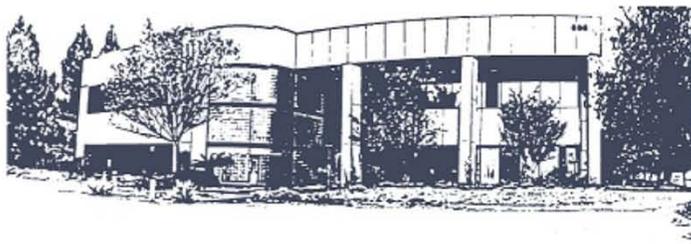




HERGUAN UNIVERSITY

HGU



January 1, 2012 - December 31, 2013

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Academic Calendar

Spring Term 2012

(January 9 – April 21, 2012)

December 18, 2011	Priority Admissions Deadline (New Students) Registration Deadline (Current Students)
January 6	New student orientation and Registration (3:00 PM)
January 9	Classes begin Registration continues for new students Late registration for current students
January 20	Last day for Late Registration Last day to add/drop without records on transcript
January 20	New students welcome party
February 20	President's Day (campus closed)
February 27	Begin registration for the summer term
February 27-March 3	Mid-term exams
April 16 – 21	Final Exams
April 21	Last day of term Last day to file for graduation this summer term
April 22 - May 6	Spring break

Summer Term 2012

(May 7 – August 18)

April 15	Priority Admissions Deadline (New Students) Registration Deadline (Current Students)
May 4	New student orientation and Registration (3:00 PM)
May 7	Classes begin Registration continues for new students Late registration for current students
May 18	Last day for Late Registration Last day to add/drop without records on transcript
May 18	New students welcome party
May 28	Memorial Day (campus closed)
June 25	Begin registration for the fall term
June 25-30	Mid-term exams
July 4	Independence Day (campus closed)
Aug. 13-18	Final Exams
Aug. 18	Last day of term Last day to file for graduation this fall term
Aug. 19 – Sept. 3	Summer break
Aug. 26	Graduation ceremony

Fall Term 2012

(September 6 – December 15)

Aug. 12	Priority Admissions Deadline (New Students)
	Registration Deadline (Current Students)
Aug. 31	New student orientation and Registration (3:00 PM)
Sept. 4	Classes begin
	Registration continues for new students
	Late registration for current students
Sept. 14	Last day for Late Registration
	Last day to add/drop without records on transcript
Sept. 14	New students welcome party
Oct. 22 – Oct. 27	Mid-term exams
Oct. 22	Begin registration for the spring term
Nov. 22	Thanksgiving (campus closed)
Dec. 10-15	Final Exams
Dec. 15	Last day of term
	Last day to file for graduation this spring term
Dec. 15	Christmas party
Dec. 16 – Jan. 6	Winter break
Dec. 25-26	Christmas Holidays (campus closed)
Jan. 1	New Year's Day (campus closed)

Spring Term 2013

(January 7 – April 21, 2013)

December 7, 2012

	Priority Admissions Deadline (New Students)
	Registration Deadline (Current Students)
January 13	Last day for Late Registration
January 14	Classes begin
	Registration continues for new students
January 25	Last day to add/drop without academic records
February 18	President's Day (campus closed)
February 19	Begin registration for the summer term
February 25 – March 2	Mid-term exams
April 22 - 28	Final Exams
April 28	Last day of term
	Last day to file for graduation this summer term
April 29 - May 12	Spring break

Summer Term 2013

(May 6 – August 19)

April 15	Priority Admissions Deadline (New Students)
	Registration Deadline (Current Students)
May 12	Last day for Late Registration
May 13	Classes begin
	Registration continues for new students
May 24	Last day to add/drop without academic records
May 27	Memorial Day (campus closed)

June 17	Begin registration for the fall term
June 24 - 30	Mid-term exams
July 4	Independence Day (campus closed)
August 19 - 25	Final Exams
August 25	Last day of term
	Last day to file for graduation this fall term
Aug 26- Sept. 8	Summer break
August 31	Graduation ceremony

Fall Term 2013

(September 9 – December 22)

Aug. 13	Priority Admissions Deadline (New Students)
	Registration Deadline (Current Students)
Sept. 2	Labor Day (campus closed)
Sept 8	Last day for Late Registration
Sept. 9	Classes begin
	Registration continues for new students
Sept. 20	Last day to add/drop without academic records
Oct. 21	Begin registration for the spring term
Oct. 19 – Oct. 25	Mid-term exams
Nov.28	Thanksgiving (campus closed)
Dec. 16–22	Final Exams
Dec. 22	Last day of term
	Last day to file for graduation this spring term
Dec. 23 – Jan. 12, 2014	Winter break
Dec. 25	Christmas Holidays (campus closed)
Jan. 1, 2014	New Year's Day (campus closed)

Chapter One – Welcome to Herguan

A message from the President

Welcome to Herguan University! As we begin the twenty-first century, education has merged with the information superhighway, which is undergoing great changes. Innovations in technology and communications have enabled the educational sector to expand its realm and provide education to a wider range of students in dispersed geographic areas.

Herguan University is dedicated to utilizing the latest technologies in its efforts to bring the best possible education to students all over the world. We seek to challenge our students and, in doing so, provide them with the services and opportunities necessary to enable them to successfully complete their respective degree programs.

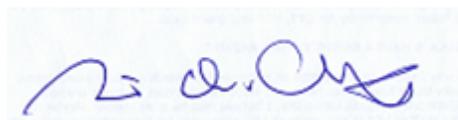
The name of the University means core and gate. We believe that you are the core and the knowledge you gain will open the gates to wonderful opportunities.

Herguan University provides students with a forum to help them demonstrate and apply their research skills and cognitive abilities at every level of the curriculum. As a result, students will gain the theoretical knowledge and real-world application of the skills demanded by today's dynamic global society.

The objective of the Herguan University is to strengthen the educational foundation and stimulate the professional careers of individuals who are eager to grasp the opportunities of tomorrow's job market through hands on experience in the real world.

I would like to personally invite you to invest in your academic future and professional success by exploring the opportunities available at Herguan University.

I wish you success in your educational and professional pursuits. Thank you for your interest in Herguan University.



Herguan University
Dr. Ying Qiu Wang
President

Philosophy, Goal, Mission, & Objectives

INSTITUTIONAL PHILOSOPHY

The University believes that students and educators are to be held equally accountable for the quality of their interaction, and the responsibility for learning must be shared by all individuals involved in the educational circle. It is our responsibility to aid in the development of responsible citizens by maintaining an up-to-date and relevant curriculum in order to achieve the knowledge base and skills required in an ever-changing society.

UNIVERSITY GOAL

To become the University of choice for American and international students who value the nexus of diversity, learning, and employment.

UNIVERSITY MISSION

Herguan University provides quality educational programs and services that appeal to local, national, and international students, that lead to meaningful employment by launching or enhancing students' careers in business, technology or related fields of study.

UNIVERSITY OBJECTIVES

- To offer a schedule of classes that is responsive to student needs.
- To offer programs and courses that reflect industry needs in business, technology, and related fields.
- To offer programs and courses that prepare students for their first career or that enhance their existing career.
- To continuously improve teaching, learning, and services.
- To enable students to achieve the learning outcomes reflected in the institutional core competencies.

STUDENT INSTITUTIONAL CORE COMPETENCIES

The Student Institutional Core Competency statements are a commitment to the students and the business/industrial communities that the faculty and staff will work with students so that their degree from Herguan University will represent knowledge, skills, and attitudes reflected in the core competency areas.

The Core competencies, when fulfilled, will lead to the realization of the institution's mission.

To Demonstrate Subject-Matter Expertise

Students will demonstrate acquisition of knowledge and skills in their chosen field of study, appropriate to their degree, at a level that prepares them for employment or enhances their employment in business and industry, meeting or exceeding employer expectations.

To Think Critically

Students will analyze issues and arguments, create and test models, solve problems, evaluate ideas, estimate and predict outcomes based on underlying principles relative to a particular discipline; interpret business and scientific works, utilize symbols and symbolic systems, apply qualitative and quantitative analysis; verify the reasonableness of conclusions; explore alternatives, acknowledge differing perspectives and adapt ideas and methods to new situations.

To Communicate Effectively

Students will express themselves clearly, thoughtfully, and logically in dialogue, discussion and in writing, paying attention to audience, situation and cross cultural context.

To Practice Information Literacy

Students will identify appropriate resources and technologies to search, retrieve, and use information while understanding the social, legal, and ethical issues for information and its use.

To Express Global Awareness

Students will recognize they are members of a local and global community. They will respect social and cultural diversity, and understand the role of American business and technology in global commerce.

To Behave Responsibly and Ethically

Students will choose behaviors and make decisions in a manner that reflects their appreciation and understanding of their legal and ethical responsibilities in a professional environment.

Approvals

U.S. Citizenship and Immigration Services (USCIS)

Herguan University is approved under the Department of Homeland Security to enroll non-immigrant alien students for attendance by non-immigrant international students (I-20).

The Bureau for Private Postsecondary Education

The BPPE has granted HGU, which is a private institution, approval to operate its MBA, MSCS and MSEE programs through October 19, 2016.

Corporate Status

The institution is a for-profit corporation registered with the California Secretary of State and the Department of Corporations duly authorized to operate a school of higher education in the State of California.

Facilities

The campus is a modern, easily accessible facility. The classrooms are equipped with e-Class ability with desktop sharing, video - audio sharing, and recording accessed through the Internet browser. This feature allows students to review teaching material available on our streaming server provided upon request. HGU provides the campus community with both wired and wireless access to the university's network, as well as the external Internet.

Classrooms and the computer lab is facilitated with a LAN and Wireless network. The classrooms are fully equipped with a transparency projector, speakers, pull-down projection screens, permanent projectors, and access to the high-speed Internet. The university also employs online platforms and access such as Moodle, On-line Class, and the Student Portal.

The computer lab at Herguan University is equipped with the platforms like Windows / Linux / UNIX with internet capabilities and personalized instruction on the latest equipment and software programs such as Oracle 11g, JAVA, .NET, Eclipse, Gaming Engine Alice, Winamp, and PHP etc.

HGU Library

The HGU library collects Business Management, Marketing, Accounting/Finance and Computer

Science materials, which are the main sources of academic needs for the students, faculty and staff. The library has an Online Catalog available, which is accessible by all students, faculty, and the community to find library collections, including books and journals in both print and electronic formats.

The library collects printed IEEE (1981-2009), Computer (1984 – 2003), IBM (1980 – 2000), and ACM (1980-2000); electronic journals from EBSCO host's Business Source Elite, Regional Business news, and Computer Source; plus 5,000 electronic books from ebrary.

Students and faculty can access full-text electronic journal collections off campus remotely 24/7 with the use of a username and password. However, the electronic books from ebrary are accessible on campus only.

In addition, our students can join in Sunnyvale Public Library and San Jose Public Library, which includes the San Jose State University Library collections.

University Location

The Herguan University is surrounded by many world famous high-tech companies in Silicon Valley, such as Microsoft, Apple, IBM, Sun Microsystems, Hewlett-Packard, Juniper, AMD, etc. It can be reached conveniently from highways 101, 85, 237 and 280. All classes are held at:

595 Lawrence Expressway
Sunnyvale, CA 94085

Tel: (408) 481-9988 Fax: (408) 636-7095

E-mail: info@herguanuniversity.org

Web Site: www.herguanuniversity.org

Completion Rate At HGU

63% of the MBA students that enrolled in January 2008/9 graduated in August 2010.

72% of the MSCS students that enrolled in January 2008/9 graduated in August 2010.

This data is taken directly from the HGU's Advantage Database system of all students.

Job Placement Rate At HGU

67% of the MBA students that graduated in August 2010 went to work.

78% of the MSCS students that graduated in August 2010 went to work.

This data is compared to the HGU's Advantage Database System and the USA ICE SEVIS OPT designated students for the purposes of job placement.

Chapter Two – Admission Requirements

General Admission

For consideration of acceptance the graduate program applicants must hold a valid bachelor's degree before attending HGU so we know they can benefit from the instruction. A 3.0 cumulative grade point average (CGPA) or the equivalent is required for the bachelor's degree. An official transcript with a copy of the student's baccalaureate degree certification must be submitted to the university. Students must also demonstrate through courses completed on their transcripts, proficiency in the areas of preferred graduate study, either business or computer science. Students lacking the prerequisite subject-matter proficiencies at the bachelor degree level will be required to complete the appropriate pre-requisite courses at Herguan.

For students transferring to Herguan from an accredited US college or university, official transcripts from that University will be required as well as a transcript for the bachelor degree.

Admission Requirements

All applicants are required to submit the following for admission before the deadline designated on the Academic Calendar:

- 1) A Completed Application Form, either online or hard copy;
- 2) A one-time, non-refundable \$50 application fee;
- 3) A transcript for all completed university course work and certification of degree for the bachelor degree, if appropriate.
- 4) Documents confirming English proficiency, if appropriate.

Once the above has been received, the HGU Admissions Office will start the individualized admission evaluation service. Applicants may expect to receive notification of admission status in two weeks after filing a completed application.

For any questions regarding admissions, please contact:

Admissions Office
Herguan University
595 Lawrence Expressway
Sunnyvale, CA 94085

Tel: (408) 481-9988 Fax: (408) 636-7095

E-mail: info@herguanuniversity.org

CLOUD COMPUTING AND MOBILE INTERNET APPLICATIONS

The Cloud Computing and Mobile Internet Applications concentration is intended for working professionals/work-intended students aimed at providing hands-on oriented know-how. Applicants are required to either hold an employment or an employment offer to enroll in this program.

International Students (I-20)

HGU is authorized under Federal law to enroll non-immigrant alien students.

Herguan University welcomes foreign student applications and is very fortunate to have many students from around the world joining our graduate degree programs. We are committed to expanding our international student body population and to providing full support to all students, in order, to ensure a smooth and rewarding academic journey for all.

In addition to the admissions requirements, all international students are also required to submit the following additional documents:

1. To verify international students have adequate resources to pay for their living expenses (tuition, food, lodging, books, travel, and incidentals) for the length of the program, a financial support document in the form of either the applicant's bank statement or a certified affidavit of support (form I-134 or equivalent) from a financial sponsor indicating a minimum amount of USD \$15,000 is available for the applicant to pursue his/her study in the first academic year at Herguan University.
2. International students must hold a valid bachelor's degree. All foreign transcripts in another language other than English must be accompanied by a notarized English translation from the USA. Please contact HGU admissions office for further information.
3. A transfer international student (from a U.S. institution) is required to submit a photocopy of his/her previous I-20 form, a F1 Transfer Form

completed by the school's International Student Advisor and conduct the required SEVIS transfer process. Upon the receipt of their legal documents a student's I-20 visa can be issued.

