



2008–2010
Graduate Bulletin

St. John's College of
Liberal Arts and Sciences

The School of Education

The Peter J. Tobin College of Business

College of Pharmacy and
Allied Health Professions

College of Professional Studies

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Please note: The graduate bulletin also can be found at our Web site www.stjohns.edu/bulletins

Academic Calendar

Academic Calendar 2008–2010

*Calendar is subject to change.
Please consult the Web regularly.

2008 Fall Semester

August

- 7 **Thursday:**
Last day to file a diploma application for September conferral.
- 27 **Wednesday:**
Fall semester begins.
Monday classes meet.
- 30 **Saturday:** No classes.

September

- 1 **Monday:**
Labor Day—School closed.
No classes.
- 3 **Wednesday:**
Last day for program changes.
All registration ceases.
- 5 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
All language testing requirements must be fulfilled and requests for transfer credit must be processed by this date.
- 24 **Wednesday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
Last day to apply for fall Master's Comprehensive Examination and Doctoral Qualifying, Writing and Comprehensive Examinations.
- 25 **Thursday:**
The School of Education
Last day to apply for fall Doctoral and Master's Comprehensive Examinations.
College of Professional Studies
Comprehensive Examinations will be offered on an as-needed basis.
Please see the Director for details.
- 30 **Tuesday:**
September degree conferral date.

October

Web registration begins. Schedule to be announced. Consult the Web.

- 6 **Monday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
Readers' copies of Doctoral dissertations and Master's theses for degrees in January to be submitted to the departmental chair by this date.

- 13 **Monday:**
Columbus Day—School closed.
No classes.
- 24 **Friday:**
Last date to file a diploma application for January conferral.
- 31 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive Examination
Master's Comprehensive Examination

November

- 1 **Saturday:**
All Saints' Day—School closed.
No classes.
- 3 **Monday:**
Last day to withdraw from classes.
Last date to apply for Pass/Fail Option.
Last day to submit coursework for incomplete grades from the Spring and Summer 2008 semesters.
- 4 **Tuesday: Election Day**
School closed. No classes.
- 7 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive Examination and Writing Competency Examinations
- 8 **Saturday:**
The School of Education
Doctoral Comprehensive Examination
- 12 **Wednesday:**
College of Pharmacy and Allied Health Professions
Doctoral Comprehensive Examinations
Master's Comprehensive Examinations
- 14 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive and Qualifying Examinations
- 15 **Saturday:**
The School of Education
Doctoral Comprehensive Examinations
Master's Comprehensive Examinations
- 24 **Monday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
Final Oral Examinations (defense) for all candidates for Doctoral degrees in January to have been held by this date.
- 26–**Wednesday–Sunday:**
30 **Thanksgiving recess.** No classes.

December

- 1 **Monday:**
Classes resume.
- 3 **Wednesday:**
Last day of weekday classes.
- 4 **Thursday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
Completed theses and dissertations for all January degrees to be submitted to the Office of the Dean by this date. Microfilm fee to be paid at this time.
- 4-5 **Thursday–Friday**
Study Days. No classes.
- 6 **Saturday:**
Last day of Saturday classes.
- 8 **Monday:**
Feast of the Immaculate Conception—
School closed. No classes.
- 9–**Tuesday–Monday:**
15 **Final examination period.**

2009 Spring Semester

January

- 8 **Thursday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral and Master's School Psychology Comprehensive Examinations
- 19 **Monday:**
Martin Luther King, Jr. Day—
School closed. No classes.
- 20 **Tuesday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
All language testing requirements must be fulfilled and requests for transfer credit must be processed by this date.
- 21 **Wednesday:**
Spring semester begins.
- 27 **Tuesday:**
Last day for program changes.
All registration ceases.
- 28 **Wednesday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Last day to apply for Spring Doctoral and Master's Comprehensive Examination and for Doctoral Qualifying and Writing Examinations.
College of Pharmacy and Allied Health Professions
Last day to apply for spring Doctoral and Master's Comprehensive Examination.

- 28 **Wednesday:**
The School of Education
 Last day to apply for spring Doctoral and Master's Comprehensive Examinations.
College of Professional Studies
 Comprehensive Examinations will be offered on an as-needed basis. Please see the Director for details.

February

- 3 **Tuesday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
 Readers' copies of Doctoral dissertations and Master's theses for degrees in May to be submitted to the departmental chair by this date.
- 16 **Monday:**
 Presidents' Day—
 School closed. No classes.

March

Web Registration begins. Schedule to be announced. Consult the Web.

- 6 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
 Doctoral Comprehensive Examination
 Master's Comprehensive Examination
 Last day to file a Graduation diploma application for May Commencement.
- 7 **Saturday:**
The School of Education
 Doctoral Comprehensive Examination
- 9-14 **Monday–Saturday:**
 Spring break—No classes.
- 11 **Wednesday:**
College of Pharmacy and Allied Health Professions
 Doctoral Comprehensive Examination
 Master's Comprehensive Examination
- 12 **Thursday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
 Doctoral Comprehensive Examination and D.A. Writing Competency Examinations
- 14 **Saturday:**
The School of Education
 Doctoral Comprehensive Examinations
 Master's Comprehensive Examinations
- 20 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
 Doctoral Comprehensive and Qualifying Examinations

April

- 3 **Friday:**
 Last day to withdraw from classes.
 Last day to apply for Pass/Fail option.
 Last day to submit coursework for incomplete grades from Fall 2008 semester.
- 9-13 **Thursday–Monday:**
 Easter Recess—
 School closed. No classes.
- 14 **Tuesday:**
 Classes resume.
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
 Final Oral Examinations (defense) for all candidates for Doctoral degrees in May to have been held by this date.
- 15 **Wednesday:**
 Monday classes meet
- 20 **Monday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
 Readers' copies of Doctoral dissertations and Master's theses for degrees in September to be submitted to the departmental Chair by this date.

May

- 4 **Monday:**
 Last day of classes
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
 Completed theses and dissertations for all degrees in May to be submitted to the Office of the Dean by this date. Microfilm fee to be paid at this time.
- Graduate Division of St. John's College of Liberal Arts and Sciences**
College of Pharmacy and Allied Health Professions
 Last day to apply for summer Master's Comprehensive Examination (for those departments which will be offering the examination).
- College of Pharmacy and Allied Health Professions**
 Last day to apply for summer Doctor of Pharmacy Comprehensive Examination (for those departments which will be offering the examination).
- 5 **Tuesday:**
 Study Day—No classes.
- 6– **Wednesday–Tuesday:**
 12 Final examination period.

- 16 **Saturday:**
 Commencement Exercises—
 Staten Island campus
- 17 **Sunday:**
 Commencement Exercises—
 Queens campus

June

- 29 **Monday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
 Master's Comprehensive Examination
College of Pharmacy and Allied Health Professions
 Pharm. D. Comprehensive Examination

July

- 13– **Monday–Tuesday:**
 14 **Graduate Division of St. John's College of Liberal Arts and Sciences**
 Clinical Psychology Doctoral Comprehensive Examination
- 19 **Sunday:**
 Commencement Exercises—
 Rome campus (Graduate)

2009 Fall Semester

August

- 6 **Thursday:**
 Last date to file a diploma application for September conferral.

September

- 2 **Wednesday:**
 Fall semester begins.
 Monday classes meet.
- 4 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
 All language testing requirements must be fulfilled and requests for transfer credit must be processed by this date.
- 5 **Saturday:**
 No classes.
- 7 **Monday:**
 Labor Day—
 School closed. No classes.
- 9 **Wednesday:**
 Last date for program changes.
 All registration ceases.
- 23 **Wednesday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
 Last day to apply for fall Master's Comprehensive Examination and Doctoral Qualifying, Writing and Comprehensive Examinations.

24 **Thursday:**
The School of Education
Last day to apply for fall Doctoral and Master's Comprehensive Examinations.

College of Professional Studies
Comprehensive Examinations will be offered on an as-needed basis. Please see the Director for details.

30 **Wednesday:**
September degree conferral date.

October

Web Registration begins. Schedule to be announced. Consult the Web.

5 **Monday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions

Readers' copies of Doctoral dissertations and Master's theses for degrees in January to be submitted to the departmental Chair by this date.

12 **Monday:**
Columbus Day—
School closed. No classes.

23 **Friday:**
Last date to file a diploma application for January conferral.

30 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive Examination
Master's Comprehensive Examination

November

1 **Sunday:**
All Saints' Day—
School closed. No classes.

4 **Wednesday:**
College of Pharmacy and Allied Health Professions
Doctoral Comprehensive Examination and Qualifying Examination

6 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive Examination and Writing Competency Examinations

7 **Saturday:**
The School of Education
Doctoral Comprehensive Examinations

9 **Monday:**
Last date to withdraw from classes.
Last date to apply for Pass/Fail option.
Last day to submit coursework for incomplete grades from the Spring and Summer 2009 semesters.

13 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive and Qualifying Examinations

Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
Final Oral Examinations (defense) for all candidates for Doctoral degrees in January to have been held by this date.

14 **Saturday:**
The School of Education
Doctoral Comprehensive Examinations
Master's Comprehensive Examinations

25– **Wednesday–Sunday:**
29 Thanksgiving Recess—No classes.

30 **Monday:**
Classes resume.

December

3 **Thursday:**
Graduate Division of St. John's College of Liberal Arts and Sciences

The School of Education
College of Pharmacy and Allied Health Professions
Completed theses and dissertations for all degrees in January to be submitted to the Office of the Dean by this date. Microfilm fee to be paid at this time.

8 **Tuesday:**
Feast of the Immaculate Conception—
School closed. No classes.

9 **Wednesday:** Last day of Weekday classes.

10– **Thursday–Friday:**
11 Study Days—No classes.

12 **Saturday:**
Last day of Saturday classes.

14– **Monday–Saturday:**
19 Final examination period.

2010 Spring Semester

January

14 **Thursday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral and Master's School Psychology Comprehensive Examinations

18 **Monday:**
Martin Luther King, Jr. Day—
School closed. No classes.

20 **Wednesday:**
Spring semester begins.
First day of classes.

26 **Tuesday:**
Last day for program changes.
All registration ceases.

27 **Wednesday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
All language testing requirements must be fulfilled and requests for transfer credit must be processed by this date.

Graduate Division of St. John's College of Liberal Arts and Sciences
Last day to apply for spring Doctoral and Master's Comprehensive Examination, and for Doctoral Qualifying and Writing Examinations.

College of Pharmacy and Allied Health Professions
Last day to apply for spring Doctoral and Master's Comprehensive Examinations.

28 **Thursday:**
The School of Education
Last day to apply for spring Doctoral and Master's Comprehensive Examinations.

College of Professional Studies
Comprehensive Examinations will be offered on an as-needed basis. Please see the Director for details.

February

1 **Monday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
Readers' copies of Doctoral dissertations and Master's theses for degrees in May to be submitted to the departmental Chair by this date.

15 **Monday:**
Presidents' Day—
School closed. No classes.

17 **Wednesday:**
Monday classes meet.

19 **Friday:**
Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive Examination
Master's Comprehensive Examination

March

Web Registration begins. Schedule to be announced. Consult the Web.

5 **Friday:**
Last day to file a diploma application for May Commencement Exercises; date to be announced.

Graduate Division of St. John's College of Liberal Arts and Sciences
Doctoral Comprehensive Examination and D.A. Writing Competency Examinations

6 **Saturday:**
The School of Education
Doctoral Comprehensive Examinations

- 8- Monday–Saturday:
 13 Spring Break—No classes.
- 10 Wednesday:
College of Pharmacy and Allied Health Professions
 Doctoral Comprehensive Examination
 Master's Comprehensive Examination
- 13 Saturday:
The School of Education
 Doctoral Comprehensive Examinations
 Master's Comprehensive Examinations
- 19 Friday:
Graduate Division of St. John's College of Liberal Arts and Sciences
 Doctoral Comprehensive and Qualifying Examinations

April

- 1- Thursday–Monday:
 5 Easter Recess—
 School closed. No classes.
- 6 Tuesday:
 Classes resume.
- 7 Wednesday:
 Last day to withdraw from classes.
 Last day to apply for pass/fail option.
 Last day to submit coursework for incomplete grades from the Fall 2009 semester.
- 9 Friday:
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
 Final Oral Examinations (defense) for all candidates for Doctoral degrees in May to have been held by this date.
- 12 Monday:
The School of Education
 Readers' copies of Doctoral dissertations for May degrees to be submitted to the departmental Chair by this date.
Graduate Division of St. John's College of Liberal Arts and Sciences
College of Pharmacy and Allied Health Professions
 Readers' copies of Doctoral dissertations and Master's theses for degrees in May to be submitted to the departmental Chair by this date.

