



**SU/PNB Educational Partnership
Program Description
January 20, 2016

Welcome to the Seattle University/Pacific Northwest Ballet Educational Partnership. The following contains information and important policies for making your participation in this exciting collaboration beneficial and efficient for you. As you know, it is now possible for you to complete your undergraduate degree at Seattle University at a great discount and convenience. It is important, however, that you familiarize yourself with each of these policies and, if you are planning to complete your undergraduate degree through this partnership, take particular note of what the transition into **matriculated student status** means with regards to your transfer application process, tuition costs, and applying for financial aid. We urge you to contact the Program Director with any questions or to set up an appointment with the Academic Advisor if you wish to talk about how your coursework fits into a longer-term educational plan.

Important Contact Information at Seattle University

Dr. Jennifer Schulz, Program Director

Department of English
Casey 429
schulzj@seattleu.edu
206.371.0197

Kevin Maifeld, MFA, Director BA in Interdisciplinary Arts/Arts Leadership

Performing Arts and Arts Leadership Department
JEFF 401
maifeldk@seattleu.edu
206.296.5370

Laura Hauck-Vixie, Academic Advisor

Arts and Sciences Advising Center
Casey 1W
hauckl@seattleu.edu
206.296.2840

Yen Ngo, Associate Director, Student Financial Services

Student Financial Services

NGOYEN@seattleu.edu

USVC 105

(206) 296-5884

Dr. Kathleen La Voy, Associate Dean

College of Arts and Science

DOC@seattleu.edu

Casey 321E

(206) 296-5396

Second-Stage and SU Tuition and Fees for Non-Matriculated Dancers

Each company dancer has access to a \$10,000 grant (based in part on each dancer's donation to the Second Stage fund, which is matched by PNB, and supported by donors). The fund services the SU program, as well as a grant system, to provide career transition support to all of the PNB dancers. \$10,000 is the maximum amount that each active company dancer is given.

When a dancer enrolls in an SU class *held at the Phelps Center*, Second Stage deducts \$400 from his or her individual Second Stage fund. If a dancer spends the maximum grant amount (on SU classes or other projects), he or she is still allowed to continue participating in the SU classes by paying \$400 per class out of pocket.

This tuition rate only applies to classes taken through the partnership at the Phelps Center. Dancers who enroll in classes offered on-campus at Seattle University will be charged the full tuition price (even if the dancer is non-matriculated).

Note: the tuition and fee structure will change when/if you choose to become matriculated as a transfer student to SU prior to your final 45 credits. You must be matriculated in order to receive an SU degree. See **Matriculation toward SU Degree** below.

Enrollment at SU

First time enrollment requires completion of a Non Traditional Student Registration Form and an advising meeting with the Academic Advisor. Contact the Academic Advisor at (206) 296-2840 to schedule an appointment.

After two consecutive quarters' absence (excluding summer quarter), you will be withdrawn from the university and required to complete paperwork upon your return. If you will be away from the University for four quarters or less, you are advised to

complete a Student Leave of Absence form. Contact the Academic Advisor in advance if you are planning time off from school.

Registration Policies

Students must adhere to the academic calendar deadlines published on the Office of the Registrar website. <https://www.seattleu.edu/registrar/calendar.aspx>

To pre-register for a class, you must add your name to the sign-up sheet posted at Phelps Center or email the Academic Advisor PRIOR to the add/drop deadline for the quarter.

To drop a class, you must email the Academic Advisor PRIOR to noon on the Friday before the add/drop deadline for the quarter.

If you need to drop a class after the add/drop deadline, you may withdraw from the class. Contact the Academic Advisor for assistance with this process. A grade of “W” will be placed on your Seattle University transcript; however it will have no impact on your cumulative gpa. No tuition refund will be granted by Seattle University for non-matriculated students.

Matriculated students, if part-time enrolled, may receive a refund according to the deadlines published on the Academic Calendar.

Seattle University Health Center Vaccination Requirements

Please read the following and locate your immunization records as soon as possible. You may not be able to register for classes without them.

Mandatory Immunizations for Undergraduates

Seattle University requires all students/staff/faculty enrolled in undergraduate courses to provide documentation that they have had two doses of the Measles, Mumps, and Rubella (MMR), a Tetanus booster in the last 10 years, and the 3-shot Hepatitis B series.

In addition to the above immunizations, it is strongly recommended that you complete the usual childhood vaccine series and consider the Meningococcal vaccine. Seattle University, however, at this time does not require the vaccine. The Student Health Center, like other primary care clinics, offers all of the required vaccines.

Please enter your mandatory immunization records online at [SU Online Student Health](#). Once you enter your records please send us a hard copy for verification. We will also accept photocopies of official immunization records from your primary care health provider's office or records from your high school. Many of you may be unaware that your high school already has this information and is an excellent resource for obtaining these records.

If you and/or your parents cannot locate these records you may go to the Student Health Center for a blood test that will reveal the antibodies you carry, and, thus, the vaccinations you have had.

