Graduate Catalog

2006-2008

EDUCATION. ONE STUDENT AT A TIME.

The Jesuit College of New Jersey

Admissions Information

Saint Peter's College is an Equal Opportunity/ Affirmative Action Employer/ Institution. It does not discriminate on the basis of sex, race, marital status, color, religion, age, national or ethnic origin, disability, sexual orientation, or veteran's status. The College does not discriminate on any basis in the administration of its educational policies, scholarship and loan programs, and athletic and other College administered programs.

Applicants seeking admission to graduate study must hold bachelor's degrees from accredited American colleges or universities, or equivalent degrees from foreign colleges or universities. Students in the process of completing the bachelor's degrees may apply for admission, which will be contingent upon the successful completion of their bachelor's degrees.

General Admission Requirements

Graduate application requirements are unique to each program and can be found in the specific graduate program's admission requirement section.

How to Apply:

Apply Online or request an application by mail

Visit the Graduate Programs/Admission House at 2624 Kennedy Boulevard in Jersey City. Office hours are Monday through Thursday 9:00 am to 7:00 pm and Friday 9:00 am to 5:00 pm.

Call 201-761-6470 or email gradadmit@spc.edu for more information on admission to the graduate programs.

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This *Graduate Catalog* was prepared in July 2006. The information is subject to change. The College reserves the right to add, amend, or repeal any of its regulations, policies, and programs, in whole or in part, at any time. The contents of this Catalog do not constitute a contract between Saint Peter's College and its students or other parties.

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Welcome

Welcome to Saint Peter's College, a school committed to the Jesuit tradition of quality education on a sound philosophical foundation.

Graduate Programs

Saint Peter's offers the following graduate programs:

Master of Arts in Education. With concentrations in Administration and Supervision, Reading, and Teaching.

Graduate Education Certification Program. With certifications as a Supervisor, Teacher, and School Business Administrator.

Master of Science in Nursing. With concentration in Nursing Case Management Administration and Adult Primary Care (Adult Nurse Practitioner).

Master of Business Administration. A 48 credit-hour program with optional concentrations in finance, international business, management, management information systems, and marketing.

Master of Science in Accountancy. A 30-credit hour program preparing undergraduate accounting majors to take the CPA exam and non-accounting majors to prepare for a professional services role in consulting, information systems, or compliance.

Dual MBA/MS Accountancy. A 63-credit hour joint program offering two degrees and providing a strong accounting and professional services foundation along with the full breadth of an MBA degree.

Four Convenient Locations

Saint Peter's College offers its graduate programs at four sites:

Jersey City (Kennedy Boulevard). Graduate Education, Business, and Accountancy.

Jersey City (Newport near Exchange Place). Graduate Business.

Englewood Cliffs. Graduate Education, Nursing and Business.

South Amboy (Cardinal McCarrick High School). Graduate Education and Business.

Trimesters, Semesters, and Summer Sessions

Business courses are offered on a trimester basis. Education and Nursing courses are offered both in a trimester and semester format. Check schedules at www.spc.edu.

Admissions Information

Applicants seeking admission to graduate study must complete the admissions requirements for each program. Refer to the academic program section of this catalog for such information.

Credit for Undergraduate and Graduate Course Work

Saint Peter's College may award credit for graduate courses taken at other schools. Certain requirements may be waived based upon undergraduate courses. Check with the program advisor for more information.

Academic Advisement

Academic advisors are available to assist students in planning their schedules. Individuals who have been accepted into a graduate program must meet with the Administrative Coordinator of that program for advisement prior to his/her initial registration for courses. An appointment can be scheduled by contacting one of the following offices.

- Graduate Education and Teacher Certification (201 915-9254) or graded@spc.edu
- Master of Business Administration or MS in Accountancy or (201 915-9252) or mba@spc.edu or msacct@spc.edu.
- Master of Science in Nursing (201 568-5208) or msn@spc.edu.

Saint Peter's College

About the College

Saint Peter's College was founded in 1872 as an independent undergraduate liberal arts college. It is one of 28 colleges and universities sponsored by the Society of Jesus and is committed to the Jesuit tradition of quality education based on a sound philosophical foundation. The College seeks to develop the whole person in preparation for a lifetime of learning, leadership, and service in a diverse and global society. The College has provided educational resources to the residents of Hudson County, Bergen County, Essex County and the surrounding communities for over one hundred twenty five years.

The College introduced graduate programs in the years:

Education (1979).

- Master of Business Administration (1988)
- Master of Science in Accountancy (1996)
- Master of Science in Nursing (1997)
- Weekend College for Graduate Studies (1997)

Accreditations

Saint Peter's College is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation. The Master of Science in Nursing program is accredited by the Commission on Collegiate Nursing Education. Saint Peter's College is recognized by the New Jersey State Department of Education and the University of the State of New York as an approved teacher-training college.

Campuses

The main campus of Saint Peter's College has long been a landmark on Kennedy Boulevard in Jersey City. The New York City skyline, visible from Jersey City, is a constant reminder of the College's proximity to a major cultural center. In 1975 Saint Peter's established a branch campus at Englewood Cliffs located on the Palisades one mile north of the George Washington Bridge. The College also offers courses at other sites.

Graduate Education

Anthony Sciarrillo, Chairperson of Education and Director of Graduate Education

John DeFilippis, Administrative Coordinator

The goals of the Graduate Program in Education are to enable classroom teachers to continue their professional development by equipping them to move into positions of broadened responsibility, and to train qualified candidates who are interested in making a career change to the teaching profession. Graduate students are provided a value-oriented program based on the Catholic and Jesuit tradition of Saint Peter's College.

- Master of Arts in Education specializations include Administration and Supervision, Reading, and Teaching
- Certification Programs are offered for the following areas: Supervisor, Teacher, and School Business Administrator

Master of Arts in Education

Saint Peter's College offers the degree of Master of Arts in Education in three concentrations of study:

- Administration and Supervision
- Reading
- Teaching

Each concentration prepares teachers for certification by the State of New Jersey in specific areas outlined for each of the programs. The three concentrations have a set of Foundation Courses (9 credits) enhanced by specialized required courses and electives.

Program Availability

All courses are offered on a semester calendar at the main campus in Jersey City. The concentrations in teaching and in administration and supervision are offered also at the Englewood Cliffs and South Amboy sites. The courses required for Teacher Certification are offered on the trimester calendar on Saturdays at the Englewood Cliffs Campus in the Weekend College. Selected courses are given at other sites.

Academic Year & Summer Calendars

The Graduate Program in Education schedules classes in the late afternoons and evenings once a week. Summer sessions vary.

Degree Requirements

Students must fulfill all matriculation requirements, course requirements, maintain a 3.0 cumulative average, and pass the

comprehensive examinations.

Advisement

All candidates for a degree will be assigned an advisor upon entrance into the M.A. in Education or the Teacher Certification Programs. All candidates must complete and sign an advisement form which can be obtained in the Graduate Education Office located in the Center for Graduate Studies at 2624 Kennedy Boulevard.

Appointments

Appointments at both the Jersey City and Englewood Cliffs campuses with an advisor may be arranged by appointment through the Graduate Education Office by calling (201) 915-9254.

Time Limitation

Ordinarily, students are expected to enroll continuously until their programs are completed. Students are required to maintain satisfactory academic progress. The latter includes maintaining the required grade point average and accumulating sufficient credits within a stipulated time frame.

Graduate Education Curriculum

M.A. Education: Administration & Supervision

This concentration provides the opportunity to prepare for positions as Supervisor, Vice Principal, Principal, and Assistant Superintendent in Charge of Curriculum and/or Instruction. This concentration leads to New Jersey State Supervisor or Principal certification.

Foundation Courses
Ge500 Historical and Philosophical Foundations of Education
Ge502 Psychological Foundations of Learning
Ge505 Research in Education

Required Courses
Ge510 Principles of Curriculum Development
Ge511 Principles & Problems of School Administration
Ge512 Assessment of Student Ability & Achievement
Ge513 Fundamentals of Supervision: Elementary and Secondary
Ge514 School Finance
Ge516 School Law
Ge528 Internship in Administration & Supervision, I
Approved Electives (6 credits) Total Credits: (36)

M.A. Education: Reading

The concentration in reading, designed for qualified teachers who

desire in-depth training as specialists in the Reading field, affords opportunities to investigate and apply the full range of reading approaches. The concentration in reading qualifies graduates for New Jersey State Certificates as Teacher of Reading, Reading Specialist, and with careful choice of electives, Supervisor.

Foundation Courses (3 credits each)
Ge500 Historical and Philosophical Foundations of Education
Ge502 Psychological Foundations of Learning
Ge505 Research in Education

Required Courses (3 credits each)
Ge512 Assessment of Student Ability & Achievement
Ge570 Foundations of the Reading Curriculum
Ge571 Diagnosis & Treatment of Children with Learning Disabilities
Ge574 Diagnosis of Children with Reading Problems
Ge576 Remediation of Children with Reading Problems
Ge578 Supervision of Reading Programs
Ge579 Supervised Practicum in Reading
Approved Electives (6 credits) Total Credits: (36)

M.A. Education: Teaching

The concentration in teaching is designed for liberal arts graduates who desire to make a career change to enter the field of teaching. Teachers in service both in private and public schools who lack full certification may also complete certification. Candidates who complete this concentration and pass the Praxis Examination may qualify for state certification in one of the following areas: Elementary Education, Art, English, Spanish, French, Italian, Marketing, Business, Music, Social Studies, Mathematics, Chemistry, Physics, Earth Science, Biological Science, Physical Science, or any Middle School Subject Area (referred to as Elementary with Specialization).

