

# ARGOSY UNIVERSITY | PHOENIX



*Student Handbook 2005–2006*



SECTION ONE  
**INTRODUCTION**

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WELCOME

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It is a pleasure to welcome you to Argosy University/Phoenix Campus. We are happy that you have selected our University as the place to continue your education. We are certain that you will find Argosy University/Phoenix to be a learning environment in which you can realize your educational goals and attain your career objectives. We are proud of our faculty, who have distinguished reputations for teaching, scholarship and leadership in the field.

This Student Handbook contains policies that have been developed by the faculty and administration to ensure that you will receive the best preparation possible for your professional career. To achieve this goal, all members of the campus community must work closely together in a collaborative and cooperative spirit. The Student Handbook describes the principles and procedures that inform this relationship among students, faculty and administration.

The faculty and our professional administrative staff are ready to assist you in any way to assure your progress and success as a student. You have the best wishes of all of us as you undertake your education at Argosy University/Phoenix.

Sincerely,

The Faculty and Staff at Argosy University/Phoenix

## ABOUT THIS HANDBOOK

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Your Argosy University/Phoenix Student Handbook is a valuable resource as you progress through your academic program. The Handbook makes it easy to know where to go for resources and information and includes policies and procedures that are important for you to read and understand.

The Argosy University/Phoenix Student Handbook incorporates by reference the Argosy University 2005-2006 Catalog and Campus Addenda. Regulations and procedures found in these documents are considered to be a part of this Handbook. Make sure to refer to your Catalog and the Campus Addenda.

## JURISDICTION/SUBJECT TO CHANGE

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Campus location reserves the rights to change the policies contained within this student handbook from time to time. Notice is not required for a new policy to take effect, however Argosy University/Phoenix will make reasonable attempts to notify students promptly of any policy changes through website or email postings, mail distributions or other methods deemed appropriate by the college administration.

## ARGOSY UNIVERSITY/PHOENIX HISTORY

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The Argosy University/Phoenix campus was granted approval by the state of Arizona to operate in 1997. In that same year, the North Central Association of Colleges and Schools granted candidacy status to Argosy University/Phoenix. The first two programs offered were the Doctor of Clinical Psychology (Psy.D.) and the Master of Arts Program in Clinical Psychology. The following programs were added to Argosy University/Phoenix's program offerings:

- In 1999, a Master of Arts Program in Sport-Exercise Psychology was added, along with a Sport-Exercise Psychology Concentration in the Psy.D. Program.
- In 2001, the Master of Arts Program in Professional Counseling enrolled its first group of students.
- In 2002, the Bachelor of Arts in Psychology, the Doctor of Education and the Education Specialist degree programs were added.
- A Doctor of School Psychology was implemented in the fall of 2003.
- The Master of Arts in Education, the Master of Arts in School Psychology, and a Doctor and Master's program in Business were added in the fall of 2004.

Argosy University/Phoenix was originally named the Arizona School of Professional Psychology and was a branch campus of the American Schools of Professional Psychology (ASPP), a private, graduate institution with an emphasis on providing students a firm foundation in the theory and practice of psychology, the behavioral sciences, and health services. The programs offered through ASPP are based upon accepted and tested educational principles and practices within the behavioral science professions. Our ultimate goal is the development of skilled practitioners who can provide psychological, human or enterprise-related services to diverse populations.

The idea for the American Schools of Professional Psychology originated during the early 1970's. At that time, a group of individuals in Chicago, with backgrounds in psychology, education and other professional fields, became convinced that Clinical Psychology had matured as a profession. They concluded that the preparation of psychological practitioners who would best serve the multiple needs of individuals and communities be done in a professional school which emphasized teaching and practical training rather than research. Almost simultaneously, further recognition and support for this professional model of practitioner-oriented education emerged following a conference sponsored by the American Psychological Association in Vail, Colorado. This meeting, which was to assume a pivotal role in the education of psychologists, called for the establishment and recognition of professional schools for clinical psychology. After many months of discussion and intensive planning, a model for ASPP was established.

In the years after the establishment of ASPP, the institution developed campuses in Chicago, Illinois; Schaumburg, Illinois; Point Richmond, California; Tampa, Florida; Atlanta, Georgia; Honolulu, Hawaii; Arlington, Virginia; and Seattle, Washington.

In July 1998, the ASPP Board of Directors voted to change the name of its parent company to Argosy Education Group, Inc. (AEG), a publicly-held corporation with educational offerings in a variety of psychology, behavioral science, business, education, technology and allied-health related fields. In 2001, three of AEG's institutions (ASPP, University of Sarasota, and the Medical Institute of Minnesota) merged to form Argosy University. In December of 2001, AEG was acquired by Education Management Corporation (EDMC), which is among the largest providers of private, post-secondary education in North America.

## FACILITIES

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**Location:** Argosy University/Phoenix campus is located at 2233 W. Dunlap Ave. on the southeast corner of 23<sup>rd</sup> Avenue & Dunlap. Conveniently located in north Phoenix, the University offers easy access to freeways, neighboring colleges and universities, libraries, shops, restaurants, theaters, art museums and other tourist attractions. In addition, Arizona's many hospitals, clinics, Native American reservations and other social service agencies afford excellent training facilities for students.

**Offices:** Administrative and faculty offices include all faculty, program chairs, training department administrators and assistants, campus administrators, student services, and admissions.

**Classrooms:** There are currently several classrooms located on the second and third floors of the building.

**Library:** The library has space for book and journal collections, study areas and computers for students, a copy machine, and other important material.

**Student Lounge:** Located on the first floor is a student lounge containing vending machines, tables for eating and study, and a delicatessen.

Security: Security personnel are on staff during normal campus hours. Security staff patrols the building and parking facilities to ensure the safety of students and employees.

## CAMPUS AND BUILDING HOURS

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The main administrative offices of Argosy University/Phoenix are open from 8:00 a.m. to 5:00 p.m., Monday through Friday. The Psychology and Counseling Training Departments are open 8:00 a.m. to 5:00 p.m. Monday through Friday. The library is open 8:00 a.m. to 10:00 p.m. Monday through Friday, and 9:30 a.m. through 5:00 p.m. on Saturday. During Counseling, Education and Business weekends, the library is open on Fridays from 8:00 a.m. to 10:00 p.m. and Saturday and Sunday from 8:30 a.m. to 5:30 p.m. Changes to library hours are posted throughout the academic year.

## EMERGENCY PROCEDURES/CLOSINGS

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Fires: All students are urged to acquaint themselves with the location of the exits, fire alarm switches, fire escapes, and available fire extinguishers on each floor of the School. In case of fire, call the emergency operator (911) immediately. Give the operator the precise location of the fire and s/he will alert the fire department.

Emergency Evacuation: When the fire alarm sounds, students should proceed to the closest exit or stairway. Elevators should not be used.

