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ACADEMIC POLICIES AND PROCEDURES

Last paragraph of the “COURSE LOAD” section should read:

“Independent Study is available for qualified students at ASA College. Independent Study courses follow the regular ASA College semester format. Students registered for Independent Study use a course manual, textbook, assignments and exams to learn and earn college credits under the supervision of an instructor or program chair. The instructor facilitates the learning process and provides feedback on assignments and exams in one-on-one meetings and/or written responses. Grades are based on assignments, projects and proctored exams. This type of learning mode does not apply to ALL courses offered at ASA.

To qualify for independent study courses, students must have a cumulative GPA of 3.0 with no history of disciplinary/behavioral or attendance issues at the College.

Independent study courses work particularly well for:

• Students with tight schedules.
• Students who need a specific on-campus class that is full for this semester.
• Students who move out of town without finishing their degree requirements, but have the ability to meet on campus for proctored exams.
• Students who can’t easily attend classes because of injury or illness.
• Military personnel whose duties make regular on-campus attendance difficult.
• Students who live in remote locations.

Be advised, however, that to complete an Independent Study class you must be a self-motivated and conscientious student.”