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Course Survey for Fall Semester, June 1, 1973

Salve Regina College

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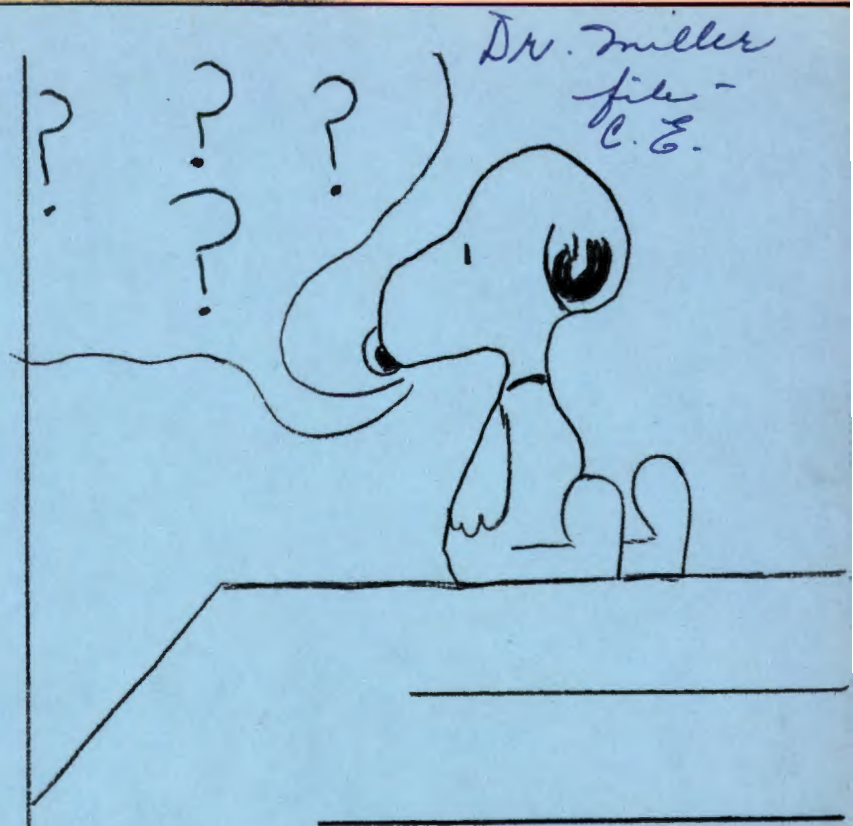
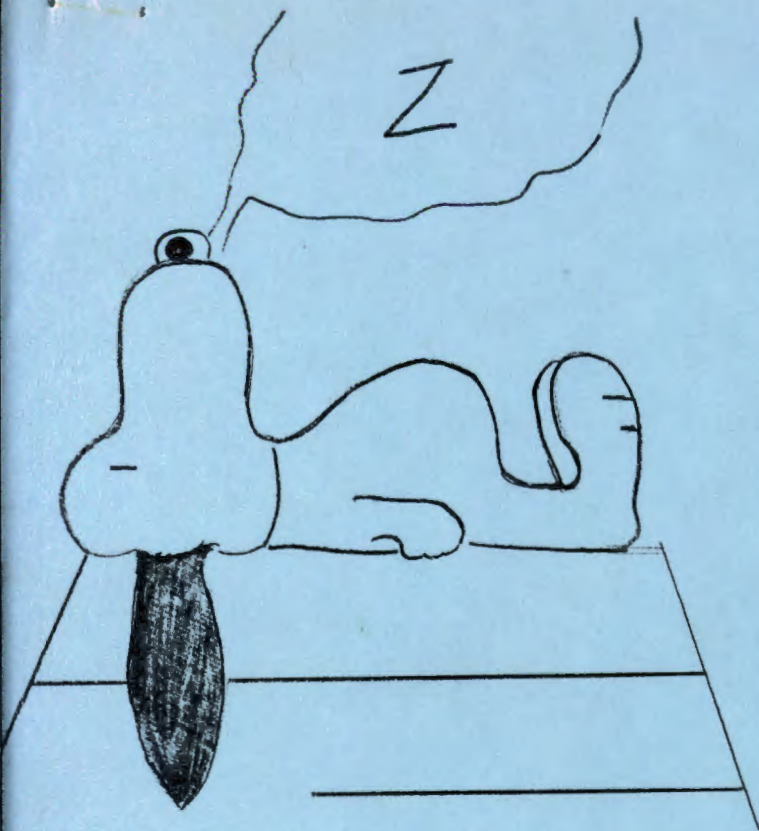
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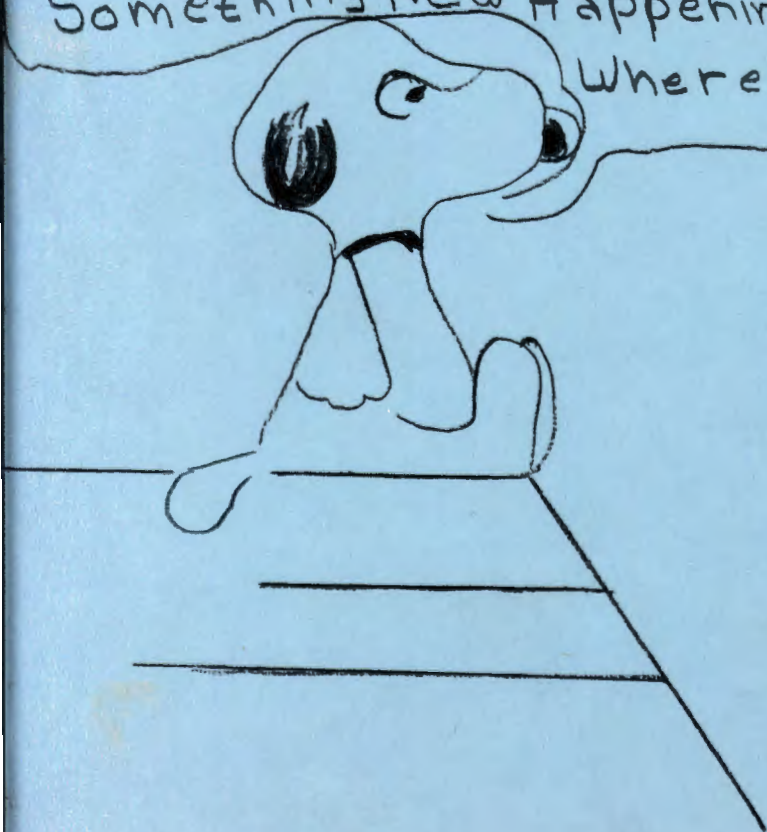


