



CATALOG ADDENDUM

2022-2023 Academic Catalog: Version 1

Abstract

The following content does not appear in the 2022-2023 Academic Catalog, but is valid for the 2022-2023 academic year.

Office of the Registrar

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WHAT IS AN ADDENDUM?

University of the Southwest (USW) publishes a full Catalog every year. The Addendum contains important information that has been updated throughout the past year.

The following question and answer section is designed to respond to common questions about how to use this important document. As always, it is recommended that students seek the guidance of counselors for course, program, and transfer planning. In this way, you will be able to access all the most up-to-date information available.

Q. Why do we have an Addendum?

A. USW is constantly updating curriculum, program requirements, institutional information, and policies. It is important to have a print and web document that helps students and staff locate all these changes.

Q. How do I use the Addendum?

A. The Addendum is to be used alongside the 2022-2023 academic catalog, not in isolation. Check your program and course of interest to see if there have been any changes. Meet with your counselor if you have questions about how these changes affect your academic plan.

Q. Does the Addendum supersede the Catalog?

A. The Addendum is just that: an addition to the 2022-2023 Academic Catalog. Whatever is listed in the Addendum in terms of new courses and/or new program requirements does supersede what is in the Catalog. However, in terms of Catalog rights, if you began a program in Fall 2022 or Spring 2023, you will be able to adhere to the requirements listed in the 2022-2023 Catalog if you have no break in enrollment until the time of your completion. Once again, if you have questions about programs and courses, see a counselor.

Q. Where can I find the Addendum?

A. The Addendum is on the web and can be accessed from Office of the Registrar site at www.usw.edu.

We hope this document will be helpful to you. It has been prepared as carefully as possible to include all information available as of April 2023. University of the Southwest reserves the right to make changes as needs require, and to change, without notice, any of the information, requirements, and regulations in the Course Catalog and the Catalog Addendum. If you have questions about the content or any other part of this document, please contact the Office of the Registrar at 575-492-2126 or registrar@usw.edu.

ADMISSIONS POLICY

GED/ALTERNATIVE/EQUIVLANCY UNDERGRADUATE ADMISSION REQUIRMENTS

To be considered for admission, recipients must:

1. Complete the application for Admission.
2. Submit an official GED certificate, home-schooling program at the secondary level as defined by state law or other state sanctioned test or diploma-equivalency certificate.
3. Submit Professional Resume.

UNDERGRADUATE ADMISSIONS REQUIRMENTS

University of the Southwest is committed to providing equal educational opportunities for candidates without regard to race, color, gender, disability, or national origin. As an independent educational institution, the University reserves the right to deny admission to any applicant whose academic preparation, character, or personal conduct is determined to be inconsistent with the mission and purposes of the University.

USW accepts for admission persons who have a high school diploma or the recognized equivalent (GED) or who are beyond the age of compulsory school attendance in New Mexico.

For Title IV regulations, “regular students” are fully admitted and enrolled as a degree seeking person in an eligible program who:

1. Have a high school diploma; and/or
2. Have a recognized equivalent of a high school diploma, such as a general educational development (GED) certificate, home-schooling program at the secondary level as defined by state law, or other state sanctioned test or diploma-equivalency certificate; and/or
3. Has a high school diploma (this can be from a foreign school if it is equivalent to a U.S. high school diploma); and/or
4. Are beyond the age of compulsory school attendance in New Mexico.

Students may self-certify that they have completed a high school diploma, the recognized equivalent (GED) or home-schooling program at the secondary level as defined by state law. If a student indicated on the FAFSA that they have received, a high school diploma or GED and USW has reason to question the accreditation of the high school or the graduation status of the student, a copy of the high school transcript, diploma, or GED certificate may be required.

INTERNATIONAL STUDENTS

Updated Financial Statement

Estimated cost of attendance is currently \$23,970 USD and includes tuition, books, room, and board.

- Tuition and Fees- \$16,470
- Room and Board- \$6,000
- Other Expenses- &1,500

VETERAN BENEFITS

VA PENDING PAYMENT COMPLIANCE

In accordance with Title 38 US Code 3679(e), University of the Southwest (USW) adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from VA. University of the Southwest (USW) will not:

Prevent the student's enrollment;

1. Assess a late penalty fee to the student;
2. Require the student to secure alternative or additional funding;
3. Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

1. Produce the VA Certificate of Eligibility (COE) by the published due tuition due date (i.e., approximately one week prior to the first day of class);
2. Provide a written request to be certified, which can be completed with the USW VA Certification Request Form;
3. Provide any additional information needed to properly certify the enrollment.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA).

FEDERAL FINANCIAL AID

ELIGIBILITY REQUIREMENTS

One of the institutional eligibility requirements is that the institution must admit as regular students only persons who have a high school diploma; have the recognized equivalent of a high school diploma; or are beyond the age of compulsory school attendance in the State in which the institution is physically located (see 34 C.F.R. § 600.4, 5 or 6). This means if the student is not yet beyond the age of compulsory school attendance in the State in which the institution is physically located, the institution can only enroll the individual as a regular student if he or she has a high school diploma or its equivalent. One of the student eligibility requirements is that an eligible student is one who is not enrolled in either an elementary or secondary school (see 34 C.F.R. § 668.32). This means that an institution cannot accept as a regular student at this school, an individual who is also enrolled at the same time in elementary or high school.

NEW MBA PROGRAM ADDED

EXECUTIVE TRACK

This program is designed for working professionals who want to develop the strategic business skills necessary to succeed in today's competitive market. This program provides an accelerated pathway to earning an MBA. Students will learn about topics such as accounting, finance, marketing, economics, and business strategy. Through this program, students will gain the ability to understand and analyze complex business problems and develop sound decision making skills. This program will also provide students with the opportunity to develop their professional skills in communication, teamwork, critical thinking, and problem solving. After completing this program, students will be prepared to take on leadership positions in their chosen field of business.

CAREER SERVICES

SPECIAL SERVICES

Jose Tarin-Valdez is the new Director of Office of Special Services. Offices are located in the Scarborough Memorial Library.