Building Security: An electronic security system is activated when the University is closed and can only be operated by authorized personnel. Additional consideration has been given to security by the grounds crew by keeping shrubs and hedges low and well trimmed. Many lights have been installed to the exterior of the building and parking lots. The University also has video cameras located throughout portions of the building to monitor visitors and protect against criminal activity.

Theft: If a theft has taken place, please report it immediately to the security guard on duty.

Accidents and Illness: When there is doubt as to procedure in case of medical emergency, immediate medical advice should be secured by dialing 911. Anyone who is injured or becomes ill at the University should be directed or taken to an Emergency Room. If the injury/illness is so serious that the individual cannot be moved, 911 should be called.

Instructions concerning first aid and provisions for securing a physician and an ambulance are handled most efficiently by the procedure described above.

## INCIDENT REPORTS

A complete report of every incident, no matter how minor, should be made to the Campus President's office or the Director of Student Services (602/216-2600) within 48 hours. The following information will be required: time and place of accident, how accident occurred, names and addresses of person's involved/injured, description of the injuries, property damage (if any) to the person(s) and/or Campus, and names and addresses of witnesses.

Any accident involving serious injury on campus should be reported to Campus Security, the Office Manager or Director of Student Services at any time during the day or night. These reports will be given immediate attention. In instances where there is doubt as to whether the accident is serious enough to require a report, it is better to report it immediately.

## STUDENT GRIEVANCE PROCEDURE FOR INTERNAL COMPLAINTS OF DISCRIMINATION AND HARASSMENT

Students who believe they have been subjected to discrimination or harassment in violation of this policy should follow the procedure outlined below. This complaint procedure is intended to provide a fair, prompt, and reliable determination about whether the Argosy University nondiscrimination policy has been violated.

1. Complainants are encouraged to file a complaint as soon as possible after an alleged incident of discrimination has occurred. Any student who chooses to file a discrimination complaint should do so for non-academic matters or academic matters with Director of Student Services. The complaint should be presented in writing and it should describe the alleged incident(s) and any corrective action sought. The complaint should be signed by the complainant. In most cases, the person accused of discrimination will be notified of the complaint by the Director of Student Services.
2. The person accused of discrimination will have fourteen calendar days to respond to the complaint in writing. The signed written response should be submitted to the Director of Student Services.
3. The Director of Student Services will investigate the allegations. Both the complainant and the accused will have the opportunity to meet and discuss the allegations with the investigator and may offer any witnesses in support of their position to the investigator during the course of the investigation. A student may be accompanied during investigation meetings and discussions by one person (family member, friend, etc.) who can act as an observer, provide emotional support, and/or assist the student in understanding and cooperating in the investigation. The observer may not be an attorney, unless otherwise required by local law. The investigator may prohibit from attending or remove any person who disrupts the investigation in the investigator's sole discretion.

4. The Director of Student Services will determine whether a violation of the Argosy University nondiscrimination policy has occurred. The Director of Student Services will issue a written determination as promptly as practicable. If the Director of Student Services or vice president of Academic Affairs determines that the policy has been violated, the director of Student Services will also recommend corrective action.

5. The decision of the Director of Student Services may be appealed by petitioning the campus president's office. The written appeal must be made within twenty calendar days of receipt of the determination letter from the Director of Student Services. The president, or his designee, will render a written decision on the appeal within thirty calendar days from receipt of the appeal. The president's decision shall be final.

6. Matters involving general student complaints will be addressed according to the Student Complaint Procedure. For more information about your rights under the federal laws prohibiting discrimination, please contact the Office for Civil Rights at the U.S. Department of Education or visit the website at <http://www.ed.gov/ocr>.

## SECTION TWO

### **CAMPUS AND STUDENT SERVICES INFORMATION**

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#### STUDENT ADVISEMENT

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##### FACULTY ADVISORS

Faculty advisors are available for consultation on student professional development, academic/training progress and other University/professional issues. In the first year of the Clinical, School and Sport-Exercise Psychology programs, students are required to enroll in a Professionalization Group (Pro-Group) that meets every week for two consecutive semesters. The faculty member teaching this class serves as the academic advisor for those students. Undergraduate programs and the Professional Counseling, Education and Business programs do not include the Pro-Group.

##### CHANGING FACULTY ADVISORS

A student may initiate a request for a change of advisor only after completing one full academic year. If a student wishes to change advisors, s/he should discuss this with the Program Chair, then the current advisor and prospective advisor. If all parties agree to the change, the student must then obtain, complete, and return a Change of Advisor form to the Student Services Department with signatures from the student, the original advisor, the new advisor and the Campus President.

##### ETHNIC-RACIAL STUDENT ADVISEMENT

Argosy University/Phoenix recognizes the importance of cultural diversity and individual differences in the training of professionals, commits itself to admit, educate, and support students of color, and prepares students to provide services to diverse populations. The Argosy University/Phoenix Community actively supports culturally diverse students through faculty leadership, administrative support and student groups. Such resources include the Chair of the Diversity Committee who evaluates the School's programmatic commitment to cultural diversity.

##### STUDENT SERVICES ADVISEMENT

The Student Services Department is responsible for providing advisement to students on general administrative and financial issues. In addition, staff members in that department are responsible for directing students to other departments for assistance.

##### PEER ADVISEMENT

Argosy University/Phoenix Student Council coordinates a peer-mentoring program in which new students are matched with advanced students to provide advisement and emotional support.

## REGISTRATION

Students intending to enroll for a given term must register during the registration period and complete plans for payment of tuition and fees according to the tuition payment policy.

## PRIORITY REGISTRATION

Because some courses are limited in size, the Student Services Department has implemented registration priorities to determine the order of processing in registration for Clinical, Sport and School Psychology students. Care is taken to ensure that the student registration proceeds efficiently.

The course registration priority system for Argosy University/Phoenix is based upon the student's cumulative credit hours earned. If registering electronically, students are allowed to register on a specific day based on credit hours earned. If students fail to register on that day, they lose their priority. Students may submit paper registrations at any time prior to their priority day, but they will be registered by Student Services according to their priority level. Students who submit their registration materials after the priority schedule will forfeit their priority.

Some course sections are reserved for students who have elected to pursue a concentration. If openings remain in these course sections, these spaces will be made available to other students during the week following priority registration.

## ADD/DROP REGISTRATION

The Student Services Department urges all students to complete their entire course schedule during the official registration period. Most courses are closed by the end of that period. However, students already registered may add or drop a class during the registration period by submitting a signed, dated, Add/Drop Request Form to the Student Services Department. Students are not permitted to add a class to their schedule if the course is closed, and students should not approach a faculty member for permission to join a closed class. Argosy University/Phoenix does not accept schedule changes by telephone. *All registration forms and Add/Drop forms require the signature of the student's advisor.* If the course has already met once, students must obtain the written approval of the course instructor and their advisor to enroll in that course. Students are not permitted to add a course after two class meetings.