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What about Graduation?
Something New Happening
Where?



This way Snoopy,
I Important News
I Inside

COURSE SURVEY FOR THE FALL SEMESTER, 1973

The enclosed postcard is the means we will be using to tabulate student working hours and desired courses for the Fall Semester.

Frankly, the results of the previous surveys have been disappointing -- less than 20% of the questionnaires sent out were returned. This lack of information and feedback makes it difficult to schedule classes at the times most convenient for our students. Your evaluation sheets tell us which courses you need, but the survey is our only source of information on preferred times and locations. PLEASE HELP -- RETURN YOUR POSTCARD TODAY !!!

<u>DEADLINES</u>	<u>DEADLINES</u>	<u>DEADLINES</u>	<u>DEADLINES</u>	<u>DEADLINES</u>	<u>DEADLINES</u>	<u>DEADLINES</u>
<u>Immediately</u>	Notify Registrar if eligible for an A.S. degree but not planning to receive it at 1973 commencement ceremonies.					
July 20, 1973	Proposals for INDEPENDENT STUDY for the Fall Semester, 1973, must be submitted to the C.E. Office by this date.					
August 10, 1973	Last day to pick up invitations for LE commencement.					
August 31, 1973	LEAP APPLICATIONS FOR THE FALL SEMESTER ARE DUE. Applications may be obtained from the Financial Aid Office, Salve Regina College, Newport, R.I. 02840. (401) 847-6650, ext. 20. Note: Effective Fall Semester, 1973, LE 460 through 466 may not be funded under this program.					

1973 LAW ENFORCEMENT GRADUATION

Commencement exercises for 1973 L.E. degree candidates will be held on Sunday, August 26, at 2 p.m. on the Ochre Court Terrace. In case of inclement weather, the ceremonies will be at Rogers High School, Newport, R.I.

Please be advised that any student who has fulfilled the requirements for the A.S. degree in law enforcement is not obligated to receive this degree if he is planning and is eligible to continue for the B.S. However, the College must be notified immediately, in writing, of any decision not to get the degree. Degrees will be ordered as indicated on the forms which have been returned to the Registrar's Office, and must then be paid for by the student.