4. Upon arrival at HGU, international students must provide the Designated School Official (DSO) in the Registrar's Office with a copy of the I-20 form, I-94, visa, and passport. The United States Immigration and Naturalization Service require that all international students maintain a full-time program of study at HGU (at least 9 units), attend classes regularly, and maintain satisfactory progress towards completion of the degree or diploma objective.
5. International students whose native language is not English must demonstrate their English proficiency. Please see the section below on English Proficiency Requirements.

The Certificate of Eligibility for Nonimmigrant Student (I-20) will be prepared for and issued to the student after the application and all necessary documents have been received and thoroughly reviewed and the Office of Admissions has made a decision to accept the applicant as an HGU student.

Questions regarding visa status, accommodations, etc., should be directed to the Admissions Office.

English Proficiency Requirement

International students whose native language is not English must demonstrate their English proficiency. This can be done in five ways: achieving a required score on the Test of English as a Foreign Language (TOEFL), or achieving a required score on IELTS, or by completing a transfer-level ESL course in writing at an American college with a C or better, or by earning a bachelor degree from an institution where the language of instruction was in English, or by completing two semesters of study in another US college/university satisfactorily. Please confirm your status with the Admissions Office.

English proficiency results can be demonstrated by these specific documents:

- A) An official report of a TOEFL score of 450 or higher on the paper based, 173 or higher on the computer based and 61 or higher on the internet-based test is required, or
- B) An official report from IELTS with a score of 6.0 or higher is required, or
- C) A transcript showing completion of

an American college transfer-level ESL writing course with a B or better, verified by a transcript and evaluation of course content, or

- D) Transcripts verifying grades of B or better in courses completed over 2 semesters at a US college.
- E) Transcripts showing a bachelor degree from an institution where the language of instruction was in English

Applicants who have completed an undergraduate or graduate degree program in an English speaking country on the approved list (see below) are exempt from any further assessment for English proficiency. Applicants from the following countries are definitely exempt from further documentation of English proficiency:

American Samoa	Australia
Bahamas	Barbados
Belize	
Canada (except Quebec)	Dominica
Grand Cayman	Grenada
Guyana	Ireland
Jamaica	Liberia
New Zealand	Sierra Leone
Trinidad/Tobago	United Kingdom
U.S. Pacific Trust	

English as a Second Language Classes (ESL)

English as A Second Language classes (ESL) may be offered on campus to those students whose English assessment results require them to take the classes to improve their English proficiencies. If classes are not offered on campus, then the student will be referred to other colleges or organizations that provide ESL classes. The student will not be considered proficient until he or she has completed with a B or better a college transfer-level ESL writing course, if this is the method chosen to meet the English proficiency requirement.

Transfer Credit Policy and Procedures

HGU may grant transfer credits on a course-by-course basis for courses taken previously at other colleges, provided:

The course name, credits, and available course descriptions indicate that the coursework is similar in content and class/contact, hours and course level are the same as classes offered at HGU.

Courses need to be completed within the previous ten (10) years. If courses were completed more than ten (10) years ago, students have the option of repeating the courses or taking challenge examinations (please see the Challenge Examination policy in this catalog). Students may also petition to transfer credit for coursework over (10) years old if they can prove that they have been continually active in the related field for the past ten years.

The specific number of credit hours accepted for transfer is evaluated on an individual basis. A maximum of 6 units of graduate-level courses may be transferred.

Appropriate transferred courses may be used to satisfy elective courses of the program as long as the courses meet either standard each program objectives or a suitable customized program of study.

Each transfer course must be completed with a grade of B (3.0) or better. All transfer credits must be completed by the end of the first term of study at Herguan University.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at Herguan University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree you earn in Herguan University is also at the complete discretion of the institution to which you may seek to transfer. If the credits or degree that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending Herguan University to determine if your credits or degree will transfer.

NOTE: HGU attempts to enter into transfer agreements with any appropriate college for the smooth transition of learning for all our students.

HGU has not entered into any articulation agreements.

Background Preparation

The student will be notified of any background deficiencies by HGU. Students entered with background deficiencies must clear the deficiencies in the first few semesters after joining HGU. The graduate student may clear each background deficiency by taking and passing the subject course (an undergraduate course). With advance approval by the Academic Committee, the student may be allowed to clear a deficiency by taking a challenge exam on the subject.

Postponed Admission and Readmission

Applicants who wish to postpone admission to the upcoming term need to fill out a postpone admission form at the Registrar office during his/her accepted degree program semester with no additional fee. An applicant is only allowed to postpone admission no more than two times. The prospective student's application records are kept on file for a period of six months from the semester start date. If an applicant is accepted into a degree program for a given semester, without filling out a postpone admission form and does not begin classes in that semester, their admission will be automatically canceled. If the applicant wishes to be considered for readmission in a later semester he/she will be required to resubmit a new Application Form and pay a new admission fee. A reevaluation of admission will be made for the applicant. When a former HGU student returns to continue his/her study in an unfinished program after making a longer-than-one-semester absence, the returning student is required to follow the then current catalog.

Credit for Prior Experiential Learning

HGU does not recognize credit for prior experiential learning and does not recognize any credit given by other schools. Notice to students: If you have any credit for prior experiential learning on your transcripts HGU will not recognize this credit with the exception of the US military training.

Student Option

At the student's option, HGU may accept payment in full for tuition and fees, including any funds received through institutional loans, after the student has been accepted and enrolled and the date of the first class session is disclosed on the enrollment agreement for the semester.

Chapter Three – Tuition and Fees

Tuition & Fees

Estimated Semester Cost of Tuition for a Full-Time Student is \$2,655.***

(Based on a graduate student taking 9 units per semester)

Tuition*:

Courses	\$295/unit
Repeat / Audit	\$295/unit
Prerequisite	\$195/unit
Laboratory (if a Lab involved)	\$125/course
ESL (15 weeks course)	\$2,000 Flat fee

Other Fees and Expenses **::

Application	\$50
Registration Fee	\$50/semester
Community Learning Service Fee	\$178/Course
Student Association Fee	\$50
Installment Payment Fee	\$50
Graduation (Includes ceremony and diploma)	\$250
Change Major/Program	\$30
Add/Drop Course	\$25
Transfer in Credit	\$30/course
Returned Check	\$20/check
Challenge Exam	\$150/unit
Late/retake Exam	\$50/course
Replacement/Duplicate Diploma	\$75
Replacement for Student ID	\$20
English Placement Examination	\$50
Late Registration I (After registration deadline, continuing student only, student are required to pay both registration fee and late registration I fee)	\$50/semester
Late Registration II (After classes begin, continuing student only, student are required to pay both registration fee and late registration II fee)	\$100/semester
Late Registration III (After add/drop without records, continuing student only, student are required to pay both registration fee and late registration III fee)	\$150/semester
OPT Extension Service	\$35
Int'l Student Transfer-out Fee (Exclude HGU alumni)	\$150
Rush Service (Same day document processing)	\$50
Transcript Copies	\$10/copy
Other Late Fee	\$50

Sent by USPS

Priority Domestic Mail	\$30 per copy
Priority International Mail	\$40 per copy

* Tuition fees are refundable, subject to restrictions

** Non-refundable fees

All fees are subject to change.

All International students are required to purchase and maintain a health insurance plan. The cost is estimated at \$337 per 4 months.

Textbook are estimated at \$75-\$150 per book.

Please observe deadlines to avoid late fee charges. All late fees are \$50 except if otherwise specified.

International student special service fees are specified on request forms.

***It is estimated that it will cost about \$13,100 USD to graduate from HGU. This is based on \$2,620 per semester and four semesters to graduate not including the various fees and books. $2,620 \times 4 = \$10,620$ plus fees and books ~ \$13,100. Additionally this does not include housing, food, transportation and miscellaneous personal expenses, which will be additional. Because of all the variables, HGU does not take payment in full for all the courses all at once. Students are to pay for their program each semester.

Classes frequently fill up very fast. If a student has not paid his/her fees and there are other students on the waiting list for a course, the student will be dropped from the course and priority will be given to students who pay their fees.

Notice: All students must pay the university the applicable costs associated with school attendance (i.e., semester tuition, other required fees) at the time of registration, unless the student and university agree in writing to a tuition payment plan. Students whose accounts are more than seven days past due are automatically dropped from classes. Students who fail to fulfill the financial arrangements agreed upon are suspended from the university and may reenter only upon full payment of the delinquent portion of their account plus fees/fine unless the University has agreed in writing to a different payment arrangement. No grades or documents will be released if there is an outstanding balance. The University may refuse any type of service to students who have an outstanding

balance. A monthly \$50 late fee will be charged to the student until his/her financial obligation is fulfilled. The University may also refuse re-admission to a student who has left the University with an outstanding balance.

Payment Plans

Full payment of tuition and fees is due by the registration deadline, which will be posted each semester. The following payment options are available to students for payment of registration, tuition and other fees:

- a) Students can pay all fees in full for the semester at the time of registration.
- b) Students may pay 1/3 of all fees for the semester at the time of registration and make arrangements to pay the balance in full before the end of the 2nd week of class without incurring interest charges.
- c) After an installment plan is signed with finance office, students may pay 1/3 of all fees for the semester at the time of registration and pay 1/3 of all fees plus a \$50 installment fee before the end of the 1st month of class and pay 1/3 of all fees plus \$50 installment fee before the end of the 2nd month of class.

All fees incurred in the previous semester must be paid in full before registering for the next semester.

A monthly \$50 late fee will be charged to students who do not pay their tuition on time.

Refund Policy

Students have the right to cancel their enrollment and obtain a refund by providing written notice to the Finance Department. The effective date of termination is either the postmarked date or the date received by the signature of the Finance Department. Verbal or phone requests will not be honored.

Students have the right to a full refund of all charges (except for the application fee, registration fee and other non-refundable charges), if they cancel the agreement within seven days of enrolling or prior to, or on, the first day of instruction which ever is longer. Students dropping a course after classes have begun but before the ninth meeting (or 60% of instruction) will receive a pro-rated refund for the unused portion of the tuition and other refundable charges. Students who drop a class after the ninth

meeting (or 60% of instruction) of the class will not be eligible for any tuition refund. An additional 3% deduction will be applied to refunds for tuition/fees paid by credit cards. Books, textbooks and other materials purchased by the student at the University's Bookstore are the property of that student. The University will neither accept return of purchased materials, nor make refunds for services.

Students will receive a full refund of any course that has been cancelled by HGU. Refunds will be paid within 30 days of cancellation or withdrawal.

Refund Chart

Date of Withdrawal	% of tuition refundable
1 st Day of Class	100%
Day two of Class through Week One	90%
Beginning of Week Two	80%
Beginning of Week Three	70%
Beginning of Week Four	60%
Beginning of Week Five	50%
Beginning of Week Six	40%
Beginning of Week Seven	30%
Beginning of Week Eight	20%
Beginning of Week Nine	10%
Beginning of Week Ten	0%

There is NO refund AFTER the ninth week beginning with week ten!

Health Insurance

A health-insurance plan is mandatory for all international students. An international student may use the health insurance plan contracted by HGU and pay the insurance fee at registration or provide evidence of outside insurance in order to be waived of the HGU contracted plan.

Financial Aid

Federal Student Aid programs are not available to the students at HGU.

Student Graduate Assistant On-Campus Work/Study Opportunities

Limited graduate assistant openings are available to HGU students who qualify for the positions. Once positions are posted, application forms are available at the Academic Office or from the HR officer. These assistantships are offered primarily on the basis of outstanding academic and professional achievements.

The purposes of graduate assistants are to assist faculty and students.

California Student Tuition Recovery Fund

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered students *in educational programs* who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

California Student Tuition Recovery Fund Disclosure

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all of part of your tuition either by cash, guaranteed student loans, or personal loans, and
2. Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if either of the following applies:
 1. You are not a California resident, or are not enrolled in a residency program, or
 2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by students in educational programs who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program,

prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

1. The school closed before the course of instruction was completed.
2. The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
3. The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
4. There was a material failure to comply with the Act or the Division within 30-days before the school closed or, if the material failure began earlier than 30-days prior to closure, the period determined by the Bureau.
5. An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

For further information, contact
Bureau for Private Postsecondary Education (BPPE)
P.O. Box 980818,
West Sacramento, CA 95798-0818
Or
Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento California, 95833
Toll Free: (888) 370-7589
Web site: www.bppe.ca.gov
E-mail: bppe@dca.ca.gov

Industrial Cooperative Projects and Internship Opportunities

Exciting internship opportunities with a number of local companies are available for qualified students. For further information, please contact the Student Services Office.

REVIEW DOCUMENTS!

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Loans

HGU does not offer loans, federal, bank or personal.

For informational purposes only the following is required by the State Bureau of Private

Postsecondary Education: If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and

that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Bankruptcy

HGU does not have a pending petition in bankruptcy, nor is it operating as a debtor in possession, nor has it filed a petition within the preceding five years, or has it had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.)

Chapter Four – Academic Policies

Registration

The registration calendar is listed in this catalog and most up to date calendar is on the HGU website. Registration for the following semester is conducted prior to the end of the current semester. The dates and times of registration will be announced through the Academic Office and posted on the website. A late fee is charged to those students who do not register by the posted registration deadline. Registration for new and continuing students will be by appointment. Tuition and fees are due and payable in full at the time of registration, unless the student has signed up for a tuition payment plan in advance.

Academic advisors are ready to offer assistance to the students for course selections or counseling. Registration is complete when all fees are paid. The University is not responsible for billing students. All students who wish to register must complete the Registration Form available from the Academic Office.

Full-time and Part-time Students

To be considered a full-time student, a student must enroll for a minimum of 9 units per semester. A student may not take more than 15 units in any semester without the prior permission of the Academic Advisor. Students who enroll in less than 9 units per semester are considered part-time students. International student must be enrolled as full-time students to maintain good academic standing. An international student on academic probation is not allowed to take a semester break. The maximum program length is equal to the number of units required for the student to complete the program times 1.5.

Non-Degree-Seeking Applicants

Non-degree-seeking students must meet the prerequisite requirements for each intended course. Therefore, a non-degree student must also submit his/her previous academic records, official or unofficial, to the Admissions Office for an unofficial evaluation before being allowed to enroll in courses at HGU.

In the event that the student later decides to apply for a degree study at HGU, he/she must go through the regular degree program application procedures. No

more than 12 units earned in non-degree status at HGU may be applied to the degree requirements.