Students who want to drop a class may do so by submitting a signed and dated Add/Drop Request Form to the Student Services Department. There is no fee charged for any student submitting a request to drop a course before the first day of the semester. All requests received on or after the first day of the semester will be charged a \$50.00 drop fee regardless of whether the class has met or not. This does not apply to an approved leave of absence or to a student withdrawing from the University.

## LATE REGISTRATION

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Late registration will be allowed with the permission of the Student Services Department, provided that the courses have not been closed to additional enrollment. A late fee is assessed to any student who registers after the registration deadline.

## COURSE AVAILABILITY/CANCELLATION

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While Argosy University/Phoenix makes every effort to provide sufficient course sections for students, University reserves the right to cancel any course in which there is insufficient enrollment. Students enrolled in canceled courses will be granted a full refund and will be allowed to add a course without an Add/Drop fee.

## AUTOMATIC REGISTRATION

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Automatic registration may be used for students who must be continually enrolled in a course that does not require them to be on campus, such as internship. Automatic registration may only be used with the signed permission of the student. It may not be used for any course that takes place on campus.

An Automatic Registration Permission form for each course in which students will be automatically registered is submitted to the Student Services Department.

## INFORMATION RELEASE

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### TRANSCRIPT REQUESTS

Requests for transcripts are made to the Student Services Department. The University provides a transcript request form. The Family Educational Rights and Privacy Act of 1974 (FERPA) requires that all transcript requests be submitted in writing and be signed by the former or current student. Telephone requests for transcripts cannot be processed. Requests submitted by fax must include the student's name, ID number, date of birth, address to be sent, and signature. The Student Services Department will release transcripts only when students have met all their financial obligations to the University.

## TRANSFER CREDITS

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Bachelor of Arts students must submit transcripts from all post secondary institutions attended prior to admission. Following admission, transcripts for all courses completed for credit toward graduation must be submitted to the Student Services Department. The Program Chair has the final decision making authority on course transfer credits.

Graduate students who have completed graduate coursework at another institution may petition for transfer of courses in the Psychology doctoral program up to a maximum of 30 credits. For the Ed.D. program the maximum number of credit hours which can be transferred is 12. For a course to be considered eligible for transfer, the following conditions must be met:

1. The course must have been taken no more than 5 years prior to enrollment at Argosy University/Phoenix, unless the student can present evidence of ongoing work experience or continuing education in that area, or passes an approved examination for the course.
2. The course must have been a graduate-level course, taken for graduate-level credit at a regionally accredited institution. In the case of an institution outside of the United States, the appropriate state or national accreditation is required. For the Ed.D. program, the course must have been completed as a post-masters degree course and cannot be part of another completed degree program.
3. The course submitted for credit transfer of a three-credit course must itself be at least three credit hours.
4. The student must have earned a grade of “B” or above in the course.
5. The school does not accept any transfer credit earned as military credit, credit by examination, credit by correspondence, credit for life experience, or from a non-accredited institution.
6. Practica, practicum seminars and the first-year professionalization group are not eligible for transfer in the psychology program. For the Ed.D. program, a practicum might be considered.

All graduate level course transfer requests must be submitted to the Student Services Department before or during the first year of enrollment in the program. Request forms are available from the Student Services Department. A separate form must be submitted for each course request. The transfer request must be accompanied by a transcript reflecting completion of the course and the grade received, along with other supporting documentation, such as course description, syllabus, and work samples. The request will be reviewed and a decision rendered within four weeks of the request. Approved transfer courses will appear on the student’s transcript as a “transfer course” under the corresponding course number and title.

Students who transfer from one Argosy University campus to another may receive credit for a course taken at the original campus, if the course is identical to the one offered at the transfer campus. In cases where the course is similar but not identical, the campus has the option to review for approval or denial. Students at Argosy University/Phoenix who wish to submit transfer requests for courses taken at another Argosy University campus must do so before or during the first year of enrollment at Argosy University/Phoenix.

## LIBRARY

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The Argosy University/Phoenix Library Collection contains a specialized collection of books, journals, videos and testing materials in the fields of psychology, sport psychology, counseling, psychiatry, mental health, the social sciences, business, and education. It is jointly housed with the Art Institute of Phoenix's Learning Resource Center, making available a collection of general subjects, art, technology, culinary arts, and marketing.

### SPECIAL COLLECTIONS

The book and video Reserve Collection offers a copy of all required and most recommended materials for each class for in-library use. The Reference Collection houses both general and highly specialized reference materials for all subjects. The Career, Professional and Educational Development Collection houses an assortment of practical texts ranging from resume guides and field-specific career guides to tax guides. The Recreational Reading Collection offers popular fiction while the Children and Youth Collection offers children's books. The Psychological Testing Materials Collection, limited to the Clinical and School Psychology students, supplies over 150 different psychological tests.

All Argosy University students may check out books and videos; testing materials are limited to the Clinical and School Psychology students and faculty.

### ELECTRONIC AND COMPUTER RESOURCES

#### ONLINE RESOURCES

Many electronic books, journals and other materials are also available through password-protected online databases accessible to our students, including PsychINFO, PsychARTICLES, SPORTDISCUS, Business Source Elite, ABI/Inform, Academic Source Elite, Proquest, INFOTRAC, Jones e-Global Library, and more. Assistance and informal instruction in the use of these items is available on request; on-campus students may also receive formal instruction during their first semester.

#### LIBRARY COMPUTER FACILITIES

Thirteen computers are available for general student use, all offering printer and Internet access. All computers offer the most current version of Microsoft Office Professional and the SPSS statistical package.

One additional computer offers psychological test scoring software; access is limited to students in the Clinical and School Psychology programs.

Assistance and instruction in the use of these items is available on request.

## LIBRARY HOURS

<b>REGULAR CLASS WEEKS</b>		<b>WEEKEND COURSE WEEKS</b>	
Monday – Friday	8:00 am – 10:00 pm	Monday – Friday	8:00 am – 10:00 pm
Saturday	9:30 am – 5:30 pm	Saturday – Sunday	8:30 am – 5:30 pm

A full-time librarian or designated assistant is always available to answer research questions and assist with library or database usage.

## INTERLIBRARY LOAN (ILL)

Argosy University also offers Interlibrary Loan services, allowing you to borrow books or journal articles from every Argosy University campus library collection and from most college and university, public, medical and research libraries in the United States.

<b>INTRA-ARGOSY UNIVERSITY ILL</b>			<b>STANDARD EXTERNAL LIBRARY ILL</b>		
<b>ITEM</b>	<b>AVG. WAIT</b>	<b>FEE</b>	<b>ITEM</b>	<b>AVG. WAIT</b>	<b>FEE</b>
Book	1-2 Week(s)	\$1.00	Book	2-3 Weeks	\$2.00
Article	2 Days – 1 Week	\$1.00	Article	2-3 Weeks	\$2.00

## Loan Periods and Fees

<b>ITEM TYPE</b>	<b>LOAN</b>	<b>OVERDUE</b>	<b>ITEM TYPE</b>	<b>LOAN</b>	<b>OVERDUE</b>
Book	1 Month	\$0.10 /day	Video	1 Week	\$0.25 /day
Text	1 Week	\$0.25 /day	ILL Item	2 Weeks	\$0.25 /day

All lost or damaged materials must be replaced.