Any student who elects to receive a degree (A.S. or B.S.) is obligated to pay the graduation fee regardless of whether or not he attends the ceremony. Please inform the Registrar's Office in writing by August 1 if you do not intend to participate in the graduation exercises.

The general graduation fee is \$35.00, payable before graduation at the Business Office. Each student will be held responsible for his own fee. The fee does not include the rental costs for the cap, gown and hood. All financial obligations to the college must be met before degrees are presented.

Caps, gowns and hoods may be rented at the graduate's own expense from Quirk and McMahon, Inc., 88 Dorrance Street, Providence (phone: 521-5233) and 31 Airport Road Warwick (phone: 739-5249). We have used this company in the past and find their services satisfactory. However, the graduate may use any rental company of his choosing. In any case, the rental company will advise the graduate of the proper academic attire for his particular degree earned.

Invitations to the graduation may be picked up in the Community Education Office at Ochre Court from 9 a.m. to 4 p.m. after July 25. Each graduate is allowed six invitations to be used however he wishes. Graduates are asked to inform the C.E. Office of the names of persons (town officials, etc.) who should receive an invitation to the ceremony from the College.

Students receiving their baccalaureate degrees who wish to order class rings may do so by contacting Mr. Eugene Lytton, Bookstore Manager, (847-6650, ext. 69).

More detailed information regarding the schedule for graduation day will be sent to all graduates at a later date. If you have any questions, please do not hesitate to call us at 847-6650, ext. 62.

HELLO OUT THERE

This is the last newsletter for the 1972-1973 academic year. As Sr. Corinne stated in her note in the first newsletter, one of our primary goals for the year has been to improve the lines of communication with our students, especially with those students who do most of their work at off-campus locations.

To achieve this end we have reevaluated all student folders and sent each matriculated student a curriculum worksheet outlining his program. We hope this has served to clarify for each student what he needs to complete his program of studies.

We have also attempted to include in each catalog a summary of all the basic rules and regulations governing administrative procedures which affect our students. Many had complained that they simply had not been aware of some of the regulations pertaining to their programs.

Finally, we have tried to provide up-dated information through our newsletters, sending out at least one each semester with the course survey. We hope that response to the latter will improve so that our planning can continue to be more responsive to student needs.

Are we coming through? Do you feel more in touch with the school, more aware of its expectations? If not, why not let us know what the problem is. WE NEED YOUR INPUT !!!!

A REMINDER

Students who are assigned "Incompletes" by their instructors have only a very short period in which to make up the work required. Any extension of this deadline must be approved by the Dean. A considerable number of students received "F's" on their permanent records because they did not complete course requirements on time. If you encounter a serious problem in completing your course work in any semester, don't wait until it is too late for your instructor or the Dean to help you out. A "W/P" may be a more appropriate record of your work than an "F". Get in touch with the C.E. Office and let us help you resolve the problem.

Tentative Fall Semester Schedule

August 13	Registration by mail opens.
August 26	Law Enforcement Graduation
August 31	Mail-in registration ends.
September 5	In-person registration during office hours ends.
September 4 & 5	Evening Registration for sections still open.
September 10	Community Education classes begin.
October 8	Columbus Day - Monday classes will not meet.
October 19	Last day to withdraw from classes without grade penalty.
November 22, 23	Thanksgiving recess. Thursday and Friday classes will not meet.
November 26	Classes resume.
December 17 - 21	Semester Final Examinations.

NOTICE !!!!!

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Beginning in the Fall Semester, 1973, students wishing to obtain a degree through the Division of Community Education will be required to take at Salve Regina and pass with a grade of "C" or better two courses selected from the following before they will be officially admitted to a degree program:

Eng. 101 - English Composition
 Sp. 201 - Public Speaking
 Soc. 201 - General Sociology
 Psy. 101 - General Psychology
 Soc. St. 201 - Economics I

This regulation amends that presently in effect by specifying a field of courses from which the student must choose two. This change will go into effect on August 13, 1973, the opening day of registration for the Fall Semester. This change reflects recognition of the fact that a good background in the basics is essential to successful completion and integration of a well-rounded college program. The student who has not acquired the critical and analytical skills necessary for college-level study will not fully benefit from the classroom opportunities open to him.

