

Bethel University Academic Catalog

Graduate School 2022-2023

Spring 2023 Addendum

This addendum accompanies the published print version of the 2022-2023 catalog for the Graduate School at Bethel University. Any content changes, updates, and corrections will take effect during the Spring term of the 2022-2023 academic year. The Graduate School [online catalog](#) is consistent with this addendum.

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Academic Policy

Internships

An academic internship is preferably an off-campus learning/practicing experience in which the student applies a body of knowledge and skill in a structured, non-classroom setting. It can take place in many settings: governments, social organizations and agencies, churches, or business enterprises. It can make use of almost every knowledge and skill area in Bethel's curricula. Credit is available through some departments to qualified students in their majors. Inquiries should be made to the Office of Student Success & Retention.

Academic Internship Policy

1. An acceptable internship is one that expects the student to:
 - a. Make a deliberate application of one's academic knowledge and skills.
 - b. Continue to learn as stimulated by the problems and issues encountered.
 - c. Grow in one's personal maturity and confidence in one's abilities.
 - d. Develop empathy with and understanding of persons, groups, and settings typically not encountered on campus.
2. The proposed internship must embody significant academic purpose and content, equal in quality to a regular course, yet be of such a nature that it cannot be obtained within the existing course structure.
3. It is conducted under joint supervision of a Bethel faculty member and an onsite supervisor. Both parties agree on the specific objectives and assignments before beginning and jointly evaluate the student's work during the experience and at the end. There should be a plan for ongoing processing of the experience (log, weekly meetings, etc.). It is expected that the Bethel faculty supervisor will meet at least bi-weekly with the student.
4. The internship position may be part-time or full-time and may be salaried or non-salaried. Routine jobs or work that repeats experience does not qualify for an academic credit internship. The work must provide an opportunity to meet academic/educational objectives.
5. The student must meet the following criteria:
 - a. Declare a major or minor in the department of the internship being proposed.
 - b. Hold junior, senior, or graduate standing. Individual departments may permit qualified sophomores to undertake exploratory internships under special circumstances.
 - c. Have a minimum of 10 credit hours completed in the department.
 - d. Have a minimum cumulative GPA of 3.0 and a 3.0 GPA in the major. Individual departments may require a higher GPA.
 - e. Meet additional criteria as established by each department.
6. An internship must be two to four credits with the following minimum time required onsite:

Internship	Hours
Two-credit internship	90 hours
Three-credit internship	135 hours
Four-credit internship	180 hours

7. A maximum of nine credits in internships may be taken. Each separate internship must have goals and objectives different from the prior ones taken for credit.
8. Internships are graded S/U (see: Grading System).

- Students in internships which cannot be completed in one term, will be given a grade of incomplete at the end of that term and automatically registered in no more than 1 additional extension term. The extension term will incur additional charges
- For the following doctoral internship courses, the maximum deadline the instructor can assign for resolution of the I or IN grade is one year from the end of the course: EDUC 886, EDUC 887, EDUC 888, EDUC 889.
- This policy identifies minimum college-wide requirements. Departments may choose to supplement this with additional requirements.
- Students must submit a completed and signed Contract for Academic Internship to their student success advisor for approval no later than the final day of the preceding semester. The form is available through the Office of Student Success & Retention.

Grade of I or IN

The grade I or IN is given when a student is unable to complete the course requirements in the regular time due to extenuating circumstances beyond the student's control. The incomplete must be negotiated with and approved by the instructor before a grade of I or IN may be allowed. Remaining work must be of the kind that can be done largely through independent effort. Unless the grade of I or IN is removed by the deadline designated by the instructor, the student will be graded for the course using the default grade designated by the instructor.

The maximum deadline the instructor can assign for resolution of the I or IN grade is six months from the end of the course. Assignment of the maximum deadline or an earlier deadline is at the discretion of the instructor. Students with multiple grades of I or IN may be required to resolve all grades of I or IN before continuing to progress in their program.

Incompletes in internships or practica may be handled differently [See [Internships](#)]. Incompletes for doctoral dissertation work, doctoral projects, master's theses, and master's capstone projects follow the Extensions for Thesis/Capstone/Dissertation Courses Policy.