## COMMENCEMENT SERVICES

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Argosy University/Phoenix's annual commencement ceremony generally occurs in the Fall. Students must meet graduation requirements and submit a completed Petition to Graduate to the Student Services Department prior to their posted deadlines in order to participate in the commencement ceremony.

## POLICY REGARDING CHILDREN ON CAMPUS

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All children under the age of 18 years must be registered at the front desk upon entering the campus. In addition, information for the visitor's log, including the name and telephone number of the responsible adult to contact in case of emergency, must be completed. Visiting children will be given a visitor's badge; upon leaving the campus, children should turn in the visitor's badge and inform the front desk personnel of their departure. Children under the age of 12 years must be accompanied by a responsible adult at all times. Argosy University/Phoenix is unable to provide childcare on campus, and will not be responsible for children who are left unattended at any time on campus.

## SECTION THREE

### **CAMPUS SECURITY REPORT AND CRIME STATISTICS**

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#### REPORTING CRIMES AND EMERGENCIES

A safe school is everyone's responsibility. Each student, faculty, and staff member should follow security policies and procedures to ensure the safest possible environment. It is the policy of the institution that all criminal acts or other emergencies be properly documented and reported to local authorities as required by law.

Students and employees should report criminal actions to the Campus President or the Director of Student Services, either in person or by telephoning 602-216-2600. An incident report will be filed for each report received. The Office of the Campus President and the Department of Student Services retains incident reports for a minimum of three years. The Student Services Department will publish an incident report summary once per year. The report will be placed in the mailboxes of students and employees.

In the case of fire or medical emergencies, students and employees should dial 911. After dialing the emergency operator, the Campus President should be notified.

#### SECURITY AND ACCESS

The campus provides security guards on the property seven days a week who patrol the premises. Access to the building is restricted to normal business and class hours; doors are locked during other hours. Access to the building is restricted to students, employees, and those conducting business with the Argosy University/Phoenix. Student ID badges must be worn and visible at all times. Visitors must sign in at the front desk and are subject to school policies. Their student and employee hosts share responsibility for the lawful and appropriate behavior of visitors.

#### IDENTIFICATION (ID) CARDS

ID cards are required when in Argosy University/Phoenix and must be visible upon your person at all times. You are provided with an ID card that is used for various purposes for the duration of your program.

You should not loan your ID card to anyone for any reason, as you will be responsible for its use (loss or damage to books and equipment). If your card is lost, report it and then have it replaced. The cost for a replacement card is \$10. Students who withdraw from school are required to turn in their ID cards to the Student Services Department.

#### CAMPUS LAW ENFORCEMENT

The campus employs some campus security guards. Law enforcement is also provided by the Phoenix Metropolitan Police Department, Cactus Park Precinct. Campus staff with security responsibilities are on campus during regular business hours. They do not have the authority to arrest, but do have the authority to evict unauthorized persons from the campus. Building security does not have the authority to arrest, but may also evict unauthorized persons from the campus.

Students and employees are strongly urged to report promptly and accurately crimes to the Campus President or the Director of Student Services and the Phoenix Police Department. The Phoenix Police Department will be informed of criminal actions that are reported to the Campus President or the Director of Student Services.

The Director of Student Services will be responsible for contacting the Phoenix Police Department and the Arizona Department of Public Safety to determine if any criminal offenses have occurred on campus without having been reported to the Campus President or the Student Services Department. Information obtained regarding criminal offenses on campus will be included in the crime statistic summary. Students and employees will also be notified of criminal offenses on campus via the incident report summary. They will also be notified of any criminal offenses that pose a continuous threat to the community. If necessary, a special notification will be distributed to students and employees.

### CAMPUS SECURITY PROCEDURES AND PRACTICES PROGRAMS

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The Director of Student Services will discuss campus security procedures and practices with students during mandatory orientation. During this discussion, special emphasis will be placed on encouraging students and employees to be responsible for their own security and the security of others. Furthermore, the Director of Student Services will coordinate the offering of a campus security workshop once per academic year, which will be open to students and employees. Also, the campus security procedures will be distributed to students and employees via the fall registration bulletin and via mailboxes once per academic year. They will also be posted in the student lounge.

### CRIME PREVENTION PROGRAMS

The Director of Student Services will discuss crime prevention with students during mandatory orientation. Members of the Phoenix Police Department will be invited to present. Also, information on crime prevention will be distributed to students and employees via mailboxes once per academic year.

### Monitoring and Recording Off Campus Criminal Activity

Argosy University/Phoenix does not recognize any student organizations with off-campus locations.

### STATEMENT OF POLICY ON THE POSSESSION, USE, AND SALE OF ALCOHOLIC BEVERAGES AND ILLEGAL DRUGS

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The following are the Argosy University/Phoenix policies for use of alcoholic beverages during school-sponsored functions:

1. State and municipal laws prohibit anyone under the age of 21 from being served alcoholic beverages.
2. Signs reciting the above municipal and state law will be posted in the student lounge.
3. Wine and beer are the only alcoholic beverages that may be served. Food must also be served simultaneously. Non-alcoholic beverages must also be offered.
4. Advertising of the event must not promote the presence of alcoholic beverages as the focus of the gathering.

5. The University does not have a license for the sale of alcoholic beverages. Therefore, the sale of alcoholic beverages on the campus premises or at any school-sponsored function is prohibited. For events, the school or the student government must provide alcoholic beverages.
6. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited on the property of or as part of any activity sponsored by the Argosy University/Phoenix. The institution enforces all state and federal laws concerning illegal drugs.

#### DRUG AND ALCOHOL ABUSE EDUCATION PROGRAMS

The Director of Student Services will discuss drug and alcohol use policies and abuse prevention with students during mandatory orientation.\* Furthermore, the Director of Student Services will coordinate the offering of a drug and alcohol education workshop once per academic year, which will be open to employees and students. Faculty with expertise in the area of drug and alcohol abuse prevention will be invited to present. If a faculty member is unable to present, an outside agency will be asked to present. Also, information on drug and alcohol abuse prevention will be distributed to students and employees via mailboxes once per academic year.

Any student or employee who fails to abide by the policies regarding the possession, use, or sale of alcoholic beverages or illegal drugs will be required to participate satisfactorily in a drug or alcohol abuse assistance or rehabilitation program. The program must be approved for such purposes by federal, state, or local health or law enforcement or other appropriate agency.

For students, the Student Services Department, in conjunction with the Campus President, will provide referrals to specific programs of counseling, treatment, or rehabilitation. For employees, the Campus President, in conjunction with the Department of Human Resources, will provide referrals to specific programs of counseling, treatment, or rehabilitation.

