

# DIVISION OF ONLINE AND EXTENDED LEARNING

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## Program Sites

Online Programs

One College Circle

Bangor, Me 04401

1-855-902-9965

Bangor Campus Extended Learning

One College Circle

Bangor, ME 04401

207-941-7000

Northern Maine Site

33 Edgemont Drive

Presque Isle ME 04796

207-760-1176

Southern Maine Site

340 County Road

Westbrook, ME 04092-1901

207-775-6212

York County Community College Site

112 College Drive

Wells, ME 04090

207-775-6212

The Husson University Division of Online & Extended Learning serves adult learners who wish to attend classes online, evenings, or weekends. Courses start every few weeks and all sites offer a variety of two- and four-year majors from the Schools of Business, Education, and Science and Humanities. The Division recognizes that the adult learner brings real life experience, skills and knowledge to the classroom. Course instructors are dedicated to teaching, and most are active professionals in the fields in which they teach. Programs are designed to incorporate professional experiences into the academic environment. Students of Online & Extended Learning programs are subject to the same policies and requirements as previously enumerated.

## Admission

All applicants should arrange to meet with the Center Coordinator where most courses will be taken. Admissions requirements vary by program.

## Tuition

Please refer to the financial section for more specific information. Tuition is payable in full on or before the first day of class. Payment plans are available.

Extended Learning students who seek to take one or more day division courses will be charged day division tuition rates for those courses.

## Financial Aid

Online & Extended Learning students who carry at least six credit hours and are enrolled in a degree program are eligible to apply for need-based financial aid and should contact the University's Financial Aid Office for further information. It is important to complete financial aid paperwork early, before registration, as it affects billing procedures.

## Withdrawals and Course Add/Drop

Students may add or drop courses before the start of the term, or during the standard add/drop period which varies by program and term length. Guidelines for add/drop are provided to the students at the time of registration.

After the standard add/drop period, tuition and fees will not be adjusted for individual course withdrawals. A student who withdraws from the program must file an official form. Refund credits are computed from the date that the Center receives the form. Prorated refunds are explained more fully in the catalog section entitled Financial Information. Nonattendance of classes does not constitute withdrawal.

For program withdrawals during the term, refund credits will be prorated on the balance of tuition, fees, and other charges.

## Academic Policies and Procedures

All Online & Extended Learning degree courses are consistent with those offered in the Day School programs of study. The usual term academic load is not less than three (3) credit hours or more than twelve (12) credit hours. Each degree candidate must complete a minimum of thirty (30) credit hours online or at a Husson Campus; at least fifteen (15) credits must be completed within the student's major. Degree candidates must complete their final thirty (30) credit hours through Husson. If necessary, in order to graduate, a senior may take fifteen (15) credit hours the last term. Otherwise, students wishing to take more than twelve (12) credit hours per term must have the approval from the Dean responsible for Extended Learning programs.