

HONDROS

COLLEGE OF BUSINESS



2022-2023
Hondros College of Business
STUDENT CATALOG
Addendum #4

Effective June 29, 2022

Addendum Legend:

Strikethrough (~~Strikethrough~~) = deleted information

Underline = new information

Addendum is available on the college LMS, Schoology and on the college [website](#).

SIGNATURE: *Stacie K. Linn* DATE: 6/29/2022

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ACADEMIC CALENDAR

Hondros College of Business academic calendar is based on the quarter system. Each quarter is 10 (ten) weeks.

2022- 2023 Academic Calendar

July 11

July 17

July 24

August 15 – Sept. 18

August 21

September 5

September 12-18

September 18

September 19 – Oct. 9

October 10

October 16

October 23

November 14 – Dec. 18

November 20

November 24 – 25

December 12-18

December 18

December 23-26

December 19 – Jan. 8

January 9

January 15

January 16

January 22

February 13 – March 19

February 19

March 13 – 19

March 19

March 20 – April 9

April 10

April 16

April 23

May 15 – June 18

May 21

May 29

June 12-18

June 18

June 19 – July 9

July 4

Summer 2022 Quarter Begins

Last Day to Add or Drop a Course

Last Day to CANCEL a first quarter new enrollment

Class Registration Dates

Last Day to withdraw from a course

Labor Day (School Closed)

Summer quarter finals week

Summer quarter ends

Break

Fall 2022 Quarter begins

Last day to Add or Drop a course

Last day to CANCEL a first quarter New Enrollment

Class Registration Dates

Last day to withdraw from a course

Thanksgiving break (School Closed)

Fall quarter finals week

Fall quarter ends

Christmas Eve and Christmas Day (School Closed)

Break

Winter 2023 Quarter Begins

Last day to Add or Drop a Course

Martin Luther King Jr. Day (School Closed)

Last Day to CANCEL a first quarter New Enrollment

Class Registration Dates

Last day to withdraw from a course

Winter quarter finals week

Winter quarter ends

Break

Spring 2023 Quarter Begins

Last day to Add or Drop a course

Last day to CANCEL a first quarter New Enrollment

Class Registration Dates

Last day to withdraw from a course

Memorial Day (School Closed)

Spring quarter finals week

Spring quarter ends

Break

July 4th Holiday (School Closed)

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LOCATION Building Information:

The campus is in a suburban area and easily accessible from major highways and is located on the bus line. The Main Campus is in a multi-tenant building that has 45,462 total square feet. The campus offers free parking, WiFi internet access, and a limited number of items on site for students to purchase. The facility follows all federal, state, and local codes for occupancy and safety.

The building includes first, and second floor study areas located in all common areas appropriately furnished with tables, chairs, couches, tables, and charging stations. There is a staffed first floor front desk, and spacious classrooms equipped with dry erase boards, comfortable chairs, and digital projectors. Students may access the online library which includes a variety of books, journals, newspapers, and research databases. Students are welcome on-campus to use the Internet to further their academic achievements and objectives. Individual Internet use should not interfere with others' use and enjoyment of the Internet. Internet use shall comply with all federal and state laws and College policies whether on campus or not.

~~The Main Campus is in a suburban area and easily accessible from major highways and is located on the bus line. The campus offers free parking, and Wi-Fi internet access. The facility follows all federal, state, and local codes for occupancy and safety. Total Building Square Footage is 45,462.~~

~~The building includes Wi-Fi access and common area space which students are welcome to use as study areas. Students are welcome on-site to use the Internet to further their academic achievements and objectives. Individual Internet use should not interfere with others' use and enjoyment of the Internet. Internet use shall comply with all federal and state laws and College policies whether on campus or not.~~

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ADMISSIONS REQUIREMENTS

5. Applicants must possess a high school diploma or GED equivalent. Official high school transcripts or other official verification of high school graduation provided by the high school or public-school district, must be received by the College before the student is permitted to start classes.