Those students who have taken advantage of our invitation to come down for counseling know that we place heavy emphasis on getting the basic courses first. Not only does this better prepare the student for his entire program, but it also alleviates the problem of students approaching graduation who still need one required course. Along the same lines it should be noted that the electives area is not intended to be used for courses in the major area of study, but rather should be used by the student to expand the breadth of his program. We strongly urge students to use this opportunity to develop the equivalent of a minor -- a concentration of courses in another area.

MATRICULATION

Any student who has graduated from high school (or received his G.E.D.) may register for courses in the Community Education Division at Salve Regina College. However, a student must matriculate (officially enroll in the degree program) prior to completing 30 credit hours of work.

Those students who are approaching 30 credit hours are urged to complete the application for admission as soon as possible. The procedure for doing so is outlined below:

1. Request an Application for Admission to the Division of Community Education from the Office of the Dean of Admissions, (Sr. Audrey, 847-6650, ext. 27). You may use the form on p. 9 .
2. Fill out the application form completely. Return it to Sr. Audrey with the \$15 application fee. Be sure to include a copy of your high school diploma or G.E.D. certificate. Make arrangements with the registrars of any other institutions attended to have an official copy of your transcript sent directly to Sr. Audrey.
3. Once you have been accepted by the Admissions Office you will be sent a copy of your curriculum evaluation sheet and a notice from the Registrar as to which courses from other schools have been accepted. Questions about what types of courses, seminars, workshops, etc. will be accepted as transfer credits should be addressed to Sr. Philemon, the Registrar (847-6650, ext. 61).
4. The C.E. staff is available to talk to you about your program any time. You can call for an appointment at 847-6650, ext. 62.

ADMISSION TO THE DAY SCHOOL

Salve Regina College has a policy of rolling admissions -- a student may be admitted to the Day School any time prior to the opening of the Fall Semester if there is a place open in the field in which the prospective student is most interested.

If you know a woman who has begun to think of pursuing a college career full-time - a daughter, a niece, perhaps your wife, mother or best friend -- it is not too late for her to see Sr. Audrey and her staff about beginning her program of studies this coming Fall Semester.

Don't forget, too, that almost the same broad program of studies and degree options is available to C.E. students, male and female, who must pursue their degrees on a part-time basis. If you know anyone who would like more information about degree programs here at Salve, contact the OFFICE OF ADMISSIONS, Sr. M. Audrey, Dean (847-6650, ext. 27).

DID YOU KNOW

That under the terms of the incentive pay program for L.E. officers passed in the last session of the Rhode Island legislature (73-S 702), a student must be officially enrolled in a degree program to be eligible for the benefits provided. We have attached a coupon you can mail in to obtain the necessary materials for matriculation (See p. 9). NOW is a good time to submit your application so that you can be accepted by the opening of the Fall Semester.

That matriculated students must take at least one course per year to remain in good standing in their degree programs. Any student contemplating an extended leave of absence must consult the Dean and obtain special permission if the period of absence will extend beyond three semesters (including the summer session).

That EBBTIDE is still looking for a reporter to cover the C.E. and L.E. scene. Previous experience is not required. The paper will resume publication during the Fall Semester, and anyone who is interested can contact Mrs. Patricia Thornton, Director of Public Relations and advisor for the paper.

That we would like very much to hear about your accomplishments. Let us know if you receive an award, a commendation or promotion. We'd like to share your good news through this Newsletter and through EBBTIDE.

That we have to have your home telephone number on your registration, even if it is unlisted. We realize that many of our students, especially those involved in L.E. work do not list their family 'phones, and we respect that desire for privacy by restricting use of the number to college personnel calling about matters directly related to the student. Just write "unlisted" above the number and we will treat it accordingly.

That students registering for a cross-referenced course (i.e., LE/Soc. 301) must choose only one of the Departments given. A \$2 fee will be assessed by the Registrar's Office if a change must be made later on a transcript.

RESOURCES AT SALVE

The Placement Office, headed by Sr. Marjorie Walsh, R.S.M., is a goldmine of information for the inquiring student. The primary goal of this office is to aid the student in finding suitable employment after graduation, and Sister is prepared with a great deal of information to aid in this endeavor.