Foundation Courses (3 credits each)
Ge500 Historical and Philosophical Foundations of Education
Ge502 Psychological Foundations of Learning
Ge505 Research in Education

Required Courses
Ge510 Principles of Curriculum Development
Ge512 Assessment of Student Ability & Achievement
Ge540 Fundamentals of Methodology
Ge555 Computers in Curriculum Design and Evaluation
Ge570 Foundations of the Reading Curriculum

Field Experience
Ge547 Student Teaching (8 credits)
Elective (3 credits) Total Credits: (35)

Professional Certifications in Education

Qualified teachers or those looking to make a career change into education can pursue certification in the following areas:

- Supervisor
- Teacher
- School Business Administrator

Curriculum

Supervisor Certification

Ge510	Principles of Curriculum Development	(3)
Ge513	Fundamentals of Supervision	(3)

One course selected from the following:

Ge555	Computers in Curriculum Design and Evaluation	(3)
Ge570	Foundations of the Reading Curriculum	(3)
Ge596	Curriculum Enrichment Resources of the Metropolis	(3)

One course selected from the following or any course from above not already taken:

Ge528	Internship in Administration and Supervision	(3)
Ge578	Supervision of Reading Programs	(3)

Total Credits: (12)

Teaching Certification

Ge502	Psychological Foundations of Learning	(3)
Ge510	Principles of Curriculum Development	(3)
Ge512	Assessment of Student Ability & Achievement	(3)
Ge540	Fundamentals of Methodology	(3)
Ge555	Computers in Curriculum Design and Evaluation	(3)
Ge570	Foundations of the Reading Curriculum	(3)
Ge547	Student Teaching	(8)

Total Credits:(26)

School Business Administrator Certification

Ge511	Principles & Problems of School Administration	(3)
Ge513	Fundamentals of Supervision	(3)
Ge514	School Finance	(3)
Ge516	School Law	(3)
Ac151	Principles of Accounting I (or equivalent)	(3)
Ec101	Macroeconomics Principles (or equivalent)	(3)

Total Credits(18)

Notes on Certification Programs

- Students pursuing certification as a Supervisor also need a master's degree from an approved institution, a standard teaching license, and 3 years of teaching experience.
- Students pursuing teaching certification must attain a passing score on the Praxis Exam for their particular area of certification.
- Students pursuing certification as a School Business Administrator must possess either a master's degree from an approved institution or a CPA (Certified Public Accountant) license.

Admission Requirements

For the Master's of Arts in Education Program

- Official application (Apply online, Download printable version, Request application by mail)
- Personal statement of educational and professional and goals
- Official undergraduate and graduate transcripts from all institutions attended
- 3 letters of recommendation from academic/ professional references (recommendation form)
- Official GRE or MAT score
- Additional requirements for international students

For the Teacher Certification Program

- Official application (Apply online, Download printable version, Request application by mail)
- Personal statement of educational and professional and goals
- Official undergraduate and graduate transcripts from all institutions attended
- Additional requirements for international students

For the Supervisor of Instruction Certificate Program

- Official application (Apply online, Download printable version, Request application by mail)
- Personal statement of educational and professional and goals
- Official undergraduate and graduate transcripts from all institutions attended
- Evidence of a master's degree and 3 years of teaching

experience

- Additional requirements for international students

For the School Business Administrator Program:

- Official application (Apply online, Download printable version, Request application by mail)
- Personal statement of educational and professional and goals
- Official undergraduate and graduate transcripts from all institutions attended
- Evidence of a master's degree or a CPA license
- Additional requirements for international students

International Students

In addition to the above requirements for all certificate programs, international students must also submit:

- Official TOEFL scores
- Course by course evaluation reporting a 4 year bachelor's degree (evaluations are accepted from World Education Services, Globe Language Services, Credentials Evaluation Service, Inc., International Consultants Inc., Educational Credentials Evaluators, Inc., and Foundation for International Services, Inc.)

Course Descriptions for Graduate Education

GE500 Historical and Philosophical Foundations of Education
Examination of the historical and philosophical foundations of education in our socially and culturally diverse country; introduction to thoughts of influential educators and the principles and ideas underlying educational policies; development of personal philosophy of education through identification of ideologies behind educational systems, curricula, and goals.

GE502 Psychological Foundations of Learning
Processes, conditions, and techniques associated with learning in early elementary, elementary, early adolescent, and late adolescent stages of development; human development and learning theories along with their applications; the learning environment, the nature of knowledge, motivational patterns, effective study, intelligence, personality, mental health, moral integrity, and communication.

GE505 Research in Education
Survey of the basic concepts, procedures, and language of social science research: problem formulation, research design, data

collection, data analysis and interpretation. Development of the student's ability to appraise published research. The use of data-based research in administrative decision-making.

GE510 Principles of Curriculum Development
Principles, organizations, and procedures in the design and implementation of the curriculum grades K-12, roles and processes in curriculum change for teachers, supervisors, and administrators. The impact of philosophy, social forces, human development theory, and the nature of learning on curriculum design, and exploration of history of curriculum in American public schools (K-12). Development of research-based curriculum criteria to aid in the development and analysis of curriculum. The role of curriculum leader as a communicator to the school and community.

GE511 Principles and Problems of School Administration
Theories of leadership behavior: the changing role of the administrator, the role of school personnel in administration, school and community relationships, budget-planning responsibilities, master schedule construction, relationships with staff and students, problem-solving techniques, use of data-based research in administrative decision-making, educational leader as communicator to faculty, staff, students, and community; school administrator as manager of implementation of NJCCCS; educational leader as human resource manager.

GE512 Assessment of Student Ability and Achievement
Student assessment at each level; modern tests and trends in testing; psychological and achievement tests; the evaluation of the learner, including the physically challenged and disadvantaged child; various factors that affect test scores, use of statistical analysis in measuring assessment and in making administrative decisions; communication of achievement to students, faculty, and community.

GE513 Fundamentals of Supervision: Elementary and Secondary
The supervisor's role as an educational leader/ consultant; objectives and techniques of instructional supervision; organizational theory; state-mandated rules for evaluation of teachers and administrators; an analysis of evaluative instruments; the supervisor as curriculum manager; role of NJCCCS in curriculum, supervision and professional development; supervisor in role as communicator to faculty and staff.

GE514 School Finance
A study of the role of the local, state, and federal government in the financing of public education; the history of school finance in the United States; preparing school budgets; analyzing cost-quality instruments; the role of the school budget in the broader community; the role of the NJCCCS in school finance; communication of the implications of the budget to the school and the community.

GE516 School Law
A study of the legal framework in which public education operates;

principles of school governance; landmark court cases; students' and teachers' rights and responsibilities; principles of the Bill of Rights; federal and state laws affecting education and schools; school laws relating to the state department of education, school district and local board of education; school safety and security.

GE528 Internship in Administration and Supervision
Internship arranged to give students on-the-job training. Supervision provided by college staff in conjunction with the superintendent of the school district and building principal or supervisor. Log of activities required, including participation in activities such as human resource management, staff supervision, communication with faculty, students, and community, school budgeting, and curricular/assessment activities centered on New Jersey Core Curriculum Content Standards.

GE540 Fundamentals of Methodology
An analysis of effective teaching skills, classroom management techniques, successful motivational strategies, objectives, lesson plans, and innovative methods.

GE547 Student Teaching
Supervised classroom teaching experience on the elementary or secondary level, including seminar meetings and conferences scheduled prior to and during the student teaching term.

GE548 Teaching Internship, I
Supervised classroom teaching experience, including seminars and conferences designed for those who begin teaching without having completed student teaching.

GE549 Teaching Internship, II
Supervised classroom teaching experience, including seminars and conferences designed for those who begin teaching without having completed student teaching.

GE555 Computers in Curriculum Design & Evaluation
Application of computer in curriculum design, including areas such as instructional technology, research, communication with school community, and study skills; use of the internet in formulating inter-disciplinary learning units to meet the New Jersey Core Curriculum Content Standards in all areas. The evaluation of the use of technology in school curriculum.

GE570 Foundations of the Reading Curriculum
The nature of the reading process: material and techniques used in readiness, language experience, work analysis, basic text, comprehension, content area, study skills, and speed reading. Introduction to research-based models of reading instruction and curriculum development; analysis of New Jersey Core Curriculum Standards in language arts & literacy; teaching reading across all areas of the curriculum.

GE571 Diagnosis and Treatment of Children with Learning Disabilities

Theory and practice in identification, evaluation, and remediation of learning disabilities; understanding the role of the child study team; development of IEP; introduction to legislation supporting students with disabilities; summary of research on the human brain related to learning disabilities; formal and informal stages of referring students for learning evaluation.

GE574 Diagnosis of Children with Reading Problems
Techniques for diagnosing elementary and high school students with reading difficulties; causes of reading problems; evaluation of frequently used tests and inventories including group and individual, survey and diagnostic, formal and informal; communication of results to parents and colleagues; case study analysis of students with reading disabilities.

GE576 Remediation of Children with Reading Problems
Remediation of elementary and high school students with reading difficulties; interpretation of frequently used tests and inventories including group and individual, survey and diagnostic, formal and informal; techniques of remedial and corrective treatment of reading disorders; evaluation of materials used in remediation; development of an IEP for reading.

GE578 Supervision of Reading Programs
Administering and supervising reading programs; initiating programs; conducting in-service training; developing a budget; conducting an evaluation of K-12 programs and personnel; research-based models for effective reading instruction; textbook selection; faculty development in areas of reading related to New Jersey Core Curriculum Content Standards.

GE579 Supervised Practicum in Reading
Field experience: the opportunity for students to gain practical knowledge and experience in the fields of developmental and remedial reading instruction; development of a case study in diagnosis and remediation of reading problems; work is supervised by a licensed reading specialist.

GE593 Durant Seminar
Survey of theory and current critical sources relating to the field of study of the Durant Scholar.

GE596 Curriculum Development Using Resources of the Metropolis
Utilizing the rich environment of the metropolis to fulfill the New Jersey Core Curriculum Content Standards; creation of inter-disciplinary curriculum model using experience derived from field work in the metropolis; evaluation of curriculum integrating the resources of the metropolis; using art, architecture, music, drama, museums, consulates, and the churches of the metropolis as curriculum resources in the classroom.

GE599 Independent Study

Study of a selected topic in depth utilizing field-based or data-based educational research. Prerequisite: Approval of the Director.

Graduate Business

John J Hampton, Director of Graduate Business Programs

Carmela Beutel, MBA/MS Administrative Coordinator

Master of Business Administration

The MBA prepares candidates to manage people, assets, ideas, and technology in a rapidly-changing global environment. Courses develop critical-thinking and decision-making skills with a particular focus on operational, strategic, and financial risk.

Curriculum

Candidates must complete 48 credits with a minimum cumulative GPA of 3.0. Individuals with undergraduate credit in accounting, statistics, computer science, and economics may complete the program in 36 credits. Candidates may transfer a maximum of six credits from other graduate degree programs. For these candidates, the program may be completed in 30 credits.

Core Courses – Tools (12 credits)

Four courses provide the foundation for many of the concepts introduced in later courses. They should be taken early in the program. These requirements may be waived for candidates who have completed an undergraduate business major. The courses are:

Ac501 Managerial Accounting.
Ec520 Macroeconomics.
Gb503 Statistics for Managerial Decision Making.
Cs510 Management Information Systems.

Core Courses – Foundation (12 credits)

Four courses provide a foundation for understanding more advanced concepts in higher-level courses. Although these requirements may be waived, substitute courses are required. The courses are:

Gb511 Management and Human Behavior.
Gb513 Marketing Management.
Fn530 Corporate Finance.
Gb517 Business Ethics and Legal Liability

Concentrations (9 credits)

Optional concentrations focus the candidate on a specific area to achieve depth of knowledge. Concentrations are available in Finance, Marketing, Management, International Business, and Management Information Systems. Candidates may follow the recommended

courses below or may design a concentration to meet specific goals and reflect individual backgrounds. A candidate may complete a second concentration by taking an additional 6 credits above the 48 required for a degree.

