



CAPELLA UNIVERSITY

2015 UNIVERSITY GUIDE



**CONGRATULATIONS!** You've taken the first step in continuing your education. Now see how Capella University can support your goals and help you go further—**to your Point C.**

You've worked hard to get from Point A to Point B in your career. But you're ready for something more. You're ready to reach your Point C. Find out how a degree from Capella University can help you get there.

**SCOTT KINNEY, MBA**  
PRESIDENT, CAPELLA UNIVERSITY



**Table of contents** Explore this interactive guide to search for a program, learn more about the university, and find answers to your questions.

# Get to know Capella University



Capella University is an accredited, online university and national leader in online education, offering graduate, undergraduate, and certificate programs that deliver results for working adults and their employers. Through our online programs, students develop the knowledge, skills, and expertise to become leaders in a wide range of professional fields.

## The Capella University community

### Accreditation matters

It means that our university meets recognized standards for quality of faculty, curriculum, student services, and fiscal stability.

Capella University is accredited by the Higher Learning Commission.

Capella University: Capella Tower,  
225 South Sixth Street, Ninth Floor,  
Minneapolis, MN 55402, 1.888.933.5809,  
www.capella.edu.

**36,000+**  
students

**75%**  
women

**40**  
average age

**54%**  
people of color

**72%**  
in graduate programs

**94%**  
enrolled part time

**50**  
U.S. states

**61**  
countries

**40,000+**  
graduates



## Recognized for excellence

Capella [has received recognition](#) from—and established relationships with—numerous organizations in key professional areas, including:

- Accreditation Board for Engineering and Technology (ABET)
- Accreditation Council for Business Schools and Programs (ACBSP)
- Behavior Analyst Certification Board
- Commission on Accreditation for Marriage and Family Therapy Education
- Commission on Collegiate Nursing Education (CCNE)
- Council for Accreditation of Counseling and Related Educational Programs (CACREP®)
- FBI National Academy Associates (FBINAA)
- Healthcare Information and Management Systems Society (HIMSS)
- National Center for Healthcare Leadership (NCHL)
- National Security Agency and U.S. Department of Homeland Security
- National Council for Accreditation of Teacher Education (NCATE)
- Project Management Institute (PMI®)
- Quality Matters™
- ROI Institute™
- Society for Human Resource Management (SHRM)™

# Get to know Capella University



## Career relevance and measurable outcomes

We start by defining the essential learning outcomes for each program, based on academic standards and employers' insights about what it takes to excel in the field. Our curriculum is designed around these outcomes so we can measure the progress of each student and the success of each course, instructor, and program.

## Support in and out of your courses

At Capella, you'll join a community of people who share your enthusiasm and commitment to learning, including our [dedicated faculty and staff](#). Their guidance will support your success from the very start.

In each Capella course, you'll collaborate with faculty and other students with unique life and work experiences who can keep you motivated and highly involved throughout your program. Beyond your online courseroom, Capella librarians, writing coaches, career counselors, and other support staff will help you reach your goals.

"Capella is unlike any other experience I've had with campus-based schools and other online institutions. Capella engages the learner and makes learning fun, challenging, and rewarding."