May

- 3 Monday:
 Last day of classes.
Graduate Division of St. John's College of Liberal Arts and Sciences
The School of Education
College of Pharmacy and Allied Health Professions
 Complete theses and dissertations for all May degrees to be submitted to the Office of the Dean by this date. Microfilm fee to be paid at this time.
Graduate Division of St. John's College of Liberal Arts and Sciences
 Last day to apply for summer Doctoral and Master's Comprehensive Examinations (for departments offering the examinations).
College of Pharmacy and Allied Health Professions
 Last day to apply for summer Doctor of Pharmacy Comprehensive Examination.
- 4 Tuesday:
 Study Day—No classes.
- 5- Wednesday–Tuesday:
 11 Final examination period.
- 13 Thursday:
Ascension Thursday—
 School closed. No classes.
- TBA: Commencement Exercises—
 Staten Island campus
- TBA: Commencement Exercises—
 Queens campus

June

- 28 Monday:
Graduate Division of St. John's College of Liberal Arts and Sciences
 Doctoral Comprehensive Examination and Master's Comprehensive Examination (for departments offering the examination.)
College of Pharmacy and Allied Health Professions
 Pharm. D. Comprehensive Examinations

July

- 12- Monday–Tuesday:
 13 Graduate Division of St. John's College of Liberal Arts and Sciences
 Clinical Psychology Doctoral Comprehensive Examinations
- 18- Sunday:
 Commencement Exercises—
 Rome campus (Graduate)

General Information

Applications for admission to graduate degree programs are accepted throughout the academic year. It is highly recommended that both the application and all supporting credentials be submitted to the Office of Graduate Admission three months prior to the semester in which the student wishes to begin a program of study. Specific program deadlines are as follows:

Psychology (Ph.D., Psy.D., M.S.)

January 15 (Fall only—Clinical Psy., Ph.D.)

January 15 (Fall only—School Psy., Psy.D.)

May 1 (Fall only—School Psy., M.S.)

Speech Pathology and Audiology (M.A.)

February 1 (Fall)

October 1 (Spring)

College of Pharmacy and Allied Health Professions

M.S., Ph.D.

April 1 (Fall)

December 1 (Spring)

Pharm.D./Practitioner's Option

March 15 (Fall only)

The Peter J. Tobin College of Business (M.B.A.)

May 1 (recommended for Fall)

November 1 (recommended for Spring)

The School of Education (Ed.D., M.S.Ed.)

April 15 (Fall only)

The School of Education Counseling Majors:

Completed applications for counseling programs are due April 1 for the summer and fall semesters and November 1 for the spring semester.

International Students

May 1 (Fall)

November 1 (Spring)

A non-refundable fee of \$70, in the form of a check or money order payable to St. John's University, must accompany the application.

The Office of Graduate and International Admission will make every effort to notify students of the status of their application. Ultimately, however, it is the student's responsibility to make sure that all supporting credentials are received by the application deadline.

Completed applications and supporting credentials should be forwarded to the campus of intended study as follows:

Queens and Rome Campuses

Office of Graduate Admission

St. John's University

8000 Utopia Parkway

Queens, NY 11439

Staten Island Campus

Office of Graduate Admission

St. John's University

300 Howard Avenue

Staten Island, NY 10301

• Applicants to The School of Education:

St. John's University

The School of Education

Office of Graduate Admission

8000 Utopia Parkway

Queens, NY 11439

• Applicants to The Peter J. Tobin College of Business:

St. John's University

Office of Graduate Admission

8000 Utopia Parkway

Queens, NY 11439

Admission to a Degree Program

Admission to a degree program is contingent upon an assessment of the candidate's ability to successfully pursue graduate study.

Ability is demonstrated by previous academic performance, satisfactory achievement on appropriate standardized tests, letters of recommendation and other factors that suggest academic potential and motivation.

Specifically, degree candidates must provide the following for admission consideration:

1. Evidence of a baccalaureate degree from an accredited college or university including *official* transcripts from each institution attended.
2. Letters of recommendation (requirements vary according to program; please refer to appropriate program information in other sections of this bulletin) from instructors in the proposed area of specialization or other qualified individuals as designated by the school, division or program to which the candidate is applying.
3. Official results of performance on standardized test as appropriate to the requirements of the particular school, division or program.
4. Evidence that conditions or requirements specific to the school, division or program of interest have been met.

Admission to a degree program does not guarantee advancement to degree candidacy. Additional requirements must first be met before the student may be considered a degree candidate (see "Degree Requirements").

International Student Admission

Applicants whose native language is not English and who have not attended a post-secondary institution in which English is the language of instruction must take the (1) TOEFL (Test of English as a Foreign Language) or (2) IELTS (International English Language Testing System). For applications and information regarding IELTS, please visit the Web site: www.ielts.org. For applications and information regarding TOEFL, contact TOEFL Services, Educational Testing Service, Box 6151, Princeton, NJ 08541-6151; or visit the ETS Web site: www.ets.org.

English as a Second Language: International applicants may be asked to take a University-sponsored English placement examination prior to the start of their academic studies at St. John's. Students will be informed of this test in the decision letter. Students requiring additional English language support are considered for the University's full-time Intensive English Program (IEP) or part-time English as a Second Language (ESL) classes.

Application Deadline: All students living outside the United States who require a student visa must provide completed applications (including all supporting materials) by May 1 for the fall semester and November 1 for the spring semester. However, applicants must first adhere to any specific deadlines for their intended program of study as noted in the Graduate Bulletin.

Applicants must present a formal application, official school records issued by your college/university and results of the TOEFL/IELTS examinations. All documents in languages other than English must be accompanied by certified English translations. For deadline dates, please see the "International Students" section. Students who require a Form I-20 for a student (F-1) visa or a Form DS-2019 for an exchange (J-1) visa must provide proof of financial support. Please refer to our University brochure "How To Get Your Form I-20" or "How To Get Your Form DS-2019", or contact the International Student and Scholar Services Office, (718) 990-6083, fax (718) 990-2070.

General Graduate Information

Questions concerning admission procedures or graduate programs offered by the University should be directed to the Office of Graduate Admission, (718) 990-1601, fax (718) 990-2346, or you may email gradadm@stjohns.edu.

Transfer Student Admission

Students may seek admission to one of the graduate programs at the University after having successfully completed some graduate coursework at another accredited institution. The student must present the catalog description(s) of the graduate course(s) for which transfer credit or advanced standing is requested and complete a Transfer of Credit form (where applicable), which is available from the office of the appropriate academic Dean. No credit will be allowed for courses beyond the stipulated time limit or in which the grade attained is below "B" (3.0). Only after the academic Dean evaluates all documentation, may requests for transfer of credit or advanced standing be approved. Transferred or advanced standing grades will not affect the cumulative quality point index.

Transfer Credit

A student may request that credit for previously completed coursework be transferred to the St. John's University program of study, provided that it has not been applied toward the fulfillment of requirements for another degree. At the master's level, a maximum of six semester hours of graduate credit will be accepted on a tentative basis, pending re-evaluation after the student has successfully completed 12 semester hours of graduate credit at the University. For programs in the graduate divisions of St. John's College of Liberal Arts and Sciences and the Peter J. Tobin College of Business, please refer to the appropriate sections of this bulletin.

A matriculated student may wish to take a course at an accredited institution and transfer the credit toward the St. John's degree program. The student must present the catalog description of the course and a permission form to his/her department/division Chair. Upon the recommendation of the Chair and the approval of the academic Dean, the student may register for the course. Upon completion of the course, the student must submit an official transcript to the Office of the Registrar and complete a Transfer of Credit form, which is available in the office of the appropriate academic Dean.

Advanced Standing

Students enrolled in professional diploma and doctoral programs may request advanced standing for coursework completed in fulfillment of a previously earned graduate degree.

The number of advanced standing credits permitted is contingent upon assessment of the previously earned credit in accordance with department/division and school/college regulations. However, all doctoral students in the Graduate Division of St. John's College of Liberal Arts and Sciences and the College of Pharmacy and Allied Health Professions must complete a minimum of two-thirds of the total number of credits beyond the master's degree at St. John's University. All doctoral students in

The School of Education are required to take a minimum of 45 credits at St. John's University.

Accident and Sickness Insurance

The University makes available health insurance to all students through University Health Plans. This insurance allows students to be covered for illness and accidents. The University requires all international students holding F1 and J1 visas and all resident students to have adequate health insurance coverage.

F1 and J1 Students: All F1 and J1 students will be automatically provided with and charged for health insurance each semester. The mandatory charge for the insurance will be added to the semester invoice, which is due and payable with the tuition and fee charges.

Resident students: Resident students who have not waived the University-provided insurance will be automatically provided with and charged for this health insurance. The charge for this insurance will be added to the semester invoice, which is due and payable with the tuition and fee charges. To waive the insurance coverage, resident students are required to submit their insurance information online at www.universityhealthplans.com.

Commuter Students: Insurance also is available to our commuter full-time and part-time graduate population and can be purchased at www.universityhealthplans.com.

Please direct any questions to the Office of Student Financial Services at (718) 990-7592 (Queens campus); the Health Office at (718) 390-4447 (Staten Island campus); or University Health Plans at 1 (800) 437-6448.

Expenses

All fees and the entire tuition as well as room and/or board charges for each semester are due and payable in full before registration can be completed. All payments must be made by check or money order payable to St. John's University or by credit card. American Express, MasterCard, VISA and Discover are currently accepted by the Office of Student Financial Services.

For those students who wish to make tuition payments on a monthly basis, St. John's University makes available services of an outside independent educational credit company plan. Information regarding this plan can be obtained from the Office of Student Financial Services.

Students holding full-tuition scholarships are required to pay the General Fee and any other fees required for the course(s) they are taking.

Students whose accounts are in arrears will not be permitted to register for a subsequent semester, receive grades, or be issued a diploma or a transcript of record. All past due balances are charged interest at the rate of one percent per month. Delinquent accounts

may be referred to a third party for collection, which will result in the addition of collection costs to the account balance.

The University reserves the right to change the schedule of tuition and fees when necessary, but every effort is made to maintain them at the lowest possible level.

For the most up-to-date information, check the online version of this bulletin at www.stjohns.edu/bulletins.

2008–2009 Tuition*

Graduate Cost	per credit
College of Professional Studies	\$865
The School of Education	865
The Peter J. Tobin College of Business	880
St. John's College	
Grad Arts & Sciences	865
School Psychology	930
Library Science	925
Speech–Language Pathology and Audiology	930
Ph.D. Clinical Psychology	1,040
College of Pharmacy and Allied Health Professions	1,000
Pharm.D. (Practitioner's Option)	1,040

* Check for regular tuition updates online at www.stjohns.edu.

Fees

General Fee per semester (non-refundable)	\$150
Particular Fees (non-refundable)	
Application fee	70
Late registration/payment	200
Maintaining matriculation, per semester	100
Microfilming of doctoral dissertation and abstract	100
Binding fee	10
Examination Fees (non-refundable)	
Comprehensive examination for master's degree	100
Qualifying examination for doctoral degree	40
Comprehensive examination for doctoral degree, reading of dissertation and oral examination	200
Language examinations, per examination	20
Make-up examinations	80
Special Assessment	50
Dissertation Copyediting fee	150

Health Insurance Rate 2008–2009

- 1) Resident Students \$1,251 per year
- 2) New Spring 2009 Resident Students \$846 for the semester
- 3) F1/J1 Fall 2008 Students \$625.50 for the semester
- 4) F1/J1 Spring 2009 Continuing Students \$625.50 for the semester
- 5) New F1/J1 Spring 2009 \$846 for the semester

Individual courses may carry a laboratory fee. Please refer to the course description for fee information.

Laboratory fees are non-refundable. Additional charges will be made for breakage and losses.