For the student considering graduate work, the placement office offers a collection of college and university catalogs, and complete up-to-date information on national testing programs which are required by many schools as part of the student's application. Sister Marjorie can also offer practical advice on soliciting letters of recommendation, and she can assist the graduating student in compiling a reference folder for use later in job hunting as well.

Sister receives many notices of openings for persons with particular skills, and this makes her office invaluable to the student who will seek employment immediately after graduation. An example which may be of interest to our L.E. students: The Bureau of Narcotics and Dangerous Drugs is currently seeking qualified candidates to fill 20 Special Agent (Course Developer/Instructor) positions by July 1. Details on the application procedure may be obtained from the Placement Office.

The C.E. Office also maintains a file of job opening announcements which are sent to our attention, and we currently have brochures describing some of the tests required for entrance into government service.

If any of this information could help you, please feel free to use them. During the summer months we would suggest calling ahead to arrange an appointment to see Sr. Marjorie (ask for ext. 68 or 57), and the materials we have on hand are available for your perusal anytime during office hours.

VA NEWS

Students who are eligible for educational benefits have been notified by the VA Regional Office of the new advanced payment plan. If you are planning to take six semester hours or more of courses during the Fall Semester and wish to take advantage of this option, please fill out the form on the next page and mail it immediately to the C.E. Office.

Students are required to register in person if they desire to participate in this program. Positive identification will be required. Please bring your driver's license and your V.A. file number card. Students will be required to sign for the checks.

Don't forget, if you have questions about your benefits, if your benefits are about to run out, if you need help in ironing out a problem with the V.A., see our V.A. rep., Carl (Nick) Nykaza.

TUTORIAL BENEFITS are available to veterans. If you find yourself in need of some help in a particular course, don't wait 'til it is too late to do something about it. Contact our office, and we may be able to arrange for you to take advantage of the benefit monies available for tutoring.

Must be returned before July 13

7.

VA Advance Payment Plan Application

Date: _____

To: The Community Education Division
VA Coordinator
Salve Regina College
Newport, R.I. 02840

I am planning to take _____ semester hours during the Fall Semester at Salve Regina College. Please file for me under the VA Advance Payment Plan so that I will have a check waiting for me when I register for the Fall Semester.

(Signature)

VA file number _____

Please print: Name _____

Address _____

For Office Use Only

Request received _____

Student received check _____

Certificate Filed _____

Check received _____

(Student Signature)

Status change? _____

Change report filed _____

ONE MORE TIME

A student who finds it necessary to cancel his registration or withdraw from a course or workshop must notify the Community Education Division immediately so that official withdrawal action may be initiated. This notification must be in writing or in person at the C.E. Office.

NOTIFYING THE INSTRUCTOR OF INTENT TO WITHDRAW OR CEASING TO ATTEND CLASSES DOES NOT CONSTITUTE OFFICIAL WITHDRAWAL.

For the convenience of student who find that they must drop a course, we are providing the form below. Please consult the most recent catalog for full details on the withdrawal process.

Failure to withdraw from class under the procedures outlined will result in the student being assigned an "F" on his permanent grade of record.

Please Print or Type

To: The Community Education Office
Salve Regina College
Newport, R.I. 02840

From: _____

Address _____

Date _____

Phone: _____

I am writing to notify you that I must drop _____
(Course catalog number and section)

because _____

I understand that this request will be effective the date it is received in the C.E. Office. If I am withdrawing after the cut-off deadline, I understand that this request must be reviewed by the Dean, and that the only two possible grades I may receive are a "W/P", or if my work has not been of sufficient quality, "W/F."

(Signature of Student)

Are you receiving VA educational benefits? _____

Received in C.E. Office _____

CHANGE OF ADDRESS FORM

Send to: Community Education Division
Salve Regina College
Newport, R.I. 02840

Name: _____

New Address _____

Phone: _____

Application Request

To: Sr. M. Audrey, R.S.M.
Dean of Admissions
Salve Regina College
Newport, R.I. 02840

Dear Sister:

Please send me an application for admission to the Community Education Division.
I am interested in matriculating in the _____
degree program.

My mailing address is _____

Sincerely yours,

Transcript Request

To: Sr. M. Philemon, Registrar
Salve Regina College
Newport, R.I. 02840

Dear Sister:

Please send on official copy of my transcript of work at Salve Regina to

I am enclosing the \$2 fee.

Sincerely yours,