**Ron Milon, PhD**  
Capella graduate

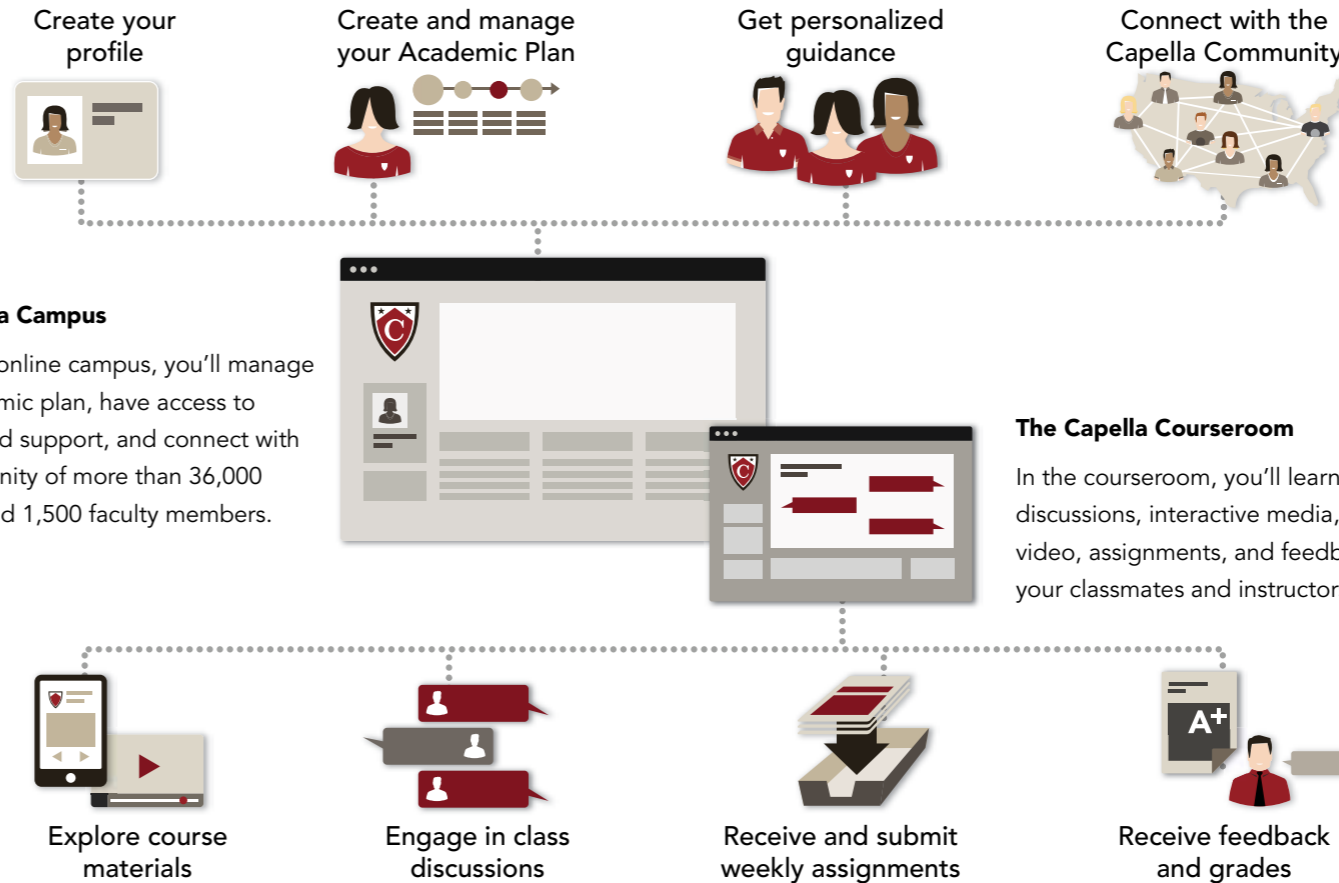
# The Capella learning experience

DISCOVER MORE OF CAPELLA'S LEARNING EXPERIENCE AT [CAPELLA.EDU/ONLINELEARNING](http://CAPELLA.EDU/ONLINELEARNING)

You're at the center of a rich learning environment.

To meet the needs of working adults, Capella courses are **exclusively online**.

You can maintain your own weekly schedule, choosing when and where to complete assignments based on courseroom deadlines. But don't confuse flexibility with courses being easy, or learning online with being isolated. You're learning within a highly engaging community.



"It's a better way of learning. There's no hiding in a Capella courseroom."

**Jean Paul, MS**, Capella graduate

## Valuing what you bring to the table



“Professional experience is valued at Capella—it’s an asset we’re encouraged to share.”

**Allison Hopkins, PhD**  
Capella graduate

### Professional experience is worth a lot at Capella.

Everyone brings unique perspectives and real-world situations to their education. Faculty members blend theory with industry practice and their own experience. You can apply what you learn today in your work tomorrow.

We select instructors for their academic credentials and relevant professional experience. Our faculty members understand what you need, because they’re trained to facilitate learning in the online environment—and some have earned degrees online themselves. A key part of their instructional method is to encourage you to share current workplace challenges as problem-solving opportunities for the entire class.

### You may be able to gain credit for prior learning\*.

Returning to school with valuable academic experiences and professional training, you naturally want to find the most direct path to your goal. Since credit and entrance requirements can vary by program, there is no single answer for how many courses you will need or how much tuition will cost.

But there is one way to find the answers you need: Speak to an enrollment counselor.

An enrollment counselor can help you determine whether learning achieved through previous course work may transfer into our degree programs. Nonclassroom learning may also be eligible for credit through our [Prior Learning Assessment](#) process\*. If you are applying for a bachelor’s program, you may also be able to gain credit for military training and national testing exams such as ACE, DSST, and CLEP.

After this review of your educational background, an enrollment counselor can provide an estimate of time needed to complete your degree, as well as information you need to calculate costs.

\*Residents of Washington may receive credit through our prior learning assessment only in the bachelor’s and MBA programs.



# Financing your education

## MAKING THE EDUCATION INVESTMENT

You know the potential payback of earning a degree from Capella University—increased earning power, greater marketability, and more respect as a professional. Now, find out how you could increase the value even more by [reducing the cost](#) of your education investment. Talk to an enrollment counselor about potential direct and indirect savings available to Capella students.