#### SEXUAL ASSAULT PROGRAMS AND SEX OFFENSE PREVENTION

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##### EDUCATION PROGRAMS

The Director of Student Services will discuss sexual assault awareness, policies, and the prevention of acquaintance rape, and other forcible and non-forcible sex offenses, with students during mandatory orientation. Furthermore, the Director of Student Services will coordinate the offering of a sexual assault awareness and prevention workshop once per academic year, which will be open to students and employees. Members of the Phoenix Police Department will be invited to present. Also, information on sexual assault prevention will be distributed to students and employees via mailboxes once per academic year.

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\* For the complete AU Drug and Alcohol Use Prevention Policy, see the Academic Catalog.

## PROCEDURES AND THE OPTION TO NOTIFY LAW ENFORCEMENT

If an alleged sex offense has occurred, students and employees should contact the Campus President immediately. If the Campus President is not available, the Director of Student Services should be contacted. If the Director of Student Services is not available, a faculty member should be contacted.

Campus personnel receiving a report of a sex offense will file an incident report on behalf of the witness or victim. Upon request, campus personnel receiving a report of a sex offense will assist the victim in notifying the Phoenix Police Department.

Campus personnel receiving a report of a sex offense will notify the victim or witness of the need to preserve evidence in the case of alleged sex offense. Victims are advised to seek medical treatment, which may include an evaluation for pregnancy or venereal disease. A medical examination is the only way to establish the extent of a victim's injuries and it may provide valuable evidence should the victim decide to pursue legal action against the perpetrator.

## COUNSELING AND STUDENT SERVICES

The following is a list of off-campus counseling and mental health agencies available to assist a victim of sex offenses:

- Arizona Psychological Association (referrals), 480/675-9477
- Mental Health Association of Arizona (referrals), 480/994-4407
- *Psychological Counseling Services*, 480/947-5739. Office hours: 7:00am – 9:00pm.
- Complete confidentiality.
- Rape/Sexual Assault Crisis Line, 602/234-9345
- Incest & Rape Adult Survivors Crisis Line, 623/934-1991
- Women's Support Group, 480/948-7460 (Franciscan Renewal Center)

The Student Services Department will assist a victim of a sex offense in locating and contacting a suitable agency for counseling.

## ACADEMIC AND LIVING SITUATION

A victim of a sex offense may request that his or her academic situation be changed. To make a request, the victim should contact the Director of Student Services. Every effort will be made to accommodate reasonable requests. Schedule changes including section changes, course drops, and course adds will be accommodated. Requests for a leave of absence will also be accommodated. As Argosy University/Phoenix does not offer housing, it will not change a student's living situation.

### CAMPUS DISCIPLINARY ACTIONS

Victims of sexual assault perpetrated by another student may request the committee responsible for student evaluation hold a disciplinary hearing against the accused sex offender. The committee responsible for student evaluation will allow both the victim and the accused to present their case to the committee as part of the disciplinary procedures. Both the victim and the accused will have the right to have others present during disciplinary procedures. Both the victim and the accused have the right to be notified of the outcome of such proceedings. The accused will have the right to appeal the committee's decision based upon due process or bias only.

### SANCTIONS

If the institution determines that a forcible or non-forcible sex offense has occurred, sanctions that may be imposed upon the sex offender include warning, probation, dismissal, and referral to law enforcement agencies for prosecution.

### Argosy University/Phoenix

The following crime statistics are provided and are disclosed in accordance with the Campus Security Policy and Campus Crime Statistics Act:

### **Crime Statistics:**

<b>Criminal Offense Occurrences Reported to Local Police or Campus Officials</b>						
<b>Criminal Offense</b>	<b>2002</b>		<b>2003</b>		<b>2004</b>	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Murder	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	2	0	2	2
Motor Vehicle Theft	0	0	0	0	0	2
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0
Arson	0	0	0	0	0	0

Criminal Offense as Hate Crime	2002		2003		2004	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Murder	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non-Forcible Sex Offenses	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0
Arson	0	0	0	0	0	0

#### Arrest/Referrals for Campus Disciplinary Action

Number of Arrests Occurring on Campus						
Criminal Offense	2002		2003		2004	
	On Campus	Public Property	On Campus	Public Property	On Campus	Public Property
Drug Violation	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0

#### Important Notes

If the institution determines a forcible or non-forcible sex offense has occurred, sanctions which may be imposed upon the sex offender include warning, probation, dismissal, and referral to law enforcement agencies for prosecution.

Should hate crimes occur, the statistics will be identified by category of hate crime and hate crimes are defined as any criminal offense identified in the report and any other crime involving bodily injury reported to local police agencies or campus security authority, that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.

Public Property is defined as the sidewalk surrounding the main campus and the parking area utilized by staff, faculty, and students, where applicable.

## SECTION FOUR

### FACULTY DESCRIPTIONS

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#### CORE FACULTY

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Argosy University/Phoenix has a highly experienced core faculty with extensive backgrounds in their respective fields. Argosy University/Phoenix offers graduate degree programs in clinical psychology, sport-exercise psychology, education, business and counseling, as well as an undergraduate bachelor's degree completion program in psychology and business. Most clinical psychology faculty members have been practitioners, trainers, and teachers for many years, and several have advanced training or credentials in psychotherapy and psychodiagnosis, in a wide range of clinical orientations, and with a broad spectrum of clinical populations. Several faculty members also have pursued applied clinical research and have contributed to other scholarly products. Several core faculty members have research and scholarly projects in areas of assessment, treatment, diversity, and other issues. In addition, Argosy University/Phoenix's sport-exercise psychology faculty have experience in working with athletes, sport organizations, and others, providing consultation, counseling, and performance enhancement interventions. Core faculty members also have training and experience in professional counseling theories and strategies.

In addition, faculty in education and business have years of practical and professional experience in their disciplinary areas. They have years of teaching and research experience at a number of higher education institutions.

Below is a list of core faculty with a brief description of their individual backgrounds, interests, current activities and years at Argosy University/Phoenix.

**Ann K. Allison, Ed.D.** *Northern Arizona University*. Dr. Allison has extensive experience in K-12 education at all levels including: Special Education Teacher, Department Chair, District level Director of Special Programs, Assistant Principal, and Principal. Her experience was gained in a variety of locations including rural Tennessee, the suburban area around Chicago and most recently, Phoenix, Arizona. As a middle school principal, Dr. Allison, and her staff earned the National Blue Ribbon School of Excellence award. She has served as a state and national site visitor charged with judging and recognizing excellence in both private and public schools. She is a member of the governing board of the Arizona Education Foundation and sits on the Wells Fargo Bank Teacher Partner Program panel. Dr. Allison also has over ten years of experience as an adjunct professor. Her interests include leadership theory and development, K-12 program reform and accountability, education for at-risk and special populations, and the ethics and philosophy of education.