Electives (12 credits)

Breadth in the program is provided in each concentration and also by allowing the selection of elective credits. Candidates should choose these courses to gain knowledge in areas that will help achieve their career goals. A candidate may not choose an elective course in the same area as a concentration.

Capstone (3 credits)

Gb695 Global Business Policy is required and must be taken at the end of the program.

MS Accountancy Degree

The MS in Accountancy is a 30-credit hour program that meets three needs:

150-Hour CPA Requirement. Many states require 150 total credits to sit for the CPA exam. This degree, along with a 120-credit-hour undergraduate accounting degree, can qualify a student to sit for the exam.

Stand-alone Professional Services Credential. Prepares any college graduate for a career in accounting professional services, risk management or compliance.

Combined Management and Accounting Foundation. The dual program adds an accounting, risk management, and compliance foundation to the breadth of knowledge gained in the MBA program.

Value of the MS in Accountancy Degree

Employers and accounting firms are seeking graduates who understand fraudulent financial reporting, weak internal controls, corporate wrongdoing, ethical standards, and legal requirements. Graduates can help strengthen the financial reporting and risk management practices of their employers or their clients. The MS in Accountancy prepares candidates to understand:

Inaccurate or Fraudulent Financial Reporting. Strategies to reduce significant errors in financial reports.

Internal Controls and Compliance. Preventing, detecting, and deterring non-compliance with regulations and policies.

Analytical Skills. Problem solving and judgment skills to improve financial reporting and risk management.

Ethics and Legal Liability. Integration of ethical values into

processes to reduce allegations of wrongdoing and the risk of lawsuits.

MS in Accountancy Curriculum

An MS candidate must take 10 courses (30 credits) with mandatory academic coverage of the topics covered in the following courses:

Ac501 Managerial Accounting (3)

Ac520 Financial Accounting and Reporting (3)

Ac541 Internal Controls and Compliance: Sarbanes Oxley (3)

Ac543 Forensic Accounting and Internal Auditing (3)

Cs520 Database and Knowledge Management Systems (3)

Gb517 Business Ethics and Legal Liability (3)

Gb631 Risk Management and Insurance (3)

If the student has already covered this material in an undergraduate or graduate college-level course, Saint Peter's College may allow other courses to be substituted. Regardless, the students must complete a total of 30 credits with a minimum cumulative grade point average of 3.0. These 30 credits must include 12-15 credits of graduate accounting and 15-18 credits of graduate business, computer science, finance, or management courses.

Dual MBA/MS Degrees

The dual M.B.A. and M.S. program provides two degrees to graduate business candidates. The joint program prepares candidates for senior financial and accounting positions where a breadth of management knowledge is combined with an in-depth understanding of accounting issues. The program emphasizes ethics, teamwork, risk management, and decision making. Candidates must complete 63 credits with a minimum cumulative grade point average of 3.00. Adjustments will be made for:

Individuals with undergraduate credit in accounting, statistics, computer science, and economics. They may complete the program in 51 credits.

Candidates may transfer into the program a maximum of six credits from other graduate degree programs. They may complete the program in 45 credits.

Dual M.B.A. and M.S. Curriculum

An MBA/MS Accountancy candidate must complete a program of mandatory academic coverage of the topics covered in the following courses:

Tools (12 credits)

Ac501 Managerial Accounting.

Ec520 Macroeconomics.

Gb503 Statistics for Managerial Decision Making.

Cs510 Management Information Systems.

Foundation (12 credits)

Gb511 Management and Human Behavior.

Gb513 Marketing Management.

Fn530 Corporate Finance.

Gb517 Business Ethics and Legal Liability

Required Courses (15 credits)

Ac520 Financial Accounting and Reporting

Ac541 Internal Controls and Compliance: Sarbanes Oxley

Ac543 Forensic Accounting and Internal Auditing

Cs520 Database and Knowledge Management Systems

Gb631 Risk Management and Insurance(3)

Electives (21 credits) Graduate business, finance, management, marketing, economics, and computer science courses.

Capstone (3 credits) Gb695 Global Business Policy

Saint Peter's may waive courses where the candidate has already covered the material in an undergraduate or graduate college-level course. Whatever the background, a candidate must complete at Saint Peter's 12-15 credits of graduate accounting and 36-39 credits of graduate business, computer science, finance, or management courses, a total of 51 credits, with a minimum cumulative grade point average of 3.0.

MBA Concentrations

The following concentrations may be included as part of the MBA or dual MBA/MS degrees A second concentration requires an additional 6 credits above those required to graduate from the program.

Finance. (3 courses) Choose from:
Ec530 Managerial Economics
Fn535 International Finance
Fn580 Financial Statement Analysis
Fn570 Investment Analysis
Fn565. Derivative Markets
Fn590. Seminar in Finance
Ec595 Seminar in Macroeconomic Policy & International Finance

International Business. (3 courses) Choose from:

Gb625 International Business
Gb627 Cultural Dimensions in International Business
Gb629 Enterprise Risk Management.
GB633 Executive Seminar in Business Strategy
Gb643 International Marketing.
Gb647 Global Logistics.
Fn535 International Finance.

Management. (3 courses) Choose from:
Gb621 Human Resource Management.
Gb623 Entrepreneurship and Innovation.
Gb625 International Business.
Gb629 Enterprise Risk Management.
Gb631 Risk Management and Insurance
GB633 Executive Seminar in Business Strategy

Management Information Systems. (3 courses) Choose from:
Cs661 E-Commerce Technology.
Cs 663 Database and Knowledge Management Systems.
Cs665 Analysis and Development of Information Systems.
Cs661 Disaster Recovery and Business Continuity.
Cs669 Software Tools for Managers.

Marketing. (3 courses) Choose from:
Gb641 Marketing Strategy.
Gb643 International Marketing.
Gb647 Global Logistics.
Gb645 Marketing Research.

Graduate Business Admissions

Admission to the College's Graduate Business programs is contingent upon successful completion of a bachelor's degree and an official final college transcript (in English). In addition to an application and transcript, international students must provide evidence of English language proficiency. The applicant may submit a TOEFL score, a transcript showing successful completion of college courses taught in English, or a letter from an administrator or professor at a college or university identifying the level of English language proficiency.

Evaluation of Applications

Applications will be evaluated based upon information submitted in the application and undergraduate grade point averages. The College may request additional information, including a resume showing business or professional experience, scores on the GMAT, GRE, MAT, LSAT, or other standardized exams, letters of recommendation, and a statement expressing the career goals of the applicant. The College will promptly notify applicants of the status of the application.

Ways to Apply

Complete the Online Graduate Admissions Application at www.spc.edu or print or download a copy, complete it, and mail it to:

Office of Graduate Admissions
Saint Peter's College
2641 Kennedy Boulevard
Jersey City, New Jersey 07306-5997

You may also visit or call the Office of Graduate Admission at 2624 Kennedy Boulevard for an application.

Graduate Business Registration

Graduate business degree candidates can register for classes in person at Enrollment Services on campus online by visiting www.spc.edu/GraduateBusiness and selecting "Register for Courses" from the left hand menu.

Graduate Business Course Titles

Tools Courses

Ac501. Managerial Accounting
Gb503. Statistics for Managerial Decision Making
Ec520 Macroeconomics
Cs510. Management Information Systems

Foundation Courses

Gb511. Management and Human Behavior
Gb513. Marketing Management
Fn530. Corporate Finance
Gb517. Business Ethics and Legal Liability

Finance Courses

Ec530. Managerial Economics
Fn535. International Finance
Fn580. Financial Statement Analysis
Fn570. Investment Analysis
Fn565. Derivative Markets
Fn590. Seminar in Finance
Ec595. Seminar in Macroeconomic Policy & International Finance

Management Courses

Gb621. Human Resource Management
Gb623. Entrepreneurship and Innovation
Gb625. International Business
Gb627. Cultural Dimensions of International Business

Marketing Courses

Gb641. Marketing Strategy

Gb643. International Marketing
Gb645. Marketing Research
Gb647. Global Logistics

Management Information Systems Courses

Cs661. eCommerce Technology
Cs663. Database and Knowledge Management Systems
Cs665. Analysis and Development of Information Systems
Cs667. Disaster Recovery and Business Continuity
Cs669. Software Tools for Managers

Interdisciplinary Courses

Gb629. Enterprise Risk Management
Gb631. Risk Management and Insurance
GB633. Executive Seminar in Business Strategy.
Gb691. Current Topics in Business
Gb693. Research Project
Gb695. Global Business Policy

Accounting Courses

Ac510. Managing Internal Control Systems
Ac520. Financial Accounting and Reporting
Ac541. Internal Controls and Sarbanes Oxley Compliance
Ac543. Forensic Accounting and Internal Auditing
Ac553. Tax Problems
Ac554. International Taxation
Ac557. International Accounting Related Business Policy
Ac572. Government and Fund Accounting
Ac574. Accounting for Inter-corporate Investments
Ac580. Accountancy Research

Graduate Business Course Descriptions

Tools Courses

Ac501. Managerial Accounting
This course covers the processes of identifying, measuring, analyzing, interpreting, and communicating accounting and financial data needed to make strategic and operational decisions. Students learn about the issues facing service, nonprofit, retail, and manufacturing firms and about topics such as activity-based costing, customer profitability analysis and budgeting and performance evaluation.

Gb503. Statistics for Managerial Decision Making
This course covers concepts of probability and statistics needed by managers to analyze and interpret numerical data in uncertain environments. It includes hypothesis testing, regression and correlation analysis and analysis of variance. Concepts are discussed in a framework of real world applications.

Ec520. Macroeconomics

Exploration of major macroeconomics issues, policies, and problems. A case-study approach is used to examine macroeconomic performance, the impact of public policy on economic activity and financial markets, the dynamics of inflationary forces, and the changing role of the U.S. in the world economy.

Cs510. Management Information Systems
This course provides an understanding of information systems development, planning and control, utilization of computer resources, telecommunications, database concepts, the automated office, and end user programs. It provides in-depth analysis of business applications, including enterprise resource planning systems and electronic commerce.

Foundation Courses

Gb511. Management and Human Behavior
This course covers planning, organizing, staffing, directing, and the management of change in a modern organization. It examines decision making and problem solving in pursuit of organizational goals. It addresses human behavior in the areas of motivation, communication, and interpersonal relations.