Review our tuition chart and learn more about financing options at Capella. Visit our [website](#).

## 1) You can apply for financial aid.

Regardless of your income or perceived level of need, you can apply for financial aid to help with the cost of your Capella education. Options for those who qualify include:

- Federal aid (such as Stafford loans)
- Employer tuition reimbursement
- Military tuition assistance benefits
- VA education benefits
- Grants
- Scholarships
- Private loans

Our online financial aid application makes the process accessible and simple.

## 2) You may be eligible for special benefits.

If your employer or community college has an alliance with Capella University, or you are a servicemember or veteran, you may be eligible for:

- Tuition discounts
- Tuition reimbursement
- Tuition assistance or veterans benefits

## READY TO GET STARTED?

We'll help you compare programs, estimate your transfer credits, calculate costs, and understand your options. Call 1.866.933.5809.



## 3) Your degree may be closer than you think.

Previous course work from regionally accredited or internationally recognized institutions may transfer directly to your degree program, reducing the number of credits required.

In bachelor's and select master's programs, Prior Learning Assessment is available to evaluate and award academic credit for the knowledge you've demonstrated outside of academic credit.\*

To award academic credit, Capella faculty evaluate the professional knowledge you can document through a written petition or through knowledge you've demonstrated by earning select certifications that align with our curriculum.

\*Washington residents may receive credit through Capella's prior learning assessment only in the bachelor's and MBA programs.

## Your connections may **save time and money**

### Leading employers

Employers recognize the value of a Capella University degree. Johnson & Johnson, U.S. Bank, Farmers Insurance Group, and [more than 500 other companies](#) have supported employee education at Capella through formal alliances with the university. If you are affiliated with a Capella education alliance partner, you may be eligible for special benefits, including tuition discounts. Many other organizations, including corporations and government agencies, support employees through tuition reimbursement.

### Community colleges

Capella University has [alliances](#) with more than 250 U.S. community colleges as well as other colleges and universities. Whether you are a student making the transition to a four-year degree program or a college faculty or staff member seeking a graduate degree—if your institution has an alliance with Capella University, you benefit.

Capella offers member colleges smooth credit transfers, a streamlined application process, and tuition discounts.



### U.S. military

Capella University offers tuition discounts and dedicated support if you are:

- An active duty servicemember or spouse
- A veteran
- A member of the National Guard or any Reserve component
- A civilian employee of the Department of Defense
- A member of the National Oceanographic and Atmospheric Administration or U.S. Public Health Service Commissioned Corps

Capella is a participant in the Yellow Ribbon Program as a part of the Post-9/11 GI Bill.



Capella University is affiliated with Defense Acquisition University and is a member of Servicemembers Opportunity Colleges. [Learn more](#) about the many programs available to armed forces personnel.



## Supporting you all the way

As you consider earning a degree while you keep the rest of your life moving forward, you need to know what kind of support is available along the way. As you set goals for your career and your education, we're here to help you achieve them.

### BEFORE YOU ENROLL



#### WE WILL...

- Introduce you to specializations that align with your goals
- Answer financial aid questions and guide you through your options
- Walk you through the application process
- Help you get to know the online learning environment

### DURING YOUR PROGRAM



#### WE WILL...

- Help you map out a personalized path to graduation
- Answer questions about program requirements, billing, financial aid, academic resources, and university policies
- Provide coaching to help you achieve your academic goals
- Offer resources and tools to strengthen your academic and professional skills

### AFTER YOU GRADUATE



#### WE WILL...

- Offer ways to stay connected to the Capella community
- Provide career resources, including sample resumes and interview preparation
- Support your continued academic and professional development
- Share volunteer, networking, and professional development opportunities

## Capella alumni: Achieving great things

### Achievements one year after graduation

Alumni who responded to a 2013 survey reported these professional achievements in the first year after they earned their Capella degree:

- The majority advanced their career within a year of graduation.
- 90% were likely to recommend Capella to others.
- 95% were satisfied with their Capella education.

\*Source: Capella Alumni Outcomes Survey, 2013

When you graduate, you know you've met high standards, and you join a community of alumni with inspiring accomplishments.

Capella University's rigorous academic programs are designed to be both relevant and marketable. That can translate into more dollars earned, increased respect, and higher achievement in your field.

Our graduates put their education to good use—82% of Capella alumni said they had advanced in their profession within 5 years of graduating.\*

As a Capella graduate, you will have lifetime access to Career Center services that will help you with career planning and job searches.

"My career change from finance to counseling is night and day. I get up every morning excited about my work."