**Kiran Amin, Ph.D.**, *McGill University*, is interested in Clinical and Forensic Neuropsychology, Biological, Cognitive and Affective Bases of Behavior, and Developmental Psychopathology. He is currently involved in research and development of a culture-fair neuropsychological screening instrument that can be easily translated into languages other than English. He has 14 years of clinical experience in a variety of inpatient, outpatient, rehabilitation, forensic and nursing home settings. He teaches courses in Neuropsychological Assessment, Biological Bases of Behavior, Cognitive & Affective Bases of Behavior and Statistics & Research Methods. Dr. Amin currently maintains an independent practice in Clinical and Forensic Neuropsychology.

**Louise Baca, Ph.D.**, *Arizona State University*, is proud to be of Pueblo Indian and Mexican descent. She attended the University of New Mexico as a Presidential Scholar and graduated with distinction in 1981. Graduate education in Clinical/Community Psychology at Arizona State University brought her to Tempe, Arizona. A Ph.D. was completed in 1991 and Dr. Baca was hired that year by Arizona State University's Counseling and Consultation center. After 19 years of clinical service, she accepted a full-time academic appointment at Argosy University/Phoenix. She was recently promoted to Professor in Clinical Psychology. Her areas of responsibility and interest include diversity, consultation and supervision, group psychotherapy and coordination of the Writing Program. Dr. Baca has done clinical outcome research in the development of culturally responsive group therapy with substance-abusing Mexican American adolescents. Current scholarly interests include the documentation of Native American philosophies of life and healing to be included in a standard psychology curriculum.

**Lisa Elder, Psy.D.**, *Argosy University/Phoenix*, has training and expertise in child and adolescent psychotherapy and assessment, adolescent specialty, play therapy, and Dialectical Behavior Therapy with adolescents and adults. Interests include child and adolescent development and psychopathology disabilities, such as Autism and Aspergers Syndrome, and trauma.

**Robert J. Harmison, Ph.D.**, *University of North Texas*, is of the Program Chair for Sport-Exercise Psychology Program. He has over ten years of experience working as a performance enhancement consultant with athletes and teams ranging from high school to Olympic/professional levels. He was a member of the U.S. Olympic Committee sport psychology staff from 1997-1999. He also consulted with the 2002 U.S. Olympic Snowboard team, continues to provide services to the team in preparation for the 2006 Olympic Winter Games, and began consulting within the Kansas City Royals organization in the spring of 2004. His applied interests include providing performance enhancement and counseling services to elite, collegiate, and competitive recreational athletes. His research interests include the characteristics of effective sport psychology consultants, sport psychology consultation-seeking behavior, and mental toughness. Dr. Harmison's teaching responsibilities include applied sport psychology, team dynamics, counseling skills, and athletic counseling.

**Sheryl Harrison, Ph.D.**, *Texas A&M University*, has a strong background and interest in Sport Psychology including relaxation, imagery, arousal control, sport psychology ethics and equestrian sports. She has over twenty years of clinical experience in private practice and has consulted with courts, hospitals, and child protective service agencies. She has extensive clinical experience in the areas of stress management, biofeedback, PTSD, sport psychology, forensic psychology, and sexual abuse. Dr. Harrison teaches courses in cognitive behavioral therapy, psychotherapy, ethics and group therapy.

**Donna Heretick, Ph.D.,** *Virginia Commonwealth University (Experimental Social/Personality Psych)/University of Hartford (Post-doc respecialization in Clinical Psych).* Moved to Phoenix in 2003 to enjoy the wonders of the desert. Experienced in advising, teaching, clinical supervision, research, and administration in university setting (University of Hartford, Bowling Green State University, Ottawa University). Licensed clinical psychologist (private practice, inpatient and outpatient populations) and consultant (e.g., work group behaviors) for 18 years in Toledo, Ohio. Areas of research and clinical interest have included women's health, eating/body image disorders, health psychology, youth aggression (e.g., bullying), trust/suspicion in interpersonal dynamics. Former Director of Graduate Studies in Professional Counseling at Ottawa University. Joined Argosy University/Phoenix in August, 2005, as Associate Professor – Graduate Counseling, and Chair, BA Program.

**Philinda Smith Hutchings, Ph.D., A.B.P.P.,** *University of Kansas,* is Dean of the Arizona School of Professional Psychology, and Program Chair of the Clinical Psychology Programs at Argosy University/Phoenix. She has interests in the treatment of depression, anxiety disorders, and psychosis. She has been especially interested in the treatment of sexual assault victims, and has taught graduate courses and conducted research in the areas of rape, incest, child sexual abuse, and sexual harassment. She is also interested in and has conducted research in professional training issues. She is a Diplomate in Clinical Psychology, and has practiced in a variety of public and private settings.

**Gina Lang, Ph.D.,** *University Of Virginia,* is a native of Phoenix. She received her B.A. in psychology from Arizona State University and her M.A. and Ph.D. in clinical psychology from the University of Virginia. Her clinical training involved the treatment of individuals diagnosed with serious mental illnesses, psychotherapy and biofeedback with medical patients, and neuropsychological assessment of patients with traumatic brain injury. She has worked at several hospitals in the Valley including the Arizona State Hospital, Good Samaritan Hospital, and the Phoenix Indian Medical Center. For 8 years, she consulted with attorneys and the courts as a forensic psychologist in both criminal and civil matters. Her forensic experience includes psychodiagnostic evaluations, court testimony, jury selection, and psychological autopsies. Concurrently, she was the Clinical Director of a local child and adolescent mental health clinic, where she performed clinical supervision and training for professional counselors as well as psychotherapy. Dr. Lang also enjoys speaking at conferences, universities, community organizations, and public schools. Her opinions have been published in the Arizona Republic and she has appeared as a live guest on the local talk show Sonoran Living. Dr. Lang's public commentary often pertains to her interests in transpersonal and spiritual psychology and alternative healing.

**Bart Lerner, Ed.D.,** *West Virginia University,* is Associate Dean for Administration and Program Chair of the Professional Counseling Program and is a member of the Sport-Exercise Psychology faculty. He is a Certified Professional Counselor in Arizona. His areas of interest include performance enhancement training (e.g., goal setting, imagery, performance anxiety), self-confidence, psychological aspects of injury and rehabilitation, substance abuse issues, supervision and training, and graduate training in sport psychology. Dr. Lerner has experience working with youth, high school, college, and professional athletes in the field of sport psychology for approximately 10 years. Dr. Lerner teaches courses in the exercise sciences (i.e., exercise physiology, motor learning and development, and sports medicine and rehabilitation), and statistics as well as counseling related courses (i.e., basic intervention skills, life-span development, and substance abuse).

**Deborah Lewis, Ph.D.**, *California School of Professional Psychology-Fresno*, Associate Director of Clinical Training, has an expertise in forensic psychology, rehabilitation neuropsychology and the integration of spirituality and psychology. Dr. Lewis' major teaching responsibilities include ethics, stress management and neuropsychology as well as teaching and/or coordinating the forensic psychology courses. Dr. Lewis is a Professor in Clinical Psychology and has clinical and academic experience in both the private sector and public institutions.