Gb513. Marketing Management
This course examines the field of marketing and the dynamics of matching goods and services with customer and consumer needs. Topics include strategic planning, marketing research, and buyer behavior of businesses and consumers. The course covers the marketing functions of product mix and branding, price determination, channels of distribution and promotion and advertising.

Fn530. Corporate Finance
An overview of financial principles and problems associated with the financial management of business organizations. Topics include financial statement analysis and planning, time value of money, securities valuation, capital budgeting, capital asset pricing model, cost of capital, capital structure and working capital management. Prerequisite: Ac520

Gb517. Business Ethics and Legal Liability
This course provides an understanding of the legal and other exposures that confront organizations that fail to operate in a framework of honesty, integrity, and ethical behavior. It assists students in understanding their own value systems and how they fit within different organizational cultures.

Finance Courses

Ec530. Managerial Economics
Application of economic theory and methodology to business decision making. The course focuses on how managers can improve their understanding of the economic environment and its impact on the business firm. Tools will be discussed which improve the economic

efficiency of managerial decisions.

Fn535. International Finance
A survey of the international financial environment, the goals and unique risks faced by the multinational enterprise. Topics include balance of payments, the foreign exchange market, parity conditions, international banking and capital markets. A special emphasis is on foreign exchange rate risks of transaction, economic and translation exposure. Other selected topics such as international capital budgeting and cost of capital are also included. Prerequisite: Fn530.

Fn565. Derivative Markets
An examination of derivative securities, market structures, and various valuation models. The course include discussion of spot and future markets, the valuation of futures and options, swaps and other derivative assets, investment strategies, portfolio insurances, financial engineering and risk management. Prerequisite: Fn530

Fn570. Investment Analysis
An introduction to the financial assets available to investors – including stocks, corporate and government bonds, other Treasury securities, futures, options, mutual funds – and the techniques for building and managing a portfolio. Modern portfolio theory will also be covered. Prerequisite: Fn530

Fn580. Financial Statement Analysis
Covers the application of analytical tools to general purpose financial statements necessary to evaluate the financial condition of the firm and evaluate the future prospects of the company. The “analyst” can be any of several interested groups: investor, creditor or other stakeholders such as employees, customers, suppliers or government. Prerequisite: Fn530

Fn590. Seminar in Finance
Exploration and analysis of recent developments in financial theory and practice. Students will examine the current literature on major financial issues. The focus on the course will be at the discretion of the instructor. Prerequisite: Fn530

Ec595. Seminar in Macroeconomic Policy & International Finance
Case-study approach to U.S. macroeconomic issues and public policy initiatives and their domestic and international repercussions. The seminar focuses on the interplay of political institutions and market forces in the shaping of macroeconomic fiscal and monetary policies.

Management Courses

Gb621. Human Resource Management
This course provides an overview of the principles and philosophy of human resource management. Topics include recruiting, hiring, training, and compensating employees, creating policies and procedures to improve employee productivity, developing effective and efficient systems for management, and methods to assure legal

compliance.

Gb623. Entrepreneurship and Innovation
This course covers the skills and talents essential to become a successful entrepreneur. It investigates innovation in a process of recognizing opportunity and evaluating the development of business concepts, acquisition of resources, and managing the growth of a venture. This course provides an understanding of the challenges, problems and issues faced by entrepreneurs and innovators.

Gb625. International Business
This course examines characteristics of management systems in developed and less-developed countries. Covers problems arising when multinational corporations make direct investments in facilities abroad and the affect of government policies on foreign investors. Discusses entry strategies and negotiations, joint ventures, licensing, technology transfer and appropriate technology. Includes extensive discussion of cases on business in developing countries.

Gb627. Cultural Dimensions of International Business
This course focuses on the way local business and business negotiations are conducted. Examines cultural differences in management, planning, analysis, organizational structure, and business relationships. Emphasizes how different cultures interface as they do business.

Marketing Courses

Gb641. Marketing Strategy
This course equips the student with advanced marketing concepts and methods to provide and sustain customer value. Emphasis is placed on the tools managers use to analyze marketing problems and make effective decisions. Discussions include case studies, analysis of marketing models, group presentations, and computer-based models to reinforce the marketing strategies.

Gb643. International Marketing
This course covers the process of international marketing including techniques of exporting and importing, creating foreign direct investments, licensing, franchising, partnering, and other structures. Discussions focus on cultural and economic factors that shape strategies in developed and developing consumer and business markets and strategies for successful branding, pricing, and promotion.

Gb645. Marketing Research
This course covers the tools and techniques used to gather information in order to identify market opportunities, monitor marketing performance and evaluate market change. Special attention is given to matching the characteristics of products and services with the needs of businesses and individual buyers.

Gb647. Global Logistics

This course examines international movements from producing through distribution to the sale of components and finished products. Discussions include planning and managing systems that create efficient and timely cross-border and cross-ocean shipments. The course examines and problems and solutions managing complex supply chains.

Management Information Systems Courses

Cs661. eCommerce Technology
This course provides an understanding of e-Commerce as a modern business methodology that addresses the needs of organizations, merchants, and consumers for the delivery of goods and services using information technology. The course will provide an introduction to the network and system architectures that support high volume business to consumer web sites and portals, and will provide insight into the structure of the modern web enabled storefront and its integration with "back-office" business applications.

Cs663. Database and Knowledge Management Systems
This course provides an understanding of information systems development, planning and control, utilization of computer resources, telecommunications, database concepts, the automated office, and end user programs. In-depth analysis of business applications, including enterprise resource planning systems and electronic commerce. Students will be required to complete a final project on designing a management information system.

Cs665. Analysis and Development of Information Systems
This course surveys methods and techniques for analyzing existing systems and designing new ones. The course explores the stages of the Systems Development Lifecycle including project definition, feasibility study and systems design. It also focuses on data modeling, process modeling, network modeling, prototyping, and user-interface design.

Cs667. Disaster Recovery and Business Continuity
This course covers the identification of vulnerabilities and measures to prevent and mitigate failure risks. It examines creating a continuity plan and building an infrastructure that supports its effective implementation. Practical skills will be acquired through interactive workshops and case study. Topics include performing a threat and impact analysis, developing strategies for systems and communications recovery, organizing an emergency team, and creating a disaster recovery plan.

Cs669. Software Tools for Managers
A hands-on survey of various software packages to aid a manager in his/her decision making functions. Packages include enterprise resource planning, financial, administrative, report-writers, project management and scheduling, graphics, publishing and multimedia. Students will conduct an evaluation on top software products in the

marketplace.

Interdisciplinary Courses

Gb629. Enterprise Risk Management
This course covers the emerging discipline of enterprise risk management with a focus on broad risk categories and the supporting structure for ERM. It examines the role of chief risk and chief strategy officers in cultural, life cycle, and structural risk management and proposes innovative approaches to implementing an ERM system.

Gb631. Risk Management and Insurance
This course covers the nature of risk and the risk management approaches to retaining, transferring, and mitigating insurable and hazard exposures. A focus is on the expanding role of modern risk management and the risk manager.

GB633. Executive Seminar in Business Strategy.
This course brings senior executives to the classroom to exchange ideas on the goals and strategies of companies and industries. The course identifies issues and current trends in business strategy. Candidates work in teams to develop an understanding of critical success factors in global business strategies.

Gb691. Current Topics in Business
Professors select topics in an area of interest to students and design a course to advance the knowledge of candidates in a current area of managerial emphasis or concern.

Gb693. Research Project
Subject to the approval of the Graduate School, candidates create and complete an original research project under the guidance of a member of the faculty.

Gb695. Global Business Policy
This capstone course integrates lessons learned in earlier courses and develops a comprehensive approach to global problem solving and decision making. Students integrate lessons learned from marketing, management, finance, information system, and other functional areas. Taken at the end of the program.

Accounting Courses

Ac510. Managing Internal Control Systems
This course reviews managerial accounting systems covering the monitoring of accumulations, summarization and reporting of accounting information to the ultimate user. It emphasizes the evaluation and control of inputs, processing systems, and outputs.

Ac520. Financial Accounting and Reporting
This course covers accounting issues and concepts focusing on financial reporting. It blends accounting theory with practical applications through extensive use of cases. A particular focus is the accuracy of financial reports and how management should use them.

Ac541. Internal Controls and Sarbanes Oxley Compliance
This course covers techniques to provide a reasonable assurance that an organization will achieve effectiveness and efficiency of operations, reliability of financial reporting, and compliance with applicable laws and regulations. A major focus of the course is the Sarbanes-Oxley legislation dealing with the securities acts, audit and non-audit services, and penalties for violations of securities and other laws.

Ac543. Forensic Accounting and Internal Auditing
This course examines how accountants use business information and financial reporting systems to estimate economic damages or identify errors or fraud in accounts or inventories. It incorporates internal audit process verifying the accuracy of internal records, searching for mismanagement and waste, reviewing efficiency and effectiveness of operations, and advising on compliance with corporate policies and procedures and government laws, and regulations.

Ac553. Tax Problems
This course covers the application of advanced tax principles to the solutions of complex tax problems. It includes in-depth analysis of factors affecting tax planning and compliance of individuals, corporations, partnerships, estates, and trusts.

Ac554. International Taxation
This course covers U.S. tax law related to international transactions of individuals and business entities. It examines issues dealing with planning and compliance.

Ac557. International Accounting Related Business Policy
This course covers decision-making and planning techniques in auditing and taxation practices. It includes the effects of cost-benefit relationships and business ethics, and long-range planning. It requires intensive writing of business plans and emphasizes international applications.

Ac572. Government and Fund Accounting
This course provides a comprehensive study of principles of government and fund accounting and their practical application.

Ac574. Accounting for Inter-corporate Investments
This course examines inter-corporate investments, including an in-depth study of parent subsidiary relationships, purchase versus pooling of interests, and indirect and reciprocal holdings.

Ac580. Accountancy Research
This course covers techniques of research and preparation of research findings. Students engage in an in-depth study of a selected topic and submit findings through oral presentation and written report.

Graduate Nursing

The Master of Science in Nursing program is accredited by the Commission on Collegiate Nursing Education.

Saint Peter's College offers two options for nursing specialization at the graduate level: Adult Primary Care-Adult Nurse Practitioner and Case Management with a functional concentration in Nursing Administration.

A post-master's program is also offered to prepare nurses as adult nurse practitioners. The master's program builds upon the knowledge acquired in nursing at the baccalaureate level and is based on three essential components for a graduate program in Nursing: theoretical foundation to inform practice, utilization of research, and specialty practice.

Reflective of the mission of Saint Peter's College to equip persons for leadership and service through a value-based education, the master's program prepares nurses for specialization in roles that are increasingly essential for today's society. Students acquire a breadth and depth of knowledge, skills and values and are prepared to continually further their education.