Room and Board

Queens

2008–2009 Academic Year

Single Room	\$4,800 per semester
Standard Double Room	\$3,950 per semester
Junior Double Room	\$3,575 per semester
Junior Triple/Quad Room	\$3,350 per semester
Standard Triple Room	\$3,950 per semester

Board (Meal) Plan

10, 14, or 19	\$2,335 per semester
Meal Plan 7	\$1,300 per semester

Queens Off-Campus (Seton Complex)

Single Room	\$5,200 per semester
Large Single Room	\$5,375 per semester
Double Room	\$4,375 per semester
Triple Room	\$3,725 per semester

Staten Island

2008–2009 Academic Year

Single Rooms range

from \$3,850 to \$4,800 per semester

Double Rooms range

from \$3,600 to \$3,825 per semester

Triple Room

\$3,275 per semester

Meal Plan

\$1,400 per semester

Manhattan

2008–2009 Academic Year

Single Room	\$4,800 per semester
Double Room	\$3,600 per semester
Triple Room	\$3,600 per semester

Meal Plan

Meal Plan \$1,400 per semester

Room and Board Withdrawals

The following percentage of room and board charges may be credited for withdrawals:

Fall 2008

100%	through August 26
90%	through September 2
80%	through September 9
60%	through September 16
40%	through September 23
20%	through September 30
0%	after September 30

Spring 2009

100%	through January 16
90%	through January 27
80%	through February 3
60%	through February 10
40%	through February 17
20%	through February 24
0%	after February 24

Fall 2009

100%	through September 1
90%	through September 8
80%	through September 15
60%	through September 22
40%	through September 29
20%	through October 6
0%	after October 6

Spring 2010

100%	through January 15
90%	through January 22
80%	through January 29
60%	through February 5
40%	through February 12
20%	through February 19
0%	after February 19

Withdrawal from campus housing could affect your cost of attendance for financial aid purposes. Please contact the Office of Student Financial Services for details.

Withdrawal from Courses and Tuition Credits and Refunds

A student who wishes to withdraw from a course must complete a Change of Program form and have it signed by the appropriate departmental Chair and academic Dean. The date of withdrawal will be the date of the student's written request as attested by his or her Dean.

Withdrawal from courses may entitle the student to a credit for tuition. The percentage of credit will be determined according to the schedules listed. The credit policy refers only to tuition. Fees are not refundable.

Students should allow at least three weeks from the date of filing a Change of Program with the Dean for refund claims to be approved, processed and for checks to be mailed.

Students will not be entitled to any portion of a refund until all federal Title IV programs are credited and all outstanding charges have been paid.

Students are considered in attendance until they officially withdraw from the University or are requested to do so by a Dean. Students who leave school voluntarily or drop a course must do so through the proper channels, or otherwise risk assuming full tuition charges.

Please also see page 12 "Officially Notifying the University of a Withdrawal from Class" and "Withdrawing from Class".

The following percentage of tuition may be credited for withdrawals:

Fall 2008

100%	through September 3
80%	through September 10
60%	through September 17
40%	through September 24
20%	through October 1
0%	after October 1

Spring 2009

100%	through January 27
80%	through February 3
60%	through February 10
40%	through February 17
20%	through February 24
0%	after February 24

Fall 2009

100%	through September 9
80%	through September 16
60%	through September 23
40%	through September 30
20%	through October 7
0%	after October 7

Spring 2010

100%	through January 26
80%	through February 2
60%	through February 9
40%	through February 16
20%	through February 23
0%	after February 23

Academic Information and Regulations

Program Requirements

In addition to the regulations in this section, each student is responsible for becoming familiar with the requirements specific to the college/school, department/division and academic program of study in which he/she is enrolled. For further details, consult the appropriate section of this bulletin.

Academic Units and Programs

Approved Programs of Study

Students may only enroll in programs of study officially registered with the New York State Education Department or otherwise officially approved. Enrollment in non-registered or unapproved programs of study may jeopardize eligibility for certain student aid awards.

Most graduate courses at St. John's are conveniently scheduled for late afternoons, evenings and Saturday mornings. Following is a listing of all approved graduate programs at St. John's University. To learn which of the University's campuses offer specific programs, please consult your academic Dean.

St. John's College of Liberal Arts and Sciences

Major Name	HEGIS Code	Credentials
Asian and African Culture Studies	0399	Adv. Certificate
Audiology	1220	Au.D.
Biology	0401	B.S./M.S.
Biology	0401	M.S.
Biology*	0401	M.Phil.
Biological and Pharmaceutical Biotechnology	0499	M.S.
Biology	0401	Ph.D.
Catholic Theology and Pastoral Ministry	2399	M.A.
Chemistry	1905	B.S./M.S.
Chemistry	1905	M.S.
Chinese Studies	0399	M.A.
Clinical Psychology	2003	Ph.D.
Communication Arts/Government and Politics	0601/2207	B.S./M.A.
Communication Arts/Sociology	0601/2208	B.S./M.A.
Criminal Justice/Sociology	2105/2208	B.S./M.A.
Criminal Justice/Government and Politics	2105/2207	B.S./M.A.

Criminology and Justice	2209	M.A.
East Asian Cultural Studies	0302	Advanced Certificate
East Asian Studies	0302	B.A./M.A.
East Asian Studies	0302	M.A.
English	1502	B.A./M.A.
English	1502	M.A.
English	1501	D.A.
General-Experimental Psychology	2002	B.A./M.A.
Government and Politics	2207	B.A./M.A.
Government and Politics	2207	M.A.
Government and Politics/Law	2207/1401	M.A./J.D.
Government and Politics/Library Science	2207/1601	M.A./M.L.S.
Health Services Administration/Government and Politics	1202/2207	B.S./M.A.
Health Services Administration/Sociology	1202/2208	B.S./M.A.
History	2205	B.A./M.A.
History	2205	M.A.
Modern World History	2205	D.A.
Human Services/Sociology	2101/2208	B.S./M.A.
International Law and Diplomacy	2210	Adv. Certificate
Journalism/Government and Politics	0602/2207	B.S./M.A.
Journalism/Sociology	0602/2208	B.S./M.A.
Latin American and Caribbean Studies	0308	Adv. Certificate
Legal Studies/Government and Politics	0599/2207	B.S./M.A.
Legal Studies/Sociology	0599/2208	B.S./M.A.
Liberal Studies	4901	M.A.
Library and Information Studies	1601	Adv. Certificate
Library Science	1601	M.L.S.
Ministerial Studies	2301.10	M.Div.
Mathematics	1701	B.A./M.A.
Mathematics	1701	M.A.
Pharmacy/Library Science	1211/1601	M.S./M.L.S.
Psychology/General-Experimental Psychology	2002	M.A.
Public Administration	2102	Adv. Certificate
School Psychology School	0822	Psy.D.

Psychologist**	0826.02	M.S.
Sociology	2208	B.A./M.A.
Sociology	2208	M.A.
Spanish	1105	B.A./M.A.
Spanish	1105	M.A.
Speech-Language Pathology/	1220	M.A.
Theology	1510	B.A./M.A.
Theology	1510	M.A.

* *The Master of Philosophy (M. Phil.) is an intermediate degree between other academic Master's degrees and the Doctor of Philosophy (Ph.D.) degree. It is awarded to candidates in some of the University Ph.D. programs for completion of all requirements for the Ph.D. except the dissertation.*

** *Leads to permanent bilingual certification.*

The School of Education

Major Name	HEGIS Code	Credentials
Adolescent Education: Field Change	0803	M.S.Ed.
Adolescent Education: Career Change	0803	M.S.Ed.
Adolescent Education: Biology 7-12	0401.01	M.S.Ed.
Adolescent Education: English 7-12	1501.01	M.S.Ed.
Adolescent Education: Mathematics 7-12	1701.01	M.S.Ed.
Adolescent Education: Social Studies 7-12	2201.01	M.S.Ed.
Adolescent Education: Spanish 7-12	1105.01	M.S.Ed.
Bilingual Education	0899	Adv. Certificate
Childhood and Childhood Special Education (Internship)	0808	M.S.Ed.
Childhood Education And TESOL	1508	M.S.Ed.
Childhood Education: Career Change	0802	M.S.Ed.
Childhood Education: Field Change	0802	M.S.Ed.
Childhood Education (1-6)	0802	M.S.Ed.
School Building Leadership Education	0828	M.S.Ed.
Administration and Supervision	0827	Professional Diploma
School District Leadership	0827	Adv. Certificate
Early Childhood Education: Career Change	0823	M.S.Ed.
Early Childhood Education: Field Change	0823	M.S.Ed.
Instructional Leadership	0829	Professional Diploma

Instructional Leadership	0829	Ed.D.
Literacy	0830	Pd.D.
Literacy Birth–6	0830	M.S.Ed.
Literacy 5–12	0830	M.S.Ed.
Rehabilitation Counseling	0826	M.S.Ed.
Rehabilitation Counseling	0826	Professional Diploma
School Counselor	0826.01	M.S.Ed.
School Counselor	0826.01	Professional Diploma
School Counselor with Bilingual Extension	0826.01	M.S.Ed. Professional Diploma
Teaching Children with Disabilities in Childhood	0808	M.S.Ed.
TESOL	1508.01	M.S.Ed.

The Peter J. Tobin College of Business

Major Name	HEGIS Code	Credentials
Accounting	0502	B.S./M.S.
Accounting	0502	M.S.
Accountancy/Public Accounting	0502	B.S./M.B.A.
Accountancy/Taxation	0502	B.S./M.S.
Business Administration	0506	M.B.A.
Computer Information Systems	0507	Adv. Certificate
Decision Sciences (CIS-DS)		
Controllership	0599	Adv. Certificate
Economic Theory	2204	Adv. Certificate
Executive Management	0506	Adv. Certificate
Finance	0504	Adv. Certificate
Forecasting and Planning	0599.00	M.S.
Marketing	0509	Adv. Certificate
Public Accounting	0502	M.B.A.
Public Accountancy	0502/1401	M.S./J.D.
Public Accounting/Law	0502/1401	M.S./J.D.
Public Accounting	0502	Adv. Certificate
Public Accounting	0502	B.S./M.S.
Public Accounting/Law	0502/1401	M.B.A./J.D.

Purchasing and Supply Leadership	0509.10	M.S.
Taxation	0502.10	M.S.
Taxation	0502.10	Adv. Certificate
Taxation	0502.10	B.S./M.S.

School of Law

Major Name	HEGIS Code	Credentials
Law	1401	J.D.
Bankruptcy	1499	LL.M.

College of Pharmacy and Allied Health Professions

Major Name	HEGIS Code	Credentials
Pharmacy and Library Science	1211/1601	M.S./M.L.S.
Pharmacy	1211	Pharm. D.
Pharmacy Administration	1211	M.S.
Pharmaceutical Sciences	1211	M.S.
Pharmaceutical Sciences	1211	Ph.D.
Toxicology	0426	B.S./M.S.
Toxicology	0426	M.S.

College of Professional Studies

Major Name	HEGIS Code	Credentials
Criminal Justice	2105	M.P.S.
Leadership		
Sport Management	0599	M.P.S.

Office of the Registrar

The Office of the Registrar serves and supports students and alumni, faculty and their departments, the University as a whole and its constituent colleges. These services include registration, the maintenance of student academic records, grade processing, transcripts, verifications of enrollment and classroom assignments. The Office of the Registrar is responsible for maintaining the accuracy and the integrity of the University's official student academic records.

The Office mails continuing students information about registration in February and October. Registration for continuing students takes place in March/April and in October/November for the coming fall and spring semesters. Continuing students may register for summer classes when they register for fall classes.

The Office mails student grade reports for the fall and spring semesters on a rolling basis, i.e., each student's grades are mailed when all grades for that student are posted. Summer grade reports are mailed at one time at the end of all summer sessions. Grades are also available from the University's Web site at <http://www.stjohns.edu>. To access grades, students must first enter their University ID number ("x" number) and then their Personal Identification Number (PIN). PINs are initially set to one's date of birth represented as a six-digit number. The date, July 4, 1976, would be entered 070476. Students are encouraged to change their PINs to a six-digit number of their own design at their first opportunity. PINs may be changed via the Web.

Because the University is continually expanding the services and information it makes available via the Web, students should refer to the University's Web site on a regular basis. The University's homepage may be found at <http://www.stjohns.edu/>.

On the Queens campus, the Office of the Registrar is located in Room 106, Newman Hall. At Staten Island, the office is in Room 200, Flynn Hall; at our Manhattan campus, the office of Enrollment Services is on the first floor. Hours of operation are:

Monday: 8:30 a.m.–7 p.m.
 Tuesday–Thursday: 8:30 a.m.–4:30 p.m.
 Friday: 8:30 a.m.–3 p.m.

(The Manhattan campus office closes at 4:30 p.m. on Mondays.)

Advisement

All students must complete a specific registration form with courses that have been pre-approved by an advisor. Since advisement policies vary among the individual schools, students should consult with their respective Dean's office to ensure that proper procedures are followed.

