

EXPLANATORY NOTE

This supplement replaces and supersedes those sections of New England Institute of Technology's 2015 - 2016 Catalog listed herein:

Page 119 Effective February 25, 2015, in the Surgical Technology program, the courses for the first quarter are amended as follows:

EN 101 Introduction to Writing and Workplace Communication has been replaced with EN 110 Healthcare Communication Skills.

Page 216 – Effective May 26, 2015, Correction to the College Calendar

The Summer Quarter start date is July 20, 2015. The Winter Quarter February Vacation dates are February 14 through 21, 2016.

Page 15 – Effective September 17, 2015, that section entitled “Repeating a Course” is replaced in its entirety by the following:

Repeating a Technical Course, Changing a Major, or Extending Studies an Additional Quarter

Subject to certain restrictions, students are allowed one opportunity, and only one, to:

1. repeat a course or courses in any one quarter without incurring any additional tuition cost.
or
2. attend one additional quarter as a result of a change in the student's major without incurring any additional tuition cost for the additional quarter.
or
3. attend one additional quarter to complete courses prescribed in a student's curriculum without incurring any additional tuition cost for the additional quarter.

Students are strongly encouraged, prior to scheduling repeat courses, changing majors, or extending their studies, to contact the Student Accounts Office for additional details, including certain restrictions that may exist.

Page 15 – Effective September 17, 2015, that section entitled “Repeat Fee” is replaced in its entirety by the following:

Repeating a Liberal Arts Course

Students are required to complete liberal arts courses as part of their curriculum. There are five liberal arts core areas: Communications, Arts/Foreign Language, Math/Science, Humanities, and Social Sciences.

Effective January 1, 2014, students will be charged for repeated attempts to complete liberal arts courses as follows: When a student fails or withdraws from a liberal arts course for the first time, the student will have only one opportunity to repeat that course, or take a different liberal arts course from the same core area in its place at no additional charge. After one repeat of the same liberal arts course or its substitute, the student will be assessed a tuition fee of \$200 (plus applicable fees). For example, a student will be assessed a tuition fee of \$200 (plus applicable fees) if he/she fails or withdraws from HU 244 twice and either repeats it again or takes HU 250 in its place.

Once a student has exercised his/her one opportunity to repeat a course or take a different liberal arts course from the same liberal arts core in its place at no additional charge, the student will be charged a tuition fee of \$200 (plus applicable fees) for any future course repeats or substitutes within the same liberal arts core area. Please contact your Student Advisor if you have any questions.

Pages 8-10 – Effective March 31, 2016, those sections entitled “Admission to the Associate Degree Programs,” “Admission to the Bachelor’s Degree Programs,” “Admission to the RN to BSN Program,” “Admission with Advanced Standing,” “Credit for Life, Military, and Work Experience,” and “Admission to the Master’s Degree Programs” are replaced in their entirety by the following:

Admission to the Associate or Bachelor Degree Programs*

Acceptance Criteria

A candidate for admission to the associate degree or bachelor degree programs must have one of the following:

1. A high school diploma;
2. A recognized high school equivalency certificate; or,
3. Verification of completion of a secondary school education in a home school setting that qualifies as an exemption from compulsory school attendance requirements under State law.

Application Procedures

1. Applicants must schedule an interview with a college admissions officer.
2. Applicants must submit an application for enrollment along with the nonrefundable application fee. Applications may be obtained from NEIT or completed online at <https://www.neit.edu/Admissions/Apply-Online>.
3. Applicants must provide a certificate, signed by a physician, confirming that they have been immunized against measles, mumps, rubella, and varicella, that they have received a booster dose of tetanus and diphtheria (Td) within the last ten (10) years, and 3 doses of Hepatitis B vaccine or a positive titer.

Additional Requirements

Students entering an associate or bachelor degree program will be assessed for skill levels in reading, writing and mathematics to determine their readiness to begin standard college work. Students whose assessment results show math, reading, and/or writing skills below college level may either be eligible to enroll in courses designed to strengthen those skills which they must satisfactorily complete before registering for technical courses, or they may be denied admission, unless exempt from this requirement by written consent of the Office of Teaching and Learning (OTL).

Individual programs may have additional requirements; consult with an Admission’s Officer.

Acceptance

The student will be notified by the Admission’s Office once an admission decision has been made.

NEIT reserves the right to refuse admission to any student for any reason other than race, color, religious belief, sexual orientation, national origin, age, or disability.

**Students with an Associate degree should refer to the next section “Admission to the Bachelor’s Degree for candidates with an associate in science degree from an accredited institution or otherwise eligible for junior-level standing programs”*

Admission to the Bachelor’s Degree for candidates with an associate in science degree from an accredited institution or otherwise eligible for junior-level standing programs

Acceptance Criteria

A candidate for admission to the bachelor’s degree program with an associate in science degree from an accredited institution or otherwise eligible for junior-level standing must have the following:

1. An associate in science degree from an accredited institution or sufficient transferable credits to otherwise be eligible for junior-level standing; and
2. For a Bachelor of Science Degree in Electrical Engineering Technology, a cumulative grade point average of 2.5 (out of 4.0). For all other bachelor's degree programs, a cumulative grade point average of 2.0 (out of 4.0) is required.