**Vicki Carter, PsyD**, Capella graduate



## Residencies: Advancing skills, expanding community



Learning at an advanced level means developing skills, deepening knowledge, and becoming part of an extended intellectual community. Residential experiences don't just make this transformation possible—they make it richer.

Entering a graduate degree program at Capella University starts you on a fulfilling journey of intellectual, professional, and personal transformation. Residencies—intensive, on-site and online learning experiences—are a highlight of many Capella

graduate programs. Attending residencies deepens your academic experiences, research or clinical skills, and community building—all integral to the process of advancing academically and professionally.

Depending on the graduate program, you'll enroll in a specific type of residential experience as part of the required curriculum. Each session occurs at a key point in your educational development. Residencies are required for all PhD, PsyD, DBA, DSW, DrPH, DHA, DPA, and some master's specializations.

### Residencies at a glance

Residencies are held in major U.S. cities. While there, you'll be part of a community of learning colleagues and faculty, participating in small and large academic sessions, clinical skills labs, and panel discussions.

PhD: 3 residential colloquia

PsyD year-in-residence:  
2 extended seminars and  
8 weekends-in-residence

DBA: 3 residential colloquia

DHA, DPA, DrPH, DSW:  
1 Professional Doctorate  
Colloquium

MS in Addiction Counseling;  
Marriage and Family  
Counseling/Therapy;  
Mental Health Counseling;  
and School Counseling:  
2 residential colloquia

MS in Psychology, School  
Psychology specialization\*:  
year-in-residence, Part 1:  
1 weekend-in-residence,  
1 extended seminar, and  
2 weeks-in-residence

Specialist Certificate in School  
Psychology\*: Year-in-residence,  
Part 2: 1 weekend-in-residence,  
1 extended seminar, and  
1 week-in-residence

MS in Psychology, Clinical  
Psychology and Counseling  
Psychology specializations:  
3 residential colloquia

\*Most students specializing in School Psychology complete both the master's degree and the specialist certificate.

## Residencies: Advancing skills, expanding community

### PhD residential colloquia tracks: Getting you ready to grow

Every PhD student completes 3 residential colloquia over the course of their program. Each track is timed to support each stage of your PhD studies.

#### All PhD colloquia consist of 3 steps:

1. Begin with a 24-day, instructor-led online course, which includes self-paced modules, assignments, and assessments.
2. Next is a 4-day Weekend Experience featuring applied learning sessions that integrate with your Colloquium Courseroom activities.
3. After the Weekend Experience, you return to the Colloquium Courseroom for completion of a final assessment and a Track Preparation Plan for your next colloquium track.



#### Track 1

Identify your research problem and apply theory

**Timing:** Complete during your third active quarter of enrollment with a designated companion course.

**Goal:** Learn how to identify a research problem, to develop a research topic, and how to develop a literature review to support the topic.



#### Track 2

Develop research question

**Timing:** Complete between Tracks 1 and 3 in the same quarter with the designated companion course. There must be one full quarter of coursework between tracks.

**Goal:** Learn to craft a well-formed research question, to select the correct methodology and research design to answer the research question, and to begin developing a sampling strategy and plan for the dissertation.



#### Track 3

Complete your research plan

**Timing:** Complete with the designated companion course during the quarter before your Comprehensive Examination.

**Goal:** Deepen the conceptualization of your dissertation topic and craft a preliminary research design.



The [Dissertation Retreats](#) are unique Capella support events for students who are working on their dissertation. The retreats provide a distraction-free environment, 1-to-1 coaching, and peer support. Attendees have 5 days of uninterrupted time to make significant progress on their dissertations and gain important guidance.

# FLEXPATH

## A NEW WAY TO EARN YOUR DEGREE

A self-paced degree option: The most direct path to your goals.

**FlexPath** is an innovative way to build the career-enhancing skills employers seek—in a more efficient, personalized way. With FlexPath, you'll earn the same degree as a traditional program, but through a personalized learning approach that can help accelerate your professional success. FlexPath is currently available for select bachelor's and master's programs in business, information technology, and psychology.

### Save time and money

FlexPath is a more accessible, flexible, and efficient way to earn your degree. You can complete multiple courses at your own pace while paying one, flat tuition rate per quarter.

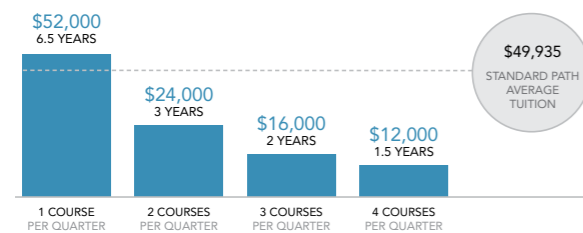
### How FlexPath works

Capella is one of the first universities to receive accreditation for self-paced degree programs, eliminating the credit-hour requirement and allowing you to earn your degree by:

- Demonstrating career-specific skills and knowledge.
- Using any materials and resources.
- Working at your own pace.
- Being measured on your demonstration of real-world skills.
- Paying one flat tuition rate per quarter.