Student Health Center

1111 East Columbia Street, Bellarmine Hall, #107
Seattle, WA 98122

Phone: (206) 296-6300

Fax: (206) 296-6089

Email: studenthealthcenter@seattleu.edu

MySU

Having access to MySU is essential for communicating with your professors, accessing the CANVAS course page, and for receiving necessary information regarding your registration, transcripts, grades, health center holds, etc.

1. The first step is to acquire your Seattle University **username**, which will be assigned to you once you are registered.
2. The next step is to sign in to MySU using the following instructions:

Instructions for Accessing MySU and Getting a Password

1. Go to the following: <https://www.seattleu.edu/MySU/>
2. Leave everything blank and click on **Forgot/Reset Password** at the bottom of the Login box.
3. Fill out all the fields of the **Forgotten Password** page.
4. Click **Reset Password**
5. Now you will have your login name and password required for all sites on the Seattle U domain (including the library and CANVAS).

Campus Card

As a member of the Seattle University community you will be provided with a Campus Card, a versatile photo ID card. Your Campus Card is much more than just an ID card. It can be used as an electronic door key, library card, printer access card, dining card, debit account card, and gym pass.

For information about what a Campus Card allows the user to do, how to obtain a Campus Card and how to deposit funds to the card, go to the Office of Information Technology's [Campus Card 101 web page](#).

Matriculation toward SU Degree/Applying as a Transfer Student

If you plan to complete your undergraduate degree with Seattle University, you must apply as a transfer student in order to become a fully matriculated SU student. **You must be matriculated during the final 45 credits of your degree at minimum.** Since a Seattle University degree requires 180 credits, this means that credits 135-180 must be matriculated. You should begin the application process to SU one to two quarters prior to when you will reach 135 credits.

The application is available online at <http://www.seattleu.edu/undergraduate-admissions/transfer/>. There is a \$55 application fee. You do not need to provide your Seattle University transcripts during the enrollment process; however you would need to provide official transcripts from any other colleges or universities that you may have attended.

Graduation and Commencement

Matriculated students should apply to graduate prior to the university deadlines:

Anticipated Graduation Term:	Deadline:
Spring Quarter	November 1
Winter Quarter	October 1
Summer or Fall Quarter	February 1

Students who have eighteen or fewer credits of degree requirements remaining after spring quarter and who meet the grade point average for their degree program as of winter quarter are eligible to participate in the June commencement ceremony.

Transfer Credit Policies

Transfer credit can be accepted from regionally accredited institutions. Transfer credit is evaluated by the Office of the Registrar in chronological order. A minimum grade of C- (1.5) or higher is required to earn transfer credit. Once a student reaches 90 transfer credits, community college credit will no longer be accepted. In other words, after 90 credits, the *content*, but not the credits, of the course taken at another institution may apply to a degree requirement. Once a student reaches 135 credits, transfer credit from a four-year university will no longer be accepted.

Prior to enrollment in a course at another institution, you are advised to schedule a phone or in-person meeting with the Academic Advisor. Transfer credit can be accepted for some, not all, of the University Core requirements.

In some cases, a student may wish to enroll at a community college to earn a Direct Transfer Associates (DTA) Degree prior to enrollment in the PNB partnership program.

A DTA carries the following benefits: 90 transfer credits (if earned prior to enrollment in the partnership program), waivers for 8 of the 12 University Core Requirements

Tuition and Financial Aid for Matriculated SU Student Dancers

Matriculated students will incur the regular SU undergraduate tuition rate, which is subject to change each academic year, beginning summer quarter. Tuition and fees are outlined on the Student Financial Services (SFS) website <http://www.seattleu.edu/redhawk-axis/>. The 2015-2016 matriculated tuition rate is \$866 per credit for part time enrollment (11 credits or less) or \$12,990 for 12-20 credits. The SFS website outlines additional fees as well.

During the transfer application and matriculation process, you are encouraged to complete the Free Application for Federal Student Aid (FAFSA) online at <https://fafsa.ed.gov/> and provide the FAFSA results to Seattle University. You must be enrolled in at least 12 credits per quarter in order to be eligible for Financial Aid, including a transfer scholarship. Transfer scholarships will be communicated at the time of admission and will be considered in the case of those PNB partnership students who have earned a 3.50 cumulative gpa or higher, regardless of whether they have earned transfer credits.

For the 2015-2016 academic year, transfer scholarships are as follows:

Transfer Scholarships	Amount	Qualifications
Messina Scholarship	\$15,000 per academic year	3.75 - 4.0 cumulative transfer GPA.
Xavier Scholarship	\$12,000 per academic year	3.5 - 3.74 cumulative transfer GPA.
Loyola Scholarship	\$9,000 per academic year	3.25 - 3.49 cumulative transfer GPA.

Other aid, based on private donations, may become available and this Policy Document will be updated to reflect this, but at this time, there is no definitive source for this aid.

Catalog and Degree Requirements

Seattle University policies and degree requirements are outlined in the Catalog, available online at <http://catalog.seattleu.edu/>.

SU/PNB partnership courses are tailored toward completion of the Interdisciplinary Arts – Arts Leadership program <http://www.seattleu.edu/artsci/interdisciplinary-arts/arts-leadership/>

However, students interested in completing other degrees can consult with the academic advisor.