Application Procedures

1. Applicants must schedule an interview with a college admissions officer.
2. Applicants must submit an application for enrollment along with the nonrefundable application fee. Applications may be obtained from NEIT or completed online at <https://www.neit.edu/Admissions/Apply-Online>.
3. Applicants must provide a certificate, signed by a physician, confirming that they have been immunized against measles, mumps, rubella, and varicella, that they have received a booster dose of tetanus and diphtheria (Td) within the last ten (10) years, and 3 doses of Hepatitis B vaccine or a positive titer.
4. Applicants to a bachelor's degree program from institutions other than NEIT must submit an official post-secondary institution transcript to the Office of Teaching and Learning. To be considered official, transcripts must be received by NEIT directly from the issuing institution. If the student is to deliver transcripts, they must be in sealed, unopened envelopes and certified with the official seal of the issuing institution.

Additional Requirements

If a student does not have the appropriate prerequisite course(s), the student must complete those course(s) during the first or second quarter of the bachelor's program.

NEIT associate degree students who anticipate completing all technical courses required of the associate in science degree curriculum, yet need up to 8 liberal arts credits to earn their associate degree, will be accepted into the bachelor of science program contingent upon their ability to compete the outstanding associate level course requirements during the first quarter of the bachelor's program.

Individual programs may have additional requirements; consult with an Admission's Officer.

Acceptance

The student will be notified by the Admission's Office once an admission decision has been made.

- Direct – Student meets all requirements for admission to the bachelor's degree program
- Provisional – Student's admission is based on his/her successful completion of appropriate prerequisite coursework, planned or in progress, during the first or second quarter of the bachelor's program. NEIT reserves the right to cancel a student's admission if prerequisite or liberal arts courses referred to in Additional Requirements (above) are not completed in the required quarter.
- Denied – Student does not meet criteria or requirements for admission to the bachelor's degree program.

NEIT reserves the right to refuse admission to any student for any reason other than race, color, religious belief, sexual orientation, national origin, age, or disability.

Admission to the RN to BSN Program

Acceptance Criteria

A candidate for admission to the RN to BSN degree program must have the following:

1. A transcript from a previous post-secondary institution verifying graduation with a nursing degree or diploma from an accredited institution of nursing with a minimum GPA of 2.0 and completion of the following prerequisite courses (or equivalent) with a C or better:
 - BIO 107 Comprehensive Anatomy & Physiology I with Lab
 - BIO 127 Comprehensive Anatomy & Physiology II with Lab
 - BIO 122 Microbiology

- EN 102 Critical Thinking and College Writing
 - PS 140 Life Span Development
 - SO 203 Social Problems
 - Humanities Elective
 - Humanities Elective
 - Up to 58 credits for foundational liberal arts and science courses of "C" or better.
2. Must be academically qualified to sit for the NCLEX-RN but may take up to two quarters of liberal arts and NUR 300 level courses while preparing for the NCLEX-RN licensing exam.
 3. Proof of a valid, unencumbered RN license from any state in the United States or U.S. territory prior to student's third quarter of enrollment.

Application Procedures

1. Schedule a phone interview with a college admissions officer.
2. Submit an application for enrollment along with the non-refundable application fee. Applications may be obtained from NEIT or completed online at <https://www.neit.edu/Admissions/Apply-Online>.
3. Arrange to have official transcripts from all colleges previously attended sent to the NEIT admission's department.
4. Submit a copy of Registered Nurse license (if attained).

Admission with Advanced Standing

Applicants may be admitted with advanced standing at the discretion of the Office of Teaching and Learning. Consideration is given to the following:

1. Credits from an accredited post-secondary institution. An official transcript must be submitted to the Office of Teaching and Learning. Academic credit will be given only to courses in which a student earned a "C" or above (transfer credit). A grade of "B" or above is required for transfer of credits for the Master of Science Degree in Occupational Therapy.
2. Credits through CLEP and challenge exams (challenge credit authorized by department chairs or the Director of Academic Skills).
3. Credit may be extended for past work experience which represents college-level skills or competencies and can be properly documented, verified, and related to educational objectives through the submission of a portfolio (portfolio review credit).

Contact the Office of Teaching and Learning, (401) 467-7744 Ext. 3438, for more detailed information.

Credit for Life, Military, and Work Experience

New England Institute of Technology allows technical and liberal arts credit for military, life, and work experience providing this experience is college-level, is related to the student's educational objectives, and can be properly documented and verified through the submission of a portfolio. Students desiring more information about credit for life and work experience should contact the Office of Teaching and Learning.

Admission to the Master's Degree Programs

Acceptance Criteria

A candidate for admission to the following master's degree programs must have or submit the following:

Master's Degree in Information Technology

Master's Degree in Construction Management

1. A bachelor's degree in a related field from an accredited institution. Significant professional experience may be considered in lieu of a related degree and will be evaluated individually by the Program Director. In such cases, a provisional acceptance may be granted, requiring the student to complete the first two courses with a 3.0 GPA or higher.
2. A current resume.