**Michael McCarthy, Ph.D.**, has expertise in school psychology, child psychology, assessment, and special education. He has over 30 years experience working with children and over 15 years experience in graduate teaching. He has worked in school settings, hospital setting, private practice, and for the Arizona Department of Education. He has professional interests in learning disabilities, attention deficit hyperactivity disorder, emotional disabilities, social skill development, school interventions, behavior psychology, ethics, and test development. He enjoys teaching graduate courses, conducting workshops, and public speaking. Dr. McCarthy teaches courses in the Psychological Assessment of Children and Adolescents, Integrative Assessment, School Psychology, Ethics, History and Practice, and Learning.

**Gina Touch Mercer, Ph.D.**, *University of Houston*, completed her BA in Psychology at St. Bonaventure University in 1987, a Masters degree in Child & Family Studies from the University of Tennessee in 1989, and a Ph.D. in Counseling Psychology at the University of Houston. In 1993, she came to Arizona State University, Counseling & Consultation, for her predoctoral internship and received training in eating disorders, women's issues and diversity. She returned to Texas and worked in the Counseling & Testing Center of the University of Houston and completed a postdoctoral fellowship in Geropsychology at the Houston VA Medical Center in 1997. She has been team leader and director of a geropsychiatry inpatient unit, director of outpatient geriatric services at the St. Louis Behavioral Medicine Institute, and chair of the Division of Behavioral Health in a consortium of multispecialty outpatient practices. She has enjoyed consulting and treating outpatients of Ob/Gyn, Family, and Internal medicine practices, and training medical professionals to identify psychological issues associated with medical conditions and treatments. Dr. Mercer's clinical and research interests include assessment and treatment of dementia, anxiety disorders, compulsive eating, women's issues, and bereavement.

**Cornelia Maré Pinnell, Ph.D.**, *Ohio University*, has a strong interest in the trauma-dissociation-psychopathology link, the clinical applications of hypnosis in behavioral medicine, and in promoting a holistic and contextual synthesis of Eastern, Western, and indigenous approaches to the treatment and healing of the mind-body. Dr. Pinnell, Associate Professor in the clinical department, has over 15 years of teaching, supervisory, clinical and research experience, and has published several articles. She has been at Argosy University/Phoenix since 1998, where she teaches courses in history and systems, social bases of behavior, adult psychopathology, cognitive behavioral theory and therapy, client-centered and experiential therapy, and leads diagnostic and therapy seminars. In addition to her academic responsibilities, Dr. Pinnell maintains a small outpatient private practice.

**Gayle Schou, Ed.D.**, *Northern Illinois University*. Dr. Schou has served as a higher education administrator and/or faculty member for a number of universities, including The George Washington University, the College of Saint Mary of Omaha, St. Mary's University of San Antonio, the University of Texas, Southwest Texas State University, Clarkson College, Clarke College, National-Louis University, and Grand Canyon University. She has been a department chair, division chair, assistant dean, associate dean, executive dean, executive director of several off-campus graduate centers, a vice president and professor of education. In addition, she has significant experience in program development, and the establishment of partnerships with corporations. Dr. Schou is Head of the Department of Education at Argosy University/Phoenix. Her interests include educational psychology, higher education administration, program planning, and educational issues and foundations.

**Larry Sideman, Ph.D.**, is licensed in the state of Arizona as a Psychologist, a Professional Counselor (LPC), and as an Independent Substance Abuse Counselor (LISAC). Dr. Sideman was the Clinical Director and Assistant Executive Director at an agency for the treatment of substance abuse and other disorders for over 10 years. He has experience in developing and overseeing practicum and internship training programs for Masters-level and pre- and postdoctoral internship students. Dr. Sideman is a current member of the American Psychological Association and the Arizona Psychological Association, where he served on the Ethics Committee for 5 years. In addition, he is a member of the Arizona Counselors Association and serves on its Board of Directors. He is former member of the Central Arizona Region HIV Prevention Community Planning Committee and a former committee chair of the Arizona Coalition Against Domestic Violence. He designed and implemented a substance abuse education/prevention program for university athletic teams. He maintains a private practice in Phoenix.

**Linda Travis, Psy.D.**, has major interests and experience in geropsychology, primary care psychology, family systems across the lifespan, interpersonal-psychodynamic approaches to psychotherapy, interdisciplinary teamwork, and innovative interventions research. She has practiced in several community, private, and academic settings for the past 22 years and her scholarly contributions have been published in a variety of journals. She particularly enjoys training students for emerging areas of practice targeting underserved populations in the community.

**Thomas B. Virden III, Ph.D.**, *Western Michigan University*, has a strong experimental design and research background and is in the process of post-doctoral study to re-specialize in clinical psychology. His recent area of practice has been in the cognitive, affective, and behavioral treatment of mood disorders and substance abuse in the forensic population. Dr. Virden's current research interests include psychopharmacology and the neurochemical correlates of behavior, cognitive and personality assessment in forensic populations, sleep disorders, cross-cultural comparative psychology, and current methods of substance abuse treatment. Dr. Virden is a full-time faculty member at Argosy University/Phoenix and currently teaches courses in physiological psychology, psychopharmacology, cognitive and affective bases of behavior, history of psychology, and research and statistical methods in clinical psychology.

**Stephanie Vitanza, Ph.D.**, *University of North Texas*, is a Licensed Psychologist in the state of Arizona with a specialty in child/adolescent therapy and marriage and family therapy. She has clinical expertise in the areas of PTSD, trauma and child sexual abuse, play therapy and EMDR. Dr. Vitanza is also frequently called upon to provide expert testimony in the area of sexual abuse of youths. Her opinions have also been solicited and published in the Arizona Republic or seen on local news nightly news reports. She previously held appointments in the Department of Rehabilitation Counseling, the Department of Psychology and the Department of Psychiatry at Virginia Commonwealth University and VCU's Medical College of Virginia where she did both clinical work and graduate training, supervision and teaching. Most recently, Dr. Vitanza was the Director of Mental Health Services for a national non-profit. Her publications and presentations focus on trauma, violence in relationships and group treatment for adolescents who have been sexually abused.

**Frederick S. Wechsler, Ph.D., Psy.D.** ABPP, *University of Georgia, Wright State University*, is the Director of Training for Argosy University/Phoenix. He has twenty-three years of clinical and teaching experience. He has also completed three years of postdoctoral training at the *Gestalt Institute of Cleveland* and has had three years of live supervision in family and marital therapy from the Family Therapy Center at the Department of Psychiatry in the School of Medicine, *University of Cincinnati*. Dr. Wechsler has extensive training and experience in biofeedback. Amongst his clinical positions, Dr. Wechsler has worked as a staff psychologist in the *Veterans Administration Medical Center*, as a Senior Psychologist and Clinical Director in rehabilitation hospitals, and as a psychologist in private practice. He has presented numerous papers and published several articles in the area of Health and Rehabilitation Psychology and has interests in pain management, therapeutic process, alternative healing, mediation, and organizational psychology. His primary teaching assignments are in cognitive and personality assessment, child and adolescent development, and child and adolescent psychopathology.

