



# Cambridge College



## Academic Catalog 2020-2021

[www.cambridgecollege.edu](http://www.cambridgecollege.edu)

500 Rutherford Avenue, Boston, MA 02129  
617.868.1000 • Admissions: 1.800.829.4723



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# About This Catalog

This catalog presents current information about Cambridge College's academic programs, courses, resources, policies and procedures for the 2020-2021 academic year (September 1, 2020-August 31, 2021). This catalog has been compiled from the most accurate information available as of the date of publication.

By enrolling in the College, each student agrees to follow all College policies, practices and procedures.

The College reserves the right to change its programs, policies and practices at any time and without notice, in accordance with applicable law. The development, review and updating of College policies and procedures is an ongoing process. Official College policies may be viewed on the College's website.

This catalog does not constitute a contract, and shall not be construed as a binding agreement.

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# Contents

<b>Introduction</b> . . . . .	2	<b>School of Undergraduate Studies</b> . . . . .	70
Accreditation and Authorization . . . . .	6	Undergraduate programs . . . . .	73
The President's Welcome . . . . .	7	Accelerated Bachelor's to Master's Degree Programs . . . . .	93
<b>About Cambridge College</b> . . . . .	9	School of Undergraduate Studies Course Descriptions . . . . .	100
<b>Admission Requirements</b> . . . . .	13	<b>School of Education</b> . . . . .	135
School of Undergraduate Studies . . . . .	15	School of Education programs . . . . .	139
School of Education . . . . .	16	Cambridge College California . . . . .	170
School of Management . . . . .	19	Cambridge College Puerto Rico . . . . .	175
School of Psychology & Counseling . . . . .	20	School of Education Course Descriptions . . . . .	194
New England Institute of Business at Cambridge College . . . . .	22	<b>School of Management</b> . . . . .	232
Non-Matriculated Students . . . . .	23	School of Management programs . . . . .	234
<b>Student Financial Services</b> . . . . .	24	School of Management Course Descriptions . . . . .	240
Payment and Refunds . . . . .	24	<b>School of Psychology &amp; Counseling</b> . . . . .	249
Tuition and Fees Rates . . . . .	28	School of Psychology and Counseling programs . . . . .	253
Southern California Location: Estimated Total . . . . .		School of Psychology and Counseling Course Descriptions . . . . .	269
Cost of Attendance 2020-2021 . . . . .	29	<b>New England Institute of Business at Cambridge College</b> . . . . .	282
New England Institute of Business . . . . .		Undergraduate Degrees . . . . .	292
at Cambridge College: Tuition and Fees . . . . .	31	Undergraduate Course Descriptions . . . . .	305
Financial Aid . . . . .	33	Graduate Degrees . . . . .	317
<b>Academic Advising, Policies, and Procedures</b> . . . . .	39	Graduate Course Descriptions . . . . .	327
Course Registration . . . . .	40	<b>Main Campus</b> . . . . .	336
Academic Policies and Procedures . . . . .	43	<b>Regional Locations of Cambridge College</b> . . . . .	338
Transfer of Credit . . . . .	48	<b>Compliance and Community Policies</b> . . . . .	344
<b>Student Affairs</b> . . . . .	51	<b>Alumni Association</b> . . . . .	348
Student Rights, Complaints and Grievances . . . . .	53	<b>Faculty</b> . . . . .	349
Violence Against Women Act . . . . .	55	<b>Governance and Administration</b> . . . . .	359
Military Students—Veterans and Active Duty . . . . .	56	<b>Directory</b> . . . . .	361
International Students . . . . .	58	<b>Index</b> . . . . .	370
<b>Career Resources</b> . . . . .	61		
<b>Academic Support</b> . . . . .	63		
Center for Excellence in Learning and Teaching . . . . .	63		
Title III Strengthening Institutions Grant . . . . .	64		
Early College Program . . . . .	65		
Library Services . . . . .	66		
Computer Use and Policies . . . . .	66		
<b>Cambridge College Online</b> . . . . .	69		

# Accreditation and Authorization

## Regional Accreditation

Cambridge College is accredited by the New England Commission of Higher Education (formerly the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, Inc.).

Accreditation of an institution of higher education by the Commission indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Commission is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the accreditation status by the Commission should be directed to the administrative staff of the institution. Individuals may also contact:

### **New England Commission of Higher Education**

**3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514**

**(781) 425-7785**

**E-Mail: [info@neche.org](mailto:info@neche.org)**

## Program Accreditation

The Teacher Education Program and School Counseling Program at Cambridge College are awarded TEAC accreditation by the Inquiry Brief Commission of the Council for the Accreditation of Educator Preparation (CAEP) for a period of five years, from May 2014-May 2019, extended until June 2021. The accreditation does not include individual education courses that the EPP offers to P-12 educators for professional development, re-licensure, or other purposes.

