC537	Crisis Negotiation	4.5
SEC611	White-Collar Crime	4.5
SEC621	Background Investigations	4.5
SEC665	Computer Intrusion Defense	4.5

A minimum 3.0 GPA is required overall.

Upon completion of a full evaluation of a previous

sources. This certificate provides the student with an opportunity to refine higher order analysis skills of available information. Students will also learn to critically reflect on intelligence issues and challenges to make effective recommendations for improvements in the field.

Outcomes:

Upon completion of this certificate, students will be able to do the following:

- Evaluate various information sources to identify various analytical methods and distinguish between valid and flawed products.
- Evaluate contemporary and emergent threats by performing future analysis.
- Identify issues of bias, propaganda, or flawed analytical methods that lead to analysis failures and formulate written recommendations to avoid such practices.
- Evaluate intelligence issues or challenges using open sources to apply all source intelligence analysis.
- Identify issues with current security practices and make effective written recommendations for improvements.
- Assess the potential performance of new collection assets against classes of intelligence problems.
- Create performance criteria for collection assets that conform to issues of policy, reform and ethics.

Required Courses

Certificate (13.5 Credits)

INT511	Advanced Analytical Methods	4.5
INT521	Advanced Intelligence Collection	4.5
INT550	Advanced Open Source Intelligence	4.5

This certificate is designed for the student who wants to be able to describe and explain terrorism and terrorism dynamics in order to provide better counterterrorism techniques and prevention strategies. This certificate will explore and assess various characteristics, some of them mental that may explain this behavior as well as delve into de-humanization factors that affect these individuals. This program will also address behavior and verbal signs the student can learn to assist in predicting dangerousness. Students taking this certificate will be able to explain and discuss the nature of charismatic leadership. Students will acquire the tools necessary to identify and evaluate the variety of structures of terrorist organizations, from strict hierarchy to diffuse networks, as well as the implications of structure and internal dynamics on terrorist actions and capabilities. And finally, this program teaches how vetting is conducted, and how the reliability of a source is

Upon completion of this certificate, students will be able to do the following:

- Differentiate between strategic, operational, and tactical intelligence.
- Identify the advantages and pitfalls of various predictive analysis techniques
- Demonstrate knowledge of the challenges which multi-generational analysts who support counter terrorism collection and law enforcement units might pose for their management.
- Prepare target packets for personnel and inanimate targets for use in military, national, and competitive intelligence sectors.
- Assess the legal and cultural challenges to information sharing between these by identifying legal constraints and historical miscues.
- Identify the advantages and pitfalls of various predictive analysis techniques.
- On a micro level, discuss confidently the challenges facing team supervisors within the intelligence community and corporate intelligence units today.
- Compare or contrast the role of Intel manager in the public and private sectors.

Required Courses

Certificate (18 Credits)

INT560	Strategic Intelligence	4.5
INT570	All Source Intelligence	4.5
INT680	Operational Concepts and Planning (Targeting)	4.5
MGT551	Intelligence Team Management	4.5

SECURITY

This certificate is designed for the student who wants to be able to describe and understand cyberterrorism, cyberwarfare, and cybercrime. In this program, the student will identify the behaviors and motivations of cyber criminals while developing understandings about how to protect computer systems from the criminals. Students will learn the fundamentals of cyber law and the issues around

- Demonstrate knowledge of protocol and etiquette among U.S. military services.
- Demonstrate the ability to successfully write a sound executable emergency management plan.
- Identify key personnel involved with creating an executable plan.
- Demonstrate

PRO690	Advanced Threat Assessment	4.5

This certificate is designed to give the professional in the security field or the student who is considering getting into the corporate, government or law enforcement security field, knowledge of crisis preparedness and consequence management in the context of homeland security. Students taking this certificate will learn the functions and goals of

- Understand the characteristics of effective presentations with respect to intelligence related material; evaluate oral presentations for effectiveness.
- Distinguish among the fundamental research domains of knowledge (critical thinking, open-minded inquiry, conceptual thinking, and inferences vs. assumptions) and how they apply to the field of strategic security.
- Compare strategies and pitfalls for evaluating the reliability, credibility, and validity of information.
- Analyze and assess strategic level leadership positions and current organizational and systemic programs within the national security structure.
- Evaluate organizational theory methodologies and systems to analyze the national security structure.
- Interpret a "common leadership vision" and demonstrate effective communication within the context of strategic security leadership to stakeholders at all levels.

Required Courses

Certificate (13.5 Credits)

COM750	Briefings, Debriefings and Presentations	4.5
MGT800	Advanced Leadership and Manageme	4.5
SEC740	Strategic Security Information Literacy	4.5

Course Numbering

500-600 Level.

INT511 - Advanced Analytical Methods (4.5)

Advanced forms of analysis require the analyst to adroitly handle information from a variety of sources and disciplines, weighing each according to its inherent strengths and weaknesses. Analysts must also know how to generate alternate scenarios for analytical and preparation purposes. Advanced analysis is the distillation of the intelligence product into information that can prepare leaders and policy makers for otherwise unexpected contingencies. This course teaches the finer points of advanced analysis, including how to present briefings geared to the context of the intelligence customer.

INT521 - Advanced Intelligence Collection (4.5)

This course teaches advanced intelligence collection methodologies as they relate to satisfying national intelligence requirements. It explores in depth the major sources of finished intelligence and the methods for collecting that information. It examines the need for a collection priorities framework; the concept of

Leadership, and Corporate America. All Source Analysts utilize HUMINT, IMINT, SIGINT, ELINT, TELINT, COMINT,MASINT, OSINT, and even RUMINT. Professional analysts also use a variety of linking, modeling and data manipulation or artificial intelligence software packages. In this course, we will look at several means of collecting and analyzing multi discipline information, but remain focused on the need and ability to SYNTHESIZE all of this data, however into objective and cohesive All Source products.

