

## **Are You Ready For the BS in Healthcare Management Online Program?**

### **❖ Program Specific Requirements**

- The BS in Healthcare Management is a fully online completion degree consisting of 120 semester credits. 60 of the credits are a required prerequisite and the remaining 60 are comprised of 39 credits of “core” healthcare management classes and an additional 21 credits of general education, if not available for transfer. Completion time will depend upon the number of credits the student will need to complete the degree requirement. *(Admissions will complete degree audits from college transcripts to evaluate eligibility.)*
- All general education and core courses must be completed with a C or better in order to graduate.
- Lower level general education courses must be completed prior to starting the BSHM Core coursework.
- Two upper level general education courses are required for baccalaureate programs and may be taken with Core coursework.
- Each core semester consists of four courses (12 credit hours) and one case study course (1 credit hour). Each course is 4 weeks in duration and the case study course consists of a group “project” that spans the knowledge gained throughout the entire 16 week semester.
- Most of the courses require extensive writing. Documents must be written in Word and in APA format and uploaded in Moodle. All written documents, whether an assignment or a discussion posting must include support references. Purchase of a resource such as PERLA for APA is encouraged.
- Students are encouraged to purchase textbooks and review prior to the first day of classes. However, because faculty is always reviewing new textbooks, we do not recommend purchasing beyond the current semester.
- Before the start of the first semester students will complete the Student Moodle Navigation Course and Student Success Orientation.

### **❖ Online Learning Expectations**

- Your responsibility as an online student:
  - Have adequate and reliable computer technology
  - Have reliable and easily accessible internet access
  - Be present – share your thoughts and discuss topics appropriately with faculty and peers
  - Be disciplined and utilize effective time management – develop a method for completing discussions and assignments
  - Get organized and have a plan for each course
  - Be creative and use critical thinking skills
  - Post online responses that demonstrate you have acquired knowledge from assignments
  - Reflect on what you have learned from your readings and lecture presentations
  - Build on what you already know & learn course concepts for application and use
  - Enlist support from family, friends and employer to ensure success and flexibility

### **❖ Participation Expectations**

- Taking an online course requires placing pieces of a puzzle together in a synchronized and organized manner, and consist of 3 components:
  - Completing assigned readings
  - Participating in the online discussion forums
  - Completing required projects, assignments and papers
- Each student is required to participate in course activities as described in the course syllabus and the Academic Catalog. Methods of participation, frequency, and relation of participation to course grade are detailed in the course syllabus.
- Student’s attendance in online courses is defined as active course participation as outlined in the course syllabus by weekly activities that include but are not limited to the submission of an assignment, discussion posting, or reply and/or participation in computer-assisted instruction.
- Each course credit hour requires a minimum recommendation of 2-3 hours of outside student preparation. (Example – 3 credit hour course = 6-9 hours recommended preparation)