All matriculated students are assigned an advisor upon admission to any graduate program. Students are responsible for planning their programs in consultation with their official Advisors and for registering for coursework or maintaining matriculation each semester until the degree is awarded.

New and continuing students need to report to their respective Dean's office to obtain a registration permit, which must be signed by an advisor.

In order to be officially admitted to a course, students need to show a class schedule receipt to the instructor. Class schedule receipts also must be shown for any laboratories or workshops associated with the course. Any changes in a student's program must be completed before the end of the registration period by filing the appropriately approved Change of Program form.

Under no circumstances—even if a student has been unofficially attending a class—will a student be permitted to enroll in a course after the late registration period has ended. A class schedule receipt represents enrollment in a course. If a student wishes to withdraw from a course, the appropriate Change of Program form must be approved by the appropriate academic Dean and filed in the Office of the Registrar. Unless a student officially withdraws from a course by filing a Change of Program form by the deadline specified in the Academic Calendar, a final grade of "F" will be recorded on the permanent record.

Registration

Once advised, students may register according to the schedule published by the Registrar. The Registrar mails students a notice informing them of the dates of registration. This schedule and other information is available on the University's Web site. The Web offerings are updated daily and should be consulted regularly for additions, cancellations and changes.

Matriculated students are assigned an advisor upon admission. Students are responsible for planning their programs in consultation with their advisors or Dean, and for registering for approved coursework or maintenance of matriculation each semester until the degree is awarded. While registration reserves a seat in class, registration by itself does not guarantee that any class is acceptable toward a student's degree program. Students who register for classes without their advisors' approval put themselves at financial and academic risk.

Students may register via the Web via St. John's Central, the University's portal. As with

accessing grades, registration requires students to enter their University ID and their PIN. (Your ID is your "X" number as it appears on your acceptance letter.) Registration also requires students to enter their Priority Registration Number, which they obtain from their academic advisors.

Bills are mailed on a rolling basis. Registration is not complete until students have satisfied their financial liability with the Office of the Bursar. The University reserves the right to cancel the registration of a student who has not satisfied this responsibility by the announced due date.

Officially Notifying the University of a Withdrawal from Class

When you register for a class, the University considers it a clear indication of your intention to attend that class. If you change your mind about attending class or if circumstances prevent you from attending, you must notify us officially of your change in status. There are two ways to officially notify St. John's that you will not attend a class for which you have registered.

The first way is to drop the class. You can drop a class the same way that you registered for it – via St. John's University Information System (UIS). Web registration is available through the last day of the first week of the semester.

Note: you may drop classes via the Web as long as you are not dropping all your classes. The system will not allow you to drop your last class or the only class you have. If you want to drop all your classes, you must inform your Dean in writing.

During the second and third weeks of the semester, you may still drop a class, but you need to get permission from your Dean's Office. Bring this permission to the Office of the Registrar, and we will drop the class for you.

Classes dropped through the first three weeks of the semester do not appear on your transcript.

Withdrawing from Class

After the last day of the semester's third week, you can no longer drop a class. Any class for which you are still registered on the first day of the semester's fourth week will remain on your transcript. From this point on, you may withdraw from a class. To withdraw from one or more of your classes, contact your Dean's Office. If possible, you should visit the office in person so someone can discuss this decision with you. If you cannot visit the Dean's office, you must put your request in writing.

Requests made through the deadline indicated in the academic calendar will be honored. You will receive a mark of WD in these courses. This mark does not calculate into your GPA.

There is no guarantee that a request for withdrawal after the date indicated in the academic calendar will be approved. If a request after the deadline is not approved, you will receive a grade in the course.

Dropping or withdrawing from a class are academic actions initiated by students. If you do not drop a class during the first three weeks of the semester, it will remain on your transcript whether or not you attended the class, even if you are subsequently allowed to withdraw. You may be entitled to a full or partial refund of tuition paid for a class. Refunds are based on the official date you drop or withdraw, whether via the Web or through your Dean's office. Your Dean may not indicate as the date of drop or withdrawal any date prior to your official written request.

Transcripts and Verifications

Students and alumni may request transcripts and verifications of enrollment in person, by mail or by the Web.

Once a request has been received, most transcripts are in the mail within three business days. Verifications of Enrollment, whenever possible, are provided when requested. There is no charge for transcripts or for verifications.

When requesting a transcript or verification by mail, be sure to include the following information: your full name and any other name used while at St. John's, the last four digits of your social security number, your dates of attendance, the division of the University you attended, degrees received, your address and telephone number, the reason for your request and the complete address to which you want the document sent. Be sure to sign your request; your signature is needed as authorization for releasing information about you.

Send your request to one of the following addresses:

ATTN: Transcript Desk
Queens campus
Office of the Registrar
St. John's University
8000 Utopia Parkway
Queens, NY 11439

ATTN: Transcript Desk
Staten Island campus
Office of the Registrar
St. John's University
300 Howard Avenue
Staten Island, NY 10301

ATTN: Transcript Desk
Manhattan campus
Office of Enrollment Services
St. John's University
101 Murray Street
New York, NY 10007

Students may view their entire academic record from the University's Web site. This record may be printed and, while it does not show one's name, may be used as an unofficial document pending receipt of an official transcript or verification.

Veterans and their Dependents

Veterans and their dependents should contact the Department of Veterans Affairs regional office in Buffalo, New York, for information about educational benefits. The telephone number is 1 (888) 442-4551. The Department of Veterans Affairs also maintains a very useful Web site at the following URL: www.va.gov/. The Office of the Registrar certifies the enrollment of veterans and their dependents for educational benefits.

Conferral of Degrees

Graduate degrees are conferred by the Board of Trustees three times a year, in May, September and January.

"Conferral" means that the Registrar posts a notation of the award of a degree in our academic record-keeping system and this notation appears on a transcript.

All prospective candidates must file an application for their degrees in the Office of the Registrar at the beginning of the semester in which they expect to complete requirements for the degree, but no later than the date indicated in the Academic Calendar.

Only those individuals who complete all the degree requirements by the end of the spring semester will be eligible to participate in the spring commencement exercises.

For details regarding Rome commencement exercises, please contact the appropriate Dean's office.

Commencement

The University holds one commencement ceremony a year, in May. Students whose degrees are conferred in September or January are invited to attend the May commencement ceremony. The Office of University Events informs candidates for degrees of the commencement ceremony to which they are invited. Commencement for the Rome campus is held in July.

Diplomas

Diploma applications must be completed at the beginning of the semester in which the degree is to be conferred. Applications are available in the Office of the Registrar. Students who want a name on their diploma that does not appear in our records must submit a change of name form with proof of their new name. Proof may

be provided by court papers, marriage license, divorce papers and like documents. When providing proof of a name change, it is not necessary to submit portions of documentation that contain confidential or sensitive information; it is only necessary to submit that portion that attests to the name change.

Replacement Diplomas

If an original diploma is lost, stolen or destroyed, we will replace it. To order a replacement diploma, write to us for a replacement diploma application. Send your request to one of these addresses:

ATTN: Diploma Desk
Queens campus
Office of the Registrar
St. John's University
8000 Utopia Parkway
Queens, New York 11439

ATTN: Diploma Desk
Staten Island campus
Office of the Registrar
St. John's University
Grymes Hill
300 Howard Avenue
Staten Island, New York 10301

ATTN: Diploma Desk
Manhattan campus
St. John's University
Office of Enrollment Services
101 Murray Street
New York, NY 10007

Return your application to the same address with a notarized statement explaining what happened to your original diploma if it was lost or stolen. If the original was damaged, return it with your application. Your application must be accompanied by copies of two proofs of identity, at least one of which contains a photo. Examples of acceptable proof include a passport, driver's license, social security card and employment ID. There is a \$50 fee for a replacement diploma.

Full-Time Study in Graduate Programs

Full-time study shall mean enrollment for at least 12 credits a semester or the equivalent. This includes independent or individualized study, practice teaching, graduate assistantships, thesis or dissertation research and preparation for language or qualifying examination. Non-credit or prerequisite courses may be considered as contributing toward full-or part-time study on an equivalent basis. Such equivalence is determined through the program or school in which the student is enrolled and must be approved prior to registration. A student carrying a full-time program that includes non-credit prerequisite courses will carry at least six credit hours each semester with the exception

of the first semester, in which a student need carry only three credit hours. A combination of such credit and prerequisite work shall equal the minimum student effort requirement for full-time study. Courses taken entirely on a personal or voluntary basis, or solely to meet teacher certification, licensing or other external requirements, not recommended or required by the school, shall not contribute to full- or part-time study.

Students will not be permitted to register for more than 12 hours of graduate study in any semester. However, under unusual circumstances and with appropriate approval, students will be permitted to register for up to 15 hours. [All students holding F-1 or J-1 visas must be enrolled in a full-time program (12 credits or the equivalent).]

Time Limit

Students who are unable to devote their full time to graduate study may extend the time for obtaining the master's degree or professional diploma beyond the normal span of two years. All coursework, research tool, residence and examination requirements must be satisfied within five years. No degree credit will be allowed for courses completed more than five years before the granting of the degree or diploma.

Students working for the doctorate must complete all requirements for the degree within seven years (eight years for The School of Education). No degree credit will be allowed for courses completed more than seven years prior to the granting of the degree.

Examinations

If a student is not present for the regular final examination, a make-up examination may be permitted by the appropriate Dean. Permission may be granted in the case of students whose academic work is acceptable and only when the reason for absence from the scheduled examination is of a sufficiently serious nature, i.e., an emergency situation which absolutely precluded attendance and can be documented to the Dean's satisfaction. The deferred examination may be taken only on the date published in the Academic Calendar and the student is subject to a make-up examination fee in each case.

Auditing Courses

A student who audits a course is one who is qualified to register for a credit course for which no credit will be granted. *Students may not audit a course which they subsequently would be required to complete for their degree.* Auditors are expected to attend class but are not responsible for examinations or written assignments. A grade of "AU" for the course will be noted on the permanent record.

Permission to audit a course must be obtained on a Pass/Fail-Audit Option Request form from the student's Dean and the Dean of the school in which the course is offered. This written permission must be presented to the Office of the Registrar. Audit and credit courses may not exceed 18 semester hours per term. Full tuition and fees are charged for audited courses. A student may not change from audit to credit status or vice versa once the semester begins.

Grading System

A letter system is used in assigning grades for the course with quality points given for each grade:

Grade	Quality Points
A	Excellent 4
A-	Excellent 3.7
B+	Very Good 3.3
B	Good 3
B-	Good 2.7
C+	Fair 2.3
C	Passing 2
F	Failure 0
INC	Incomplete 0
ABF	Absent/Failure 0
WD	Withdrawal 0
P	Passing 0
AU	Audit 0
UW	Unofficial Withdrawal 0

Credit for courses is given in semester hours. The quality points for a course are obtained by multiplying the points corresponding to the grade given for the course by the number of semester hours of credit attached to the course. The total quality points for all courses divided by the total credits attempted give students their quality point index.

Besides term examinations, courses which carry three semester credits but which meet for only two hours a week require the submission of a research paper or some equivalent research project before credit may be given.

An "INC," i.e., incomplete grade, may be given if the student fails to submit a research paper on some equivalent research project. Students receiving an "INC" grade must submit all required materials no later than the deadline indicated in the Academic Calendar in this bulletin. If the "INC" is not removed within this time period, it remains "INC" on the permanent record, and the student who requires the credit for this course must repeat it. *The student must request a grade of incomplete from the professor before the end of the semester.*

Audit: Graduate students may audit courses with permission of their Dean. Students may not audit a course which they subsequently would be required to complete for their degree. Auditors are expected to attend class but are not responsible for examinations or written assignments. A grade of "AU" for the course will be noted on the records.

A student will be given the grade of "WD" if he withdraws from a course, with the permission of the appropriate Dean, any time up to the date indicated in the Academic Calendar.

Academic Standing

Students in the master's and professional diploma programs must maintain a 3.0 quality point average to continue in graduate work. Students who fail to maintain this average, either in a particular semester or in their overall academic record, are subject to having their academic program terminated.

Students in the master's programs of the College of Pharmacy and Allied Health Professions will automatically become subject to review by the appropriate college committee and Dean. Students are subject to academic dismissal as a result of such review.

Students in doctoral programs are required to receive at least a "B" grade in all courses. Grades of "B-" will not count as a "B" where required for doctoral courses. When a student receives a grade of less than a "B," his or her program will automatically become subject to review by the appropriate department, interdepartmental graduate committee and the Office of the Dean.