The purposes of the graduate program are: to prepare graduates for specialization as adult nurse practitioners, nurse case managers and administrators; to develop leaders in the profession who are able to advance standards and create change for quality health care; and to provide a foundation for doctoral study.

Other Information

The nursing programs are offered in their entirety at the Englewood Cliffs campus. Courses are offered as follows:

- M.S.N. in Case Management. A trimester calendar ten weeks in length, with a final examination in the eleventh week. Also summer courses.
- M.S.N. Primary Care (Adult Nurse Practitioner). Combined semester (16 weeks) and trimester (11 weeks) schedule

Advisors

An advisor is provided for all nursing candidates.

Criminal Background Checks

Criminal history background checks are required for all candidates.

Memberships and Networking

The nursing program participates in the Network of M.S.N. Programs at Jesuit Colleges and Universities.

Saint Peter’s College may be able to assist students who have

completed a significant number of nursing courses at another college or university to complete their degree at the original school. Details will be provided upon request.

Saint Peter's has a chapter of Sigma Theta Tau, a national honor society that recognizes superior achievements in nursing, encourages leadership development, fosters high nursing standards, stimulates creative work, and strengthens the commitment to ideals of the profession.

The College is a member of the American Association of Colleges of Nursing, Jesuit Conference of Nursing Programs, National League for Nursing, and New Jersey Council of Baccalaureate and Higher Degree Programs in Nursing.

Master of Science in Nursing

There are two specializations available:

- Case Management with a functional concentration in Nursing Administration
- Primary Care - Adult Nurse Practitioner

Master of Science in Nursing
Case Management

The 37 credit curriculum consists of 3 levels. Level 1 contains the core courses which encompass nursing theory, research, current issues, financial concepts and organizational behavior. The core courses provide the foundation for graduate study in nursing and for courses in the specialization and functional areas. Levels 2 and 3 contain the specialization and functional nursing components of the curriculum. These are the role courses. Level 2 emphasizes the clinical and theoretical bases required for nursing case management and administrative practice. Courses focus on case management, client education, clinical management of client aggregates and administration. Level 3 stresses the application of theory and culminates in practica in nursing administration and in case management where role synthesis and role enactment are achieved.

Courses in case management are designed to prepare nurses to coordinate care, provide clinical management for groups of clients and act as client advocates. Students will become knowledgeable about health care delivery systems and the managed care environment; develop expertise in case management models and process, teaching, outcome measurement, and coordinating services and resources for clients.

The functional concentration in nursing administration focuses on preparing graduates for middle and upper level management roles in health care facilities. Students will develop skills in leadership and

management, acquire an understanding of organizational design, health care economics, human resource development, and quality improvement tools.

Master of Science in Nursing Primary Care- Adult Nurse Practitioner

The 39 credit curriculum consists of core, cognate and role courses divided into 2 levels. Level I contains core and cognate courses which provide the foundation for graduate study in nursing and for the knowledge bases required for advanced practice. Coursework at this level includes: nursing, theory and research, current issues, advanced pathophysiology and health assessment, family systems and client education. In level 2 the courses focus on advanced theory and clinical practice to prepare graduates for the role of adult nurse practitioner. Courses include theory in advanced adult nursing and culminate in practica in advanced adult nursing where role synthesis and role enactment are accomplished.

The program is designed to prepare graduates for advanced practice in primary care as adult nurse practitioners. Students will develop their expertise to assess, diagnose and manage the therapeutic regimens for adult clients with common acute illnesses and stabilized chronic illnesses in primary care settings.

Post-Master's Adult Nurse Practitioner Certificate Program

The post-master's certificate program is designed to prepare the nurse for advanced practice in primary care as an adult nurse practitioner. The program is available to M.S.N. prepared nurses who want to specialize as an adult nurse practitioner.

RN to M.S.N. Bridge Program

The RN to M.S.N. Bridge program permits registered nurses who hold a baccalaureate degree in a field other than nursing to apply to the Master of Science in Nursing program. The student does not earn a BSN degree. Undergraduate nursing competence will be demonstrated by successful completion of the following courses with a grade of 3.0 or higher prior to enrolling in graduate course work.

Undergraduate Statistics course - 3 credits

Undergraduate nursing research course - 3 credits

NU 470 Bridge course - 4 credits

Program of Study M.S.N. in Case Management

Level I (14 credits)
Nu510 Current Issues in Health Care (2)
Nu512 Nursing Theory (3)
Nu520 Nursing Research: Design and Utilization (3)
Gb511 Management and Human Behavior (3)
Nu515 Health Care Financing and Managed Care (3)

Level II (12 credits)
Nu530 Concepts in Clinical Nursing (2)
Nu535 Client Education: Strategies and Community Resources (2)
Nu540 Practicum in Clinical Nursing (2)
Nu550 Administration in Health Care Organizations (3)
Nu555 Case Management I (3)

Level III (11 credits)
Nu565 Practicum in Nursing Administration (2)
Nu570 Case Management II (3)
Nu580 Case Management Practicum and Seminar (3)

Elective* Select one of the following: (3)
Nu536 Advanced Pathophysiology
Nu537 Pharmacology for Prescriptive Practice
Nu538 Family Systems and Dynamics**
Nu575 Performance Improvement in Health Service Organizations
Nu599 Advanced Independent Study in Nursing***
Gb511 Management and Human Behavior
Gb517 Business Ethics and Legal Liability
Gb621 Human Resource Management
Gb629 Enterprise Risk Management
Gb503 Statistics for Managerial Decision Making
Cs510 Management Information Systems

Total Credits: (37)

* The elective may be taken in any trimester.

** A student who elects to take this course must also take Nu599 for one credit.

*** Nu599 may be taken for 1-3 credits as needed.

Note: The curriculum consists of 3 levels; students need to complete all courses in level one and be midway in level two before proceeding to the third level.

Program of Study M.S.N. in Primary Care (Adult Nurse Practitioner)

Level I
Core Courses: (10 credits)
Nu510 Current Issues in Health Care (2)
Nu512 Nursing Theory (3)
Nu520 Nursing Research: Design and Utilization (3)
Nu535 Client Education: Strategies and Community Resources (2)
Cognate Courses: (11 credits)
Nu536 Advanced Pathophysiology (3)
Nu537 Pharmacology for Prescriptive Practice (3)
Nu538 Family Systems and Dynamics (2)
Nu542 Advanced Health Assessment and Diagnostic Reasoning (3)

Level II
Specialty Courses: (18 credits)
Nu568 and 582 require 270 hours of clinical experience
Nu558 Advanced Practice Adult Nursing I (3)
Nu568 Advanced Practice Adult Nursing Practicum I (4)
Nu572 Advanced Practice Adult Nursing II (3)
Nu582 Advanced Practice Adult Nursing Practicum II (4)
Nu586 Advanced Practice Nursing Master's Project (1)

Elective* Select one of the following: (3)
Nu555 Case Management I
Nu575 Performance Improvement in Health Service Organizations
Nu599 Advanced Independent Study in Nursing
Nu515 Health Care Financing and Managed Care
Gb511. Management and Human Behavior
Gb517. Business Ethics and Legal Liability
Gb621. Human Resource Management
Gb629 Enterprise Risk Management
Gb503. Statistics for Managerial Decision Making
Cs510. Management Information Systems
Total Credits: (39)
* The elective may be taken in any trimester.

Note: The curriculum consists of 2 levels. Students may begin the program with any core or cognate course, provided the prerequisite is met. All core courses must be completed prior to taking level two courses.

Program of Study Post-Master's Adult Nurse Practitioner Certificate Program

Level I
Core Courses: (10 credits)
Nu536 Advanced Pathophysiology (3)
Nu537 Pharmacology for Prescriptive Practice (3)
Nu538 Family Systems and Dynamics (2)
Nu542 Advanced Health Assessment and Diagnostic Reasoning (3)
Nu558 Advanced Practice Adult Nursing I (3)
Nu568 Advanced Practice Adult Nursing Practicum I (4)
Nu572 Advanced Practice Adult Nursing II (3)
Nu582 Advanced Practice Adult Nursing Practicum II (4)
Total Credits: (25)

Nursing Admission Requirements

Admissions to Master of Science in Nursing

An applicant must have a baccalaureate degree in Nursing from an NLNAC accredited institutions and undergraduate GPA of at least 3.0. Applicants are also required to have a minimum of one year professional nursing practice and possess current licenses as registered nurses in New Jersey. Applicants must present their licenses for documentation. An interview may be required.

Applicants must submit:

1. Application Form. A completed Graduate Admissions Application must be filed with the Office of Graduate Admissions.

2. Personal Statement: A personal statement of educational and professional goals.

3. Transcripts: Official transcripts from all undergraduate and graduate institutions attended must be sent directly to the Office of Graduate Admissions by the issuing institution. Applicants with bachelor's degrees from colleges outside the United States must submit official Course by Course Degree Evaluations (with an English Translation) from World Education Services, Inc.

4. Recommendations: Three letters of recommendation from professional nurses in supervisory positions or academic nurse educators.

5. Malpractice Coverage: Applicants must show current malpractice insurance coverage with minimums of $1,000,000 per claim and $3,000,000 aggregate.

6. Satisfactory completion of undergraduate statistics and nursing research courses

7. Physical assessment skills. From a transcript showing evidence of physical assessment skills, from validation by course description(s) showing hours of theory and laboratory, or by completing a challenge

exam.

Applications are accepted on a rolling basis. However, it is strongly recommended that applicants submit applications and academic credentials at least two months prior to the beginning of the term in which they intend to start graduate study.

Admission to the RN to M.S.N. Bridge Program

In addition to the above requirements for admission into the M.S.N. program, applicants to the RN to M.S.N. Bridge program must have:

- Earned bachelor's degrees from a regionally accredited college or university with a GPA of at least 3.0.
- An RN diploma or associate degree in nursing from an NLANAC accredited institution or its equivalent.
- College credit validation through testing for Anatomy and Physiology I and II (Excelsior Examination) and Microbiology (NLN Examination).

Post-Master's Adult Nurse Practitioner Certificate Program

Applicants must have a master's degree in nursing from an accredited program with a GPA of at least 3.3, possess current licenses as registered nurses in New Jersey, and have a minimum of one year of recent professional nursing experience. Applicants must present licenses for documentation. An interview with the Program Director may be required. Students in the post-master's certificate program must adhere to the clinical requirements described in the section Master of Science in Nursing. Candidates must also submit evidence of physical assessment skills from a transcript showing evidence of physical assessment skills or course description(s) showing hours of theory and laboratory or by completing a challenge exam.