Academic Advising

Academic advising is an essential element of the educational process. Designated faculty members and staff advisors serve as academic advisors to the students. Students are encouraged to meet with an academic advisor before and during the course registration period each semester, especially for the first two semesters. During the meeting, the advisor and the student will examine the student's academic records, choose suitable courses, and verify course prerequisites. Academic advising is also available to students throughout the school year.

Official Academic Transcript

Upon written request, official and unofficial copies of a student's academic records may be forwarded either to the student or to a designated addressee. Requests for transcripts are submitted to the Registrar's Office. Academic transcripts are withheld if the student has failed to submit required administrative documents or if the student has an unpaid balance of fees or charges due to the University.

Adding or Dropping a Course

Students may add or drop courses before the beginning of classes without incurring additional fees. When adding or dropping courses, students must fill out an Add/Drop Form, available in the Academic Office, and submit the completed form to the Academic Office for processing.

Students dropping a course after classes have begun will receive a pro-rated refund for the unused portion of the tuition and other refundable charges provided the students have dropped classes before the tenth meeting of the class. Students who drop classes after the ninth meeting of the class will not be eligible for a tuition refund. A grade of "W" will be issued to student who drops classes after fifth week and before the twelfth week of the semester. Withdrawals are not permitted during the final three (3) weeks of instruction except in cases of serious accident, illness or other extreme situation. Failure to drop a course officially will result in full tuition charges for the course and a failing (F) grade. A \$25 processing fee will be charged for each course added or dropped after classes have begun.

Grading Policy

The courses are designed to measure the students' progress by written and practical examinations. Specified objectives have been defined for each course to help the students and the faculty evaluates the degree of progress. Grades are not given out over the telephone. Overall student performance is evaluated differently in each class.

Grading System

Herguan University uses the following standard academic grading system in assessing student progress in course work, examinations and course evaluations:

Grade	Points Per Unit	Percentage
A	4.0	94-100%
A-	3.7	90-93%
B+	3.3	87-89%
B	3.0	83-86%
B-	2.7	80-82%
C+	2.3	77-79%
C	2.0	73-76%
F	0.0	0-59%

The grade point average (G.P.A.) is based on courses in which letter grades are earned. Instructors may add plus (+) or minus (-) options to letter grades in order to refine evaluation procedures. To compute the G.P.A., divide the total number of grade points by the total number of units attempted in courses receiving letter grades.

Explanation of Grading Marks

The following symbols shall be used in evaluating student performance. The symbols reflect the quality of the student's accomplishments relative to standards set for each course.

A	Highest level, showing excellence
B	Performance is good, but not the highest level
C	Performance is adequate
F	Course requirements have not been met. The student does not earn credits.
I	Incomplete – Performance has been incomplete due to circumstances beyond the student's control. Work was passing at the time.
IP	In progress - Performance is satisfactory, but a final grade is not yet assigned.
W	Withdraw – Student was permitted to drop a course after 5th wk./ before 12th wk.

P	Pass – Not reflected in GPA (credit granted “B-” or above in concentration area, credit granted “C-” or above in elective courses)
NP	Failure – Not reflected in GPA (NP given “C+” or below in concentration area, NP given “D+” or below in elective courses)
CP	Credit – Passing on challenge examination. Grade equals to C or better
NC	No credit – Below passing on challenge examination
TR	Transfer credit
AU	Audit – Student was enrolled on a non-credit basis

Course Numbering System

1-399	Undergraduate
400-499	Graduate and Qualified Seniors
500-699	Graduate

Incomplete Grade

In circumstances where a student is unable to complete the coursework required prior to the end of the semester, the student may, with the instructor' and the responsible Records officer's approval, file a petition to receive a grade of Incomplete. Students with an “Incomplete” grade must arrange with the instructor to complete the necessary make-up work after the final class meeting, with a specified date of completion. This agreement must be submitted in writing to the Registrar's Office. All “I” (Incomplete) grades must be converted within one semester. Students who fail to convert their “I” (Incomplete) grade after one semester will receive an “F” (Fail) grade for the course.

Late Examination

Course examinations that are taken late, or taken at an irregular time, may be subject to a grade reduction. The instructor will make the final determination on a case-by-case basis. A late exam fee will be charged. All late fees are payable in advance to the HGU Finance Office and not to the individual instructor.

Repeat Courses

Student may repeat a course due to several reasons:

1. Meet the graduation requirements
2. Earn a better grade
3. Gain a better understanding of the subject

In any of such cases, only the latest grade earned for the same course will be kept in the student's

permanent records. Student with a C+ or below in a required or concentration area course must repeat that class in its entirety. Multiple failure grades may result in academic probation and/or academic dismissal. Tuition is charged for each repeated course.

Grade Appeal

Grades, which are given at the discretion of faculty, reflect the academic achievement of the student. Any students wishing to appeal a grade awarded must initiate the appeal in writing and submit the appeal to the instructor who issued it. If the student is not satisfied with the instructor's explanation or action, the appeal may be presented to the Vice President of Academics who will then work with the faculty member for a resolution based on the justification provided by the faculty member. No one other than the faculty member can issue or change a grade, unless the faculty member is no longer working for the university and cannot be located, is incapacitated, or is deceased.

Unit/Clock Hour Conversion

One unit is equivalent to one hour of didactic instruction per week for a 15-week term (15 hours per unit). Students will receive one unit credit for each 30 hours of laboratory courses. 45 hours of work in a practical setting (practicum) or research has the credit equivalency of 15 hours of classroom lecture. Note: Some courses can be a combination of some or all three so the hours may vary depending on the make-up of the course. Classes lasting longer than one hour will take a ten-minute break each hour. Thus a "clock hour" is calculated on an absolute minimum 50-minute period. These time periods cannot be combined or used to shorten the daily class period.

Practicum

The Practicum is one of the foundational pieces of Herguan University's delivery system. The school encourages its students to find real work experiences to practice their theoretical knowledge gained in the classroom in the real world.

The Practicum is a supervised practical experience that is the application of previously or concurrently studied theory. Normally, three hours of work in a practical setting has the credit equivalency of one hour of classroom lecture. Under the supervision of a faculty or staff member, an agreement shall be developed that outlines the arrangement between the institution and the practicum site, including specific learning objectives, course requirements, and evaluation criteria.

Audit Policy

HGU views auditing classes are an opportunity for students and alumni to review courses previously taken, or to become informed about current information on a subject. All audits are subject to availability and must be approved by the Dean of Academic Affairs. Availability is limited since credit-earning students are a priority. Auditing students cannot take up the time of the teacher or distract credit-earning students from their education. Students auditing classes must abide by all the pertinent rules and regulations such as rules on attendance, academic policies, etc. Failure to abide by the relevant rules will be deemed student misconduct. An "AU" on the student's transcript will indicate a course, which is audited.

Class Attendance

Class attendance is mandatory for all courses. Inconsistent attendance is a matter of serious concern as it jeopardizes the educational process. Students are expected to attend all scheduled classes for which they are registered. Faculty members are asked to record student attendance. Students are expected to make-up all absences regardless of the reason for the absence. It is the student's responsibility to contact the professor and arrange appropriate make up work. Students who miss more than 20% of the total class hours in any course will fail the course. Absences may be excused for childbirth, a documented illness, an injury, and a death in the family, or other emergency situation acceptable to the Academic advisor, but they still must be made-up. Students should call their teaching assistant or professor as soon as practical on the first day of absence and give an estimate of the duration of the absence. Students beginning the course late must make up all missed time, by arranging with the professor at the time of entry the assignments necessary to "catch-up" and earn the necessary units for the course.

Student Conduct

HGU expects a high standard of honesty and integrity from all members of its community. HGU seeks students who are knowledgeable, forthright and honest.

At the discretion of the Vice President of Academics or CEO, students may be dismissed from the University for behavior disruptive to the educational mission of the University, continual violations of the policies of the University, for academic dishonesty and for any conduct or carelessness that endangers life. The following is a listing of such, but not limited to those as stated below:

- Excessive unexcused absences, non attendance or tardiness
- Unauthorized possession, use or consumption of alcoholic beverages or illegal drugs while on the HGU premises or at a HGU-sponsored event
- Intoxication, dishonesty, altercation, stealing
- Possession, use or abuse of a weapon, dangerous material, or unlawful substance
- Disruptive behavior in class or the library
- Grave personal misconduct
- Misuse, unauthorized use of, or damage to HGU property
- Engaging in competition with HGU or converting business opportunities of HGU to personal gain
- Sexual or physical assault on-campus
- Unlawful harassment of an employee, student or other person
- Failure to meet financial obligations or commitments to HGU
- Unauthorized release of confidential information about HGU employees, faculty, alumni, students or patients
- Violation of general HGU rules and regulations
- Unauthorized removal of library materials
- Cheating or the compromise of test materials
- Use of the Internet the University finds inappropriate

The President of HGU may place on probation, suspend or expel students for one or more of the causes enumerated above. The Refund Policy shall be used to refund any money owned the student that is expelled. Any probation, suspension or expulsion will be indicated on the transcript.

Standards of Satisfactory Academic Progress (SAP)

The Satisfactory Academic Progress (SAP) standards are published in the University catalogs and can be found in the Student Handbook and on the University web site. These standards are applied equally to all students regardless of their program and are required consistently throughout the program.

Students must maintain satisfactory academic progress (SAP) to be eligible for continued enrollment.

SAP for all students is summarized in the following chart:

Program	CGPA*	Minimum Units Completed	Pace*	Evaluation Period	Max Timeframe*
MBA	3.0	Average 12 u/ 2 terms	67 %	Every 2 terms	54 units
MSCS	3.0	Average 12 u/ 2 terms	67 %	Every 2 terms	54 units

*GPA calculation: divide the total number of grade points assigned to each grade as found in the Catalog by the total number of units completed in courses receiving letter grades. Pace calculation: divide the number units cumulative completed by the number of cumulative attempted units. The Max Timeframe is the maximum amount of time allowed to complete the program calculated as 150% of 36 attempted units. NOTE: International students must be enrolled in, and successfully complete, a minimum of 9 units per semester to maintain their active status.

Evaluation Period

Students' progress is evaluated at the end of every student's second semester, after every 2 semesters and/or prior to graduation. Students must have a minimum 3.0 CGPA to graduate. Students who have been placed on probation will be reviewed after every semester.

Notification

Students are notified in writing when Satisfactory Academic Progress is not being made. The notification includes a detail of how SAP was calculated and what caused the student to fail to make SAP for the term as well as cumulatively. The student is also informed of their right to appeal with instructions regarding the appeal process. A copy of this notification is maintained in the student's academic file.

Effect of Grades on Satisfactory Academic Progress

The following chart demonstrates how these course actions and grades affect SAP:

Grade or Action	Effect
Grades A, B, C, F	Count toward GPA and PACE
Incomplete Grades	Course not completed within stated time: F; GPA & PACE recalculated
Repeat Courses	Grades averaged & calculated into GPA & both courses used for PACE
Credit / No Credit (P, NP) (non punitive)	Not calculated into GPA; Calculated into PACE
Challenge (CP, NC)	Not calculated into GPA or PACE
Non-Credit & Remedial Courses	Not calculated into GPA or PACE
Transfer Credits (limit 6 units)	Not calculated into GPA; Calculated into PACE
Withdrawal by end week 3	Removed from transcript; not counted in GPA or PACE (official WD)
Withdrawal by Week 4-end week 12	Grade W not calculated in GPA; included in PACE (official WD)
Withdrawal Week 13-end of term	Grade F assigned & units are calculated in PACE

Probation

Students not meeting the minimum standards of SAP are placed on *immediate* academic probation for one semester; no warning semesters are granted due to the minimal length of the masters program (36-54 units). The VP of Academics *may* grant a continued semester of probation if the student is making progress, but the cumulative standards have not yet been met, and it is determined the student will be able to meet minimum requirements within the next semester; or if the student meets certain criteria or mitigating circumstances after submitting an appeal (see Appeal Process).

If at any point it is determined it is mathematically impossible for the student to meet the minimum requirements, the student will be dismissed from the University.

Re-establishing SAP

In order for a student to return to good academic standing, they must successfully come off of academic probation within the probation period. The following academic plan has been established so that during the probationary period:

- ❖ Enrollment is restricted to 9 units which count toward the 150% maximum timeframe
- ❖ Grades for Repeat Courses taken while on probation or extended enrollment periods may be averaged with the same course
- ❖ Only standard on-site classes are permitted; no online or practicum courses are allowed
- ❖ A weekly in-person meeting with their academic advisor is required to which a signed progress report is submitted. The progress report indicates for each class taken:
 - Attendance
 - Classroom deportment
 - Classroom participation
 - Grades for homework assignments, quizzes and tests
 - The instructors' projection of B or better final grade in the course
- ❖ The student's term GPA must meet their program minimum GPA requirement
- ❖ The student must be successfully completing all term courses
- ❖ Must be able to complete their program within the maximum time frame allowed (54 attempted units)

Students who meet the minimum standards of Satisfactory Academic Progress have re-established their SAP to good academic standing and will be off probation.

If it is determined that the student is making progress, however, is not yet meeting minimum standards, the VP of Academics may grant an extended probation period or an extended enrollment status for students on FSA (not applicable) if it has been determined that the student is able to complete the program within the maximum timeframe with limited enrollment (9 unit maximum) .

Students who do not meet the minimum standards of the probation or extended enrollment period and it has been determined that the student will not be able to complete their program with the maximum timeframe will be terminated.

Academic Status Appeal Process

Students may appeal their academic status by submitting their appeal in writing and presenting their mitigating circumstances (i.e., death in the family, sickness of the student, etc.) before the VP of Academics who makes the determination to allow or to decline the student's appeal. When the student's appeal for mitigating circumstances has been granted, the student will be placed on a specified period of

probation of one semester. The VP of Academic's decision is final and cannot be appealed.

Any student wishing to appeal a grade must initiate the appeal in writing and is to include the special circumstances on which they are based their appeal to their Instructor. The student must include a detailed description why they feel their special circumstances made them fail SAP and what has changed in their situation that will allow them to demonstrate SAP at the next evaluation. If the student is not satisfied with the instructor's action, the appeal may be presented to the VP of Academics, who reviews and discusses the faculty member's justification. However final grades are the sole responsibility of the instructor of the course.

Changing Program of Study

SAP is evaluated for students who change their program of study. Students changing their program due to a poor or failing academic status in their current program will have their SAP reviewed to see if it is possible for the student to improve their SAP and complete the new program within the maximum timeframe (150% of total units attempted). If it is possible, the student's academic advisor can recommend the student opt to go on probation, if they are not already on probation, for the first semester so the student receives extra monitoring needed during the first semester of change. This action is not necessarily punitive, but, is intended to insure that the rigor of the new program is not detrimental to the student's academic success. Minimum standards of SAP must be attained each semester. A minimum of one semester of probation will be allowed when changing programs.