## APPENDICES

### CAMPUS DIRECTORY

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Argosy University/Phoenix  
2233 W. Dunlap Ave.  
Phoenix, AZ 85021  
Phone: 602.216.2600 Toll free: 866.216.2777 Fax: 602.216.2601  
Website: www.argosyu.edu

<u>ADMINISTRATION</u>	<u>EXTENSION</u>
Clinton Gardner, Ph.D., <i>Campus President</i>	3105
Philinda Hutchings, Ph.D., A.B.P.P. <i>Dean, AzSPP and Clinical Psychology Program Chair</i>	3111
Bart Lerner, Ed.D. <i>Associate Dean and Professional Counseling Program Chair</i>	3114
Robert J. Harmison, Ph.D. <i>Sport-Exercise Psychology Program Chair</i>	3107
Donna Heretick, Ph.D. <i>B.A. Psychology Program Chair</i>	3118
Michael McCarthy, Ph.D. <i>Interim School Psychology Program Chair</i>	3131
Gayle E. Schou, Ed.D. <i>School of Education Program Chair</i>	3121
Gina Lang, Ph.D. <i>Director of Professional Counseling Training</i>	3113
Frederick S. Wechsler, Ph.D., Psy.D. <i>Director of Clinical Psychology Training</i>	3127
Louise Baca, Ph.D. <i>Writing Program Administrator</i>	3102

## CORE FACULTY

Ann Allison, Ed.D.  
Kiran Amin, Ph.D.  
Louise Baca, Ph.D.  
Lisa Elder, Psy.D.  
Robert J. Harmison, Ph.D.  
Sheryl Harrison, Ph.D.  
Donna Heretick, Ph.D.  
Philinda Hutchings, Ph.D., A.B.P.P.  
Bart Lerner, Ed.D.  
Gina Lang, Ph.D.  
Deborah Lewis, Ph.D.  
Michael McCarthy, Ph.D.  
Gina T. Mercer, Ph.D.  
Cornelia Pinnell, Ph.D.  
Gayle E. Schou, Ed.D.  
Larry Sideman, Ph.D.  
Linda Travis, Psy.D.  
Thomas Virden, Ph.D.  
Stephanie Vitanza, Ph.D.  
Frederick S. Wechsler, Ph.D., Psy.D.

## STAFF

Richard Binder, *Director of Accounting/Business Manager*  
Bea Garvin, *Office Manager & HR Liaison*  
Nikki Harrington, *Assistant Director of Admissions*  
Andy Hughes, *Director of Admissions*  
Tabitha Munoz, *Assistant Director of Admissions*  
Mike Robinson, M.A., *Director of Student Services*  
Tara Ruelas, *Student Services Assistant*  
Terra Stabenow, *Receptionist*  
Steve Swatzell, *Assistant Director of Admissions*  
Susan Swogger, MLIS, *Director of Library Services*  
Catherine Van-Y, *Assistant Director of Admissions*  
Alexis Weston, *Admissions Administrative Assistant*

## ACADEMIC CALENDAR

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PHOENIX CAMPUS

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### CALENDAR 2005-2007

#### 2005-2006

**Fall 2005:** September 6-December 17

Session I: 9/6-10/26

Session II: 10/27-12/17

*3-week break*

**Spring 2006:** January 9-April 22

Session I: 1/9-3/1

Session II: 3/2-4/22

*2-week break*

**Summer 2006:** May 8-August 19

Session I: 5/8-6/28

Session II: 6/28-8/19

#### 2006-2007

**Fall 2006:** September 5-December 16

Session I: 9/5-10/25

Session II: 10/26-12/16

*3-week break*

**Spring 2007:** January 8-April 21

Session I: 1/8-2/28

Session II: 3/1-4/21

*2-week break*

**Summer 2007:** May 7-August 18

Session I: 5/7-6/27

Session II: 6/27-8/18

*2-week break*

# ARGOSY UNIVERSITY

## HOLIDAY SCHEDULE 2005-2006

July 4	Monday	Independence Day
September 5	Monday	Labor Day
November 24	Thursday	Thanksgiving
November 25	Friday	Day After Thanksgiving
December 23	Friday	Christmas Holiday
December 26	Monday	Christmas Holiday
December 30	Friday	New Year's Holiday
January 2	Monday	New Year's Holiday
January 16	Monday	Martin Luther King Day
April 14	Friday	Good Friday
May 26	Friday	Memorial Day Holiday
May 29	Monday	Memorial Day Holiday

## TUITION AND FEES SCHEDULE

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*Effective Date: September 1, 2005*

The following Schedule of Tuition and Fees will become effective as of the date shown above. The University reserves the right to add or change any of the fees or charges listed below at any time without prior written notice.

### **Tuition (per credit hour)**

<i>Clinical, Sport Exercise, School Psychology</i>	\$800.00
<i>DBA, EdD, EdS in Education</i>	750.00
<i>MBA, Professional Counseling</i>	500.00
<i>BA Psychology, BS Business</i>	400.00

### **Fees**

#### *Training Related Fees*

<i>Internship (per term)</i>	800.00
<i>Professional Liability Insurance (added to all practica)</i>	20.00

#### *Program Related Fees*

<i>Professionalization Group – Sport Psychology (per term)</i>	800.00
<i>Testing Resource Fee – Clinical (added to first testing course)</i>	100.00

#### *Other Student Charges*

<i>Technology Fee<sup>1</sup></i>	10.00
<i>Student Activity Fee – Clinical Psychology (annual)<sup>2</sup></i>	50.00
<i>Student Activity Fee – Counseling and BA Psychology (annual)<sup>2</sup></i>	25.00
<i>Graduation Fee<sup>3</sup></i>	150.00
<i>Add/Drop Fee<sup>4</sup></i>	50.00
<i>Installment Plan Fee (per semester)</i>	35.00
<i>Late Registration Fee</i>	50.00
<i>Late Payment Fee</i>	25.00
<i>Returned Check Fee</i>	35.00
<i>Transcript Fee</i>	No charge
<i>Express Transcript<sup>5</sup></i>	20.00

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<sup>1</sup>*Students pay this fee for each credit of enrolled course work*

<sup>2</sup>*Students enrolled in no greater than one credit each term are exempt from the Student Activity Fee.*

<sup>3</sup>*A Graduation Fee is assessed to all degree seeking students upon completion of their program of study and prior to the receipt of their diploma.*

<sup>4</sup>*Students who elect to change their schedule after registration may do so by completing a Course Add/Drop Request Form. The Course Add/Drop Fee is assessed for each request form submitted to the Student Services Office. Multiple changes may be submitted to one form.*

<sup>5</sup>*An Express Transcript Fee is charged for transcripts requested to be sent via an overnight carrier.*



**ARGOSY UNIVERSITY | PHOENIX**

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