Residence

Residence requirements assure adequate contact between the University and the graduate student while providing necessary association with scholars in the student's area of specialization.

With the exception of the Master of Arts program in Speech-Language Pathology and Audiology offered by St. John's College of Liberal Arts and Sciences, the master's and professional diploma programs offered by The School of Education, and the Master of Business Administration offered by The Peter J. Tobin College of Business, all master's degree students must successfully complete 12 semester hours of academic credit during two consecutive academic semesters. For regulations on satisfying the residence requirement of a particular master's or doctoral program, each student should consult the appropriate college/school and department/division section in this bulletin.

Continuous Enrollment— Maintaining Matriculation

Master's Degree and Professional Diploma

Continuous enrollment for matriculation until the degree is awarded is obligatory for students enrolled in degree programs. Those who are not enrolled in coursework must maintain their active status each semester by enrolling in Maintaining Matriculation at the scheduled

registration periods. Students who have not satisfied the continuous enrollment requirement for two or more semesters must

- 1) apply for re-admission,
- 2) meet the requirement in effect at that time,
- 3) be re-admitted,
- 4) pay appropriate maintaining matriculation fees for two semesters. In order to register for the proper Maintaining Matriculation course, students should consult their departmental/divisional course offerings.

Comprehensive Examination

Most degrees require the satisfactory completion of a comprehensive examination. This examination must be taken within a year after the satisfaction of all courses, language and residence requirements.

Students in The Peter J. Tobin College of Business and the College of Pharmacy and Allied Health Professions should consult with the appropriate Dean's office for complete details and requirements regarding the comprehensive exam.

This examination may be oral or written or both, according to the regulations of a particular department/division. The matter for this examination is not limited to the courses taken by the student, but may cover general concepts as well as the whole area of the candidate's field of study. The comprehensive examinations may be held in the fall, spring or summer according to departmental/divisional regulations as noted in the Academic Calendar.

Applications for these examinations should be made in the office of the appropriate Dean no later than the dates assigned in the calendar. Late fees may apply. The individual examiners report the results of this examination in writing to the Dean, who communicates them to the individual candidates. In case of failure, one re-examination may be permitted upon the recommendation of the departmental/divisional Chair and the Dean.

Doctoral Degree

Before sitting for the comprehensive examination, students must be registered in coursework or be enrolled in the appropriate Maintaining Matriculation course. In order to register for the proper Maintaining Matriculation course, students should consult their departmental course offerings. After successful completion of the comprehensive examination, students must enroll in the appropriate three-credit Doctoral Research course each semester until the degree is awarded. In order to register for the proper course, students should consult their departmental/divisional course offerings.

Students who have not satisfied the continuous enrollment requirement for two or more semesters must

- 1) apply for re-admission,
- 2) meet the requirements in effect at that time,
- 3) be re-admitted,
- 4) pay the appropriate fees for two semesters.

Research Review Board

All research carried out by students, faculty or affiliates of St. John's University involving human subjects must be approved by the Institutional Review Board for use of Human Subjects (IRB).

All research involving animals must be approved by the Institutional Animal Care and Use Committee (IACUC). This requirement includes any thesis, dissertation, research project or research essay. Such approvals must be secured before research is begun, *must be renewed each year and expires upon completion of degree.*

**Guidelines and application forms for both IRB and IACUC review are available on-line at: www.sju.stjohns.edu/grants/research.html.*

Master's Thesis

A department or division may require a thesis for the master's degree. Students should consult the appropriate department to ascertain if this is required or optional.

The master's thesis should offer evidence of sound research and an adequate treatment of a well-defined subject. A mere essay or compilation of facts will not be accepted. The thesis must be written on a subject comprehended under the major and approved by the mentor and the departmental committee.

The responsibility for a well-organized presentation of personal research rests with the student and is in no sense a part of the instructional responsibility of faculty members.

Before beginning the writing of the thesis, the student should consult with the Chair of the department and become familiar with the style sheet utilized by the department. The completed thesis should be submitted to the readers no later than the date indicated in the Academic Calendar, normally three calendar months before the end of the semester.

An original and one copy of every approved thesis for the master's degree must be submitted to the Dean. These will be bound and will become the property of the University Library. They must be printed on 20-pound, acid-free, non-corrasable bond paper with a minimum 25% rag or cotton content.

Theses must be submitted to the Dean in accordance with the date indicated in the Academic Calendar.

Doctoral Dissertation

The responsibility for a well-organized presentation of personal research (as well as the details involved) rests entirely with the student and is not part of the instructional responsibility of faculty members.

Since the doctoral dissertation research essay must present evidence of a substantial contribution to existing knowledge as a result of personal research, it is considered a criterion of the student's scholarly attainment and will

largely determine his/her final success in reference to the degree.

The title of the dissertation, along with the names of the mentor and members of the research committee, must be submitted to the department and then the Dean for approval. When the student's mentor has approved the completed dissertation, the reader's copies, typewritten according to the approved format, must be submitted approximately four calendar months before the end of the semester. The format to be used is specified by the appropriate department or school.

In establishing a doctoral dissertation/research essay committee, preparing a dissertation proposal and submitting and defending the dissertation, the following guidelines apply:

1. Students have the responsibility for requesting a mentor from the doctoral core faculty.
2. The student and mentor work together to choose a committee adhering to the following procedures and guidelines:
 - a. The committee shall consist of the mentor and at least two other members.
 - b. The two members plus the mentor shall come from the department/division.
 - c. One additional member of the committee may come from outside St. John's University.
 - d. The departmental/divisional Chair, Dean and mentor must unanimously approve any outside member.
 - e. Final approval of the committee composition rests with the Dean.
3. The dissertation proposal must be approved by the committee and then forwarded to the departmental Chair for his/her recommendations and then to the appropriate Dean for his/her approval.
4. There shall be an interim oral presentation of the dissertation in progress made before the doctoral committee which shall be scheduled by the mentor.
5. A manuscript based upon the dissertation and properly prepared for submission to a refereed journal must be submitted to the mentor prior to the scheduling of the oral defense.
6. The oral defense shall be open to the University community.
7. The mentor acts as the Chair of the oral defense, unless otherwise determined by the Department GEPC or its equivalent. The Chair of the oral defense shall be responsible for conducting the defense according to parliamentary procedure.

Students must consult their respective Dean's office, as well as the Directors or Chairs of their doctoral programs, for the specific guidelines, timelines and stylistic formats which apply to the dissertation within their discipline.

After the completed dissertation has been formally accepted, the candidate must defend

the dissertation in a final oral examination before the faculty and the doctoral committee. The final copies (i.e., an original and two copies) of the completed dissertation must be submitted to the Dean for approval in accordance with the Academic Calendar. All dissertations must conform fully to current style guidelines appropriate to the discipline.

Each copy shall have a title page, bearing the subject, the author's name, the mentor's name, the date of presentation and the statement: *"Submitted in partial fulfillment of the requirements for the degree of Doctor of Philosophy (or Doctor of Education or Doctor of Arts) to the faculty of the department (or division) of (Psychology, Administrative and Instructional Leadership, Pharmaceutical Sciences, etc.) at St. John's University, New York."*

Dissertations that are accepted for publication by commercial publishing houses should indicate that they were originally submitted as a doctoral degree requirement at St. John's University.

On another page shall be listed the student's vitae, giving the institutions at which undergraduate and graduate work was done, the degrees received and the dates.

The original and one copy of the dissertation will then be sent to the Serials Department, University Library. The library retains one paper copy of each doctoral dissertation and two paper copies of each master's thesis. The paper for all library copies must be of high quality—20 lb., acid-free, non-corrasable bond paper with a minimum of 25% rag or cotton content. The paper must have a good opacity, that is, print on one page should not easily show through the page in front of it. The margins for all copies must be one and one-half inches on the left side of each page and one inch on each of the other three sides. Note that these margins must also be left on pages containing graphs, illustrations, appendices, etc. Print on all copies must be dark and even. Word-processed copies must be of letter quality.

The original abstract of each dissertation (not more than 350 words) and two copies thereof must accompany the dissertation. The original dissertation and abstract will be sent to University Microfilms, Inc. (UMI) for microfilming. The paper original and microfilm are returned to the library, while the abstract remains at UMI.

The microfilm will be kept permanently at the library. The original with the abstract, as well as the copy and its abstract, will be bound and returned to the library. The original will remain at Circulation/Reserve and the second bound copy will be sent to the appropriate graduate school.

A fee, per bound copy, will be assessed each candidate for this binding service. Each candidate for the doctoral degree is required to fill out a special contract (obtainable in the Dean's office) for "University Microfilms, Inc."

Graduate Financial Aid Forms

St. John's University awards most of its financial assistance to graduate students based on academic ability and financial need, as assessed by means of the federally approved needs analysis known as the Federal Methodology. The Federal Methodology needs analysis assists colleges, universities and other agencies in determining a student's need for financial assistance.

Entering graduate students seeking financial assistance from any federal or institutional source of funding (including student loans) are required to submit a copy of the Free Application for Federal Student Aid (FAFSA) to the Federal Processing Center designating St. John's University, federal institution code number 002823, as one of the recipients. When the FAFSA is processed, the student receives a federal Student Aid Report (SAR). You may obtain and complete your FAFSA application online at www.fafsa.edu.gov.

Full-time graduate students who are New York State residents may also apply for the Tuition Assistance Program (TAP) by means of the TAP Electronic Application. New York State residents who complete the FAFSA are automatically considered for TAP.

Assistantships and Fellowships

Assistantships and fellowships in the humanities, sciences, education, business administration and pharmacy are awarded annually to academically qualified graduate students. Appointees carry a program of graduate study commensurate with their fellowship and assistantship schedules, and are not permitted to accept employment or other appointments either inside or outside the University during the period of their contract. Assistantships and fellowships provide remission of tuition; for some types fees are also covered and/or a stipend is available (see following information). These assistantships and fellowships are contracted on a yearly basis.

Information about graduate assistantships and application forms are available from the Office of Admission. Information about fellowships is available from the office of the academic Dean of the appropriate graduate unit. All credentials for assistantships and fellowships should be submitted no later than April 1, unless otherwise noted.

Graduate Assistantships and Doctoral Fellowships

Assistantships and fellowships are awarded on a yearly basis to qualified graduate students. These awards are based on academic achievement. A stipend plus full-tuition remission for up to 12–15 credits a semester is awarded (dependent upon program); a recipient must not be employed elsewhere. Further information about availability may be obtained from the Dean of the graduate program in which the student is interested.

The number of credits may vary slightly for Graduate Division of Arts and Sciences students who have reached a particular level in certain programs.

Research Fellowships

Research fellowships are available in various departments. These fellowships are made available through grants from governmental agencies and various industrial concerns. Further information is available by contacting the appropriate Deans.

Currently, fellowships for doctoral study in biology are available to qualified students through the Grants in Academic Areas of National Need (GAANN) Program; contact the Director of Graduate Programs in Biology for information. The Initiative to Maximize Student Diversity Program provides fellowships for graduate study, in a variety of master's and doctoral programs, to students from traditionally underrepresented groups. Contact the program coordinator, Wanda Rowe Johnson, for details: (718) 990-1671 (All are welcome to apply.)

Doctoral Fellowships

Also, a limited number of University doctoral fellowships are available for programs leading to the Doctor of Philosophy degree (biology, clinical psychology, pharmaceutical sciences), Doctor of Arts degree (English, history) and the Doctor of Education degree (educational administration and supervision, instructional leadership). These fellowships are academic honors which are offered only to highly qualified students. They provide a stipend besides defraying tuition and fees. A fellowship holder has no additional duties beyond graduate studies. The term of each award is one calendar year and ordinarily may not be renewed. Upon termination of their awards, Doctoral Fellows are eligible to apply for other forms of financial aid. Further information is available from the appropriate academic Dean's office.

University Doctor of Arts Fellowships

A limited number of University Doctor of Arts Fellowships in English and history are available. The amount of this fellowship award is total remission of tuition and fees for up to two graduate courses in each semester of the academic year. Stipends are not awarded to the Doctor of Arts Fellowship recipients. The sole criterion for selection of these awards is academic merit. Students may be considered for fellowship renewal. These fellowships do not require full-time graduate study. Further information is available from the Dean of the Graduate Division of St. John's College of Liberal Arts and Sciences or from the department Chair.