### FlexPath: Bachelor's degree

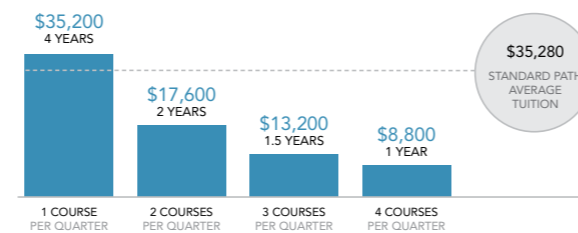
Total tuition and time to completion\*



\*Assumes only 45 general education transfer credits. This program allows up to 135 transfer credits.

### FlexPath: MBA degree

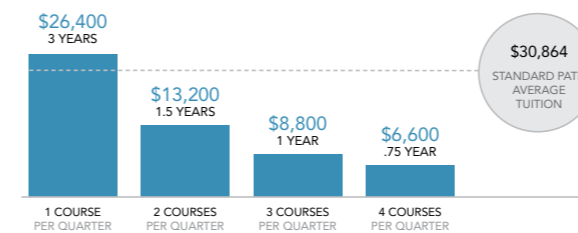
Total tuition and time to completion\*



\*Assumes 0 transfer credits. This program allows up to 12 transfer credits.

### FlexPath: MS-ISTM degree

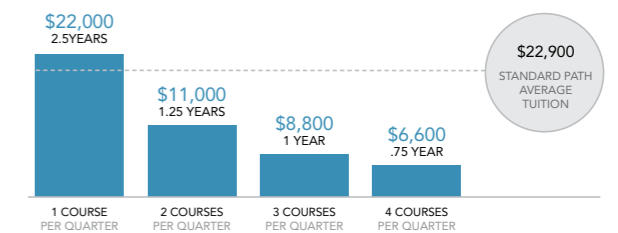
Total tuition and time to completion\*



\*Assumes 0 transfer credits. This program allows up to 12 transfer credits.

### FlexPath: MS-Psychology degree

Total tuition and time to completion\*



\*Assumes 0 transfer credits. This program allows up to 15 transfer credits.



# Find your program

SELECT A DEGREE ABBREVIATION  
TO THE RIGHT TO LEARN MORE ABOUT  
THE OFFERINGS FOR THAT PROGRAM.

SEE OUTCOMES AT [CAPELLA.EDU/OUTCOMES](http://CAPELLA.EDU/OUTCOMES).

## > Doctoral and specialist

### Master's

### Bachelor's

#### PhD

Accounting  
Addiction Psychology  
Advanced Studies in Human Behavior  
Business Management  
Counselor Education and  
Supervision<sup>1</sup>  
Criminal Justice  
Curriculum and Instruction<sup>1, 15</sup>  
Educational Psychology  
Emergency Management  
Finance  
Health Care Administration  
Human Resource Management  
Industrial/Organizational Psychology  
Information Assurance and Security  
Information Technology  
Information Technology Education  
Information Technology Management  
Instructional Design for Online  
Learning<sup>15</sup>  
K-12 Studies in Education<sup>15</sup>  
Leadership  
Leadership for Higher Education  
Leadership in Educational  
Administration<sup>1,3,4, 15</sup>  
Management Education  
Marketing  
Multidisciplinary Human Services  
Nonprofit Management and  
Leadership

Nursing Education  
Postsecondary and Adult Education  
Professional Studies in Education<sup>15</sup>  
Project Management (Information Technology)  
Project Management (Business Management)  
Psychology  
Social and Community Services  
Special Education Leadership<sup>1,4</sup>  
Strategy and Innovation  
Training and Performance Improvement<sup>15</sup>

#### PsyD

Clinical Psychology<sup>1,5</sup>  
School Psychology<sup>1,2,4</sup>

#### DBA

Accounting  
Business Intelligence  
Finance  
Global Operations and Supply Chain  
Management  
Human Resource Management  
Information Technology Management  
Leadership  
Marketing  
Project Management  
Strategy and Innovation

#### DHA

Health Administration  
Health Care Leadership  
Health Policy and Advocacy

#### DNP<sup>1</sup>

BSN-to-DNP  
Doctor of Nursing Practice  
Doctor of Nursing Practice Preparatory  
Program

#### DPA

Public Administration

#### DrPH

Epidemiology  
Health Advocacy and Leadership

#### DSW

Social Work

#### EdD

Adult Education<sup>6</sup>  
Curriculum and Instruction<sup>6, 15</sup>  
Educational Leadership and Management<sup>15</sup>  
Reading and Literacy<sup>1, 15</sup>

#### EdS

Curriculum and Instruction<sup>15</sup>  
Leadership in Educational Administration<sup>3,4</sup>

FP=FlexPath option available



# Find your program

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THE OFFERINGS FOR THAT PROGRAM.