## State Authorization

### **Massachusetts**

All Cambridge College's degree programs are authorized by the Massachusetts Department of Higher Education ([www.mass.edu](http://www.mass.edu)). Cambridge College programs preparing students for educator licensure are approved by the Massachusetts Department of Elementary and Secondary Education and are subject to its regulations and standards.

In addition to the Cambridge campus, authorized instructional sites are located in Lawrence, Springfield, and collaborating hospitals.

### **Other State Authorization**

Cambridge College is also currently authorized or licensed to operate in California and Puerto Rico.

### **California**

Cambridge College is a private institution approved to operate by the California Bureau for Private Post-Secondary Education. Approval to operate means the college is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833 • P.O. Box 980818, West Sacramento, CA 95798-0818 • [www.bppe.ca.gov](http://www.bppe.ca.gov) • 916-431-6959 • 1-888-370-7589 • fax 916-263-1897.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 1-888-370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

### **Puerto Rico**

The Puerto Rico Board of Postsecondary Institutions ([www.ce.pr.gov](http://www.ce.pr.gov)) has authorized Cambridge College to offer selected programs.

# The President's Welcome

**Deborah C. Jackson**  
**President**



Dear Student,

On behalf of the Board of Trustees and the entire College community, it is my pleasure to welcome you to Cambridge College. We look forward to working with you to help you succeed in both your academic and professional pursuits.

Since we opened our doors in 1971, we have supported the incredible potential of adult learners helping them to discover uncharted capacity, determination and resilience. With programs in five schools – School of Undergraduate Studies, School of Education, School of Management, School of Psychology and Counseling, and the recently acquired New England Institute of Business, we have the programs available that will help you to grow and develop, explore new interests and succeed in the professional career to which you aspire. Our programs are offered in a schedule designed to fit your busy life at a competitively affordable tuition.

Our top priority is your success. Our expert faculty bring a wealth of experience and knowledge into the classroom, ensuring a rich and unique learning environment. In addition to support in the classroom, faculty, staff, and student support services are available to assist you with all other aspects of college life, including financial aid, academic success coaching, and career resources, to name a few.

Thank you for choosing Cambridge College and I look forward to congratulating each and every one of you as you cross the stage at Commencement to receive your diploma—a symbol and acknowledgment of your hard work and dedication. In the meantime, may your journey at Cambridge College be a rich and rewarding one.

Sincerely,

Deborah C. Jackson  
President



# Cambridge College

Cambridge College was established in 1971 by a group of educators as the Institute of Open Education, an innovative graduate program offering advanced degrees to teachers and non-traditional adult learners, such as students older than the typical first-time college student, including many with previous college experience but no credential. The founding mission shaped the early institution and continues to guide the College today: *To provide academically excellent, time-efficient, and cost-effective higher education for a diverse population of working adults for whom those opportunities may have been limited or denied.* The mission reflected the essence of Cambridge College's teaching and learning model, characterized by open admission with student-centered, career-oriented academic instruction.

Today, Cambridge College remains a pioneer in higher education focused solely on adult learners. We offer undergraduate and graduate programs tailored to the needs of adult students focused on advancing their careers to meet the demands of tomorrow's workforce. As a fully accredited private non-profit institution with five schools – School of Undergraduate Studies, School of Education, School of Management, School of Psychology and Counseling, and the recently acquired New England Institute of Business, Cambridge College was created to advance the lives and careers of adult learners. Classes are offered across flexible schedules and modalities in five locations (Boston, Lawrence, Springfield, MA; Rancho Cucamonga, California; and San Juan, Puerto Rico) and 100% online through NEIB.

For close to 50 years, the College has maintained its commitment to open enrollment and continues to prioritize the needs of the diverse, working adult students it has always served, who now number over 36,000 alumni.

## Mission

To provide academically excellent, time-efficient, and cost-effective higher education for a diverse population of working adults for whom those opportunities may have been limited or denied.

## Values

Cambridge College is a responsive learning community, where adult learners can find ways to make the personal and professional changes they need to achieve their goals. Learning at Cambridge College takes place in an atmosphere of true diversity, where students support each other in a collaborative learning process that respects their needs and values along with their prior learning and life experiences. The College's innovative adult-centered learning model links theory and practice, helping students to acquire the academic credentials they seek, enrich their lives and careers, and become leaders in their communities.

## History

In 1971, a small group of educators created an educational institution, now known as Cambridge College, whose primary mission was to provide educational opportunities and degree attainment for working adults who did not have ready access to higher education. The art and science of helping adults learn became the foundation of education philosophy at the institution. By blending theory and practice in a developmental and participatory approach, this group of educators developed "the teaching/learning model" specifically for adult learning and to benefit those who may not have had opportunities for a college education.