Clare Boothe Luce Doctoral Fellowships in Biology

Clare Boothe Luce Fellowships are academic honors offered each year to a limited number of superior women doctoral applicants in biology. A legacy of the estate of Clare Boothe Luce, the Luce Fellowships were established at a few selected institutions in order to encourage women to study and subsequently pursue academic careers in science, mathematics and engineering. These fellowships provide a stipend, a dependency allowance and tuition waivers for up to 30 credits per academic year. Appointments are for an initial two-year period, with possibility of renewal for a third year. Recipients of Clare Boothe Luce Fellowships have no additional duties beyond their graduate studies and may not accept employment either inside or outside of the University while they hold fellowships. Eligibility for these awards is limited to women who are U.S. citizens. Further information is available from the Dean of the Graduate Division of the St. John's College of Liberal Arts and Sciences.

Scholarships

Scholarship awards are made primarily on the basis of scholastic achievement and need. They are generally given to full-time students for a period of one year. Their annual renewal, contingent on satisfactory work, is at the discretion of the University Committee on Scholarships. Application for scholarships should be made to the academic Dean's office unless otherwise indicated. All credentials for scholarships should be submitted no later than April 1 unless otherwise stated.

Scholarships cover full tuition (but not fees) unless otherwise noted as partial awards in the following descriptions.

The St. John's College of Liberal Arts and Sciences M.A./J.D. Research Scholarships

These research scholarships are awarded to qualified students in the M.A./J.D. program offered by the St. John's College of Liberal Arts and Sciences and the School of Law. The terms of the scholarship provide the recipient with tuition remission for those courses offered through the Department of Government and Politics. Tuition waivers are not given for any course offered by the School of Law. The scholarship recipient is obligated to engage in research work for eight to 12 hours per week as assigned by the Chair of the Department of Government and Politics. All fees must be paid by the recipient. For a scholarship application and for further information, students should contact the Dean, Graduate Division of the St. John's College of Liberal Arts and Sciences.

Graduate Arts and Sciences Doctoral Scholarships

St. John's University provides a limited number of scholarships especially for qualified doctoral students from backgrounds traditionally under-represented in higher education. Scholarship candidates must be matriculated students in a doctoral program in either biology, clinical psychology or school psychology. A scholarship recipient has no additional duties beyond his/her graduate studies. The scholarship provides remission of tuition for up to 24 credits for one academic year (12 credits per semester). While the scholarship is not renewable, the recipient may be eligible for other forms of financial assistance upon completion of the academic year. For additional information, contact the Office of the Dean, Graduate Division of the St. John's College of Liberal Arts and Sciences.

The School of Education Scholarships

St. John's University awards two tuition-free scholarships for the master's degree to graduates of Catholic colleges or universities who have expressed a determination to enter the teaching profession. Students interested in these scholarships are referred to the Office of the Dean, The School of Education.

Special Graduate Scholarship Program for Public Employees

Each semester St. John's University awards a limited number of graduate scholarships to students who are Public Management employees pursuing a master's degree in the Graduate Division of Liberal Arts and Sciences, Department of Government and Politics. Applicants may inquire through the Department of Government and Politics.

The Gerald E. Fitzgerald Memorial Scholarship

This scholarship was established in memory of Dr. Gerald E. Fitzgerald, a professor at St. John's for 17 years and former Chairman of the Department of Government and Politics. Recipients are selected by the Theology Department and the Dean of the Graduate Division of the College of Liberal Arts and Sciences. Students should contact the Theology Department for further information.

The Richard Kugelman Scholarship

St. John's University's Theology Department awards one scholarship for the study of theology, especially sacred scripture, in the Graduate Division of the College of Liberal Arts and Sciences. The award is made to a qualified financially needy graduate student to honor the late Rev. Richard Kugelman, C.P., former Chair of the Theology Department and prominent biblical scholar. Interested students are referred to the Chair of the Theology Department.

The Chin-Ying Scholarships for Graduate Asian Studies

Established in 2005, two scholarships will be awarded annually to two graduate students, preferably of Chinese descent, pursuing a master's degree in East Asian or Chinese Studies. These scholarships are provided by Prof. and Mrs. Chin Ling Wang. Prof. Wang had been a dedicated faculty member of St. John's for nearly thirty years until his retirement. Qualified applicants must possess a minimum average of a B+ or a 3.0 cumulative index. Recipients are selected with the recommendation of the Institute for Asian Studies as scholastic basis for the Office of Financial Aid to make decisions.

The Blaise J. Oplente Scholarship

This scholarship was established to honor the memory of Dr. Blaise J. Oplente, a dedicated professor who, after long service as a faculty member of St. John's, was appointed the first chief lay administrator of St. John's University. Its purpose is to provide one or more partial scholarships to a student enrolled in a master's program in the Graduate Division of Arts and Sciences. Recipients are selected by the Office of Financial Aid in association with the Dean of the Graduate Division of Liberal Arts and Sciences, on the basis of financial need and scholastic achievement.

The Dr. and Madame H. K'ung Memorial Scholarship

This scholarship program, established in 1978, provides partial scholarships to students pursuing graduate study in Asian Studies. New applicants must possess at least a "B+" cumulative index. Awards are renewable provided the recipient maintains a 3.0 cumulative index. Selection is made by the Office of Financial Aid in consultation with the Institute of Asian

Studies within the Graduate Division of the College of Liberal Arts and Sciences.

The Loretta and Frank Kunkel Scholarship

St. John's University's English Department awards one scholarship for the study of English Literature in the Graduate Division of the College of Liberal Arts and Sciences. The award is made to a qualified financially eligible graduate student to honor Dr. Frank Kunkel, professor emeritus of English, and his late wife, Loretta. Interested students are referred to the Chair of the English Department.

The Ta-ling and Han-li Lee Award

This grant program was founded to assist academically excellent students in the Master of Arts degree program in East Asian Studies. Worthy candidates must intend to pursue graduate studies beyond the master's degree and to pursue a career in secondary, or university-level teaching in the East Asian Studies field. One or more partial annual grants will be made based on academic excellence with particular emphasis on East Asian historical scholarship, financial need and the recommendation of the Director of the Institute of Asian Studies within the Graduate Division of the College of Liberal Arts and Sciences.

The St. John's University-New York City Mayor's Scholarship

In conjunction with the Mayor's Graduate Scholarship Program, St. John's University offers partial tuition scholarships to full-time employees of city government who have graduated or are about to graduate from an accredited undergraduate institution of higher education. Opportunities are afforded for half-time, three-quarter-time or full-time graduate study toward the M.B.A. degree at St. John's University. Applications are available at the office of the applicant's agency Personnel Director.

The Gabriela Mistral Scholarship/Beca Gabriela Mistral

This scholarship is granted once a year to graduate students enrolled in the Master of Arts Program in Spanish at St. John's University and at the Universidad de Chile, Santiago, Chile. The scholarship entails the granting of complete tuition remission for one semester to one student selected from each of the two institutions. The student selected from St. John's University thus spends a semester free of tuition and student fees at the Universidad de Chile. Interested students should contact the coordinator of the Graduate Program in Spanish, Department of Languages and Literatures.

The Robert Azzara Endowed Scholarship

This scholarship was established by Frances and Frank Azzara. An award is made to one graduate student each year who is enrolled in the Masters Degree program in Speech, Pathology and Audiology. Selection is made by the Office of Student Financial Services based on a combination of need and strong academics. Interested students should contact the Office of Financial Services for further information.

The Richard Kugelman Endowed Scholarship

This scholarship was established in memory of Fr. Richard Kugelman who held a great devotion to biblical scholarship and a deep concern for the poor. Consideration for this award is granted to graduate students enrolled in religious studies. Candidates are required to demonstrate financial need. Interested students should contact the Department of Theological Studies for further information.

Federal Financial Aid

A recipient of any type of federal financial aid must make appropriate satisfactory academic progress in order to continue to be eligible to receive federal financial aid. Students failing to make satisfactory academic progress lose eligibility for federal aid. Consult the Office of Financial Aid for details regarding the University's satisfactory academic progress requirements for federal aid recipients.

Federal Family Education Loan Programs

Federal Stafford Loans

The New York State Higher Education Services Corporation administers the Federal Stafford Loan program for full-time and part-time students who are legal residents of New York State and/or other state residents attending colleges in New York. Federal Stafford Loans in

New York State operate under the jurisdiction of the Federal Stafford Program, as do identical Federal Stafford Loan Programs in other states. Other states' programs are governed by the same federal regulations and requirements as described herewith, although they are handled by agencies in the particular states.

This is a program of low-interest, long-term federal student loans. These loans are negotiated through commercial or savings banks, known as lending institutions, and in New York State have the guarantee of the New York State Higher Education Services Corporation.

Under the Federal Stafford Loan Program, students already in attendance or those accepted for admission may file for a loan and borrow as much as \$20,500 annually, in a subsidized and unsubsidized student loan. The maximum subsidized loan is \$8,500.

The total undergraduate and graduate subsidized loan indebtedness limit is \$65,500. The interest rate on Federal Stafford loans is currently a variable rate which changes each year as of July 1.

Federal Stafford Loans are now available on either a subsidized or unsubsidized basis. Subsidized Federal Stafford Loans are based on financial need as assessed by means of the FAFSA, and they provide the student with a federal interest subsidy. The federal interest subsidy enables the student to have the federal government pay the interest on his/her loan during the in-school period and the grace period. Interest doesn't begin to be charged to the student until loan repayment is initiated.

Unsubsidized Federal Stafford Loans are not based on financial need, but federal regulations do require that a student be considered for a need-based subsidized Federal Stafford loan first, prior to the processing of an unsubsidized Federal Stafford Loan Application by the school. When a student's Federal Stafford Loan is unsubsidized, he/she is responsible for the interest charged during the in-school and grace period. The interest on an unsubsidized Federal Stafford Loan may be paid by the student while in school OR may be deferred and capitalized and added on to the loan principal to be repaid when loan repayment of principal plus interest is initiated.

All candidates for Federal Stafford Loans, whether subsidized or unsubsidized, must have the FAFSA on file at the school before any type of Federal Stafford Loan eligibility may be determined. Based on the student's level of financial need and the amount he/she want to borrow, it is possible for a student to receive a Federal Stafford Loan that is totally subsidized, partially subsidized and partially unsubsidized, or totally unsubsidized.

The grace period before Federal Stafford Loan repayment begins is six months. As already indicated, to apply for a Federal Stafford Student Loan, a student must submit a FAFSA form prior to applying for the student loan. The FAFSA form must be filed with the Federal Aid Processor.

New York State Aid Satisfactory Academic Progress Requirements

Full-Time Graduate Students (excluding the School of Law): Before being certified for a TAP payment, a student must have accrued the specified number of credits, with at least the listed grade point average.

Before being certified for this payment	First Semester	Second Semester	Third Semester	Fourth Semester	Fifth Semester
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A student must have accrued at least this many credits	0	6	12	21	30
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With at least this grade point average	0	2.25	2.5	2.75	3.0
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Before being certified for this payment	Sixth Semester	Seventh Semester	Eighth Semester	Ninth Semester	Tenth Semester
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A student must have accrued at least this many credits	45	60	75	NONE	NONE
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With at least this grade point average	3.0	3.0	3.0	NONE	NONE
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Measurable satisfactory academic progress for a graduate student:

1. The student must complete 70% of credits attempted by the end of each school year of enrollment. (You may make up credits during the summer, at your own expense, to establish continued aid eligibility for the next school year.)
2. The student must maintain a cumulative grade point average (GPA) of 2.0. (You may attempt to achieve the necessary cumulative index through attendance in summer school, at your own expense, to establish continued aid eligibility for the next school year.)
3. Law/graduate academic scholarship terms are monitored by the individual schools. The user must contact their academic Dean regarding scholarship terms.

Once the FAFSA report has been received by the Office of Financial Aid, it will inform the student of their student eligibility.

New York State Financial Aid

Tuition Assistance Program (TAP)

The program provides grants varying from \$75 to \$550 a year, depending upon the family New York State net taxable income. The awards are made to New York State residents who enroll in a full-time degree program.

All students applying for state financial assistance, such as the TAP, must meet the minimum standards for satisfactory academic progress and program pursuit as listed on the previous page in order to comply with section 145-2.2 of the New York State Education Department's regulations and to continue their eligibility for state financial assistance.

The State Education Department's regulations concerning program pursuit are as follows: a student must achieve a passing or failing grade in the following percentages of a full-time program (which is a minimum of 12 credits a term) in each semester he/she receives TAP in order to continue to be eligible for TAP payments in the subsequent semester. The percentages are: first year of TAP payment—50% of full-time program must be completed; second year of TAP payment—75% of full-time program must be completed; third and fourth years of TAP payment—100% of full-time program must be completed. If the graduate TAP recipient received TAP as an undergraduate, the number of undergraduate TAP payments received determines what level of program pursuit the first-time graduate student must meet. For example, if the graduate recipient already received four or more undergraduate TAP payments, he/she would be at 100% program pursuit level through each semester of graduate study.