SEE OUTCOMES AT [CAPELLA.EDU/OUTCOMES](http://CAPELLA.EDU/OUTCOMES).

## Doctoral and specialist

### > Master's

## Bachelor's

### MS

Addiction Counseling  
Adult Education  
Applied Behavior Analysis  
Child and Adolescent Development  
Clinical Psychology  
Counseling Psychology  
Criminal Justice  
Curriculum and Instruction  
Digital Forensics<sup>12</sup>  
Early Childhood Education<sup>4</sup>  
Educational Psychology  
Emergency Management  
English Language Learning and Teaching<sup>7, 15</sup>  
Evaluation, Research, and Measurement  
Gerontology  
Higher Education Leadership and Administration  
Human Resource Management  
Information Assurance and Security  
Information Systems and Technology Management <sup>FP</sup>  
Industrial/Organizational Psychology <sup>FP</sup>  
Instructional Design for Online Learning  
Integrative Studies  
K-12 Studies in Education  
Leadership  
Leadership Coaching Psychology

Leadership for Higher Education  
Leadership in Educational Administration<sup>4</sup>  
Marriage and Family Counseling/Therapy  
Mental Health Counseling  
Multidisciplinary Human Services  
Network Defense<sup>12</sup>  
Network Management  
Project Management (Information Technology)  
Psychology <sup>FP</sup>  
Reading and Literacy<sup>4</sup>  
School Counseling<sup>4</sup>  
School Psychology<sup>2,4</sup>  
Social and Community Services  
Special Education Teaching<sup>15</sup>  
Sport Psychology  
Studies in Human Behavior  
Training and Performance Improvement<sup>15</sup>

### Master of Nonprofit Management and Leadership

### MHA

Health Administration  
Health Care Informatics<sup>13</sup>  
Health Care Operations  
Health Care Leadership<sup>6</sup>

### MSN

Diabetes Nursing  
Nurse Educator  
Nursing  
Nursing Informatics<sup>13</sup>  
Nursing Leadership and Administration  
RN-to-BSN/MSN (Combined option)<sup>9,10</sup>  
RN-to-MSN Diabetes Nursing  
RN-to-MSN Nurse Educator  
RN-to-MSN Nursing  
RN-to-MSN Nursing Informatics<sup>13</sup>  
RN-to-MSN Nursing Leadership and Administration

### MPA

Public Administration

### MPH

Health Management and Policy  
Public Health  
Social and Behavioral Sciences

<sup>FP</sup>=FlexPath option available

# Find your program

SELECT A DEGREE ABBREVIATION  
TO THE RIGHT TO LEARN MORE ABOUT  
THE OFFERINGS FOR THAT PROGRAM.

SEE OUTCOMES AT [CAPELLA.EDU/OUTCOMES](http://CAPELLA.EDU/OUTCOMES).

Doctoral and specialist

Master's

> MBA

Bachelor's

## MBA

Accounting

Business Administration **FP**

(Also available: MBA Accelerated option)

Business Intelligence **FP**

Entrepreneurship **FP**

Finance

Global Operations and Supply

Chain Management

Health Care Management **FP**

Human Resource Management **FP**

Information Technology Management

Marketing

Project Management **FP**

**FP**=FlexPath option available

# Find your program

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TO THE RIGHT TO LEARN MORE ABOUT  
THE OFFERINGS FOR THAT PROGRAM.

SEE OUTCOMES AT [CAPELLA.EDU/OUTCOMES](http://CAPELLA.EDU/OUTCOMES).

Doctoral and specialist

Master's

> Bachelor's

## BS<sup>9</sup>

Accounting  
 Business Administration **FP**  
 Business Intelligence  
 Criminal Justice  
 Data Analytics  
 Data Management  
 Emergency Management  
 Finance  
 Information Technology **FP**  
 Psychology **FP**<sup>8</sup>  
 Health Care Management **FP**  
 Health Information Technology  
 Homeland Security  
 Human Resource Management **FP**  
 Information Assurance and Security  
 Management and Leadership **FP**  
 Marketing  
 Network Technology: Cisco®  
 Network Technology: Microsoft®  
 Project Management (*Business*) **FP**  
 Project Management  
   (*Information Technology*)  
 System Development: Mobile **FP**  
 System Development: Web Application **FP**

## BSN<sup>9,10</sup>

RN-to-BSN Degree Completion  
 RN-to-BSN/MSN (Combined option)

**FP**=FlexPath option available

# Find your program

SELECT A DEGREE ABBREVIATION  
TO THE RIGHT TO LEARN MORE ABOUT  
THE OFFERINGS FOR THAT PROGRAM.