When the change in program is the result of a change of interest, the academic advisor will review how much of the original program has been completed. The program change can be approved if it is possible for the new program to be completed within the maximum timeframe when combined with the completed portion of the original program. SAP will be monitored during the first semester of the change to insure the student's academic success.

Students seeking additional "credentials" such as a second major may be approved to enroll in a second major if they can complete a second major by taking the twelve additional concentration courses within the maximum timeframe allowed for the added units. They cannot have been on probation and must have been enrolled full time to be considered. Their academic advisor must approve currently enrolled students desiring a double major. Students interested

in a triple major must meet with a HGU academic advisor prior to enrolling to select their program of study. Approval for a triple major not granted prior to enrollment will prohibit a student from pursuing a triple major. All students must complete their degree at HGU within 150% of the normal program length. SAP must be maintained while pursuing additional majors.

Transfer Credits

Only courses for which a student earned a 3.0 or higher can be transferred to HGU. All other transfer polices must be followed including the limitation of 6 units allowed for transfer from another institution. The GPA of transferred courses is not counted in the student's HGU Cum GPA. Transferred units are included in the quantitative element of SAP and count toward the maximum timeframe.

Withdrawal from the University

A student is considered withdrawing from HGU when either of the following occurs:

- A student who fails to register for classes without the academic office approval will be considered as withdrawn from the University.
- A student submits a written request for withdrawal from HGU.
- A student who drops/withdraws from all courses enrolled in a semester when the student is required to remain enrolled to maintain his/her academic status.
- A student is terminated due to disciplinary issues, unsatisfactory academic performance, or violation of regulations required for international students.

Such students must apply for re-admission if they wish to complete their program of study at Herguan University and pay ALL the associated fees. Nonattendance of classes or stopping a check for payment does not constitute withdrawal from the University.

Students who withdraw from the University, or discontinue their studies without submitting a letter of withdrawal receive a grade of "F" in each course not completed.

The following must take place for any student to officially withdraw from the University:

1. Notify the Registrar's Office of intent to withdraw by submitting a letter of withdrawal;

2. Clear all outstanding debt with the University;
3. Return all books, materials or equipment owned by the University.

Note: Any outstanding fees owed to the University by the student will be deducted from the tuition refund.

Requesting a Leave of Absence, Rules, and Form

A student in good academic standing may request a leave of absence with the occurrence of a medical problem, serious personal problems or pregnancy. Students requesting a leave of absence must apply in writing to the academic office. In the event of a medical problem, a letter from a physician describing the condition for which the leave is requested and the estimated length of time needed for recovery must accompany the request. After consultation with the student, the academic office will decide whether or not the leave is to be granted and the conditions under which the student may return to school. A student who requests a Leave of Absence from the University and wishes to maintain his/her enrollment status may do so under the following conditions:

Fill out a request for a Leave of Absence form. The student must sign and date the form prior to the leave of absence, unless unforeseen circumstances prevent the student from doing so. The form will include the student's name, student ID number, reason for the request, expected beginning date of the absence and expected end date of the absence. Students are required to meet with the academic advisor to discuss the reason for the leave and receive approval for the Leave of Absence request by the academic office. Students are required to clear all financial obligations and return all library loaned materials to HGU.

Challenge Examinations

On occasion, students may, because of overlapping coursework or work experience, already possess the knowledge and competency intended to be achieved by the learning objectives of a particular course. In such circumstances, a student may attempt to earn credit for a course through satisfying the procedure required for passing a course through challenge examination. The academic office must approve all Challenge Exams. Score of 70% or higher advances the students to the next level of study. Students who pass the Challenge exam are awarded credit and the grade of "CP." Students unsuccessfully challenging a course will receive a final grade of "NC." All grades and the credits are entered into the students' academic records. Students who fail the examination will be required to take the course at the current full

tuition rate. Students must formally request the challenge exam on a Challenge Examination Request form and must pay the challenge exam fee together with any required fees prior to the examination. Credits awarded are not considered when calculating unit loads for a semester. Partial credits will not be issued for portions of the exam passed by the student.

A student can attempt to challenge any particular course only once. A student may not attempt more than three courses without the approval of the academic office. No refunds of challenge fees will be given for courses that the student attempts to challenge but fails, or for challenged courses in which student chooses to enroll and subsequently withdraws.

Changing Major/Program

Students can change their declared academic program of study at any time. To make a program change, the student should complete the change major/program form at the Registrar's office. The student should meet with academic advisor for a discussion of qualifications and goals. The student's credentials will be reassessed to determine the proper classes for the new degree requirements. The specific requirements for changing major depend on the number credit hours the student has completed and the requirements of new major intended. Transfer credits approved for the prior degree program will be reassessed to determine the eligibility of transfer to the new degree program.

Changes in Degree Requirements

HGU policies and requirements are subject to change, and changes may not be immediately reflected on campus websites or publications. New degree requirements, however, will not imposed retroactively on continuing students unless agreed upon by the students. If degree requirements are changed, students may complete their degree programs under the requirements in effect at the time of their initial enrollments. They have the option of electing to be governed by the new requirements if they are so desired and provide that all requirements of one catalog are met. Students that are readmitted after withdrawing or returning after a leave of absence must adhere to the new requirements.

Graduation Requirements

The HGU catalog serves as the school's contract with the students for graduation requirements. Therefore, students fall under the graduation requirements written in the catalog used at the time of student's entering the program as a degree-seeking student as

long as the student maintains their enrollment in good standing with the school. The section on Academic Policies describes the rules for the student to follow for the graduation requirements. All students will be responsible for satisfying all graduation requirements that are in effect at the time of their admission to the University unless a regulating agency requires compliance to new rules or requirements and if they maintain their enrollment status in good standing with the school. It is the student's responsibility to monitor his/ her own progress toward graduation and to take all appropriate required courses each semester.

As a student approaches the end of his/her graduate study, he/she must initiate a review process for the Records officers to verify the student's eligibility for graduation. The student must file a petition with the Registrar office one semester in advance - prior to his/her last registration. The registrar will then make a graduation evaluation in time for the petitioner to register for the last semester before graduation. The student will receive a copy of the evaluation report to confirm the courses left for him/her to complete the graduation requirements. The University graduation fee is charged to each graduation petition.

If an international student wishes to enrich his/her knowledge and skills by taking courses in addition to the minimum graduation requirements beyond the approved graduation date, the student is required to enroll as a full-time student until final graduation.

To graduate from the program, a student must:

- Complete all required classes
- Maintain at least 3.0 GPA
- Submit a Graduation Request Form one semester in advance
- Clear all financial obligations, including mandatory graduation fees
- Return all library loaned materials to HGU

Students are responsible for compliance with the announcements and regulations specified in the HGU catalog and with all policies, rules and regulations of the school. Upon completion of their study programs and fulfilling their financial obligations to HGU, students are granted degrees and receive diplomas. Students may pick up their diplomas 60 days after graduation and after they have cleared their accounts.

Having diplomas mailed is an extra expense. Please see the fees chart in this catalog.

Educational Records

Current records are stored in written form for a period of five years. Academic records of each student are permanently stored electronically in "transcript only" form either from the date of the student's graduation or from the last date of the last semester in which the student was officially enrolled.

FERPA

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the University protects the privacy of student records, including address, e-mail address, phone number, grades, financial information and attendance dates. A copy of the University's FERPA policy is available from the Registrar. The Act provides each current and former student with the right to inspect and review information contained in his/her academic file. A student interested in reviewing his/her file must submit a request in writing to the Registrar. A time will be scheduled for the student to review his/her file. Students have the right to copies of their records. The student may be charged for this service, but the amount cannot exceed the actual cost of producing them. A student also has the right to submit written requests for amendments to his/her academic record on the grounds that they are inaccurate, misleading, or in violation of their right of privacy.

In compliance with Public Law 93-380, Section 438 (The Buckley Amendment), student grades, records, or personal information may not be given to third persons including parents without written consent of the student. Permission must be given by the student in order for information in his/her file to be used as reference checks for credit or employment evaluation by third parties, and the student must file a written declaration to this effect, which will be kept in the student's file(s). The declaration can be all-inclusive or on a case-by-case access basis. (The provision to release financial aid data to authorized agencies is not a violation of the Buckley Amendment.)

Note: All admission documents become the property of HGU and will not be returned to the student. HGU may destroy records that are no longer useful or pertinent to the students' circumstances.

Access by Officials

The school may release student information without written consent of the students to:

- Other schools and HGU officials who have legitimate educational interests.
- Other schools where students have applied for admission.
- Parents of students who are their dependents for purposes of the Internal Revenue Code. However, the school is not required to release such records.
- Courts in compliance with a court order or subpoena, provided that a reasonable attempt is made to notify the student prior to compliance.
- Authorized representatives of the Department of Education or the Comptroller General of the United States.
- State and local authorities where required.
- Appropriate persons or agencies in connection with student applications for or receipt of financial aid.
- Appropriate persons or agencies in the event of a health or safety emergency, where such release without consent is necessary under certain circumstances.
- Accrediting organizations.
- Organizations conducting studies to develop, validate, and administer predictive tests, to administer student aid programs, or to improve instruction.

In all other cases, the school shall obtain the written consent of the students prior to releasing such information to any person or organization.

Exemptions

The following items are exempt from the Family Educational Rights and Privacy Act of 1974:

- Parent's confidential statement, financial need analysis report, and the Pell Grant A.D. report.
- Records about students made by teachers or administrators that are maintained by and accessible only to the teachers or administrators.
- Confidential letters and recommendations written prior to January 1, 1975.
- Confidential letters and recommendations for which a waiver of rights to access has been assigned, provided the student is given the names of those writing letters (there are three areas in which a waiver may be signed – admissions, employment, and honors)
- School security records.
- Employment records for school employees who are also current or former students.
- Records compiled or maintained by physicians, psychiatrists, psychologists, or

other recognized professionals or para professionals acting or assisting in such capacities, for treatment purposes, and which are available only to persons providing the treatment.

Academic Integrity

Academic Integrity Policy

Ensuring academic integrity is an ethical responsibility taken seriously at Herguan University. Based on respect for individual academic achievement, each student and faculty member commits to being a part of a learning community which is characterized by upholding the foundational principles of honesty, equity, mutual responsibility, respect of others, and personal integrity. Advancing the principles of academic integrity is essential because doing so enhances the quality of academic work, institutional operations, and the assessment of educational goals.

In accordance with the policy, students are expected to do their own work on examinations, class preparation and assignments and to conduct themselves professionally when interacting with fellow students, faculty and staff. Students are also expected to make equitable contributions to the quality and quantity of work performed on group projects. Academic and/or professional misconduct (behaving contrary to the policy) is subject to disciplinary action including being placed on probation, failing a graded course assignment, failing a course, or being dismissed. Student academic misconduct and violations of this policy include, but are not limited to the actions below:

Misrepresenting Class Attendance:

Not attending class and instead, having another person attend class pretending to be you.

Cheating on Examinations: Using unauthorized notes, looking at another student's test paper, or providing another student with answers during an examination or quiz

Plagiarism: Using another person's ideas, words, expressions, or findings in your writing or speaking without acknowledging the source.

Forgery: Altering college forms, documents, records, or the signing of such forms or documents by someone other than the proper authority.

Bribery: Paying someone or receiving money or other gifts in exchange for performing a dishonest or illegal act.

Violation of Academic Integrity

A violation of academic integrity as described in this policy must be reported to the faculty member or an administrator. A faculty member must address a violation of academic integrity when he/she becomes aware, or if an issue outside his or her purview, should report it to the appropriate administrator. The faculty member or administrator will notify the student of the violation in writing. The student will be given the opportunity to deny the violation, provide an explanation of the incident in question, or admit fault.

Judicial Procedure for Policy Violations

If the student admits fault or presents or unsatisfactory explanation, the faculty member or administrator will inform the student that the case is being referred to the Chief Student Services Officer for action. The professor or administrator will complete the Academic Integrity Violation Incident Report, attach copies of supporting documents and forward copies of all documents to the above-noted individual.

Upon receipt of the Incident Report, the chief Student Services Officer or designee will review/investigate the case and send a notice of decision to the student within 10 working days. The notice will include the date of incident charges, action taken, appeal rights and deadlines. A copy of the Student Academic Integrity Policy or the URL will be included. A copy will be sent to the faculty member involved.

Sanctions

A first violation of a classroom academic integrity policy may result in a zero (0) for the assignment. If a second violation, a failing grade

in the course may be issued. For other violations, suspension from the University, or permanent expulsion may be sanctioned.

Grievance/Appeal Process

The student may appeal the decision of the Chief Student Services officer or designee by appealing in writing to the Chief Academic Officer within 7 days after receipt of the notification letter. The student may appeal to the University President who has the final decision on the campus.

Student Initiated Grievance Procedure

HGU has designed the following Grievance or Appeal Protocol so that appropriate and fair channels exist for students to address their concerns regarding the HGU policies, procedures, working conditions, supervisory discipline, dismissal, or other actions. The HGU Grievance Procedures provide students with a fair, impartial method for presenting and resolving a grievance as soon as possible at the lowest possible level. No retaliation or reprisals will be taken because a student has initiated the grievance process.

The student must attempt to resolve his /her issue informally where the event occurred by discussing it with the instructional or administrative staff member as soon as possible from the date of the event. A record must be kept of when the meeting or discussion occurred and the outcome.

If the issue is not satisfactorily resolved, the student should present the original grievance in writing (Grievance Form available from the Student Services Office) to the Vice President of Academic Affairs. The material submitted must include the following: an historical account of the grievance, the specific policy, procedure, agreement or law alleged to have been violated; the date and outcome of the attempt to resolve the issue directly, and any relevant supporting documentation for the desired resolution.

The Vice President of Academic Affairs will investigate the facts, and may invite the student and the instructor or administrative/staff member involved to an informal conference separately or together. If a mutually agreeable solution is not achieved, the Vice President of Academic Affairs

must refer the issue to the University President who has the final decision at the campus.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll Free or by completing a complaint form, which can be obtained on the Bureau's Internet Web Site www.bppe.ca.gov.

If a student is not satisfied that the program has adhered to its policy or has been fair in its handling of the complaint, the student may contact the Bureau for Private Postsecondary Education (BPPE) at:

Bureau for Private Postsecondary Education
P.O. Box 980818
West Sacramento, CA 95798-0818

Physical Address:
Bureau for Private Postsecondary Education
2535 Capitol Oaks Drive, Suite 400
Sacramento California, 95833
Phone: (916) 431-6959
Toll Free: (888) 370-7589

Web site: www.bppe.ca.gov
E-mail: bppe@dca.ca.gov

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento California, 95833, www.bppe.ca.gov, Toll Free Telephone number: (888) 370-7589 or by Fax (916) 263-1897

Student's Right-to-Know Disclosure

The Student Right-to-Know Act requires schools disclose the completion or graduation rates for a specific cohort of the general student body as determined by the school. This cohort is made up of degree-seeking, full-time, first-time graduate students. Since the rate of graduation changes from one semester to another, please see the Director of Academic Affairs for the information, if you are interested.