Please be advised that these outlined satisfactory progress standards are for the purposes of state aid eligibility; they are not the same as the University's own established standards for satisfactory progress.

Students must meet both the program pursuit requirements and the satisfactory academic progress requirements in each term of TAP payment in order to continue TAP eligibility. Students not complying with the state standards for program pursuit and satisfactory academic progress will have their eligibility re-established only after evidencing ability to successfully complete an approved program.

Regents Professional Opportunity Scholarships

New York State provides this scholarship program on both the undergraduate and graduate levels for certain professional programs of study. The approved graduate programs include Law (J.D.), psychology (Doctorate), social work (Master's) and speech-language and pathology/ audiology (Master's). These scholarships require a service commitment after completion of the professional program.

Regents Professional Opportunity Scholarship applicants must plan to study full-time and, to receive top priority for scholarship selection, be both economically disadvantaged and belong to a group that is traditionally under-represented in the field. Scholarship recipients receive \$1,000–\$5,000 a year for up to four years of study, unless enrolled in a program recognized by the NYS Regents as requiring five years to complete. No award shall exceed the cost of attendance.

Further information and scholarship applications may be obtained from: the NYS Education Department, State and Federal Scholarships Unit, Cultural Education Center, Albany, NY 12230.

Student Support Services and Resources

Alumni Relations

www.stjohns.edu/alumni

Queens Campus
8000 Utopia Parkway
Room 239 Marillac Hall
(718) 990-6232
(877) 758-ALUM
alumni@stjohns.edu

Staten Island Campus
300 Howard Avenue
(718) 390-4146

Rome Campus
Via Marcantonio Colonna, 21
Rome, Italy 00192
+ 39 (06) 393-842

Hours:

Mon.–Thurs., 8:30 a.m.–4:30 p.m.

Fri., 8:30 a.m.–3 p.m.

Currently, over 10 alumni constituent groups (organized by college and other affiliations) and more than 40 regional chapters involve some of the 152,000 alumni of St. John's University. Group, chapter and individual activities are sponsored by the Office of Alumni Relations. With a yearly contribution to the University, alumni, as well as other individuals, receive corporate partner benefits and discounts.

Alumni Relations:

- Coordinates social and educational functions throughout the year
- Offers tickets to cultural and entertainment events
- Sponsors professional networking and career development opportunities
- Offers group travel and tour programs
- Sponsors and implements alumni reunion and homecoming events
- Sponsors alumni receptions and athletic events both at home and away
- Co-sponsors various alumni networking events with the Career Center
- Sponsors the Future Alumni Association (FAA) for current students
- Coordinates Count on Alumni for Career Help (C.O.A.C.H.) programs including the "Insiders View of the Capital" and "Day on Wall Street"

Athletics Program

The St. John's University Athletic Department is supervised by the Director of Athletics, and supports 17 varsity sport programs that provide student-athletes with preparation for lifelong learning and service to others through intercollegiate competition. The Athletic Department promotes diversity by welcoming men and women of different ages, races, religious beliefs and cultural backgrounds to participate in its activities.

In women's intercollegiate athletics, St. John's competes against other universities in basketball, softball, fencing, tennis, cross country, indoor and outdoor track and field, soccer, volleyball and golf.

Men's intercollegiate athletic teams compete in baseball, basketball, fencing, lacrosse, soccer, tennis and golf.

The University is a member of the National Collegiate Athletic Association (NCAA), Eastern College Athletic Conference (ECAC), the BIG EAST Conference, Intercollegiate Association of Amateur Athletics of America (IC4A), Metropolitan Intercollegiate Track and Field Association (MITFA), Intercollegiate Fencing Association (IFA) and the National Intercollegiate Fencing Association (NIFA).

Campus Recreation

Campus Recreation is designed for the purpose of providing the entire university community with the opportunity to participate in a variety of leisure and recreational activities. These activities encompass team sports, individual and dual sports, as well as competitive and non-competitive activities. In addition to the obvious benefits of physical fitness, it is hoped the participants will also obtain improved skills, new and lifelong leisure time skills, along with social and ethical qualities (cooperation, trust, regard for others, etc.) from this program.

It is felt these objectives are consistent with the University's educational mission. A high level of skill is not a prerequisite to participate in any activities offered by this department. Therefore, all eligible students, faculty, staff and administrators are urged to take part in as many activities as time and interest permit.

Monday-Friday 7 a.m.-11 p.m.

Saturday 10 a.m.-9 p.m.

Sunday 12 p.m.-9 p.m.

Special Events

The overall goal of Special Events and open recreation is to promote social interaction through providing outside activities. We also look for ways to provide visionary leadership and direction for a campus wide population.

If you have an idea or would like to see an event hosted by Campus Recreation please email us at recreation@stjohns.edu.

We host a variety of events focused on sports, fitness, wellness and social interaction.

Intramurals

Having the opportunity to participate in both formal and informal recreational activities is a vital part of everyday life. The Intramural program at St. John's University provides formal recreational sports opportunities to all students, faculty, staff and administrators by offering an opportunity for interesting and rewarding competition in men's, women's and co-recreational activities. The program offers

a variety of activities that the entire university community can participate in regardless of preference or athletic ability.

Fitness

As part of our fitness programming we offer a wide variety of fitness classes throughout the week. All classes take place in the fitness center dance studio.

Personal Training

The Personal Training program offers you to have one-on-one sessions with a qualified personal trainer. The personal trainer will design a fitness program specifically designed to meet your needs and interests. This is the best way to receive high-quality instruction, motivation and support for your new fitness routine.

Club Sports

The objectives of Club Sports are to fulfill the recreational and extramural competitive needs of students. The program emphasizes Instruction and Competition.

Club Sports are special interest groups where by the students, with the Campus Recreation Department, accept the responsibility for the majority of the organization responsibilities of the club. Anyone interested in joining a club may contact the Campus Recreation Department in Taffner Field House or the club's coach or captain.

Outdoor Recreation

This component of Campus Recreation is geared towards getting students off campus to explore the wilderness, mountains and rivers in our region. These trips are offered at cost to all students. Some examples of trips offered are hiking, camping, whitewater rafting, canoeing, and mountain biking.

Campus Ministry

Campus Ministry at St. John's is people, programs, places and most importantly, a presence. The staff of Vincentian priests, religious women and lay ministers are all actively engaged in the development of a vibrant Christian community on the Queens, Staten Island and Manhattan campuses.

Vincentian in tradition, Campus Ministry also seeks to instill in the University community a deep concern for the rights and dignity of the human person, especially the poor and most vulnerable. They hope to share with others the heritage of the Gospel which is the source of life at St. John's and the very reason for its existence.

The weekend retreat experience is an important part of the Campus Ministry program, offering students time away from the pressure of classes and working to reflect, take stock, relax and give thanks. Retreats are conducted by student leaders and staff at the Vincentian Renewal Center in Princeton, NJ.

Campuses offer week-long programs

during the semester breaks with services in Philadelphia, inner city Brooklyn, New Orleans, Lourdes and Panama. This enables students to live and work among the poor with emphasis on prayer, service and community. There are many opportunities to serve the needs of people in the metropolitan area on a weekly basis at soup kitchens and shelters.

The St. Vincent de Paul Society is a student service organization sponsored by Campus Ministry. The members are involved in weekly service opportunities such as serving in soup kitchens, shelters and schools. They also sponsor service projects and fundraisers throughout the year.

The University community is served by students, staff, faculty and administrators through various ministries in The St. Thomas More Church such as readers, Eucharistic Ministers, singers and musicians.

The RCIA program is available for those who are thinking of becoming Catholics and for Catholics who wish to receive First Communion or Confirmation or would like to be a sponsor for a candidate.

On the Queens campus, the Eucharist is celebrated daily at 8 a.m. and 12:15 p.m. in St. Thomas More Church. There is a Sunday celebration at 11 a.m. followed by a coffee hour. The opportunity for reconciliation is also available each day. A special mass for students is held on Sunday evenings at 5:30 p.m. Following liturgy, we gather as a community for snacks and friendship.

On the Staten Island campus, the Eucharist is celebrated at noon on class days in St. Vincent de Paul Chapel and at 5:00 p.m. on Sunday evenings. The opportunity for reconciliation is also available each day. Special masses for campus groups are arranged with the Campus Ministers. The Campus Ministry Advisory Council sponsors student activities for the poor and disabled.

The Campus Ministers are always available to help with any personal, moral or religious questions or concerns.

Career Center

The Career Center, located in the University Center, Room 24, Queens campus, and Lavelle Hall, Room 106, Staten Island campus, is the central career information and employment office for students and alumni. The primary purpose of the Center is to assist students and alumni in planning their careers.

The Centers sponsor a wide variety of programs and services, including: Register with the Career Center to access information about career development programs, campus recruiting, full-time/part-time jobs, internship listings and more.

Career Advisement

One-on-one advisement is available to assist students and alumni with career choices and in developing career goals.

Career Awareness Programs

Special programs on various topics, including career alternatives, interview skills and employment advisement, assist students in understanding the marketplace and opportunities available.

Career Center Web site

The Career Center's comprehensive Web site offers students and alumni up-to-date information on special events, career planning, resume writing, interviewing, the job search and more.

Career Resource Library

Career development and employment information is available to students and alumni. The library includes employer directories, career literature and annual reports.

Education Credential Folders

The Career Center maintains a complete Credential Service for students and alumni seeking employment in Education.

Full-Time Employment Opportunities

The Center provides full-time job listings and referrals to students and alumni that are currently seeking employment.

Career Fairs

Several times per year, employers visit the campus to recruit for part-time, full-time and summer positions, as well as salaried internships.

Job Search Workshops

Students learn how to develop job search strategies to help them in the competitive marketplace.

COACH Program

Count On Alumni for Career Help. This program allows you to connect with alumni by searching an online database. Register through the Center Web site to develop networking contacts and gain valuable information about careers.

Mock Interview Sessions

Students and alumni are invited to sharpen their skills in a videotaped mock interview. This interview is then evaluated and suggestions are made on improving effectiveness.

Campus Interview Program

Employer representatives from every field are invited to interview graduating students for professional positions.

Part-Time Employment Opportunities

A comprehensive listing of part-time vacancies and salaried internships is available to all St. John's students.

Dining Etiquette

These informative seminars, offered several evenings each year, help prepare you for interviews or meetings conducted during a meal. Topics include the proper use of utensils, how to eat certain food and appropriate dinner conversation.

Communications Facilities

Courses in the area of Communication Arts are supported by the Television, Film and Radio Center, located on the fourth floor of Marillac Hall, Queens Campus. Courses are also available on the Staten Island campus.

The Television, Film and Radio Center is a broadcast-quality production and post-production facility which can accommodate both in-studio and on-location productions. The T.V. studio features three broadcast quality digital color cameras, a computerized fluorescent lighting system, a 24-channel audio board, digital video effects, electronic character generator with graphics capability, teleprompter and a professional announcing booth for voice-over recordings. The facility can accommodate the recording of talk shows, interview or instructional programs to either Beta SP or DV. Two dedicated, broadcast, non-linear video labs are maintained by the center. One is dedicated to video editing, the other to animation graphics.

The radio studio is equipped to record music, news, interviews and commercial programs. The center's atmosphere and equipment afford an exposure to a broadcast-quality facility which prepares students for entry into the communications industry.

The radio facilities at the Staten Island campus are used in the production of a wide range of program formats from news to dramatic performances. Production equipment in the radio control booth includes compact discs and cassette recorders, editing and announcing facilities. Both the Staten Island and Queens campus radio studios have the ability to record and edit digital audio with the latest industry standard, audio hardware and software.

Counseling Centers

The Counseling Centers are staffed by professionally trained personnel. The Queens Center in Marillac Hall Room 130 and the Staten Island Center in Flynn Hall Room 115 are open to the student body of the University. Voluntary, confidential, short-term counseling is available by contacting the center for an appointment. In most cases, appointments can be scheduled within twenty-four hours. Crisis situations are handled immediately. Students at the Manhattan campus may be referred to nearby facilities or

use the services of the Queens or Staten Island campus.