3. A cumulative grade point average of 2.5 (out of 4.0).
4. A personal statement (see your Admission's Officer).
5. For international students: Test of English as a Foreign Language (TOEFL) score of 79 (out of 120), or International English Language Test System (IELTS) score of 6.5 (out of 9).

Master's Degree in Occupational Therapy

1. An associate degree in occupational therapy from an ACOTE-accredited educational institution.
2. Current certification as an occupational therapy assistant by the National Board of Certification in Occupational Therapy (COTA).
3. A cumulative grade point average of 2.5 (out of 4.0).
4. A personal statement (see your Admissions Officer).
5. Readiness to begin advanced level college work as determined by an assessment of skill levels in writing.
6. For international students: Test of English as a Foreign Language (TOEFL) score of 79 (out of 120), or International English Language Test System (IELTS) score of 6.5 (out of 9).

Application Procedures (All Master's Programs)

1. Applicants must schedule an interview with a college Admissions Officer.
2. Applicants must submit an application for enrollment along with the nonrefundable application fee. Applications may be obtained from NEIT or completed online at <https://www.neit.edu/Admissions/Apply-Online>.
3. Applicants must provide a certificate, signed by a physician, confirming that they have been immunized against measles, mumps, rubella, and varicella, that they have received a booster dose of tetanus and diphtheria (Td) within the last ten years, and 3 doses of Hepatitis B vaccine or a positive titer.
4. Applicants to a master's degree program who are attending or have graduated from institutions other than NEIT must submit an official postsecondary institution transcript to the Office of Teaching and Learning. To be considered official, transcripts must be received by NEIT directly from the issuing institution. Transcripts delivered by the student must be in sealed, unopened envelopes and certified with the official seal of the issuing institution.
5. Applicants must submit a current resume (not required for the Master of Science Degree in Occupational Therapy).
6. For students seeking academic credit for past work or military experience (i.e., portfolio credit), a formal portfolio documenting experiential or non-collegiate learning is required.
7. Admissions Officers will arrange for applicants to take any required pre-acceptance testing (i.e., Accuplacer, TOEFL, etc.)
8. Admissions Officers will direct applicants to write and submit a personal statement, specific to the requirements of the respective program.

Acceptance

Students will be notified by the Admissions Office once an admission decision has been made.

NEIT reserves the right to refuse admission to any student for any reason other than race, color, religious belief, sexual orientation, gender identity or expression, national origin, age, or disability.

Admission with Advanced Standing for Master's Programs

Applicants may be admitted with advanced standing at the discretion of the Office of Teaching and Learning. Consideration is given to the following:

1. Transfer credit from an accredited post-secondary institution.
2. Portfolio credit for experiential or non-collegiate learning.

Contact the Office of Teaching and Learning, (401) 467-7744 Ext. 3438, for more detailed information.

Transfer and Portfolio Credit Policy for Master's Programs

Transfer Credit

New England Institute of Technology will accept transfer credits from another accredited post-secondary institution which meet the following conditions:

1. An official transcript from the institution at which the coursework was completed must be submitted to the Office of Teaching and Learning.
2. The course(s) for which transfer credit is requested are equivalent in both credit hours and content to the theory and/or lab course(s) offered at NEIT, as determined by the Program Director of each program. The student may be required to provide college catalog descriptions from the original institution for equivalency to be determined.
3. Coursework will be evaluated for current relevancy. Graduate courses must have been completed within 3 years of enrollment at NEIT.
4. A grade of "B" (3.0) or above in each course is required for transfer of credits for the Master of Science degree programs.
5. Transfer coursework for which credit is awarded will be recorded on the student's transcript without a grade designation and therefore will not be calculated in the student's grade point average but will be counted in computing satisfactory academic progress.
6. Requests for transfer credit from institutions located outside the U.S. will be evaluated individually with consideration of the above conditions.

Portfolio Credit

New England Institute of Technology may accept portfolio credit for experiential or non-collegiate learning. Portfolio credit may be considered for military or past work experience which represents skills or competencies that are comparable in breadth, depth and quality to the respective program's course-level work and educational objectives. Experiential or non-collegiate learning must be properly documented and verified through the submission of a portfolio. Portfolio credit is reviewed and approved by the respective Program Director.

NEIT accepts transfer and portfolio credit on a strictly limited basis to preserve the integrity of the degree awarded. In the review of credits, the Program Director shall ensure the proportion of intermediate and mastery level coursework within the academic program is not compromised. For transfer and portfolio credits, a maximum of 25% of the total credit hour requirement for a graduate degree may be accepted. This may vary, to a lesser amount, in accordance with specific accredited program requirements.

General Considerations

Requests for transfer and portfolio credit are part of the admissions process. Requests for transfer credit will not be considered once a student begins coursework at NEIT.

Students may petition the Office of Teaching and Learning for consideration of special circumstances.

Notification of Credit Acceptance

Upon completion of the credit review process, students will receive written notification of the NEIT courses for which transfer or portfolio review credit is accepted.