Course Descriptions

Courses added or adjusted in Spring 2023

EDUC • Education

EDUC 619 • Diversity, Equity and Inclusion in Education 3 Credits
Reflect to increase racial consciousness. Discuss perspectives on how race and culture impact school practices and pedagogy. Analyze how ways of knowing and teaching are shaped by race and ethnicity. Examine differences between prejudice, bias, discrimination and racism. Evaluate the intersection of race/ethnicity with other forms of difference. Identify multiple perspectives on how race and culture impact school practices and pedagogy. Analyze the cultural content, worldview, and concepts that comprise Minnesota-based American Indian communities.

EDUC 751 • Special Education Student Teaching Seminar 3 Credits
Development of strategies using personal and professional efficacy skills along with an engagement of school and community resources to provide instruction. Consideration of the learner's needs while aligning an instructional plan to help ensure student success. Identification of the impact that second language has on learning. Application of appropriate academic language related to lesson planning, instruction, and assessment in the K-12 environment.
Corequisites: SPED 780 or SPED 781 or SPED 782 or SPED 783 or SPED 784. EdTPA fee \$300. Grade exceptions:

LEAD • Leadership Foundations

LEAD 795 • Integrative Team Capstone 3 Credits
Culmination of leadership courses as students continue in graduate work. Foundation for a collaborative project that synthesizes scholarship and practice around the development of a real-life business/leadership project. Exploration of interconnections within business and connections with other aspects of life.
Prerequisites: LEAD 611, LEAD 641, LEAD 651, LEAD 661. Grade exceptions: Graded on an S/U basis.

LEAD 789 • MBA/MASL Dual-degree Portfolio Addendum 0 Credit
Synthesis of key learnings from the two master's degree programs after having completed LEAD 795 for the first master's degree.
Prerequisites: LEAD 611, LEAD 641, LEAD 651, LEAD 671. Grade exceptions: Graded on an S/U basis.

MS in Medical Sciences

Admission Requirements

The M.S. degree program in Medical Sciences will consider applicants who:

- Meet the [general requirements](#) for admission to the Graduate School.
- Submit official evaluations of foreign transcripts from a National Association of Credential Evaluation Services (NACES) member organization, an Association of International Credentials Evaluators (AICE) member organization.
- Have earned a baccalaureate degree from a regionally accredited (or internationally recognized as equivalent) institution.
- Have earned a GPA of 3.0 or higher on a 4.0 scale on the highest degree completed.
- Have completed college-level subject matter prerequisites from regionally accredited U.S. higher education institutions with a **B- as lowest grade in any of the required courses.**
- Required prerequisites:
 - Biology - 8 credits with lab (taken within the last five years)
 - Psychology - 3 credits
 - General Chemistry - 8 credits with lab (taken within the last five years)
 - Organic Chemistry - 8 credits with lab (taken within the last five years)-Or One semester of Organic Chemistry plus one semester of Biochemistry
 - Statistics - 3 credits
- Recommended prerequisites:
 - Physics - 8 credits with lab (taken within the last five years)
 - College Algebra or Calculus
- TOEFL examination score report is required of all international applicants and all applicants whose primary language is not English. A minimum score of 95 on the internet-based test, 26 on the speaking test, or 10 on the Essentials test is required.
- Submit three recommendation letters, preferably from a STEM faculty member, pre-health committee, and/or health care provider.
- Submit a written Statement of Purpose.
- Submit a resume that includes prior education and work experience.
- Interview with program faculty or enrollment counselor.

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See [Admission Categories](#).

MS in Nurse Midwifery

Admission Requirements

The M.S. degree program in Nurse-Midwifery will consider applicants who:

- Meet the general requirements for admission to the Graduate School.
- Submit an official transcript (U.S. schools) or NACES or AICE evaluation (international schools) showing an earned baccalaureate degree and official transcripts or NACES or AICE evaluations from all graduate schools attended. Applicants must also submit an official transcript or NACES or AICE evaluation from any school that shows completion of any nursing program coursework or required program prerequisites.
- Have earned a baccalaureate degree in nursing from a regionally accredited (or internationally recognized as equivalent) institution.
- Have earned a GPA of 3.0 or higher on a 4.0 scale on the highest degree completed.
- Have successfully completed a college level prerequisite course in statistics at a grade of C or higher. Inferential statistics content is recommended. The course must have earned at least two semester credits from a regionally accredited (or internationally recognized as equivalent) institution and may have been taken at the undergraduate or graduate level.
- TOEFL examination score report is required of all international applicants and all applicants whose primary language is not English. A minimum score of 84 on the internet-based test or 26 on the speaking test is required.
- Submit one professional and one supervisor Admission Reference.
- Applicants with a cumulative nursing GPA of 3.0 or lower must submit a Miller Analogies Test score report with a minimum score of 400 (taken within the last three years) or a GRE score report (taken within the last three years); GRE score benchmarks are 149, 149, and 3.6.
- Submit a written Statement of Purpose.
- Provide proof of health insurance.
- Submit a copy of current registered nurse license. Must be licensed in the state in which practicum experiences will occur.
- Submit a resume that includes prior education and work experience. One year of clinical experience is required; experience in labor and delivery nursing or women's health suggested.
- Interview with program faculty or enrollment counselor.
- After admission into the program students will be required to submit:
 - Completed Nursing Student Immunization Record.
 - Documentation of a 2-step Mantoux and a current negative Mantoux/chest X-ray.
 - Copy of current CPR certification.

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See [Admission Categories](#).

MS in Physician Assistant

Admission Requirements

The M.S. degree program in Physician Assistant will consider applicants who:

- Meet the general requirements for admission to the Graduate School.
- Complete all required elements of the application via Central Application Service for Physician Assistants (CASPA).
- Submit the Bethel University PA Questionnaire with \$50 non-refundable fee.
- Submit documentation of at least 250 hours of healthcare experience (via CASPA).

- Submit two Admission References (via CASPA).
- Submit official transcripts (U.S. schools) or NACES or AICE evaluations (international schools) from all undergraduate and graduate schools attended.
- Have earned a baccalaureate degree from a regionally accredited (or internationally recognized as equivalent) institution.
- Have earned a cumulative GPA from all collegiate (undergraduate and graduate) coursework of 3.25 or higher on a 4.0 scale overall, and 3.25 or higher science GPA as calculated by CASPA at the time of application.
- Interview with representatives of the program, upon invitation. Bethel undergraduate students or graduates who meet all of the qualifications are guaranteed an interview, but not guaranteed a seat in the program. U.S. Military and Veterans who meet the qualifications are also guaranteed an interview, but not guaranteed a seat in the program.
- Have completed college-level subject matter prerequisites from regionally accredited U.S. higher education institution, with a grade of B- or higher. Each prerequisite course must be a minimum of 3 credits. Five of the eight prerequisites must be completed at time of application. Any outstanding prerequisites must be completed by March 1st in the year of matriculation.
- Required
 - Human Anatomy (taken within the last five years)
 - Biochemistry
 - Genetics
 - Microbiology (taken within the last five years)
 - Organic Chemistry
 - Human Physiology (taken within the last five years)
 - Human Psychology
 - Statistics
- Recommended
 - Ethics
 - Pathophysiology
 - Pharmacology
 - Physics
- Meet program technical standards (see: M.S. in Physician Assistant Technical Standards Policy).
- Criminal background checks, drug screens, and finger printing are required by many hospital organizations before PA students can enter their facilities. PA licensure is dependent upon many or all of these (depending on the state). Therefore, it is the responsibility of PA students who are accepted into the Bethel PA program to complete items as requested by the program. If there is a positive result, depending on the degree of positivity, enrollment in the Bethel PA program may not occur and Bethel legal counsel will be notified for appropriate deliberations. The cost of such requirements is the responsibility of the student

International Applicants and Applicants with Higher Education from International Schools

- Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) examination score report is required of all international applicants and all applicants whose primary language is not English. A TOEFL minimum score of 100 (internet-based) or 10 (Essentials test). IELTS minimum score of 7 is required or a Pearson test of English Academic (PTE Academic) minimum score of 70 is required.

For more information regarding International PA program requirements, please visit the P.A. program website.

Teacher Coordinator of Work-Based Learning License

Admission Requirements

The license program in Teacher Coordinator of Work-based Learning will consider applicants who:

- Meet the [general requirements](#) for admission to the Graduate School.
- Submit an official transcript (U.S. schools) or NACES or AICE evaluation (international schools) showing an earned baccalaureate or higher degree.
- Submit a copy of full professional teaching license.*

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See [Admission Categories](#).

* Teachers holding a Tier 2 license through the state of MN are welcome to participate in the Work Based Learning Program including the 3 courses and the practicum. Upon earning their Tier 3 license, Bethel will recommend the candidate for the Teacher Coordinator of Work-Based Learning License.