

PART-TIME STUDIES

Carroll University is committed to helping adults gain and utilize knowledge which will enrich their personal and professional lives. The University offers the opportunity for students to earn a Bachelor's degree or certification through part-time study. Day, evening, and Web-based classes are offered, allowing students the flexibility to combine work and family responsibilities with continuing study. The curriculum is designed to provide part-time students with educational opportunities that are comparable in quality and purpose to those offered to traditional, full-time undergraduates.

Part-time students considering enrollment at Carroll will work closely with an adviser. Day, evening and Saturday appointments may be scheduled through the Office of Admission. The Bachelor's degree is awarded upon completion of 128 credits with the last 32 credits and one-fourth of the major(s) and minor(s) completed at Carroll. The credits can be comprised of transfer credit, Carroll credit, and, in many instances, CLEP and/or Prior Learning credit. A maximum of 64 credits may be transferred from an accredited two-year institution, with no limit as to the number of credits eligible for transfer from a four-year institution. A minimum grade point average of 2.00 is required for graduation (this includes the cumulative GPA as well as the Carroll GPA). Some majors that must meet outside standards for accreditation may require a higher GPA. See separate sections of the catalog for application criteria and the academic standing and progression policies relevant to such majors.

All majors are available to part-time students with the ability to take day classes. Part-time students can also complete the degree requirements for six majors by attending exclusively in the evening or by combining online courses with evening attendance. In some programs day attendance may periodically be required.

Evening Degree Options

- Accounting
- Business Administration (Management emphasis only)
- Communication (Journalism, Liberal Arts and Public Relations emphases only)
- Computer Science
- Graphic Communication
- Psychology

General Education Requirements

The General Education Curriculum is part of a part-time student's course of study regardless of his or her major and is intended to impart the breadth of learning that is the hallmark of a liberal education. Please refer to the General Education Curriculum requirements listed on pages 10-11.

Degree Requirements

The required courses for each major are identified in the appropriate section of this catalog.

Special Policy for Part-time Students Enrolled in Student Teaching

Carroll students who have been enrolled part time (11 credits or less) for at least three consecutive semesters (fall and spring only, excluding winter and summer sessions) immediately preceding the student teaching semester, will be charged the part-time tuition rate for the 12-credit semester. All other students will be charged the regular full-time rate for the student teaching semester.

Special Academic Sessions

Summer Sessions

Carroll University offers three summer sessions that provide students with additional flexibility in scheduling their academic programs. The summer sessions make it possible for part-time students to study year round. Summer I begins after Commencement in the second week of May and lasts for three weeks. Students can take a maximum of four credits during Summer I. Summer II and III are each six weeks long and run from early June until mid-July and from mid-July to the end of August, respectively. Students can take a maximum of eight credits in each of the six-week sessions. Visitors from other institutions are welcome to enroll in summer courses.

Winter Session

Winter Session is a two to three-week term in early January. It is a good time to explore new subject matter, fulfill a requirement, or speed up progress toward graduation. Winter Session includes courses from a variety of majors. Students can take a maximum of four credits during Winter Session.

Web-based Classes

Carroll University Web-based courses are designed to provide students with the highest quality learning experience. Web-based courses include a variety of online and hybrid courses, combining online with on-campus instruction. Many of the online courses are accelerated eight-week courses offered through the Online Consortium of Independent Colleges and Universities (OCICU). The University's membership in OCICU offers students a wider variety of online courses in collaboration with other private colleges and universities. OCICU courses have different add/drop policies, pricing, refund policies, and start and end dates. OCICU courses meet during six eight-week terms throughout the year. Information on Web-based courses is available on the University's Web site.

Part-Time Studies is a division of the Admission Office and is located in Voorhees Hall. Part-Time Studies can be reached by calling 262.524.7220.