The College was first known as The Institute of Open Education within Newton College of the Sacred Heart, and later became part of the Antioch University Network. In 1981, it became an independent, private non-profit institution with the new name of Cambridge College. A Master of Education was the initial degree program launched at the graduate level; it successfully supplied the growing need for teachers, especially in urban settings. The mission and philosophy of the College drew the attention of students from businesses, non-profit and social service agencies, and other professions. As this learning community grew, the College expanded to offer a broad range of academic programs, including the Master of Business Administration, Bachelor of Arts, Bachelor of Science, and Certificate of Advanced Graduate Studies.

Today, Cambridge College also serves the educational needs of students outside of its main campus location in Boston, Massachusetts. The College has regional locations in Springfield and Lawrence, Massachusetts, and in California and Puerto Rico. The College aspires to be a visionary organization and learning community for its constituents. Through the dynamic learning processes that are the foundations of our educational model, and our dedication to our mission, we believe we are serving and transforming the lives of adult learners across the national landscape.

On March 13, 2020, Cambridge College acquired the assets of the New England Institute of Business following the unanimous votes of each institution's boards of trustees. This momentous decision brings together two institutions with a combined 150 years serving adult learners pursuing meaningful careers.

### **Distinctive Teaching/Learning Model**

The College's innovative adult-centered learning model links theory and practice, helping students to acquire the academic credentials they seek, enrich their lives and careers, and become leaders in their communities. This model of adult learning has proven resilient and adaptable to new content areas and a variety of learning formats throughout Cambridge College's history. Cambridge College is a learning community in which adult learners experience educational practices that honor and empower them. The College believes that each person can learn regardless of one's age, life history, current circumstances, or past academic experience. Each student's uniqueness, capabilities and experiences are valued in the classroom communities. Our programs develop and enhance skills, competencies, attitudes, values and habits of mind, all enabling our students to competently meet personal needs and professional challenges.

Our coursework is designed to promote collaborative learning, support the use of technology, and to increase content expertise. The real-world diversity of our classrooms provides rich opportunities for examining socially constructed learning in individual research projects and team-based assignments. The majority of our faculty are experienced professionals who bring both academic and professional perspectives to the classroom, thus allowing our students to study current trends in the field. Faculty members and program chairs work with students to build the competencies needed for academic and career success.

### **High Quality and Engaging Student-Faculty Relationship**

According to the Council for Adult and Experiential Learning, reducing barriers for adult students means recreating the roles of faculty to be more facilitators of student learning and less lecturers, and to instill in them the freedom to learn from students without professional embarrassment. By recognizing adult learners as potential co-creators of knowledge and connecting their real life experience to academic theory, students will be able to continually enrich and contribute to their learning process and feel motivated to persist in their educational pursuits.

At Cambridge College, many of our students report that the dynamic learning process has transformed their professional and personal lives. The distinctiveness and efficiency of this model has been long substantiated by our student population; our students regularly praise the quality of the relationships they enjoy with the faculty and highlight it as one of the defining and unique characteristics of a Cambridge College education. Our alumni re-engage with Cambridge College because they see the College not only as an inspiring institution where they acquired their priceless education but also as a community of genuinely caring individuals who continue to believe in, nurture, and admire their resiliency, abilities, and well-deserved accomplishments.



# College Profile

## Our Students

**Adults** — Cambridge College draws a highly diverse population of adults who are serious about learning and earning the degree credentials they need to advance their careers and change their lives. Cambridge College attracts adults based on our goal-directed programming, our experienced faculty, and flexible scheduling.

**Diverse** — Our students are quite diverse in terms of their age, educational background, professional attainment, race, ethnicity, and language, and bring to class a wealth of personal experiences.

**Committed** — Our adult students have made a commitment to their education while working, parenting, and participating as members of their community.

## Student Diversity

Cambridge College was once again named one of the top 100 colleges and universities in the United States that conferred the most degrees to minority students.

### Master's Degrees

	to African Americans	to Hispanics	to Asian Americans	to Minority Students
Education	86th	36th	n/a	56th
Mental and Social Health Services & Allied Professions	7th	15th	22nd	10th
Psychology	80th	n/a	n/a	n/a
Health Professions & Related Programs	73rd	n/a	n/a	n/a

Source: *Diverse Issues in Higher Education* magazine (<http://diverseeducation.com/top100>).

## Faculty Profile

More than 400 active full- and part-time professors (Academic Year 2017-2018); many are active professionals working in their field.