(a) If high school and college transcripts is are in a foreign language, applicants must have their transcripts evaluated by a qualified third-party agency. The applicant is responsible for paying all fees associated with translation and verification, as well as ensuring the results are submitted to HCB.

(b) Third-party evaluators must be a member of one of the following: • National Association of Credential Evaluation Services (NACES). • Association of International Credential Evaluators (AICE).

6. All official college transcripts must be received by HCB prior to the start of their program.

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TRANSFER CREDIT POLICY

All requests for transfer credit must be accompanied by an official transcript issued by the academic institution directly to HCB, prior to the start of classes. ~~All college transcripts eligible for transfer credit, must be received by HCB prior to the start of their program.~~ Transcripts must come from an accredited academic institution whose accreditor is recognized by the United States Department of Education. International credits are not transferable. An official transcript is defined as a being received in a sealed envelope from the original institution or sent electronically through a certified credentialing agency (e.g., Parchment) or the institution. Questions concerning transfer credit should be emailed to the [Registrar](#). A maximum of 67 credit hours can be awarded through transfer credit and/or prior learning experience. Prior learning experience credit cannot exceed 22 credits of the maximum 67 credits hours allowed.

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GRADE POLICY

Letter Grade	Percent Range/Description	Quality Points Per Credit Hour
A	90-100	4.00
B	80-89	3.00
C	70-79	2.00
D	60-69	1.00
F	59-below	0.00
I	Incomplete	0.00 No quality grade points awarded
TR	Transfer Credit	0.00 No quality grade points awarded
W	Withdrawal	0.00 No quality grade points awarded
P	Prior Learning Experience Credit	0.00 No quality grade points awarded
R	<u>Repeat</u>	<u>0.00-No quality grade points awarded</u>

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FACULTY All faculty are part-time. See course syllabus for contact information.

NAME	EDUCATIONAL BACKGROUND	Title
<u>Dr. Daniel Dieter</u>	BS, Clarion University – Communication MA, Youngstown State University – English PHD, Indiana University of Pennsylvania – Communication Media & Instruction Technology	Faculty
Amber Eakin	ME, Strayer University – Adult Education and Development Concentration MS, University of Kentucky – Library Science BA, West Virginia State University – General Education	Librarian
Ronald Eatmon	MSM., Indiana Wesleyan University – Organizational Leadership BA, Jones International University – Business Management	Faculty
John Goldberg	BA, California State University – Social Science, Psychology MBA, Case Western reserve University – Organizational Behavior	Faculty
<u>Brennan Gonzalez</u>	<u>MS, Troy University – Sociology</u> <u>BA, Auburn University – Sociology, Italian Studies</u>	<u>Faculty</u>
Dr. Edna Gronlund	BS, Bradley University- Business Mgmt. & Administration MS, Central Michigan University - Administration DBA, Columbia Southern University – Business Administration	Faculty
Dr. Perry Haan	BS, Ohio State University - Marketing MBA, Xavier University DBA, University of Sarasota - Marketing	Faculty
Jeff Haynes	BA, University of Kentucky - Political Science, Business Administration	Faculty

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James Hensley	MS, Indiana University – Language Education BA, Indiana University – General Studies	Faculty
Kendra Hoot	BS, The Ohio State University - Business Administration MBA, University of Dayton	Faculty
Gina Johnson	BS - Case Western Reserve University - Management Science MBA - The Ohio State University - Business Administration, Finance, and MS	Faculty
<u>Karsten Look</u>	<u>BS, Knox College – Psychology</u> <u>MS, Emporia State University – Clinical Psychology</u>	<u>Faculty</u>
Tanya Preston	MS, University of Cincinnati – Communication BS, University of Cincinnati – Communication	Faculty
Dr. Pamela Ratvasky	BS, Franklin University - Employee Assistance MS, Capella University - Adult Education PhD - Capella University - General Psychology	Faculty