The Counseling Centers offer individual and group counseling on personal and educational matters. The centers typically see students who are experiencing academic difficulties and students who want assistance in resolving difficulties concerning family, relationship, substance abuse, disordered eating patterns; in short, any personal issue which interferes with academic achievement. The Centers can also provide psychiatric assessments and referrals as well.

Dining Service Facilities

St. John's Dining Services are proudly operated by Chartwells Higher Education. Offering a wide variety of meal options in more than a dozen dining locations on three campuses, you're sure to find something to satisfy your hunger.

St. John's Dining also features a full service catering department. From casual meetings to gala affairs, our catering staff is available to guide the way to a successful event. You can browse our menus and place an order, at <http://stjohns.catertrax.com>.

Should you have any questions regarding campus dining, please visit our website at www.DineOnCampus.com/StJohns or call us at 718-990-1535, or stop by our offices in Marillac Hall B-6.

Health Services

On the Queens campus, facilities for treatment of sudden illness and accidents registered nurses are available from 8:30 a.m. to 4:30 p.m. Monday–Thursday and 8:30 a.m. to 3 p.m. on Friday in the Health Office, in DaSilva Hall, (718) 990-6360, on all school days.

On the Staten Island campus, a nurse is available from 8:30 a.m. to 4:30 p.m. Monday–Thursday and 8:30 a.m. to 3 p.m. on Friday, in the Health Office, Room B17, Campus Center, (718) 390-4447.

Students at the Manhattan campus may be referred to nearby facilities or use the services of the Queens or Staten Island campus.

Immunization Requirements

NYS law 2165 requires that all students born on or after January 1, 1957 provide proof of immunity to measles, mumps and rubella disease. Immunization compliance is issued through the Health Office and allows for course registration and class attendance. All new students (freshmen, transfer, undergraduate/graduate, matriculated/non-matriculated, full or part-time) must have on file proof of TWO doses of measles vaccine and ONE dose of mumps and rubella vaccine. An immunization given before 1968 is acceptable only if the immunization record specifies that the vaccine was a live virus vaccine. A dose of live virus measles, mumps and rubella vaccine must be administered no more than four days prior to a

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child's first birthday and a second dose of live measles, mumps and rubella must be administered no less than 28 days after the first dose.

Failure to provide the completed medical forms 30 days from the beginning of class will result in exclusion from class.

In compliance with NYS law 2167, ALL students attending colleges and universities in New York State are required to be given information relating to immunization against meningococcal meningitis. By law you must respond to this notification within 30 days. Information can be obtained in the Office of Health Services. Failure to complete the required form 30 days from the beginning of class will result in exclusion from class.

Housing: Off-Campus

The Queens campus maintains an Off-Campus Housing Office, located in Donovan Hall.

You can contact the Office of Residence Life at (718) 990-2417. The Staten Island campus maintains a listing of local realtors. The University does not inspect these facilities. The evaluation of suitability of any facility is the responsibility of the potential renter. Persons listing facilities with the University certify they will accept any student registered at the University regardless of race, color or creed. On the Queens campus, information is available in the Office of Residence Life, Donovan Hall–Garden Level, and on the Staten Island campus, in the Student Life Office, Campus Center, Room B-11.

International Student and Residence Scholar Services

The International Student and Scholar Services Office, located on the Queens campus in St. John Hall, Room 116 and on the Manhattan campus, Room 465, assists international students and scholars in all matters related to their life at St. John's University and in the community including: immigration assistance; orientation to life at St. John's; New York City and the American culture; counseling for financial, adjustment, personal, legal and other matters; advisement concerning medical insurance, Social Security, taxes, campus and community services; coordinating programs (social, travel, cultural, family visitation); documentation for foreign exchange, military waivers, enrollment certification; liaison with foreign consular offices, U.S. government agencies/ departments and University offices.

Language Laboratory

The Queens campus language laboratory, located in room B 48 in the basement of St. Augustine Hall, is a brand-new state-of-the-art digital laboratory of 39 student stations complete with PCs, keyboards and flat screen monitors which have playback and recording capability for audio and video files as well as CD ROMs. It allows students to perfect their language skills in one or several of the 11 languages

currently offered at St. John's University.

Speech and Hearing Center

The Speech and Hearing Center, under the direction of Donna Geffner, Ph.D., CCC–Sp/A, has offered diagnostic and therapeutic services for communication disorders since 1976. Located off the Queens campus at 152-11 Union Turnpike, the center serves the Queens, Long Island and metropolitan New York community. The population ranges from infants to adults. The center's staff consists of ASHA Certified and New York State licensed professionals who work with each client to completely evaluate and assess the communication disorder as well as design intervention strategies for a therapy program. Therapy sessions are scheduled on a semester basis according to the college calendar. When indicated, referrals are made to other appropriate agencies.

The center serves as a training site for St. John's University students enrolled in the Speech-Language Pathology and Audiology Programs. Therapy is provided by professionals and by students under direct supervision. The Center is a fully equipped, modern facility, housing the latest diagnostic, therapeutic materials and instrumentation. Two complete audiometric suites are on site to provide audiological evaluation and hearing aid assessment.

Speech-Language Pathology Services include: evaluation and therapy for articulation, voice, language, stuttering, aphasia, learning disabilities and neurological disorders; and improvement of voice and diction for non-native English/ESL or speakers with regional speech patterns. Consultation and referral sources as well as conference visits to schools/agencies are also available.

The Audiology Services include: audiological evaluations, such as pure tone and speech audiometry, impedance and site of lesion testing; brainstem evoked response testing; hearing aid evaluation and orientation; aural rehabilitation evaluation and training; early childhood testing; central auditory processing testing and otoacoustic emission testing.

Stormcard ID Cards

StormCards must be carried at all times on the University premises. Lending a Stormcard to anyone or failure to present it when required by a University faculty or staff member is a violation of the Code of Conduct and subjects the holder to disciplinary action. Loss of a StormCard should be reported to the StormCard Office in the Department of Public Safety, ROTC Building (Queens) or the Office of Public Safety, Spellman Hall, Room 116 (Staten Island) or the Office of Public Safety, Room 465 (Manhattan). There will be a fee for replacement.

Student Computing Facilities

St. John's University is committed to preparing its students with the technological skills neces-

sary to meet the challenges of the 21st century marketplace. Under the leadership of the Information Technology Division, the University is equipped to meet the instructional needs of students and faculty through state-of-the-art academic computing facilities. Students have access to facilities that consist of six microcomputer laboratories, over 170 multimedia classrooms, microcomputer classrooms, and Library patron computers. Deployment of desktop computers to these facilities now totals over 900 Intel-based workstations and over 125 high-end Macintosh computers.

The University's state-of-the-art computer network enables each microcomputer to access a wide range of software, as well as electronic mail and the Internet through the World Wide Web. A variety of educational, business, statistical and other electronic information resources are accessible through the campus's high-speed Gigabit backbone with 100 Mbps Ethernet to each desktop computer. Internet connectivity is provided through a 100 MB link. Wireless connectivity is available at all five locations.

Microcomputer Laboratories

The microcomputer laboratories now contain more than 300 Intel workstations and over 30 high-end Macintosh computers. Two of these labs are located on the Queens campus. Additionally, each of the following locations has one lab: Staten Island, Manhattan, Oakdale and Rome, Italy.

As a result of major hardware/software upgrades completed recently, we now have many Pentium 4 3.2 GHz platforms CDRW/DVD and 1GB of RAM matched by multimedia monitors, Windows XP operating system (OS), the MS Office XP Professional suite as well as many other Windows-based applications. All the computers are connected to the STJ computer network, UNIX servers and Windows NT file servers.

Microlab/Classroom Macintosh computing resources consist of primarily MAC Pro's with 2 Gb Megabytes of RAM, and running MAC 10.4 OS. Printing facilities for both platforms consist of shared high speed B&W as well as HP color laser printers.

Multimedia Classrooms

Of the total 177 multimedia classrooms, 128 are located on the Queens campus, 38 more are at the Staten Island campus and 6 are on the Manhattan Campus. Each multimedia classroom is equipped with a podium, faculty computer, and projection equipment that can be viewed by all the students. Faculty has the option of connecting and projecting the image from their laptop computers in all multimedia classrooms as well. The Oakdale campus has 2 classrooms and multiple mobile equipment carts that can be set up in any classroom. The Rome campus has 3 classrooms in which computing equipment is available upon request.

Although students do not have individual workstations, each multimedia presentation envi-

ronment allows faculty to incorporate technology as a teaching tool to enhance the learning experience for their students. The Queens campus has four multimedia equipped/large capacity facilities. (Council Hall, Marillac Auditorium and the two St. Albert Amphitheatres). Additional classrooms will be equipped as multimedia classrooms in the future.

Microcomputer Classrooms

Further, the Queens campus has 13 microcomputer classrooms and Staten Island has 6 that house both Intel Pentium and Macintosh computers. The Oakdale campus has 2 computer classrooms, the Manhattan campus has 2 combination computer labs/classrooms with the latest Intel-based hardware and the Rome campus has one of the same. Each microcomputer classroom at all five locations provides students with individual computers through which they are able to participate in hands-on training, and a faculty station which enables demonstration of software. Individual instruction for how to use the equipment in both Multimedia and Microcomputer classrooms can be obtained through *Information Technology*.

Academic Computing Initiative

The Academic Computing Initiative has three primary components: The laptop program, campus wireless networks, and student portal (St. John's Central).

All incoming full-time first-time freshmen and transfer students receive a state-of-the-art laptop, software, and accessories from the University. The current model is the IBM Thinkpad T61 with a 2.1 GHz Intel Core 2 Duo Centrino Processor, 120 GByte disk drive, wireless communications and a CD/DVD reader/writer drive. The laptops run Microsoft Windows XP Professional and Office 2007 Professional and are covered by a 4-year warranty supported by repair centers on the Queens and Staten Island campuses.

The new DaSilva Academic Center on the Staten Island Campus illustrates how IT facilities are being adapted for increased laptop usage. New Podium Classrooms have been designed with a desktop as well as the capability to use video and sound from a laptop for faculty demonstrations. The DaSilva 109 and 110 Laptop Classrooms include desks, electrical hookups and network access that are optimized for student laptop usage. All campuses are also served by a new Cisco 802.11b wireless network. Currently the wireless network serves academic and common areas, classrooms, libraries, lawns and cafeterias, on all campuses.

St. John's Central is a one-stop web portal that makes University resources available to students from the Internet. It includes student productivity tools such as email and calendaring, communication tools like chats and discussion groups, and educational tools like course home pages, syllabi, library access, and course calendars.

Microlab Hours*

Queens campus
SULLIVAN HALL MICROLAB
Sullivan Hall, First Floor
(718) 990-6672

Sun. – Thurs. 7 a.m. – 2 a.m.
Fri. – Sat. 7 a.m. – 11 p.m.

MARILLAC HALL MICROLAB
Marillac Hall, Second Floor
(718) 990-6748

Mon.–Thurs. 7:00 a.m. – 9 p.m.
Friday..... 7:00 a.m. – 6 p.m.
Saturday Closed
Sunday Closed

*Please note: Lab hours are subject to change during intersession.

For Staten Island Microcomputer Lab hours, please call (718) 390- 4498.

University Libraries

The St. John's University Libraries commit themselves to the teaching and learning processes by providing information resources, instructional services and other support in the most effective formats for University programs and student and faculty research. The libraries include of three major libraries on three campuses (Queens, Staten Island, Manhattan) and additional collections at the Rome and Oakdale locations. St. John's University School of Law separately maintains the Rittenberg Law Library on the Queens campus. Together these libraries contain the equivalent of over 1.5 million volumes of books, periodicals, microform and audiovisual materials which support the undergraduate and graduate programs of the University. Cultural and recreational materials are also available.

The Main Library, a selective depository for United States government documents, also houses such special collections as the Governor Hugh L. Carey Collection, the William M. Fischer Lawn Tennis Library, the Asian Library, an Instructional Materials Center and a Media Center.

The Loretto Memorial Library on the Staten Island campus houses over 130,000 volumes including periodicals, microfilm materials and a collection of recorded music, poetry and plays.

The Davis Library on the Manhattan campus maintains one of the finest collections of contemporary and historical insurance materials in the country.

The Library instructional program provides learning, in a variety of formats, for discipline-specific research appropriate to graduate study.

Both wired and wireless access is available throughout the libraries, connecting users to thousands of online journals (many in full text) and monographs, as well as to the library catalogs of St. John's and other consortial libraries. All electronic resources are available off-campus to authenticated St. John's users. Cooperative arrangements with other libraries provide regional, national and international access to materials.