INT575 - Intelligence Policy and Reform (4.5)

This course examines and surveys United States intelligence policy and reform efforts, including the most recent intelligence reform proposals. In a world that has become incre-1.15 (o)1 (f) 4 (u)2 ()-1.1 (r) [988 -1.-1.2 ( )(t)5..6 ( )]ci5mTJ 0.00f (l)18. (n)-4ecSIllSgofZES In2 ( )6.5 (o)-4 (5 (es)-1

activities, and to provide cogent recommendations to decision makers based on target packages.

HIST - HISTORY

MGT551 - Intelli gence Team Management (4.5)

This course presents human resource management issues that can be encountered in an operational intelligence team. Students will learn how to maintain group

SOC571- Secret Societies (4.5)

This course is designed to provide information on secret societies. It will address issues of membership and influence, how to identify and classify facts, and how this relates to executive protection, intelligence and counterterrorism.

SOC640- Advanced Islamism and Terrorism (4.5)

By the end of this course, students will be able to explain and discuss the history, philosophy, political and theological tenets across the modern Islamist movement, with special focus on those segments that have embraced violence. The student will also select at least one major Islamist thinker or founding ideologist for whom they will be able to demonstrate specialized knowledge and describe in detail the influence of that person in the larger context of violent Islamism.

TCT - Terrorism and Counterterrorism

TCT517 - WMD Terrorism (4.5)

This course reviews key elements of Weapons of Mass Destruction technology and introduces characteristics and motivations of terrorist groups that might acquire and use WMD. It will familiarize the students with critical issues

BOARD OF GOVERNORS

Dr. David Wendler	Chairman
Dr. Susan Murphy	Vice Chairman
Dr. Ronald L. Shape	Board Member
Ms. Susan Livingston	Board Member
Dr. Michael Westerfield	Board Member
Dr. Joe Pace	Board Member
Dr. Blake Faulkner	Board Member

OWNERSHIP

CENTRAL A

Executive Director of Enrollment
Marcus Smith, BA Arizona State University (1987)

Controller
Stacie Haley, BS, National American University (2001).

AC - Accounting 66
Academic Advising Services 30
Academic and Administrative Policies 98
Academic Calendar for the MS in Intelligence Management, MS in Strategic Security and Protection Management, MS in Terrorism and Counterterrorism Studies 86
Academic Calendars 46
Academic Integrity 13
..... 99
Academic Programs Overview 6
Academic Relief for U.S. Military Service/Absence 13
Academics 34, 96
Accreditation – Approvals- Affiliations 8
Add/Drop Period 21
Admission Criteria 44
Admission Requirements 99, 106
Admission Requirements Henley-Putnam School of Strategic Security 44
Admission Requirements MBA and MM 44
Admissions 44, 92
Alumni 30
AM-Aviation Management 67
Americans with Disabilities Act Policy 15
Application Process 92
Assessment Philosophy 34
Attendance and Participation Policy 34
Attendance Philosophy 16

.....115
Incomplete Policy.....37
Independent Study.....37
INT - Intelligence.....115
Intelligence.....109
International Admissions.....44
Internet Policy.....19
Interruptions of Instruction.....98
Introduction.....10
IRB Policy.....20
Job Placement Assistance.....95
LA - Law.....71
Learning Outcomes.....11
Library Resources.....94
MA - Mathematics.....72
Make Up Work.....98
Master of Business Administration.....51
Master of Management.....55
Master of Science in Global Supply Chain Management (New students are no longer being accepted into this program).....59
Master of Science in Human Resources Management (New students are no longer being accepted into this program).....60
Master of Science in Intelligence Management.....100
Master of Science in Nursing (New students are no longer being accepted into this program).....63
Master of Science in Strategic Security and Protection Management.....102
Master of Science in Terrorism and Counterterrorism Studies.....104
Master's Certificates.....58
Masters Degree Program Length.....99
Master's Transfer Course.....37
Maximum Full-Time Student Load.....99, 107
MBA, EMBA, MM, MSGSCM, MSHRM and MSN Course Descriptions.....66
MG - Marketing.....72
Mid-Level and Advanced Certificates.....106
Mid-Level Certificate in Counterterrorism.....108
Mid-Level Certificate in Executive Protection.....111
Mid-Level Certificate in Intelligence Analysis.....109
Minors.....98
Mission Statement.....7, 61
MSN Progression Standards.....38
MT - Management.....73
National American University Locations.....5

NAU Foundation Tw 0 0 3 Tm (University) Tj /P <</MCID 3>> BDC 0 0 0 rg 0 0 0 RG [(Tuition)] TJ 0 -1.5 TD [(Waiver)] TJ 0 -1.5 TD [(Policy)] TJ 0 -1.5 TD [(Withdrawal)] TJ 0 -1.5 TD [(Policy)] TJ 0 -1.5 TD [(Writing)] TJ 0 -1.5 TD [(Intensive)] TJ 0 -1.5 TD [(Courses)] TJ 0 -1.5 TD [(Writing)] TJ 0 -1.5 TD [(Proficiency)] TJ 0 -1.5 TD [(Exam)] TJ 0 -1.5 TD [(Policy)] TJ 0 -1.5 TD [(Writing)] TJ 0 -1.5 TD [(Requirement)] TJ 0 -1.5 TD [(Policy)] TJ 0 -1.5 TD [(Year)] TJ 0 -1.5 TD [(Calendar)] TJ 0 -1.5 TD [(Zero)] TJ 0 -1.5 TD [(Tolerance)] TJ 0 -1.5 TD [(Policy