SEE OUTCOMES AT [CAPELLA.EDU/OUTCOMES](http://CAPELLA.EDU/OUTCOMES).

## Doctoral and specialist

## Master's

## Bachelor's

## > Certificates

### Certificates

Adult Education  
Applied Behavior Analysis  
Business Intelligence<sup>8, 11</sup> FP  
Business Management<sup>8, 11</sup> FP  
College Teaching (*Post-master's*)  
Contemporary Theory in Addictive  
Behavior  
Contemporary Theory in Couple  
and Family Systems  
Contemporary Theory in Mental  
Health Services  
Criminal Justice  
Diabetes Nursing  
Diversity Studies  
Entrepreneurship<sup>11</sup> FP<sup>8</sup>  
Health Administration  
Health Care Informatics<sup>16</sup>  
Higher Education Leadership  
and Administration  
Homeland Security<sup>11</sup>  
Human Resource Management  
Information Assurance and Security

Leadership  
Management Consulting FP<sup>8</sup>  
Nonprofit Management and Leadership  
Nursing Leadership  
Nursing Informatics<sup>16</sup>  
Play Therapy  
Project Management  
Social and Community Services  
Specialist Certificate in School  
Psychology<sup>2, 4</sup>

### Exam Preparation

GPHR® Preparation Course  
PHR®/SPHR® Preparation Course

FP=FlexPath option available

# Admission requirements

## General Admission Requirements

Your program of enrollment determines the admission requirements. For more information, refer to your program details or an enrollment counselor at 1.866.933.5809.

## Basic requirements for all programs

- [Admission application](#) and nonrefundable \$50 application fee
- Acknowledgement agreement
- All applicants must understand, read, speak, and write fluently in English
- Official transcript(s) from previous institutions for degree and post-degree coursework, if applicable
- Minimum GPA as defined by your program

## BS

- High school diploma or equivalent
- At least 24 years old<sup>1</sup>
- Cumulative GPA of 3.00 or higher on previous undergraduate course work
- FlexPath: Capella considers a number of factors when reviewing applications for admission into degree and certificate programs through the FlexPath option. These may include previous academic performance, rigor of prior coursework, relevant employment history, grade point average, prior degrees and professional certifications, and academic readiness, as well as career and academic goals. This holistic review is conducted to assess fit for FlexPath and position new learners for optimal success in this self-paced model; generally, those applying to undergraduate FlexPath programs should have completed at least 45 quarter credits with a 3.0 or higher cumulative GPA, including at least 21 quarter credits of the General Education requirements.

## BSN

- Associate's degree in nursing or diploma in nursing from an institution accredited by a U.S. Department of Education accrediting agency or an internationally recognized institution
- Cumulative grade point average of 2.0 or higher from an associate's degree or diploma-granting institution
- A current, unrestricted RN license to practice in the U.S.

<sup>1</sup>Age requirement is waived for active-duty or veteran military applicants and applicants who have already earned 24 or more college quarter credits.

# Admission requirements

## MS, MBA, MHA, MNML, MPA, MPH, and Graduate Certificates

- Bachelor's degree from an institution accredited by a U.S. Department of Education accrediting agency or internationally recognized institution
- Cumulative grade point average of 2.3 or higher on a 4.0 scale
- For the MBA accelerated option for registered nurses, a master's degree in nursing from an institution accredited by a U.S. Department of Education-recognized agency or an internally recognized institution and a college GPA of 3.0 or higher are required
- FlexPath: Capella considers a number of factors when reviewing applications for admission into degree and certificate programs through the FlexPath option. These may include previous academic performance, rigor of prior coursework, relevant employment history, grade point average, prior degrees and professional certifications, and academic readiness, as well as career and academic goals. This holistic review is conducted to assess fit for FlexPath and position new learners for optimal success in this self-paced model; generally, individuals seeking admission to master's programs in FlexPath should hold a bachelor's degree with a minimum GPA of at least 3.0. Some FlexPath programs have additional experience requirements.
  - FlexPath MBA:
    - o Bachelor's degree in business or similar field, or another field plus 5 years of relevant professional experience
  - FlexPath MS-ISTM:
    - o Bachelor's degree in IT or related field, or another field plus 8 years of relevant professional experience, or equivalent
  - FlexPath Certificates:
    - o Bachelor's degree in business or similar field, or another field plus 5 years of relevant professional experience

## MS-Information Assurance and Security

A background acknowledgment form that indicates you possess the appropriate academic or professional background to enroll in the Master of Science in Information Assurance and Security program.