Sexual Assault and Harassment

It is the policy of HGU to provide an educational, employment and business environment free of sexual

harassment or any other verbal or physical conduct or communication constituting sexual harassment as defined and prohibited by state and federal regulations. Any harassment, threat or offer by any employee of the university to condition any aspect of a student's academic performance, reputation or standing upon the provision of sexual favors is prohibited. Any other harassment of any member of the campus community by any other member resulting in the creation of an offensive, intimidating or hostile academic or employment environment is similarly prohibited. If you believe you have been assaulted or sexually harassed by any member of the HGU community, or while participating in a HGU sponsored activity, you are urged to bring the matter to the immediate attention of the Dean of Academic Affairs or the President of the University.

Nondiscriminatory Policy

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, Herguan University does not discriminate in its educational programs, employment, or any other activities on the basis of race, sex, color, national origin, ancestry, religion, creed or disability.

Students may complain of any action that they believe discriminates against them on the grounds of race, color, national origin, religion, sex, sexual orientation, disability or age. For more information and procedures, please contact the Dean of Academic Affairs.

This Catalog outlines curriculum requirements, faculty information, course descriptions and policies as per the effective date of issuance. The materials presented here constitute the rules and regulations of the University, and are intended to be accurate, complete, and binding. However, the University reserves the right to update or change any or all of these regulations to meet with any and all of the above accreditation subjects and the University's changing conditions. In such event, written notice will be given, and such notice will form an addendum to the Catalog. All information in this University Catalog is current and correct and is so certified as true by the President of this institution at the time of publication.

Chapter Five – Student Services

University Orientation

All new students should attend the new student orientation session offered before the beginning of each semester or early in the term. Students will meet University officials and staff, will receive handouts with helpful information, have an opportunity to ask questions, meet and greet fellow new students.

International Student Services

Qualified, experienced staff provides information and assistance regarding all requirements, including visa status, SEVIS requirements, English assessment information and more to international students. The Admissions/Student Service office can direct students to the appropriate services, which are also explained in the Student Handbook.

Student Health, Safety, and Housing

All International students are required to have their own health insurance coverage for the USA. HGU will assist students in contacting appropriate insurance companies. HGU does not offer on-campus housing. The city of Sunnyvale and the neighboring communities of Santa Clara, Cupertino and Mountain View have extensive rental apartments and housing in all price ranges. The University is also within commuting distance from a number of other residential communities including Los Altos, Saratoga, Campbell, San Jose, Milpitas and Fremont.

HGU has a bulletin board for student use to communicate opportunities for shared housing or for other community and professional listings. The Student Services Office is available to make suggestions and help with resources to find housing, but it is the responsibility of the student to find acceptable housing within their own circumstances and needs.

Academic Advising

The academic advisor and other designated administrative officers provide academic counseling to students. All students are strongly encouraged to meet with the Academic advisor at least once each semester during registration periods for academic advising and determination of Satisfactory Academic Progress. Faculty members and senior students are also available to help students with academic problems.

Non-Academic Counseling

Recognizing that life in general, and academic life in particular, is fraught with complexity and confusion, the Student Service Offices provides a wide array of counseling and referral services designed to assist students with their non-academic concerns, including counseling for culture shock, emotional crisis (depression, anger, stress and interpersonal issues), substance abuse and conflict resolution, as well as referrals to housing services, health services and legal services. If a student needs a professional counselor, the Student Services Office will help the student find a suitable counselor. The Student Services Office has a Community Resource Binder that provides resources in the community for personal counseling, housing assistance, libraries, child care, health care, employment assistance, religious worship, public transportation and other resources helpful to HGU students. There are also community services noted in the Student Handbook on the HGU website.

Career Services Assistance

HGU provides a variety of services to assist students in planning and achieving their career goals. The Academic department hosts workshops conducted by consultants to advise especially international students on job seeking tips. Students may also make an appointment for individual help in writing a resume plus interviewing tips. Appointments can be made in the library. Also in the library are handouts with tips on resume writing, job search, interviewing and the like. Students are encouraged to take advantage of these resources to further their career development and job seeking skills. Unsolicited job announcements are posted on the Bulletin Board, which is located in the second floor hallway. HGU does not offer direct placement services.

Student Lounge

Students are welcome to use the student lounge during class breaks and between classes. The student lounge may be used for social interactions, eating, resting, or studying. The lounge has a pool table and Ping-Pong table along with two wide screen TVs. The kitchen is equipped with wireless Internet access, a refrigerator, filtered water dispenser, a microwave oven, and a washbasin to facilitate preparation of meals. There are soda and drink machines along with snack machines available as well.

Student Association

The HGU Student Association offers students the opportunity to participate in campus life and governance. The Student Activities Coordinator in the Admissions/Student Services office serves as the advisor to the Student Association. The Student Association, under the guidance of the Student Services Office, plans various extracurricular activities such as field trips/tours, picnics, parties, sporting events, intercollegiate activities. These students are invited to serve on some committees and offer input concerning university practices. Officers who are elected from officially registered students on campus, govern the Association. Elections are held each year in the spring semester if students decide at that time to sponsor the association. The decision to formally organize is left to the students. Even without a formal organization, an informal group of students plans student activities.

Student Clubs

Students at HGU are free to organize Clubs and to join associations whose stated purpose is consistent with the University's mission. All student clubs seeking HGU support must be registered with the University through the Student Services Office.

Smoking Control Policy

Students and all staff need to exhibit a life style of health. Therefore smoking is prohibited in all areas within the HGU campus and parking areas.

Health Services and Insurance

HGU students receive a discounted rate at the UEWM Medical Clinic located on campus for both acupuncture and herbal treatments. Referrals to public health assistance are also available in the Student Services office in the community resource binder. All students are required to carry health insurance.

Lost and Found

Items found on campus will be turned in to the Student Service Office. To inquire about any lost or misplaced items, please contact the Student Service Office.

Alumni Association

Graduates from HGU are important to the continued growth and development of the institution. Alumni

interactions enhance the sharing of experiences between the current students and other graduates. Alumni support the University by participating in University events and serving on committees as needed.

ADA Services

The University makes every attempt to provide reasonable accommodation to meet the requirements of the Americans with Disability Act (ADA). The University classrooms are wheelchair accessible. Physically challenged students may contact the Administration Office for assistance.

Annual Security Report

Herguan University will publish an Annual Security Report in compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (previously named the Student Right-to-Know and Campus Security Act of 1990). This report provides information on campus security regulations and campus crime statistics to current, prospective students and others. If you would like to review this document, please ask a University administrator for a copy or review the copy in the library when it becomes available.

Academic Achievement Recognition

Faculty and student awards may be given annually during commencement ceremonies to recognize the outstanding achievements of students.

Audio/Video Taping

Students wishing to make video and/or audio recordings of lectures presented by HGU faculty members and/or visiting lecturers must obtain the written consent of the faculty members or lecturers. Students do not own any copyrights, etc., to such recordings.

Computer Facilities

Computer stations with Internet access are available in the HGU library and computer lab, plus other areas on campus for student and faculty use. Wireless computers as well as high-speed Internet access are provided. Students and all staff are expected to use proper netiquette when using University computers. If the University determines their computers and Internet access have been used improperly, staff can be dismissed and students expelled.

Chapter Six – Degree Programs and Requirements

**Herguan University is
currently offering two
graduate programs**

Master of Business Administration (MBA)

Concentration in: Administration and Project
Management

Master of Science in Computer Science (MSCS)

Concentrations in: Cloud Computing/ Mobile Internet
Applications and Software Quality Assurance

Master of Science in Electronic Engineering (Not Enrolling Students In This Program At This Time!)

Concentration in: Embedded System Design

Master of Business Administration (MBA)

MBA Program Objective

Herguan University's Masters in Business Administration is dedicated to providing a professional and practical business education to qualified students at the graduate level. Students learn research-based theory and practical applications in business administration and project management.

MBA Program Learning Outcomes

Master of Business Administration

Students graduating with an MBA in Administration are expected to:

- Demonstrate understanding of business operations from a systems perspective including human resources, finance, marketing, information technology, and management.
- Analyze complex business problems and apply effective decision-making and problem solving models as an individual or part of a team.
- Communicate effectively orally and in writing, demonstrating advanced communication competence in devising strategic messages, in working effectively on a team, in making presentations, and in writing routine and special business-related documents, recognizing context, goal, and audience.
- Collect, interpret and analyze existing and/or original research, using quantitative tools, and apply in the decision making process.
- Use technology and appropriate applications to collect, compile, analyze and present data to support planning and decision making.
- Demonstrate integrity and responsibility consistent with American business legal and ethical standards
- Demonstrate an understanding of diverse perspectives and analyze the impact of individual and cultural differences on the business environment.
- Analyze financial reports, risk management strategies and their impact on the decision making process.
- Analyze the interrelatedness of market, economic, social and political trends, and their impact on a global business environment

Master of Business Administration, Project Management

Students graduating with an MBA, project management concentration are expected to:

- Manage business projects effectively and efficiently using advanced techniques and technology
- Demonstrate team development and planning skills in the execution of a project
- Develop a project plan using industry-standard tools and project management methodologies.

- Forecast time, resource, and budgeting requirements for the project to coordinate the work of the project team.
- Evaluate various risk analyses techniques and apply them to assess and mitigate the risks within a project.
- Apply procurement management tools and techniques to the process of solicitation, contract administration, and cost reimbursement.
- Define customer and business requirements to identify project scope.
- Communicate effectively orally and in writing, demonstrating advanced communication competence in devising strategic messages, in working effectively on a team, in making presentations, and in writing routine and special business-related documents, recognizing context, goal, and audience.
- Use technology and appropriate applications to collect, compile, analyze and present data to support planning and decision-making.
- Demonstrate integrity and responsibility consistent with American business legal and ethical standards
- Demonstrate an understanding of diverse perspectives and analyze the impact of individual and cultural differences on the business environment.
- Analyze the interrelatedness of market, economic, social and political trends, and their impact on a global business environment.
- Collect, interpret and analyze existing and/or original research, using quantitative tools, and apply in the decision making process.

Graduation Requirements

A minimum of 36 units of graduate-level course work is required for the Master's Degree students. Additional coursework such as English, algebra and Preparatory Cohort courses may be required for a student with a non-business related undergraduate background.

Preparatory Cohort courses are required for covering the required background subjects:

Preparatory Cohort A
(PCB1) Business Law & Management Ethics

Preparatory Cohort B
(PCB2) Business Statistics & Information Technology
Preparatory Cohort C
(PCB3) Finance & Accounting
Preparatory Cohort D
(PCB4) Economics & Marketing

All MBA students must complete coursework in required courses and elective courses. Students entering with background deficiencies must clear the deficiencies in the first few semesters after joining HGU. A grade of "B-" or better must be earned in all required courses and in your area of concentration, and a grade of "C-" must be earned for all graduate level elective courses. An overall GPA 3.0 or better is required, and students must be in good standings with the University. After fulfilling the requirements stated above, the student may file a petition for graduation and if approved, may graduate. Courses numbered in the 400's and above are graduate courses.

MBA Curriculum

Core courses General MBA (18 units)

The student must take the following courses to complete the required graduate course requirement:

HRM501 Human Resources Management	3 units
FIN500 Managerial Finance	3 units
MGT510 Management Communication	3 units
MIS526 Management Information Systems	3 units
MKT500 Marketing Management	3 units
MGT530 Production & Operations Management	3 units

Elective courses (18 units)

Students can choose these 18 credits from courses available in the MBA program..

Electives

In consultation with an academic advisor, the student may choose from the courses available any graduate-level courses within MBA concentrations as electives to meet the elective requirements, or choose to do project/thesis. New courses are continually being developed. Please contact the Academic Office for information on new electives.

Master Project/Thesis: Students interested in doing research and development work may choose to do a project or thesis to earn elective units.

Core Courses Project Management... (18 units)

The student must take the following courses to complete the required graduate course requirement:

PJM505 Quantitative Methods in Project Man	3 units
PJM500 Managerial Finance	3 units

PJM510	Management Communication	3 units
PJM520	Project Management Systems	3 units
PJM525	Quality Management	3 units
PJM535	Project Risk Management	3 units

Elective courses(18 units)

Students can choose these 18 credits from courses available in the MBA program.

Electives

In consultation with an academic advisor, the student may choose from the courses available any graduate-level courses within MBA concentrations as electives to meet the elective requirements, or choose to do project/thesis. New courses are continually being developed. Please contact the Academic Office for information on new electives.

Master of Science in Computer Science (MSCS)

MSCS Program Objective

Herguan University Master of Science in Computer Science offers a student the opportunity to pursue advanced studies in various areas of computer science. Located in Silicon Valley, combined with other departments, Herguan University Computer Science department also provides students with interdisciplinary and hand-on study opportunities.

MSCS Program Learning Outcomes

Master of Science in Computer Science, Software Quality Assurance Concentration:

Students graduating with a MSCS in Software Quality Assurance are expected to:

- Apply the complete software engineering life cycle process to project implementation
- Perform software verifications using automation tools
- Analyze software testing parameters using various metrics
- Engage effectively in team-oriented task implementation
- Demonstrate strategic written and oral communication skills that are appropriate to the context, business goal, and audience.
- Demonstrate integrity and responsibility consistent with American business legal and ethical standards

- Locate, collect, interpret and analyze existing and/or original research, using quantitative tools, and apply in the decision making process.
- Demonstrate an understanding of diverse perspectives and analyze the impact of individual and cultural differences on the business environment.
- Analyze complex business problems and apply effective decision-making and problem solving models as an individual or part of a team.

Master of Science in Computer Science, Cloud Computing and Mobile Internet Applications Concentration

Students graduating with a MSCS in CCMIA are expected to:

- Engage in enhanced Internet-based applications involving cloud computing
- Analyze and design mobile Internet-based applications' requirements from the user-end
- Implement Internet applications using artificial intelligence and cloud computing concepts\
- Design wireless networks enabling mobility for Internet applications
- Analyze productivity of mobile internet applications using network connectivity and security parameters
- Engage effectively in team-oriented task implementation
- Demonstrate strategic written and oral communication skills that are appropriate to the context, business goal, and audience.
- Demonstrate integrity and responsibility consistent with American business legal and ethical standards
- Locate, collect, interpret and analyze existing and/or original research, using quantitative tools, and apply in the decision making process.
- Demonstrate an understanding of diverse perspectives and analyze the impact of individual and cultural differences on the business environment.
- Analyze complex technology problems and apply effective decision-making and problem solving models as an individual or part of a team.