International Applicants

In addition to the above requirements, international applicants whose native language is not English must submit Test of English as a Foreign Language (TOEFL) scores showing a minimum of 550 on the written exam and a minimum of 213 on the computer-based exam. Results should be sent directly to the Office of Graduate Admissions. The Saint Peter's College code is 2806. Only official score reports furnished by the Educational Testing Service will be accepted.

International applicants must submit their applications and materials at least three months prior to the term in which they intend to start graduate study. I-20's will only be issued to individuals who have been accepted as fully admitted students.

Admission Categories

Full Admission: An applicant who meets all admission requirements.

Provisional Admission: An applicant who is permitted to take graduate courses while making up deficiencies in the admissions process. If the student fails to meet the stipulated conditions, he/she is not permitted to continue in the program.

Non-matriculated status: An applicant who does not intend to matriculate.

Transfer Credit

A student must initiate the request for transfer credit and secure the necessary official transcript(s), transfer credit form, and the approval of transfer credit from the Director of the Program in which the student is enrolled. A grade of 3.0 (B) or better is necessary for all transfer credits that will be applied toward a degree. In the M.S.N. Program, a maximum of 6 transfer credits may be accepted from accredited graduate schools.

In the Post-Master's Certificate Program, a maximum of 8 transfer credits may be accepted from accredited graduate schools.

Transcripts will be evaluated on an individual basis. Credits completed ten years or longer may not be transferable into the M.S.N. or Post-master's programs.

Course Descriptions

Business Management

Gb503. Statistics for Managerial Decision Making
This course covers concepts of probability and statistics needed by managers to analyze and interpret numerical data in uncertain environments. It includes hypothesis testing, regression and correlation analysis and analysis of variance. Concepts are discussed in a framework of real world applications.

Gb511. Management and Human Behavior
This course covers planning, organizing, staffing, directing, and the management of change in a modern organization. It examines decision making and problem solving in pursuit of organizational goals. It addresses human behavior in the areas of motivation, communication, and interpersonal relations.

Gb517. Business Ethics and Legal Liability
This course provides an understanding of the legal and other exposures that confront organizations that fail to operate in a framework of honesty, integrity, and ethical behavior. It assists students in understanding their own value systems and how they fit in organizational cultures. It develops skills to help a manager analyze legal and ethical consequences in a variety of business situations. It

develops an awareness of the challenges of creating and maintaining an ethical corporate environment.

Gb621. Human Resource Management
This course provides an overview of the principles and philosophy of human resource management. Topics include recruiting, hiring, training, and compensating employees, creating policies and procedures to improve employee productivity, developing effective and efficient systems for management, and methods to assure legal compliance.

Gb629 Enterprise Risk Management
This course covers the emerging discipline of enterprise risk management with a focus on broad risk categories, the emergence of chief risk officers, and the supporting structure for ERM. It examines the role of chief risk and chief strategy officers in cultural, life cycle, and structural risk management and proposes new and innovative approaches to implementing an ERM system.

Computer Science

Cs510. Management Information Systems
This course provides an understanding of information systems development, planning and control, utilization of computer resources, telecommunications, database concepts, the automated office, and end user programs. It provides in-depth analysis of business applications, including enterprise resource planning systems and electronic commerce.

Nursing

NU.510 Current Issues in Health Care
An in-depth analysis of current issues related to health care and health care delivery systems. The impact of managed care on nursing practice. (Level I, no prerequisites)

NU.512 Nursing Theory
Critical analysis of nursing theories and their application to practice, research, administration and education. The history and process of theory development in the discipline of nursing are explored. (Level 1, no prerequisites)

NU.515 Health Care Financing and Managed Care
An examination of concepts related to health care financing. Emphasis will be placed on budget preparation, cost benefit analysis, managed care, and on developing an understanding of reimbursement systems. (Level 1, no prerequisites).

NU.520 Nursing Research: Design and Utilization
Critique and design of nursing studies. Exploration of scientific modes of inquiry for theory development and nursing practice. Emphasis is placed on the utilization of research findings for client outcome evaluation. (Level 1, Pre or co-requisite: Nursing Theory)

NU.530 Concepts in Clinical Nursing
Examination of selected concepts relevant to nursing practice. Nursing care across the health care continuum is explored within the context of physiological/psychological phenomena, theory, research, technology, pluralistic, legal and ethical determinants. (Level 2, no prerequisites).

NU.535 Client Education: Strategies and Community Resources
Theory-based analysis of the pluralistic determinants of health related behaviors. Exploration of the use of current theoretical frameworks for the design, implementation and evaluation of intervention strategies in education of clients. Use of community resources for client education is stressed. (Level 1 or 2, no prerequisites)

NU.536 Advanced Pathophysiology
This course presents a systems approach to the physiological processes and pathological changes that impact human health and illness. (Level I, no prerequisites)

NU.537 Pharmacology for Prescriptive Practice
In depth study of pharmodynamics, pharmacokinetics and the use of drug therapy to manage health and disease states is emphasized. The Controlled Substance Act and the APN's responsibilities in drug prescription are explored. (Level 1, no prerequisites)

NU.538 Family Systems and Dynamics
The course incorporates concepts from family systems theory, role theory and life span development. The family and community are analyzed using a pluralistic perspective. Family functioning and change in times of crisis are explored (Level 1, no prerequisites)

NU.540 Practicum in Clinical Nursing
Clinical practice with selected clients or groups of clients or communities. Application of current theory and research in carrying out the nursing process. (Level 2, Prerequisite: Concepts in Clinical Nursing; Pre or co-requisite: Client Education: Strategies and Community Resources)

NU.542 Advanced Health Assessment and Diagnostic Reasoning
A holistic and pluralistic approach to the comprehensive health/physical assessment of the adult client. Principles of risk assessment are integrated. The student's ability to evaluate assessment data and select diagnostic tests is developed. Includes theory and laboratory (5 hours/week) component. (Level 1, Pre or co-requisite: Advanced Pathosphysiology)

NU.550 Administration in Health Care Organizations
Examination of the administrative process in a variety of health care organizations. Incorporates analysis of leadership skills, understanding of health care economics, role and function of the administrator and consideration of the ethical issues inherent in the current managed care environment. (Level 2, Prerequisites: Financial Concepts, Human Behavior in Organizations)

NU.555 Case Management I

Examination of the process of case management and the evolving role of the case manager in a variety of settings across the continuum of health care. The managed care environment including types of insurance reimbursement and government regulation are explored in depth. Topics include integrated case management procedures such as utilization review, coding and discharge planning. Case management models, computer software, clinical pathways and care maps are analyzed. (Level 2, Pre or co-requisite: Concepts in Clinical Nursing or Advanced Practice Adult Nursing 1)

NU.558 Advanced Practice Adult Nursing I
An intensive study of common acute and stable chronic problems of adults seen in primary health settings. Health promotion and disease prevention are stressed. Students develop the knowledge and skills to assess, diagnose and evaluate these common conditions. Pathophysiology, risk factors, diagnostic tests and therapeutic management are discussed. Pluralistic as well as lifestyle factors, including nutrition and pharmacotherapy are explored in relation to the specific conditions. (Level 2, Prerequisites: Advanced Health Assessment, Advanced Pathophysiology, Pharmacology for Prescriptive Practice, Family Systems.)

NU.565 Practicum in Nursing Administration
Field experience involving the operationalizing of aspects of the administration role. Incorporates activities such as quality improvement projects, budgeting, delegation, policy making, interdisciplinary collaboration and change implementation. (Level 3, Prerequisite: Administration in Health Care Organizations)

NU.568 Advanced Practice Adult Nursing Practicum I
This practicum course affords the student the opportunity to apply advanced knowledge and skills of health promotion, maintenance and disease management to plan therapeutic regimens for adult clients in primary care settings. Advanced practice role socialization is developed. Legal, ethical and financial issues related to advanced practice are integrated (270 clinical hours are required for this course). (Level 2 Co-requisite Advanced Practice Adult Nursing I)

NU.570 Case Management II
The role of the master's prepared case manager with individual clients and disease specific populations are explored in depth. Emphasis is placed on measuring and evaluating the outcomes of case management as they related to access, quality, cost, and client satisfaction. (Level 3, Prerequisite: Case Management I)

NU.572 Advanced Practice Adult Nursing II
A continuation of theory presented in Nu558. An intensive study of common acute and stable chronic problems of adults seen in primary health settings. Health promotion and disease prevention are stressed. Students develop the knowledge and skills to assess, diagnose and evaluate these common conditions. Pathosphysiology, risk factors, diagnostic tests and therapeutic management are

discussed. Pluralistic as well as lifestyle factors, including nutrition and pharmacotherapy are explored in relation to the specific conditions. (Level 2, Prerequisites: Advanced Practice Adult Nursing 1 and Practicum 1)

NU.575 Performance Improvement in Health Service Organizations
This course is designed for students interested in gaining an understanding of health care quality improvement strategies and techniques. Students learn what successful health care organizations are doing to improve quality, enhance customer satisfaction and reduce costs. The Malcolm Baldrige Healthcare Quality Award Criteria and the Joint Commission for Accrediting of Healthcare Organizations utilized as frameworks for assessment and improvement.

NU.580 Case Management Practicum and Seminar
In this course, 2 credits are earned for clinical experience and 1 credit for weekly seminars on campus. Students select a specific client group and type of care delivery agency for a field experience in case management. Emphasis is placed on care coordination, negotiation in brokering for health care services and the application of case management models. Concepts from all theoretical and clinical courses are synthesized to provide for role enactment in the practicum. Weekly seminars facilitate role socialization. (Level 3, Pre or co-requisites: Case Management 1, Practicum in Nursing Administration).

NU.582 Advanced Practice Adult Nursing Practicum II
A continuation of clinical experience in Nu568. This practicum course affords the student the opportunity to apply advanced knowledge and skills of health promotion, maintenance and disease management to plan therapeutic regimens for adult clients in primary care settings. Advanced practice role socialization is developed. Legal, ethical and financial issues related to advanced practice are integrated (270 clinical hours are required for this course). (Level 2, Pre or co-requisite: Advanced Practice Adult Nursing II)

NU.586 Advanced Practice Nursing Master's Project
Opportunity to develop and present a scholarly project related to a topic in advanced nursing practice. Weekly seminar meetings facilitate role socialization. (Level 2, Pre or co-requisite: Advanced Practice Adult Nursing Practicum II)

NU.599 Advanced Independent Study in Nursing
The opportunity to create an assignment. Students investigate a topic of interest or design and execute a project or participate in an internship experience. Consent of instructor is needed prior to registering.

Academic Policies

The following policies apply across the Graduate School. Check individual programs for additional policies.

