

Altierus Career College - Henderson
2017 - 2019 Catalog, Volume I, Version II
Addendum Effective 02/07/18

■ **ADDENDUM:** The underlined language below was added to the Transcript and Diploma Release section and is effective on April 1, 2018:

TRANSCRIPT AND DIPLOMA RELEASE

Requests for transcripts must be submitted to the Office of the Registrar via the school electronic transcript service provider. Student records may be released only to the student or his/her designee as directed by the Family Educational Rights and Privacy Act of 1974. Students will receive one free transcript at the time of graduation with their diploma. Additional transcripts are \$7.50 per copy.

Altierus is working with Parchment to provide electronic delivery of official transcripts to students. Students can request their transcript by going to <https://www.altierus.edu/alumni> or by contacting the Registrar office for assistance. Transcripts will be delivered electronically to the student's destination of choice if:

- Student has a record in the current student information system
- Student is current with their financial obligation to the campus, and student owes the campus an outstanding balance of \$1,500 or less

Upon graduation, all students who are current with their financial obligation to the campus will receive their diploma.

Note: Students who have outstanding balances above \$1,500 may receive an unofficial copy of their transcript.

■ **ADDENDUM:** The following academic calendars for degree programs have been added to the catalog.

Academic Year 2018 - 2019				
Summer Term Starts		July	9	2018
Summer Term Add/Drop Deadline				
6 Week 1 Courses		July	15	2018
Summer Term Add/Drop Deadline				
12 Week Courses		July	22	2018
Mini-Term Starts		August	20	2018
Mini-Term Add/Drop Deadline		August	26	2018
Labor Day Holiday		September	3	2018
Summer Term Ends		September	30	2018
Fall Break	From:	October	1	2018
	To:	October	7	2018
Fall Term Start		October	8	2018
Fall Term Add/Drop Deadline				
6 Week 1 Courses		October	14	2018
Fall Term Add/Drop Deadline				
12 Week Courses		October	21	2018
Mini-Term Starts		November	19	2018
Thanksgiving Day Holiday	From:	November	22	2018
	To:	November	25	2018
Mini-Term Add/Drop Deadline		November	29	2018
Winter Holiday	From:	December	24	2018
	To:	January	1	2019
Classes Resume		January	2	2019
Fall Term Ends		January	13	2019
				2019
Winter Term Starts		January	14	2019
Winter Term Add/Drop Deadline				
6 Week 1 Courses		January	20	2019
M.L. King Jr. Birthday Holiday		January	21	2019
Winter Term Add/Drop Deadline				
12 Week Courses		January	28	2019
Presidents' Day		February	18	2019
Mini-Term Starts		February	25	2019
Mini Term Add/Drop Deadline		March	3	2019
Winter Term Ends		April	7	2019
Spring Vacation	From:	April	8	2019
	To:	April	14	2019
Spring Term Starts		April	15	2019
Spring Term Add/Drop Deadline		April	21	2019

Academic Year 2019 - 2020				
Summer Term Starts		July	15	2019
Summer Term Add/Drop Deadline				
6 Week 1 Courses		July	21	2019
Summer Term Add/Drop Deadline				
12 Week Courses		July	28	2019
Mini-Term Starts		August	26	2019
Mini-Term Add/Drop Deadline		September	1	2019
Labor Day Holiday		September	2	2019
Summer Term Ends		October	6	2019
Fall Break	From:	October	7	2019
	To:	October	13	2019
Fall Term Start		October	14	2019
Fall Term Add/Drop Deadline				
6 Week 1 Courses		October	20	2019
Fall Term Add/Drop Deadline				
12 Week Courses		October	27	2019
Mini-Term Starts		November	25	2019
Thanksgiving Day Holiday	From:	November	28	2019
	To:	December	1	2019
Mini-Term Add/Drop Deadline				
6 week 2 courses		December	5	2019
Winter Holiday	From:	December	23	2019
	To:	January	1	2020
Classes Resume		January	2	2020
Fall Term Ends		January	12	2020
				2020
Winter Term Starts		January	13	2020
Winter Term Add/Drop Deadline				
6 Week 1 Courses		January	19	2020
M.L. King Jr. Birthday Holiday		January	20	2020
Winter Term Add/Drop Deadline				
12 week courses		January	27	2020
Presidents' Day		February	17	2020
Mini-Term Starts		February	24	2020
Mini Term Add/Drop Deadline		March	1	2020
Winter Term Ends		April	5	2020
Spring Vacation	From:	April	6	2020
	To:	April	12	2020
				2020
Spring Term Starts		April	13	2020

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6 week 1 Courses				
Spring Term Add/Drop Deadline				
12 week Courses				
Memorial Day Holiday		April	28	2019
Mini-Term Starts		May	28	2019
Mini Term Add/Drop Deadline		June	3	2019
Spring Term Ends		July	7	2019
Independence Day Holiday		July	4	2019
Summer Vacation	From:	July	8	2019
	To:	July	14	2019

Spring Term Add/Drop Deadline				
6 week 1 courses				
		April	19	2020
12 Week Courses				
Spring Term Add/Drop Deadline		April	26	2020
Memorial Day Holiday		May	25	2020
Mini-Term Starts		May	26	2020
Mini Term Add/Drop Deadline		June	1	2020
Spring Term Ends		July	5	2020
Independence Day Holiday		July	3	2020
Summer Vacation	From:	July	6	2020
	To:	July	12	2020

- **ADDENDUM:** The programs offered table has been updated to reflect the teach-out of all the programs.

PROGRAMS OFFERED

Program	Credential
Medical Administrative Assistant *	Diploma
Medical Assistant*	Diploma
Medical Insurance Billing and Coding*	Diploma
Associate Degree Program	Credential
Business Administration*	Associate of Science
Nursing*	Associate of Applied Science
*Enrollments are no longer accepted in this program	

- **ADDENDUM:** The following calendars have been updated.

DIY/Jr. Blended and All Shifts Medical Assistant Medical Administrative Assistant Medical Insurance Billing and Coding 2017 – 2018	
Start Dates	End Dates
11/6/2017	12/1/2017
12/4/2017	1/5/2018
1/8/2018	2/2/2018
2/5/2018	3/2/2018
3/5/2018	3/30/2018
4/9/2018	5/4/2018
5/7/2018	6/1/2018
6/4/2018	6/29/2018
7/9/2018	8/3/2018
8/6/2018	8/31/2018
9/4/2018	9/28/2018
10/8/2018	11/2/2018
11/5/2018	11/30/2018
12/3/2018	1/4/2019

DIY/Jr. Blended and All Shift Student Holiday/Breaks 2017 - 2018		
Holiday/Student Breaks	Start Dates	End Dates
Thanksgiving Holiday	11/23/2017	11/26/2017
Christmas & New Year Holidays	12/23/2017	1/1/2018
Martin Luther King Day	1/13/2018	1/15/2018
Presidents Day	2/17/2018	2/19/2018
Student Break	3/31/18	4/8/18
Memorial Day	5/26/2018	5/28/2018
Student Break	6/30/18	7/8/18
Labor Day	9/1/2018	9/3/2018
Student Break	9/29/18	10/7/18
Thanksgiving Holiday	11/22/2018	11/25/2018
Christmas & New Year Holidays	12/22/2018	1/1/2019

- **ADDENDUM:** The following links have been updated.

Old	New
www.Altierus.org	www.Altierus.edu
www.AltierusCares.org	www.AltierusCares.com

- **ADDENDUM:** All languages relating to Accrediting Council for Independent College and Schools (ACICS) has been removed from the catalog.