Graduation Requirements

A minimum of 36 units of graduate-level course work is required for the Master's Degree students. Additional coursework such as English, algebra and Preparatory Cohort courses may be required for a student with a non-CS related undergraduate background.

Preparatory Cohort courses are required for covering the required background subjects:

Preparatory Cohort A

(PCE1) Operating System & Programming Languages

Preparatory Cohort B

(PCE2) C Programming & Data Structures

Preparatory Cohort C

(PCE3) Windows & UNIX Operating System

Preparatory Cohort D

(PCE4) Computer Networks & Data Communications

All CS students must complete coursework in required courses and elective courses. Students entered with background deficiencies must clear the deficiencies in the first few semesters after joining HGU. A grade of "B-" or better must be earned in all concentration courses and a grade of "C-" must be earned for all graduate level elective courses. An overall GPA 3.0 or better is required, and students must be in good standings with the University. After fulfilling the requirements stated above, the student may file a petition for graduation and if approved, may graduate. Courses numbered in 500's and above are graduate courses.

MSCS Curriculum

Core courses CCMIP(18 units)

The student must take the following courses to complete the required graduate course requirement:

CS644 Wireless Network Design	3 units
CS524 Artificial Intelligence	3 units
CS671 C Socket Programming	3 units
CS647 Agile Project Management	3 units
CS612 Java Cloud Computing	3 units
CS614 Computer Network Internet Security	3 units

Elective courses (18 units)

The student may choose 18 credits from the courses available in the CS program.

In consultation with an academic advisor, the student will elect additional graduate-level CS courses in the concentration to meet the elective requirements or choose to do project/thesis. New courses are continually being developed. Please contact the Academic Office for information on new electives.

Master Project/Thesis: Students interested in doing research and development work may choose to do a project or thesis to earn elective units.

SOFTWARE QUALITY ASSURANCE

Core courses(18 units)

The student must take the following courses to complete the required graduate course requirements:

CS532 Software Engineering Concepts	3 units
CS538 Software Quality Metrics	3 units
CS552 Software Test Automation and Tools	3 units
CS665 Net Pgm	3 units
CS 540 Java Web Applications	3 units
CS637 Web Services Development & XML	3 units

Elective Courses(18 units)

The student can choose electives from the courses available in the CS program.

Master of Science in Electronics Engineering (MSEE)

THIS DEGREE PROGRAM IS NOT OFFERED AT THIS TIME!

Objective

Herguan University Master of Science in Electrical Engineering offers a student the opportunity to pursue advanced studies in various areas of Electrical Engineering. Located in Silicon Valley, combined with other departments, Herguan University Electrical Engineering department also provides students with interdisciplinary and hand-on study opportunities.

Student Learning Outcomes

Students graduating with a MSEE are expected to:

- Design hardware using embedded architectures

- Apply embedded hardware concepts in implementing computer network protocols
- Analyze design efficiency using low power hardware
- Apply FPGA design in building hardware
- Analyze computer architecture hardware and compare the different hardware available
- Engage effectively in team-oriented task implementation
- Demonstrate strategic written and oral communication skills that are appropriate to the context, business goal, and audience.
- Demonstrate integrity and responsibility consistent with American business legal and ethical standards
- Locate, collect, interpret and analyze existing and/or original research, using quantitative tools, and apply in the decision making process.
- Demonstrate an understanding of diverse perspectives and analyze the impact of individual and cultural differences on the business environment.
- Analyze complex business problems and apply effective decision-making and problem solving models as an individual or part of a team.

Graduation Requirements

A minimum of 36 units of graduate-level course work is required for the Master's degree students. Additional coursework may be required for a student with a non-EE related undergraduate background.

Preparatory Cohort courses are required for covering the required background subjects. The number of prerequisite courses will be determined upon evaluation of transcripts and other supporting documents submitted during the admissions process.

Preparatory Cohort 1

Preparatory Cohort For Engineering: Windows and Unix Operating System
Preparatory Cohort 2

Preparatory Cohort For Engineering: Introduction to Programming Languages

All EE students must complete coursework in their concentration courses and electives courses. Students entered with background deficiencies must clear the deficiencies within the first semester after joining

HGU. A grade of "B-" or better must be earned in all required courses and area of concentration, and a grade of "B-" must be earned for all elective courses. An overall GPA 3.0 or better is required, and students must be in good standings with the university. After fulfilling the requirements stated above, the student may file a petition for graduation and if approved, may graduate. Courses numbered in 500's and above are graduate courses.

Concentration: Embedded System Design

Background Courses

EE410	Circuit Theory	3 units
EE422	Analog Circuit Design	3 units
EE455	Signals and Systems	3 units

Concentration Courses

This concentration requires that a student finish at least 15 credits from the concentration courses below. Courses listed in pairs are mutually exclusive, i.e. students are allowed to select either of the courses to be counted toward the credits requirements.

EE510	Microcontroller Interfaces & applications	3 units
EE514	Advanced Computer Organization & Structure	3 units
EE515	Digital IC Design	3 units
EE548	VLSI Design	3 units
Select one course from below:		
EE571	Data Compression	3 units
EE614	Physical Synthesis & Advanced P&R	3 units
Select one course from below:		
CS621	Computer Network Security	3 units
EE585	Introduction to Nanotechnology	3 units
Select one course from below:		
EE590	Electrons, Photons and Nanotechnology	3 units
CS678	Network Security in Wireless System	3 units

Electives

The student may elect graduate-level courses (500-level and higher courses) in any Engineering course as electives to meet their elective requirements. New courses are continually being developed. Please contact the Academic Office for information on new electives.

Master Project/Thesis: Students interested in doing research and development work may choose to do a

project or thesis to earn elective units. Students should pay attention to the requirements for completing the project/thesis.

Course Descriptions

Preparatory Cohort

PCB1 Preparatory Cohort for MBA:

Business Law & Management Ethics (3.0 units)

This none graduate-level course blends the study of business law along with the closely allied study of business ethics. While the study of ethics has a philosophical and theoretical framework, it also has a most fundamental basis in the underpinnings of the structure of the legal system. Consequently, the two topics are covered with the goal of getting students to better understand the relationship of the two themes of business law and management ethics. Students will specifically learn to integrate the legal principles of contract law, constitutional law, basic corporations' law and other related themes as fundamentals to ethical business practices.

PCB2 Preparatory Cohort for MBA:

Business Statistics & Information Technology Systems (3.0 units)

This none graduate-level course covers the two concurrent topics of business statistics and information technology focusing on applications and effective use of computers in business as a problem solving tool. Topics include basic concepts of probability, descriptive statistics, estimation, hypothesis testing, linear regression; fundamentals of computer information systems and applications, basics of hardware & software, and applications, e-commerce, security, and ethics. Students will understand the use of the components of modern tools, hardware or software to solve business problems. Assignments will be done using spreadsheet, database, word-processing, and web applications.

PCB3 Preparatory Cohort for MBA:

Finance & Accounting (3.0 units)

This non graduate-level course integrates the study of both finance and accounting underlying the theory and practices for financial decision-making process. Students are taught to apply accounting theory standards, principles, and procedures to practical accounting problems. Students will be introduced to the basic concepts and procedures of financial accounting; financial statements analysis for operating, investing, and financing decision-making. Students

will understand the integrated functions of finance and accounting.

PCB4 Preparatory Cohort for MBA:

Economics & Marketing (3.0 units)

This none graduate-level course brings together the study of economics and marketing. Students are taught the application of quantitative economics theory at the micro and macro level as it functions within the context of business marketing plans and strategies. Topics include: Basic concepts of economics; prices and output determination in different market situations; real world economic issues, marketing principles, functions, and methods in creating and delivering value; and marketing structure. Students will understand and identify the structure and operation of the output and resource markets.

Computer Science

PCE1-Operating System and Programming Languages (3.0 units)

The course is intended to provide foundation-level knowledge about the structure and functionality of computer operating systems and association with programming languages. Concepts relating to operating system overview, concurrency mechanisms, memory management, I/O and file management are taught. Programming language syntax, data types, control flow and creating complete executable program are also included in the course.

PCE2-C Programming and Data Structures (3.0 Units)

This course is designed to provide complete overview C programming language. Concepts relating to elementary data types, variable scopes, user-defined functions, control flows, pointers and data structures including arrays, stacks and queues, linked lists, trees, graphs and multi-graphs are taught.

PCE3-Windows and Unix Operating Systems (3.0 Units)

This course is designed to familiarize the students with the UNIX/Linux/Windows environment. Topics include concepts of the UNIX/Linux/Windows operating system, Shell commands, Visual editor, file manipulation and securities, UNIX utility commands, Shell features and environment, online manual, controlling user processes and managing jobs, introduction of Regular Expression and its usage with grep, sed, and awk UNIX power utilities, basic Shell programming techniques, large file management, and the user programming environment customization.

PCE4-Computer Networks and Data Communications (3.0 Units)

This course is designed to provide conceptual knowledge of computer networks relating to network layered models (OSI, TCP/IP), data communication basics including error corrections, routing and internetworking.

II. Graduate Core Courses:

CS511 Computer Organization and Architecture (3.0 Units)

This course is designed to provide in-depth knowledge about design and functionality of a computer system. Topics included are multiprocessor architecture and interconnection networks, pipeline, data flow, algorithm structures, memory hierarchies and cache memory design, instruction level parallelism and a comparison of the performance and design among various computer architectures.

Pre-requisites: PCE1, PCE3 and PCE4.

CS540 Java Web Applications (3.0 Units)

This course is intended to equip students with implementation knowledge of Java towards the client-server based web data communications. Topics include Java techniques of WAP, XML, JNI, thread, network programming, Servlet, JSP, JDBC, and internalization. Each technology topic will cover its uses, implementation, and language issues. Relevant hands-on tasks are included to provide near-real time application analysis experience.

Pre-requisites: PCE2 and PCE4.

CS560 Algorithms and Design (3.0 Units)

This course provides an in-depth analysis and efficient use of algorithms to solve problems. Well-structured programs are studied; modular, top-down design is emphasized. Topics include the use of data structures techniques to design efficient algorithms and analyze their complexity, efficient implementation of combinatorial algorithms, sorting, searching, and geometric problems, and branch and bound algorithms.

Pre-requisites: PCE1, PCE2 and PCE3.

CS577 Database Design and Development (3.0 Units)

This course is designed to provide design and development knowledge of relational database systems. Topics include database architecture, ER modeling, database normalization and renormalization, relational model, structured query language (SQL). Relevant hands-on tasks employing SQL are included to provide near-real time application development experience. Besides, core database storage concepts

including concurrency and fault recovery algorithms are also taught.

Pre-requisites: PCE1 and PCE2.

***CS624 Artificial Intelligence (3.0 Units)**

The course provides comprehensive AI knowledge applicable for game developments. Topics covered are Knowledge Representation, Machine Learning, Intelligent Agents, Neural Networks and AI algorithms for games.

Pre-requisites: PCE1

***CS644 Wireless Network Design (3.0 Units)**

The course equips students with wireless network designing elements including RF environment elements, RF Channel analysis, capacity analysis, Data and Network traffic modeling, KPIs.

Pre-requisites: PCE4

***CS671 C Socket Programming (3.0 Units)**

This course is intended to provide network programming skills using C and Java. Topics included are IPv4 and IPv6 addressing, use of name servers, TCP and UDP socket programming, Buffering, Multiplexing and De-multiplexing.

Pre-requisites: PCE4 and PCE2

***CS647 Agile Project Management (3.0 Units)**

This course provides students with hands-on experience in real world agile software projects. The student will apply Agile Project Management methodologies in software projects employing different iterative-incremental processes, including SCRUM and Xtreme.

III. Graduate Concentration Courses:

CS532 Software Engineering Concepts (3.0 Units)

This course is designed to demonstrate the engineering approach to the development of large, high-quality software projects. Topics include software life cycle, development process, requirement specifications, design and testing techniques, verification and validation, and software management. Students learn to use project management tools, principles, and environment to facilitate development of software programs/systems.

Pre-requisites: PCE1 and PCE3.

CS535 Distributed and Mobile Operating System (3.0 Units)

This course is designed to provide complete in-depth knowledge of distributed operating system and its association with mobile operating systems. Covered topics include concurrent programming, distributed inter-process communication, distributed process

scheduling, shared virtual memory, distributed file systems, security in distributed systems, distributed middleware and applications such as the web and peer-to-peer systems, architecture and functionality of mobile operating system based on distributed structure.

Pre-requisite: PCE1 and PCE3.

CS538 Software Quality Metrics (3.0 Units)

This course is intended to provide implementation knowledge related to objective analysis and measurement of software performance. Topics included are measurement theory, types of software quality metrics, models to measure software reliability and quality measuring tools.

Pre-requisite: CS532.

CS545 Computer Network Architecture and Systems (3.0 Units)

This course is designed to provide knowledge of architectural elements involved in building a computer network. Topics include Ethernet and wireless network architecture, packet switching and routing, congestion control and resource allocation.

Pre-requisite: PCE4.

CS546 Unix Network Programming (3.0 Units)

This course is designed for graduate students to gain hands on experience in network programming on Unix platform. Topics included are TCP/UDP socket programming in C and Java, I/O multiplexing, daemons, and multicasting.

Pre-requisite: PCE2, PCE3 and PCE4.

CS552 Software Test Automation and Tools (3.0 Units)

This is learn-by-doing course. Student will apply software design, testing and engineering knowledge in real world software development projects. Student will utilize multiple Software Engineering knowledge including software life cycle management, project management and monitoring, software architecture, software quality assurance process, software configuration management. Multiple software tools will be learned and evaluated by students.

Pre-requisite: PCE1 and CS538.

CS565 .Net Programming (3.0 Units)

This course provides students with the knowledge and skills needed to build websites with ASP.NET 2.0. and gain an understanding of the new architecture behind ASP.NET. Topics cover using system types and collections to help manage data, and create and configure Web applications; using Microsoft ADO.NET, XML, and data bound controls; creating custom Web controls; using ASP.NET state

management; caching; customizing and personalizing a Web application; implementing authentication and authorization; creating ASP.NET mobile Web applications; tracing, configuring, and deploying applications and Web services.

Pre-requisites: PCE4, [CS540 or Instructor's].

CS623 Network Management System (3.0 Units)

This course is to guide students' study on current and emerging network management standards and technology. Topics included are Internet Network management protocols, IEEE LAN/WAN management standards, Fault management and network performance monitoring.