Instructions for Registering for Courses

Students can register in person at the Enrollment Services Center or via the web using Spirit Online at www.spc.edu. Registration may be prevented if the student has outstanding obligations, financial or otherwise, to the College. Students are not permitted to attend a course without being officially registered. Students may be administratively deregistered from some or all of their courses if they fail to complete by published deadlines appropriate forms and processes required to properly register for courses, if they fail to complete by published deadlines all requested financial forms and arrangements with the College, if they lack appropriate course prerequisites, or if they fail to attend class.

Holds on Student Processing

For financial or other reasons, the College may place a hold on processing a student's registration. Students should go to Enrollment Services to solve any processing problems.

Course Schedules

The schedule of all courses appears in SPIRIT online on the College website. As courses frequently change, students should check with the website as they plan courses.

Grading System

Saint Peter's uses a 4.0 grading system for graduate courses:

Grade	Value	Explanation
A	4.0	Outstanding
A-	3.7	Excellent
B+	3.3	Very Good
B	3.0	Good
B-	2.7	Above Average
C+	2.3	Average
C	2.0	Satisfactory
F	0.0	Failure

Other grades are:

IC (Incomplete) given when an instructor approves allowing a student to have additional time to complete the coursework. During the academic year, the maximum time to complete the course is six weeks after the start of the next term. For a summer course, the time limit is six weeks after the date of the final exam. If the grade is not submitted by the deadline,

the IC automatically converts to an F.

IP (In Progress) given when course extends beyond the term.

FA (Fail Absences) Failure as a result of excessive absences.

IT (Incomplete Teacher) given when the instructor did not submit the grade in time for grade processing.

WD (Withdraw) when a student withdraws not later than the date published in the term calendar.

A change of grade can be initiated only by the instructor of a course. Such changes are made in unusual circumstances only, require a written request from the instructor, and must be approved by the Dean or Director of the program.

Resolution of Grade Disputes

A student has the right to a fair grade that reflects performance in a class and also to know the components of the final grade. An instructor has the right to determine the grading scale and components to be graded as well as the responsibility to grade fairly and consistently using the announced grading scale.

If a student believes an error was made in the calculation of a grade or that the grade is otherwise not fair, the student should appeal to the instructor within the first six weeks of the next term. If the dispute is not resolved, the student may appeal to the Program Director or Associate Dean of Nursing. If the dispute is not resolved, the student may appeal to the Provost, whose decision will be final.

Repetition of a Course

A graduate student may repeat any course and receive a second grade. Both grades will appear on the transcript. Only the second grade will be included in the cumulative grade point average that applies to degree completion. This option only applies before degree completion has occurred.

Course Changes or Cancellation

The College reserves the right to cancel any course or change schedules, including subject matter or content, meeting days or times, buildings or rooms, and instructors. A student should check SPIRIT for the most current information.

Adding or Dropping Courses

The College permits adding or dropping courses within specific time periods. The College establishes deadlines in advance of each term and publishes them in the calendar for that term. Degree candidates must observe policies with respect to registering on time and adding or dropping courses within the periods established by the College.

Change of Address or Name

The College needs to be able to contact students. A student must notify the Registrar and their program office of any change in personal profile, including changes in name, telephone number, email account, or billing, local or permanent addresses.

School Closing Announcements

School closings will be posted at www.spc.edu and provided to area radio stations.

Transcripts

Official transcripts require signed authorization and can be requested from the Enrollment Services Center. The fee for an official transcript is $5 and normally takes 10 working days to process. Unofficial transcripts can be viewed on the web at www.spc.edu. Transcripts will not be available for students who have outstanding obligations, financial or otherwise, to the College.

Academic Status and Continuing Enrollment

Six credits a trimester or nine credits a semester constitute full-time status in graduate programs. Students are expected to maintain a 3.0 grade point average. Failing a course or a GPA below 3.0 may lead to academic probation or dismissal from a program. A minimum 3.0 is required for financial aid.

A student may be placed on academic probation if he or she is not making satisfactory academic progress. If a student on probation does not improve his or her academic performance, the College may suspend the student from classes for a period of time. If a student comes off suspension and still does not improve performance, the College may dismiss the student. Dismissal is final and precludes any possibility of readmission.

The Nursing Program has additional requirements for eligibility for continuing enrollment and time limitations to complete programs. Check with the dean for details.

Filing for Graduation

Degrees are awarded in May, August, and December. An annual commencement ceremony is held at the close of the Spring term.

To apply for graduation, a student submits a Graduation Application Card to Enrollment Services by the date specified in the calendar. Failure to comply with the deadline may result in a delay in receiving a diploma. A student who fails to complete all requirements must refile for a later graduation.

The NET Student Handbook

The Student Handbook can be found at www.spc.edu in the Quick Links drop-down menu.

College Code of Conduct

The College requires students to behave consistent with moral and ethical standards. Instructors are responsible for classroom discipline and decorum creating a professional atmosphere free of hostility, discrimination, harassment, or embarrassment for all parties. The instructor may ask a student to leave the classroom for inappropriate behavior and may report the incident to the College administration.

Saint Peter's has a Code of Conduct that deals with academic dishonesty including cheating, plagiarizing, computer piracy, forgery of documents, harassment, drugs, and other misbehavior. Students must avoid actions that violate high standards of social, moral, and ethical behavior. They must not engage in plagiarism, cheating, or other academic misbehavior The College will investigate with due process incidents involving students who allegedly misbehave. The College reserves the right to suspend, dismiss, or impose other disciplinary action on students who violate the Code of Conduct.

Mandatory Immunization and Medical Insurance

The State of New Jersey requires all students to provide proof of vaccination or immunity to measles, mumps, and rubella prior to being allowed to register for a second term. Full-time students must also provide proof of medical insurance.

Grievance Procedure

The College has a detailed and codified grievance procedure for alleged violations of rights or of the Code of Conduct. Upon request, the Office of Student Affairs will give a student a copy.

Disclosure of Information

In accordance with various federal laws and regulations, Saint Peter's College makes available to prospective students, current students, and employees the following information: the Annual Campus Security Report; drug and alcohol prevention information; athletic program participation rates and financial support; information regarding all federal, state, local, private, and institutional financial assistance available to students; institutional information regarding costs, refunds, withdrawal requirements, and requirements for return of Title IV funds; information regarding accreditations held, disability services, employees available for assistance, study abroad program information; graduation and transfer rates; and student rights under the Family Education Rights and Privacy Act. This information can be located at www.spc.edu on the Enrollment Services page.

Tuition and Fees

Information on graduate tuition, fees, methods and timing of payment, financial aid, tuition reduction for members of religious orders,

teachers in Catholic schools, and partner corporations, and tuition refunds can be found at www.spc.edu/tuitionfees. This includes:

- How to make payments.
- Tuition deferral payment plans.
- Interest-free installment plans.
- Financial aid.
- Tuition reduction for members of religious orders and teachers in Catholic schools, and corporate partners.
- Graduate assistantships.
- Tuition refund policies

Communications with the College

The history of Saint Peter's College and current information on the programs, people, and facilities on each campus can be found at www.spc.edu.

A list of graduate program offices and offices that provide student services is available at www.spc.edu/studentcommunications.

Personnel

Saint Peter's College Administration

GENERAL ADMINISTRATION

James N. Loughran, S.J., Ph.D., President
Eugene J. Cornacchia*, Ph.D., Provost and Vice President for Academic Affairs
Virginia Bender* '78, Ph.D., Associate VP for Enrollment & Academic Administration
Eileen L. Poiani*, Ph.D., Vice President for Student Affairs
Joseph Burt, B.A., Vice President for Advancement
TBD, Vice President of Finance and Business

ADMINISTRATIVE STAFF

Steven E. Smith, MBA, Director of Enrollment Services/Registrar
John J. Hampton, MBA, DBA, KPMG Professor, Director of Graduate Business Programs
Anthony Sciarillo, Ed.D., Director of Graduate Education
John De Filippis, M.A., Administrative Coordinator, Graduate Program in Education
Candace Amorino, B.A., Coordinator of Graduate Admissions
Carmela Beutel, B.A., Administrative Coordinator, M.B.A.
Daniel Gerger, M.P.A., Director, Englewood Cliffs Campus
Charles Smith, Ed.D, Faculty Coordinator, Graduate Program in Education

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Rabia Sattaur '06
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John T. Sullivan, Esq. '97, Attorney, Lamb, Hartung, Kretzer, Reinman & Roselle
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Patricia Q. Sheehan '77 Hon., Trustee Emeritus

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John P. Murray '57 *Director – Corporate Risk Mgmt. (Ret.)* Prudential Financial
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Richard J. O'Brien '60 *Managing Director* Summit Asset Management, Inc.
David O'Dowd *Managing Director* DeWitt Stern Imperatore, Ltd.
Sean M. Pattwell *Managing Director* Herbert L. Jamison & Co., LLC
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William T. Price III '91 *Senior Director of Corporate Communications* Pfizer
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Assemblywoman, 32nd District
Fausto Rotundo, CPA '91 *Partner, Chief Financial Officer & Chief Compliance Officer* Edgewood Management Company

**Bene Merenti*

Louis R. Ruvolo ’80 *Global Business Process Manager* HP
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Roberto Santos ’91 *Director* Credit Suisse First Boston
Amy K. Sweeney *Vice President & General Manager, NY/NJ Regional Administration & Public Affairs* Fidelity Investments
Ronald W. Tobin, Ph.D. ’57 *Associate Vice Chancellor* University of California
Angelo A. Vigna ’63 *Managing Director* Sandler O’Neill & Partners
Martin T. Walsh ’60 *Executive Director (Retired)* SHRM Foundation
Elnora Watson ’72 *President & CEO* Urban League of Hudson County
Thomas L. Wickiewicz, MD ’72 *Orthopedic Surgeon* Hospital for Special Surgery
Nancy Yewaisis *Former Special Assistant* Governors James J. Florio & Brendan T. Byrne

Graduate Education Faculty

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Graduate Business Faculty

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G. Thomas Reynolds* (1984) Professor
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Allen Zagier* (1979) Professor
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BUSINESS ADMINISTRATION

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*Bene Merenti

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MATHEMATICS

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*Bene Merenti

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COMPUTER SCIENCE

Jay Akselrud (1999) Lecturer
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*Bene Merenti

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M.S. N. Faculty

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Sheila Melli* (1984) Adjunct Lecturer
R.N., Saint Vincent's Hospital; B.S.N., Boston College; M.S.N., Seton Hall University; Ed.D., Columbia University.

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B.S.N., Fairleigh Dickinson University; M.S.N., Columbia University; M.Ed., Ed.D. Teachers College, Columbia University.

Enda Nolan (1999) Assistant Professor
B.S.N., M.S.N., Hunter College, PhD., New York University

Timothy Nguyen (2002) Adjunct Lecturer
B.S., Rutgers University; Pharm.D, Philadelphia College of Pharmacy and Sciences.