Requirements include:

- Bachelor's degree in information technology, information systems, computer science, or similar degree from an institution accredited by a U.S. Department of Education-recognized accrediting agency or an internationally recognized institution

OR

At least three years of experience in information technology, meeting the following criteria:

- Able to conduct basic network configurations (hub, server, router)
- Understand the processing and memory of computer systems; the key requirements of a DBMS; the difference between data and information; how to use a tool such as SQL to create a database report; as well as wired, wireless, and 3G/4G networks and how they are used
- Have used several operating systems, several data modeling best practices, and know when to use on-premise vs. cloudbased network solutions
- Know the difference between input, processing, and output devices and the difference between a LAN and a WAN
- Able to differentiate between programming languages and tools used to generate reports, and can describe different types of business information systems, as well as the key components of the system development life cycle.



# Admission requirements

## RN-to-MSN

- A current, unrestricted RN license to practice in the U.S.
- One year of licensed RN work experience or currently employed as an RN
- A minimum of 135 completed undergraduate quarter credits

## MSN

- Bachelor's degree in nursing from an institution accredited by a U.S. Department of Education accrediting agency or an internationally recognized institution
- A current, unrestricted RN license to practice in the U.S. and at least one year of licensed RN work experience or currently employed as an RN
- Cumulative grade point average of 3.0 or higher on a 4.0 scale

## EdS, EdD, DPA, DBA, DHA, DrPH, DSW, PhD, PsyD, and post-master's certificates

- Master's degree from an institution accredited by a U.S. Department of Education accrediting agency or internationally recognized institution
- Cumulative grade point average of 3.0 or higher on a 4.0 scale

## DNP

- Master's degree in nursing from an institution accredited by a U.S. Department of Education accrediting agency or an internationally recognized institution
- A current, unrestricted RN license to practice in the U.S. and at least one year of licensed RN work experience or currently employed as an RN
- Cumulative grade point average of 3.0 or higher on a 4.0 scale
- For the DNP Preparatory program, the same admission requirements apply with the exception of the master's degree, which can be in a field other than nursing

# Accreditation and end notes

## Accreditation

Capella University is accredited by the Higher Learning Commission.

Capella University, Capella Tower, 225 South Sixth Street, Ninth Floor, Minneapolis, MN 55402, 1.866.933.5809, [www.capella.edu](http://www.capella.edu).

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## End notes

<sup>1</sup>North Carolina residents are currently not eligible to enroll in this program.

<sup>2</sup>Maryland residents are currently not eligible to enroll in this program.

<sup>3</sup>Applicants seeking Georgia leadership certification are currently not eligible to enroll in this specialization.

<sup>4</sup>This program has not been reviewed or approved by Pennsylvania; Pennsylvania residents will have to apply and meet requirements for certification as out-of-state candidates.

<sup>5</sup>Iowa residents are currently not eligible to enroll in this program.

<sup>6</sup>Review of this specialization is pending in South Carolina.

<sup>7</sup>Wisconsin residents are currently not eligible to enroll in this specialization.

<sup>8</sup>In accordance with the U.S. Department of Education (ED) direct-assessment approval requirements, a notification to the ED is in process so that the Post-Baccalaureate Certificate FlexPath programs in Business Management, Entrepreneurship, Business Intelligence, and Management Consulting may be eligible for federal financial aid. These programs are currently not approved federal financial aid. Capella University will keep applicants and learners interested FlexPath fully informed of any decisions made by the ED.

<sup>9</sup>Arkansas residents must complete Arkansas general education requirements.

<sup>10</sup>Washington residents are currently not eligible to enroll in this program.

<sup>11</sup>Review of this certificate is pending in Florida.

<sup>12</sup>Review of this specialization is pending in Florida, Kansas, Kentucky, South Carolina.

<sup>13</sup>Review of this specialization is pending in Alabama, Florida, Kansas, Kentucky, Iowa, Louisiana, South Carolina, and Washington.

<sup>14</sup>Review of this certificate is pending in Alabama, Florida, Kansas, and Kentucky.

<sup>15</sup>This specialization has not been reviewed or approved by the Kentucky Education Professional Standards Board (EPSB); KY residents are not eligible for certification, endorsement, rank change, licensure, renewal, etc. by the EPSB.

## Three easy ways to take the next step:

- Apply online
- Call an enrollment counselor at 1.866.933.5809
- Learn more at [www.capella.edu](http://www.capella.edu)