Pre-requisites: PCE4 and [CS545 or Instructor's consent].

CS637 Web services development and XML (3.0 Units)

The course is intended to provide students with hands-on-experience in XML which is used extensively as a standard information description language in prominent areas of information technologies, such as Internet, semiconductor, bioinformatics, etc. The course includes Web services infrastructure outlining fundamentals of SOA and Web services, SOA runtime elements, fundamentals of XML and use of XML to develop Web based applications.

Pre-requisite: PCE4, [CS577 or Instructor's consent].

EE525 Wireless Network Communications (3.0 Units)

This course provides wireless communications knowledge relating to signal propagation, Modulation and Multiple access techniques, diversity methods. Besides, architectures of IEEE WPAN, WLAN and WiMAX are also included.

Pre-requisites: PCE4.

***CS683 Mobile Location Based Services (3.0 Units)**

This course is intended to provide design knowledge for mobile location based services. Topics included are GIS, Location Management, Satellite positioning, Cellular Positioning, Indoor Positioning, and Protocols for location-based services.

Pre-requisites: CS644 or Instructor's Consent.

***CS656 Java GUI Design (3.0 Units)**

The course provides complete GUI designing skills via hands-on programming using Java Swings. Topics included are Swing components, Layered Panes and Internal Frames, MDI development, Trees and Tables, Pluggable UI.

Pre-requisites: PCE2.

***CS677 Mobile Pervasive Computing (3.0 Units)**

The course provides comprehensive knowledge required for design and development of mobile pervasive applications. Contents included are Mobile data management, Middleware for application development and service discovery and context aware computing.

Pre-requisites: CS644 or Instructor's consent.

***CS612 Java Cloud Computing (3.0 Units)**

This course deepens students understanding about Java and introduces Java's role in cloud computing by putting students in real world projects. Java EE, Hadoop, VMware, Amazon and Google cloud computing platform, cloud software, platform and tools will be evaluated and used in projects.

Prerequisites: PCE2.

III. ++Graduate Elective Courses:

***CS614 Computer Network Security (3.0 Units)**

The course provides the security aspects of the web and Internet. It surveys cryptographic tools used to provide security, such as shared key encryption (DES, 3DES, RC-4/5/6, etc.); public key encryption, key exchange, and digital signature. It then reviews how these tools are utilized in the internet protocols and applications such as SSL/TLS, IPSEC, Kerberos, PGP, S/MIME, SET, and others (including wireless). System security issues, such as viruses, intrusion, and firewalls, will also be covered. Prerequisites: PCE4, CS644 or Instructor's consent.

***CS698 Computer Animation Modeling (3.0 Units)**

This course equips students with complete techniques and algorithms applicable in computer animations. The contents covered are Technical background of computer graphics, Interpolation based animations, Human figures and Facial animations.

***CS665 Wireless Internet Connectivity (3.0 Units)**

The course provides architectural components involved in wireless LAN and PANs connectivity. Topics included are wireless LAN components, IEEE802.11 MAC Layer Connectivity, PAN Clustering and Routing.

Pre-requisites: PCE4, CS644 or Instructor's Consent.

***CS687 Wireless Network QoS (3.0 Units)**

The course provides students with knowledge of QoS elements required in designing wireless networks with good service availability. Topics included are QoS Metrics and Architectures, IEEE 802.11 QoS elements, WLAN Ethernet and IP Networks' QoS.

Pre-requisites: PCE4, CS644 or Instructor's Consent.

Note for **: Please refer to the description and objectives of Cloud Computing and Mobile Internet Applications for additional eligibility criteria.

Note for *: Community Learning Services fees applicable in addition to tuition fees.

Note for **: Electives applicable to C4 concentration only.

Electrical Engineering

**THESE ELECTRICAL
ENGINEERING COURSES
ARE NOT OFFERED AT THIS
TIME!**

EE410 Circuit Theory (3.0 units)

This course covers topics, including sinusoidal steady-state circuit analysis using phasors, power calculations in AC circuits, balanced three-phase circuits, Laplace transform and its application in transient circuit analysis, frequency select circuits and filters, Fourier series and Fourier transforms, and two-port networks.

EE422 Analog Circuit Design (3.0 units)

This course provides students with the opportunity to use the knowledge and experience acquired in previous circuit and analog circuit courses to further understand the design aspect of analog circuits and conduct analysis and design of differential amplifiers, current mirrors, frequency response of electronic circuits, feedback circuit analysis, output stages, integrated circuits, filter and oscillators.

EE440 Logic Design (3.0 units)

This course is intended to provide the students the opportunity to use the knowledge and experience acquired in previous digital circuit courses to further understand the design aspect of digital integrated circuits and devices. The course focuses on various logic design techniques to design a variety of combinatorial and sequential circuits. Timing considerations are analyzed for asynchronous and synchronous circuit designs with emphasis on state machine design approaches.

EE455 Signals and Systems (3.0 units)

This course is an introduction to basic concepts and principles of signals and systems. Both analog and digital signal processing techniques will be covered. Topics include analog signals and systems, digital signals and systems, LTI systems, Fourier transform, Z-transform, FFT, system stability, digital filter design, network. Matlab software will be used to implement some of the DSP algorithms.

EE471 Verilog HDL and Digital Design (3.0 units)

This course develops the students' ability to design the basic building blocks of modern digital systems and provides them with a fundamental knowledge of the design methodology, design considerations, and verification strategies for complicated digital hardware design. Topics include Verilog HDL basics, simulation, Synthesis of digital systems using Verilog HDL. The students practice using the tools for design projects on UNIX system or Windows system. Mentor Modelsim for HDL Simulation, Cadence Verilog-XL, and Silo III Verilog Simulator from SimuCAD are available in the Labs. Hands-on practices are required. Prerequisite: EE440

EE505 Microcomputer Structure & Programming (3.0 Units)

This course is designed for the students to learn microprocessor architecture and gain hands-on experience with at least one popular microprocessor. Topics include microprocessor architecture and development tools - using a popular microprocessor for case study, programming with ASM/C for exercises; instruction set, hardware feature, I/O and timer, interrupt, and a survey of other microprocessors. Hands-on experience in microcomputer programming and applications through laboratory projects is required.

EE510 Microcontroller Interfaces & Applications (3.0 Units)

This course gives students hands-on design experience in micro-controller-based digital systems design with emphasis on interfacing and data processing. Topics include interfacing, A/D and D/A conversions, data acquisition, input devices, output devices, displays, and application firmware programming. This course is project heavy and students will complete projects, including documentation, prototyping, demonstration of functionality, presentation, and implementation evaluation.

EE512 Embedded Systems Hardware Architectures (3.0 units)

This course covers the hardware components in a typical embedded system and their interfaces. The course begins with an inside look at some typical embedded systems and the functional blocks within those systems. The course addresses design considerations for such systems and several approaches to system building that are common in the industry. The various types of memories commonly used in embedded systems and their interfaces are covered.

The course also addresses the basic concepts in microprocessors, microcontrollers and DSP, and introduces the typical buses used at the system level.

EE514 Advanced Computer Organization & Structure (3.0 Units)

This course is designed to investigate modern computer design. Topics include an in-depth study of multiprocessor architecture and interconnection networks, pipeline, data flow, algorithm structures, memory system design, cache memory design, and a comparison of the performance and design among various computer architectures. Hands-on project experience is required.

EE515 Digital IC Design (3.0 Units)

This is the first of the VLSI design series. The course begins with an introduction to state-of-the-art CMOS VLSI engineering with emphasis on the basic CMOS VLSI design principles and methodologies. Topics include basic MOSFET theories and characteristics, CMOS semiconductor fabrication processes, sub-micron design rules, combinational and sequential CMOS logic gate design styles, data path, interconnection, power and clock distribution, array and memory design. Widely used industry standard tools, such as Cadence's Opus, Composer, Virtuoso, Avant's HSPICE and Mentor's Calibre will be used for all homework assignments and design projects. Prerequisite: Instructor's Consent

EE525 Wireless Network Communications (3.0 units)

This course provides wireless communications knowledge relating to signal propagation, Modulation and Multiple access techniques, diversity methods and traffic engineering. Besides, architectures of IEEE WPAN, WLAN and WiMAX are also included. Prerequisites: PCE4.

EE548 VLSI Design (Place and Route) (3.0 Units)

This course is the third in the VLSI Design series and it introduces ASIC place and route. The course introduces the students to state-of-the-art physical design automation tools and techniques. Topics include design flow, library review, tool graphical interface, floor planning, power planning, timing driven placement, static time analysis (STA), CT-Gen, special routing, final routing, engineering change order (ECO), and run batch mode jobs. Hands-on exercises and projects are required. Prerequisite: Senior Standing or Instructor's Consent

EE556 Hardware I/O Concepts and Protocols (3.0 units)

This course will help one understand the IO technology in depth. This course focuses on IO technologies, and walks students through the complexities of IO subsystems in modern computer and networking systems. After covering the basic concepts of IO, deeper aspects regarding the most prevalent IO interconnect will be visited: PCI Express. The need for PCI Express, its evolution from PCI/PCI-X, and the details of the protocol will be studied. The course will touch upon will the three address spaces (configuration, memory, and IO) and cover how devices are discovered and configured.

EE557 Designing using FPGAs (3.0 units)

This course involves students in real world FPGA design project. Student will learn to use software tools to implement a design and gain a firm understanding of the Altera FPGA architecture. Learn the best design practices from the pros and understand the subtleties of the Altera design flow, learn about Altera Cyclone II FPGA and do hands-on project with the Altera-DE2 FPGA board. Other topics include FPGA architecture, good design practices, understanding report contents, and global timing constraints. Prerequisite: EE471

EE571 Data Compression (3.0 units)

This course surveys current image, data and voice compression standards and studies key components in image, data and voice compression. The course emphasizes minimum redundancy coding, Huffman coding, arithmetic coding, statistical modeling, dictionary-based compression, sliding window compression, LZ78 compression, speech compression, lossy graphics compression, JPEG, wavelet methods, and archiving package. Matlab programming will also be introduced.

EE581 Low Power Hardware Design (3.0 units)

This course is designed to further investigate ASIC front-to-back design automation. It also introduces concepts in advanced industrial deep sub micro backend design. Topics include library review, floor planning in SE, physical synthesis, CTPKS, timing closure, RC extraction, back annotated from back to front, non-default routing rule implementation, double cut-via implementation for 0.13u and below technology, shielding, and route. Hands-on practices are required.

EE585 Introduction to Nanotechnology (3.0 units)

This course is a general introduction to nanotechnology, open to all graduate students. The course will begin with an overview of the field of nanotechnology. The following general areas of nanotechnology, illustrating the scope and depth of the field, will be introduced: electronics and systems, life sciences and medicine, materials and technologies, and business and ventures. Within these general areas, specific topics will be introduced, at a basic level, including: Nano electronics, photonics, fabrication, and systems; biosensors, nanotechnology in health and medicine; imaging; Nano materials and devices, energy technology and applications, environment and society, Nano scale characterization; business, investment, and intellectual property. Extensive use will be made of audio-visual presentations. The course will include class field trips to nanotechnology companies and research laboratories in the San Francisco Bay Area. Prerequisite: Instructor's Consent

EE585 Introduction to Nanotechnology (3.0 units)

Electrons and photons play a key role in nanotechnology. This course introduces the basics of the application of electrons and photons to nanotechnology. Topics include: Introduction and motivation. Why are electrons and photons so important in nanotechnology? The electron: basic electron properties, electrons as waves and their description and application. The photon: basic photon properties, particle and wave aspects. Hands-on computer simulation in nanotechnology. Introduction to instruments and techniques, dedicated to the characterization and manipulation of Nano-structures, exploiting the basic properties of electrons and/or photons. Electron interactions. Application of electron properties in microscopes to study Nano-devices, application of electron spin property in function of Nano-devices. Photon interactions. Use of photon properties in microscopes to study Nano-devices, including photon spin property. Combined use of electrons and photons to study non-volatile memory devices. Impact on the storage device industry. The course will include class visits to nanotechnology companies, and to state-of-the-art nanotechnology centers at the national research laboratories and universities in the San Francisco Bay area. Prerequisite: EE585

EE614 Physical Synthesis and Advanced P&R (3.0 units)

This course is designed to further investigate ASIC front-to-back design automation. The course aims to develop the students' design ability in ASIC by using state-of-the-art EDA backend design tools and

methodology (such as Cadence SE-PKS). It also introduces concepts in advanced industrial deep sub-micro backend design. Topics include library review, floor planning in SE, physical synthesis, CTPKS, timing closure, RC extraction, back annotated from back to front, non-default routing rule implementation, double-cut-via implementation for 0.13u and below technology, shielding, and route. Hands-on practices are required. Prerequisite: EE548

English

English 300 (9.0 units)

This high intermediate English course develops four English macro skills: Listening, Speaking, Reading and Writing. Students will be provided with abundant short reading materials, a variety of listening and speaking practices, such as presentation opportunities, and writing practices such as short reflections, narrations, or descriptions in the class, besides, grammar teaching will also be combined with the writing practice. This course helps students master the basic skills of the four macro skills and the pronunciation skills. Simple and direct conversation forms will also be taught.

English 350 (9.0 units)

This course level focuses on the advanced English content. For speaking, the course requires ideas expression, opinion sharing, group discussion, etc.; for listening, comprehension, note-taking or dictations, and news, academic passages, etc. are also required; for reading, advanced reading materials such as middle length academic passages and news report will be included; for writing, short essay writing will be added and writing skills such as organization, forms, etc. will be taught. From this course, students could improve the four macro skills and can master more complicated reading and writing skills. Prerequisite: English 300, or Instructor's Consent.

English 370 (9.0 units)

This level course will focus on college level reading and writing skills. Long academic essay reading and writing are required. Speech giving and other presentations are also required. Presentations, literature circles, essay writing and group discussions are the main components of the class. From this course level, students can learn to write well-organized

academic essays, and more fluent oral English. Prerequisite: English 350, or Instructor's Consent.

Finance

FIN510 Financial Management (3.0 units) *

This course focuses on basic principles of corporate governance, financial markets and financial institutions, capital investment decisions, valuation and cost of capital, capital budgeting, risk and return, long-term & short-term financial policy, dividend policy, basic financing instruments and the choice of financial structure, mergers and acquisitions. Students will learn to use problem-solving methodology to illustrate the theories and tools in financial decision making. Prerequisite: PCB3

FIN532 Advanced Corporate Finance (3.0 units)

This advance course reviews much of the scientific evidence in the field of corporate finance. It exposes the student to a number of advanced subjects, including risk management, financial planning, and dividend policies. Required research topics include investment banking and the capital acquisition process, corporate structure, compensation policies and managerial incentives, and other corporate control mechanisms. Students will develop marketable skills and increase their familiarity with the practical applications of corporate finance. Prerequisites: PCB3.