### Full-time faculty

- 17 full-time faculty members college-wide
- 82% with a doctorate or other terminal degree
- 53% female, 47% male
- 31% minority
- average tenure 24 years

### Part-time faculty

- more than 380 active part-time faculty college-wide
- 55% with a doctorate or other terminal degree
- 99% with at least a master's degree
- 56% female, 44% male
- 33% minority
- average tenure 7 years

## Campus Life

Cambridge College locations are in urban settings. Our beautiful new Hood Park central campus in Boston offers a host of amenities, including bright and comfortable gathering areas, large flexible classrooms, state of the art technology, the CC Bistro where fresh food can be grabbed on the run or enjoyed in nearby eating spaces, a CC shop, where college accessories and apparel can be purchased, ample free parking and so much more. Each regional center has a student lounge and vending machines, and public eateries are nearby.

**Housing** — Cambridge College does not require or provide dormitories and/or student housing, nor does it have responsibility to find or assist enrolled students in finding housing.

## Boston, MA Location

Cambridge College's four schools are located in the new central campus located in the heart of Boston's historic Charlestown, MA. Our Hood Park campus is easily accessible to communities throughout Greater Boston and the surrounding areas and is easily accessible from various points in and around Greater Boston. The campus is in close proximity to Assembly Row, which features a broad range of retailers, entertainment options, and restaurants.

- School of Undergraduate Studies
- School of Education
- School of Management
- School of Psychology & Counseling
- The New England Institute of Business at Cambridge College (Online)

## Regional Locations

Our students and alumni have urged Cambridge College to bring its academic programs and culture of adult learning to the people of their own cities and states. Each Cambridge College location offers academic programs established at the main campus, selected to serve local needs, and authorized by state education authorities.



## Academic Schedule

**Convenient evening, weekend, and online classes** accommodate students' work schedules.

**Three terms/year** — Fall and spring terms are 15 weeks for undergraduate programs, and 14 weeks for graduate programs. The summer term is nine weeks for undergraduate programs and seven weeks for most graduate programs.

**CC Online class sessions** are eight weeks long and are offered five times per year: twice in the spring, twice in the fall, and once in the summer (see *Academic Calendar*).

**NEIB class sessions** vary depending on academic level. Undergraduate courses are eight-weeks long and are offered six times per year (twice per term). NEIB graduate courses are five-weeks long and are offered eight times per year. Doctoral courses are ten-weeks long and are offered four times per year.

## Student Demographics Academic Year 2018-2019

	Undergraduate	Graduate	All Students
<b>Enrollment/number of students</b>			
Undergraduate	927		
Education		1033	
Management		346	
Psychology & Counseling		716	
Non-Matriculated	102	161	
Total	1029	2,256	3,285
<b>Full-time equivalent</b>	489	1,238	1,727
<b>Student status</b>			
full-time	21%	41%	35%
part-time	79%	59%	65%
<b>Diversity/minority</b>			
	70%	55%	60%
<b>Financial aid recipients</b>			
	65%	60%	62%
<b>Students graduating with student loan debt</b>			
	70%	67%	68%
<b>Median age</b>			
	33	33	33
<b>Gender</b>			
	74% female	79% female	77% female
	26% male	21% male	23% male
<b>Student to faculty ratio</b>			
			.8 to 1
<b>Degrees/certificates awarded</b>			
	164	577	741
<b>Alumni</b>			
			more than 37,000

Title II pass rates for the Communication and Literacy Skills Massachusetts Test for Educator Licensure (MTEL) . . . . . 100%

## Financial Aid and Debt

	2016-2017	2017-2018	2018-2019
<b>Financial aid recipients:</b>			
undergraduate	79%	78%	65%
graduate	76%	76%	60%
<b>Students graduating with student loan debt</b>			
undergraduate	66%	76%	70%
graduate	59%	33%	67%
<b>Students leaving the College with debt—average amount:</b>			
--Students leaving with a degree			
undergraduate	\$35,086	\$29,228	\$31,789
graduate	\$49,291	\$38,582	\$31,884
--Students leaving without a degree			
undergraduate	\$16,257	\$11,824	\$16,634
graduate	\$20,393	\$25,966	\$15,616

	FY 2014	FY2015	FY2016
<b>Three-year cohort default rate</b>	8.1%	7.5%	8.2%

## Student Diversity

	Undergraduate	Graduate	All Students
American Indian/Alaska Native	<1%	<1%	<1%
Asian	3%	2%	2%
Black/African American	30%	16%	20%
Hispanic, any race	35%	35%	35%
Native Hawaiian/Pacific Islander	<1%	<1%	<1%
White	19%	36%	31%
Two or more races	2%	1%	2%
International/non-resident alien	9%	8%	8%
Race/ethnicity unknown	1%	1%	1%

## Enrollment by Location

Boston main campus	621	1,292	1,913
Lawrence	214	149	363
Springfield	147	257	404
Southern California	41	58	99
Puerto Rico	0	499	499
Online	6	1	7
Total	1,029	2,256	3,285