Jasnice O'Brien (2005) Adjunct Lecturer
B.S.N., M.S.N., Saint Peter's College.

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B.S.N., American University of Beirut; M.S.N., College of Mount St. Vincent; DNSc., Columbia University.

Denise Tate (1999) Assistant Professor
B.S.N., Monmouth University; M.S.N., Kean University; M.S.N., Seton Hall University, Ed.D., Argosy University.

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B.S.N., Mercy College; M.A., M.Ed., Columbia University; Ph.D., Adelphi University, Post-doctoral work, Johns Hopkins University.

*Bene Merenti

Saint Peter's College Libraries

MAIN CAMPUS

Charles J. Myers, Director of the Libraries
B.A., Trenton State College; M.A., Eastern Michigan University, M.L.S. Rutgers University
James E. Bongiovanni, Assistant Librarian for Electronic Resources
B.A., Monmouth University; M.L.I.S., Rutgers University.
Mark Graceffo, Senior Assistant Librarian
B.A., Northeastern; M.S.W., Columbia University; M.L.S., Queens College.
David Hardgrove, Associate Librarian and Head of Technical Services
B.A., Montclair State College; M.L.S., Rutgers University.
Thomas J. Kenny*, Associate Librarian and Head of Public Services
B.A., Manhattan College; M.A., Columbia University; M.L.S., Pratt University; Ph.D., New York University
Mary Kinahan-Ockay, Archivist
B.A., Chestnut Hill College; Diploma in Anglo-Irish Literature, Trinity College, University of Dublin.
Ilona MacNamara, Assistant Librarian for Reference
B.S., New York University ;M. A., St. Peter's College; M.L.S., Rutgers University.
Alicia Ackerman, Assistant Librarian for Acquisitions
B.F.A . School of Visual Arts; M.L.S. Rutgers University
Kerry Falloon, Assistant Librarian for Reference
B. A. Wagner, M.A., Ed. S., Seton Hall University, M.L.S., Rutgers University

ENGLEWOOD CLIFFS CAMPUS

Mary Ellen Valverde, Campus Librarian
B.A., St. Joseph's University; M.L.I.S., Rutgers University.
Joan Mach, Assistant Librarian
B.A., Wheaton College, Massachusetts; M.L.S., Pratt.

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COMMUNICATION WITH THE COLLEGE

Main Campus: 2641 Kennedy Boulevard, Jersey City, New Jersey 07306-5997 Phone: 201-761-6000

Branch Campus: Hudson Terrace, Englewood Cliffs, New Jersey 07632-2899 Phone: 201-761-7480

South Amboy Site: Cardinal McCarrick High School, 310 Augusta Street, South Amboy, New Jersey 08879 — Phone: 732-727-0748

GRADUATE PROGRAM OFFICES*

M.A. Education & Certification Programs (JC)	Caulfield Center	1st floor	(201)761-6196 graded@spc.edu
M.B.A. Program (JC)	2624 Kennedy Blvd	2nd floor	(201) 761-6472 mba@spc.edu
M.S. Accountancy (JC)	2624 Kennedy Blvd	2nd floor	(201) 761-6472 msacct@spc.edu
M.S.N. & Certificate Programs (EC)	Allison House	2nd floor	(201) 761-7490 msn@spc.edu

OTHER STUDENT SERVICES*

Admissions (JC)	Graduate Programs House, 2624 Kennedy Blvd	1st floor	(201) 761-6470 gradadmit@spc.edu
Campus Ministry (JC)	Dineen Hall	Rm 134	(201) 761-7390
Career Services (JC)	Henneberry Hall	Rm 31	(201) 761-6400
College Store (JC)	McDermott Hall	Lower level	(201) 761-6490
College Store (EC)	Main Building	1st floor	(201) 761-7486
Computer Lab (EC)	Main Building	2nd floor	No Phone
Enrollment Services Center (EC)	Main Building	1st floor	(201) 761-7485
Enrollment Services Center (JC)	McDermott Hall	1st floor	(201) 761-6050
Bursar (JC)	McDermott Hall	2nd flloor	(201) 761-7440
Financial Aid (JC)	Enrollment Services Center	1st floor	(201) 761-6050
Library (JC)	O'Toole Library		(201) 761-6461
Library (EC)	Main Building	1st floor	(201) 761-7488
Recreational Life Center (JC)	Yanitelli Life Center	Lower level	(201) 761-7308
Registrar (JC)	Enrollment Services Center	1st floor	(201) 761-7488
Registrar/Bursar (EC)	Main Building	1st floor	(201) 761-7485
Security Office (JC)	Saint Peter Hall	1st floor	(201) 761-7400
Veterans' Information (JC)	Registrar's Office,	1st floor	(201) 761-6050

*Locations designated (JC) are on the Jersey City campus designated (EC) are on the Englewood Cliffs campus

DIRECTIONS TO THE JERSEY CITY CAMPUS

From the New Jersey Turnpike:
Take the NJ Turnpike to Exit 14C (Grand Street). At the first traffic light, turn left onto Montgomery Street. Follow Montgomery Street through 5 traffic lights (2 miles) and through the intersection of Kennedy Boulevard. The parking garage will be on the right.

From Kennedy Boulevard southbound:
Bear right at the traffic light at Journal Square, remaining on Kennedy Boulevard. Go through 8 traffic lights and turn right onto Montgomery Street. Proceed down the street to the parking garage on the right.

From the West:
Take Route 22 or Route 78 East to the NJ Turnpike North, and proceed as above; OR Take Route 3 East to the NJ Turnpike South, and proceed as above.

From the East:
Take the George Washington Bridge to the NJ Turnpike South, and proceed as above; OR Take the Lincoln Tunnel, stay left, and follow signs for Kennedy Boulevard (southbound) to Jersey City, and proceed as above; OR Take the Holland Tunnel, stay right, and follow signs for Kennedy Boulevard, Jersey City. Turn left onto Kennedy Boulevard, and proceed as above.

From the PATH:
Take the PATH train to Journal Square. Then: Walk (1 mile) along Kennedy Boulevard to the campus; OR Take the #15 NJ Transit Line bus (from the Transportation Center) to Kennedy Boulevard and Glenwood Avenue.

DIRECTIONS TO ENGLEWOOD CLIFFS CAMPUS

From Edgewater, North Bergen, West New York, and Weehawken:
Take River Road (Route 505) North. River Road becomes Hudson Terrace in Fort Lee. After the George Washington Bridge overpass, continue on Hudson Terrace 1.5 miles to the campus entrance on the right. (The College is 4.5 miles-approximately a 12-minute ride-from Edgewater Commons on River Road.)

From Routes 4, 46, 80 and I-95:
As you approach the George Washington Bridge, follow signs for the Palisades Interstate Parkway (PIP) and Route 9W. At the fork of the PIP and Route 9W, take Route 9W. Go through several traffic lights. Turn right at Charlotte Place and follow it to the end. Turn left onto Hudson Terrace. Take the first right onto the campus.

From the north via the Palisade Interstate Parkway (PIP):
Take the PIP South to Palisade Avenue (Exit 1). At the end of the ramp, make a left and an immediate right onto Hudson Terrace. Take the first left onto the campus.

From the north via route 9W:
Take Route 9W south to the intersection at Palisade Avenue in Englewood Cliffs. Turn left onto Palisade Avenue. Take the first right onto Hudson Terrace. Take the first left onto the campus.

DIRECTIONS TO WATERFRONT SITE

At the waterfront, Saint Peter's College uses the classrooms in Saint Peter's Prep, located at the intersection of Warren and Grand Streets, for evening courses. Since most train and bus lines in New Jersey pass through Newark, Hoboken, or Jersey City, Prep is a quick PATH ride and walk from virtually anywhere.

By PATH trains to Grove Street:
Walk 2 short blocks south on Marin Boulevard to Montgomery Street. Turn left at Montgomery and continue 1 block to Warren Street. Turn right on Warren. Pass York Street. The entrance is on the right.

By bus to Exchange Place:
Walk 2 blocks west on Montgomery Street to Warren Street. Turn left at Warren Street and walk one and one-half blocks. The entrance used for evening classes faces Warren Street.

By car from Kennedy Boulevard:
Take Kennedy Boulevard to Montgomery Street (Saint Peter's boulevard location). Turn east on Montgomery Street and proceed toward the waterfront approximately two miles to Warren Street. Make a right onto Warren Street. Proceed one and one-half blocks. The entrance used for evening classes faces Warren Street. Parking is behind the building used for evening classes.

By car from outside Hudson County:
Take the New Jersey Turnpike to Exit 14C. About 1.5 miles after the toll booth, exit at Jersey City/Grand Street. At the bottom of the ramp, make your first right-hand turn onto York Street. Proceed nine blocks to Warren Street, make a right, then make your first right onto Grand Street. The entrance used for evening classes faces Warren Street. Parking is behind the building used for evening classes.

DIRECTIONS TO CARDINAL MCCARRICK HIGH SCHOOL, SOUTH AMBOY

From the North:
Take NJ Turnpike to Exit 11. Follow signs for the Garden State Parkway. Do NOT take the road marked "The Amboys" as you approach the Garden State Parkway. Cross the Raritan River (Driscoll Bridge). Immediately after the bridge, stay to the right, pay the toll, and take Exit 124 (marked South Amboy). At the end of the ramp, make a left. Proceed through the traffic light and follow the road to the STOP sign. Make a left onto Main Street. Continue to next traffic light. Make a right at the light, onto North Stevens Avenue. Make a right after the Deli. Proceed beyond the elementary school to the parking lot. Park at

the front of the lot. Go up the stairs, turn left and go to the main entrance of the school.

From the South:
Take the Garden State Parkway to Exit 117. Take the right ramp onto Route 35/36 in the direction of Hazlet/Keyport/Aberdeen. Take the right ramp onto Route 35 in the direction of Matawan/Hazlet/Middletown. Continue on Route 35 approximately 6 miles. Road name changes to Route 9. Keep right onto ramp. Turn right onto Route 670 (Washington Avenue). Bear left onto Main Street. Turn right onto North Stevens Avenue. Make a right after the Deli. Proceed beyond the elementary school to the parking lot. Park at the front of the lot. Go up the stairs, turn left and go to the main entrance of the school.

From the West:
Take Interstate 287 to the Garden State Parkway. Follow the first set of directions above.

Main Campus
2641 Kennedy Boulevard
Jersey City, NJ 07306
(201) 761-6000

Englewood Cliffs Campus
Hudson Terrace
Englewood Cliffs, New Jersey 07632
(201) 761-7480

www.spc.edu

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