FIN540 Financial Statement Analysis (3.0 units)

This course focuses on fundamental techniques of financial statement analysis. Emphasis is on accounting and investment concepts, analysis and interpretation of financial accounting information as presented in financial statements, and techniques for making sound credit decisions. Topics include: financial statements & valuation, analysis of financial statements, forecasting and valuation analysis, accounting and risk analysis. Students will integrate finance concepts with accounting concepts and develop skills to perform fundamental analysis and convert forecasts into valuations of firms and their strategies. Prerequisites: PCB3.

FIN545 Investment Analysis and Portfolio Management (3.0 units)

This course covers an overall perspective of investment, investment decision process, returns and risk from investments, portfolio and capital market theory, common stock valuation, security analysis, fixed-income securities, portfolio management, and evaluation of investment performance. Students will be able to identify the steps involved in the investment process, use analytical tools to determine investment selection, and manage investment risk. Prerequisites: PCB3.

FIN548 International Financial Management (3.0 units)

This course focuses on specific concepts, policies and issues confronting multinational firms. Emphasis is on the management aspect of international financial corporations. Topics include international financial environment, foreign exchange management, multinational capital budgeting, international corporate governance and control, country risk analysis, international capital structure and cost of capital, financial international trade, short-term financing and international cash management and global strategic planning. Students will be able to make financial decision for multinational corporations, manage foreign exchange risk, evaluate multinational project and understand capital budgeting in international setting. Prerequisites: PCB-3.

Human Resource

HRM501 Human Resources Management (3.0 units)

This course provides the basic framework for the effective management of human resources. Coverage includes the study of management practices, recruitment and selection of employees, training and development, compensation and benefits, and employee and labor relations. The role of the law in human resources management is integrated throughout the course. Students will acquire in-depth knowledge of activities and decisions relating to recruitment, selection, and training, employment law, health and safety issues, compensation and benefit programs, and productivity and motivation of employees. Prerequisite: PCB1.

Information System

MIS526 Management Information Systems (3.0 units)

This course describes the role of information systems in the management of businesses, including current professional practices and methodologies. Among the topics covered are business functions and supply chain; business networks & telecommunications; databases & data warehouses; web-enabled enterprise; systems planning and development, enterprise resource planning, development of business information technology strategies and solutions for enterprise and global information management systems. Students will learn information technologies relevant to business operations, decision making, and e-business. Prerequisite: PCB2.

Management

MGT515 Human Behavior in Organization (3.0 units)

This course presents human behavior within organizations focusing on individual, groups, and interpersonal influences; structure and design of organizations; managing effective communication and decision making processes; and managing organizational change and development. Also, knowing and managing yourself, fostering creativity, managing stress and conflict, motivating yourself and others, working in groups and teams, and managing behavior in the public interest will be emphasized in this course. Students will learn the concepts, principles, and analytic techniques taught in this course. They will develop skills necessary for change processes with an organization; understand and recognize problems and opportunities in organizational behavior and to function effectively in organizational setting. Finally, organizational structure is presented as the means to the effective management of the people in the company. Prerequisite: PCB1.

MGT530 Production & Operations Management (3.0 units)

This course addresses fundamental concepts of operations strategy, productivity, quality management, logistics, supply chain technology, material requirement planning, aggregate planning and

scheduling, optimization and simulation modeling, capacity planning, location and layout strategies, forecasting, quality improvement methods, lean enterprise, and project management. Students will apply quantitative methods to problems in production and operations management including facility location, design of operations and work systems. Prerequisites: PCB1, PCB2.

MGT535 Project & Risk Management (3.0 units)

This course offers a study of the principles of project and program management, followed by an understanding of the roles played by project management, matrix organization and project management techniques. Students learn how to identify and analyze project risks and how to reduce or eliminate risk-related factors in a real world environment. Methods for ongoing risk assessment and project performance evaluation are included. Prerequisites: PCB1, PCB2.

MGT540 Management of Technology & Innovation (3.0 units)

This course explores the strategic role of technology and innovation for corporate profitability and growth. Focus is on operational technology, innovation and its management, strategic process, business competitiveness, business partnerships & alliances, management of R&D, new product development and introduction, and valuation of technology. Students will be able to: integrate technology and strategy from an innovation perspective; identify and evaluate opportunities to gain competitive advantage through innovation; assess the prospects of emerging technologies and the development of new businesses around new technology. Prerequisites: PCB2.

MGT602 Strategic Management (3.0 units)

This course explores the concepts of strategy, strategic thinking, and strategic management throughout the local and international business firm. The extensive study of the Five Forces Analysis is incorporated in analyzing the external environment of the competition and the S.W.O.T. analytical tool is used in analyzing the internal aspects of a company's situation. Using such basic tools, students have the opportunity to practice strategy formulation for business success in today's global business environment. Topics include: Strategic management inputs; strategy formulation and

implementation; strategic management in a changing environment, and corporate strategy. Prerequisites: PCB1, PCB4.

Marketing

MKT500 Marketing (3.0 units)

This course provides the fundamental concepts of the marketing process used by companies to manage their relationships with their customer base. Among the topics studied are the evolution of marketing as a business tool; product, price, and promotion management; identifying, analyzing and creating target market differentiating and positioning strategies; and the conduct of research to guide marketing initiatives. Students learn about marketing control, analytical tools and problem solving techniques used in marketing. The importance of marketing to the overall strategic management of the company is emphasized in this course. Prerequisite: PCB4.

MKT505 Product Management (3.0 units)

This course focuses on the management of a product or product line in a business. Emphasis is on new and existing product management, brand strategy development, product and brand portfolio analysis, advertisement, pricing frameworks and tactics, integrated marketing communications and promotional programs. Students will understand issues related to the execution of brand strategies and will develop techniques of new product development, product design, product positioning, market testing, and demand forecasting. Prerequisites: PCB4.

MKT511 Strategic Marketing Management (3.0 units)

This course is designed on developing a framework for strategic marketing plans with focus on consumer and environmental analysis. Topics include: framework for marketing management; situation analysis and identifying target markets; managing customer, marketing mix, sales growth, new products and product lines. Students will develop strategic thinking, functional marketing expertise, analytical skills and gain experience in formulating and implementing marketing strategy. Prerequisites: PCB4.

MKT520 Global Marketing Management (3.0 units)

This is an advanced marketing course focusing on the development and implementation of global or international marketing strategies. Topics include: economic, political, legal, and regulatory environments of global marketing; analyzing and targeting global market opportunities; creating and managing global marketing programs. The course has a strong “business development” perspective and will focus on major markets using case studies and up-to-date examples. By the end of the course, students will understand the importance of global marketing strategy to a business firm, acquire knowledge of cross cultural negotiations and will be able to develop international marketing plan for product or service. Prerequisites: PCB4.

Mathematics

Math200 College Algebra (3.0 units)

This course prepares students for business courses. Topics include Functions and graphs: polynomials, rational functions, exponential and logarithmic functions, circles, parabolas, sequences and series, binomial theorem, and systems of equations. Students will acquire fundamental concepts and applications necessary in academic areas requiring college algebra as a prerequisite.

MATH210 General Mathematics and Statistics (3.0 units)

This course covers the concepts of general mathematics and statistics applicable in the field of engineering and computer science. Focus is on the concepts and applications of qualitative and quantitative techniques of applied mathematics to deal with problems in engineering. Topics include: Arithmetic, Modern Algebra, Trigonometry, Complex numbers, Differentiation, Partial differentiation, Integration, Multiple integrals, Differential equations, Statistics, and Probability. Students will solve problems from variety of engineering field and apply number theory and principles of algebra to current technology, and use principles of probability to measure uncertainty.

Practicum

GRN395 Practicum (0.5 units)

This course is designed for students in their selected program to learn by participating in real-world professional activities. Practicum project reports are required. The student must report regularly to their advisor. Only a P or NP grade can be earned in this course. Students with approval from the academic advisor may enroll in this course to gain practical experience. Prerequisite: Advisor’s consent

Project and Thesis

GRN597 Design Project (3.0 units)

In this course, students develop their creativity through developing a project under the close supervision of a project advisor from the faculty. The design project must be open-ended, whereas the design approach must employ modern design techniques and methodologies in the related fields. Completion of the design project entails (1) formulation of a design problem statement including realistic constraints such as economic factors, safety, and reliability issues, (2) design specifications, (3) consideration of alternative solutions, (4) manufacturing procedures, and (5) operation instructions. The project advisor must approve a research topic and proposal. The student must follow the project guidelines throughout the period of research, implementation, testing, report writing, and related procedures, and meet with the advisor regularly. Prerequisite: Advisor’s consent

GRN598 Master’s Project (3.0 units)

This course is designed to develop student’s research abilities. The student or project group will conduct the project under the close supervision of a project advisor. The research and development approach must employ up-to-date information and methodologies. Students are required to: 1.) Make decisions on the subject and formulation of the objective, 2.) Plan the research and development procedures and practical approach, 3.) Set a time table and operation instructions, and generate a proposal, 4.) Carry out their plan 5.) Exam and write a report regarding the results at the end. The project advisor must approve the project topic and proposal. The format of the report must be in accordance with HGU's project style guide and be approved by the advisor and tech writer. Prerequisite: Advisor’s consent

GRN599 Master’s Thesis (3.0 units)

This course is designed for students in their selected program who plans to pursue his/her research interests

on a deeper level. The advisor will assist the student in identifying the research topic, shaping research ideas, and defining the research objectives and scope. The student then performs the following: topic studies, defining the project objectives and procedures, writing a project proposal and submitting it to the administration after obtaining his/her advisor's approval, working on research and implementation of the project, and documenting findings. The student then should draw a conclusion on the research and development work for the project and begin to write a thesis report. The student should make and analyze the project work and results. This way, the student will gain in depth knowledge of the selected subject and develop independent thinking and research capabilities. The advisor must approve the report. Prerequisite: Advisor's consent

Project Management

FIN500/PJM500 Managerial Finance (3.0 units)

This course focuses on the essential concepts in managerial finance, valuation-financial assets, valuation real assets (capital budgeting), cost of capital, leverage and dividend policy, working capital management, strategic planning and financial decisions. Students will understand the concepts and techniques and use problem-solving methodology to illustrate the theories and tools in investing and financing decision making. Prerequisite: PCB-3

PJM505 Quantitative Methods in Project Management (3.0 units)

This course presents quantitative methods involved in managing projects. Topics include: probability and statistics for projects, organizing and estimating the work, making quantitative decisions, quantitative time management, regression analysis, hypothesis testing, risk management with probability times impact analysis, six sigma, quality function deployment, and quantitative methods in project contracts. Students will develop quantitative skills and understand the use of numerical analysis in projects. Prerequisite: PCB-2

MGT510/PJM510 Management Communication (3.0 units)

This course covers techniques and methods for becoming an effective communicator as a manager, applying communication tools particularly in a multi-cultural or international context. This is a real life practice course. Student will learn how to prepare and organize presentations as well as how to become a more effective writer in a business setting. Emphasis is on building effective written and oral communication skills; interpersonal, organizational and intercultural

communication. Students will learn to analyze communication situations and develop effective communication strategies, make successful formal and informal presentations, and give and receive feedback constructively. Prerequisite: PCB-1

PJM515 Management Leadership (3.0 units)

This course uses cases and other "real-world" examples to deeply explore the challenges faced by 21st century communications professionals as business leaders, linking best practices to business strategy. This will include introduction and application of analytical "lenses" from business, communications, and sociology for investigation of material. Topics include: project leadership, leadership styles, motivation, delegation, negotiation, networking, decision making, project teams, team building techniques, conflict resolution, coaching and mentoring, and communication. Prerequisite: PCB-1

PJM520 Project Management Systems (3.0 units)

This course introduces fundamental concepts of project management. Topics include: project management concepts and definitions, project life cycles, organizational structures, management functions, planning and control methods, pricing and estimating, project graphics, network scheduling techniques, management of time and stress, and trade-off analysis in project management. Prerequisites: PCB-2, PCB-3

PJM525 Quality Management (3.0 units)

This course focuses on managing quality in project management domain. Students will understand the concepts and tools for managing project quality, its function and implementation, project quality planning, quality control and quality improvement, and analyze project processes. Prerequisites: PCB-2

PJM530 Project Schedule & Cost Control (3.0 units)

This course emphasizes the application of advanced tools and techniques to develop and manage financial plans in project management. Topics include: Cost and schedule control processes, work breakdown structure, building and using a deliverable-oriented WBS, estimating cost and duration of work packages, balancing the scope to the budget, building a network schedule, collecting cost and schedule performance metrics, and analyzing the cost and schedule metrics of deliverables. Prerequisites: PCB-3, PCB-4

PJM535 Project Risk Management (3.0 units)

This course focuses on risk management processes and how these processes can be implemented into the different stages of project life cycle. Topics include:

risk management process, planning for risk management, identifying project scope, schedule, and resource risk, managing constraints and documenting risk, quantifying and analyzing activity risks and project risk, monitoring and controlling risky projects. Students will learn how to identify and analyze project risks and how to reduce or eliminate risk -related factors in a real world environment through case studies. Prerequisites: PCB-2, PCB-3

PJM540 Managing Software Development Projects (3.0 units)

This course presents strategies and techniques required to manage software development projects. Topics include: defining the steps involved in software development process, project schedule planning, project tracking, planning for quality, managing priorities effectively, product requirements, objectives, and specifications, development testing, vendor relationships and post project review. Students will develop skills needed to create, execute and manage software development project plans through practical examples from real life situations. Prerequisites: PCB-2

PJM545 Project Procurement Management (3.0 units)

This course covers the processes involved in the acquisition of goods and services in the project management environment. Topics include: plan procurements, legal considerations of procurements, conduct procurements, dispute resolution, administer procurements, close procurements, and ethical considerations. Prerequisites: PCB-1, PCB-4

PJM550 Project Finance (3.0 units)

This course presents project finance concept to utilize funds procured under the development of new projects. Topics include: development and features of project finance, project financial markets, project development and management, working with lenders, project contracts, commercial, macroeconomic, and political risks, financial modeling and evaluation, and financial structuring and documentation. Prerequisites: PCB-3

PJM555 Project Planning & Implementation (3.0 units)

This course covers the different aspects of project management process and the use of project management techniques in different contexts. Topics include: strategic context of projects, organizational design for project management, project operations, interpersonal dynamics in the management of projects, cultural elements, and new prospects. Students develop, design and present a project plan meeting performance, schedule and budget requirements. Prerequisites: PCB-2, PCB-3

Instructor's consent: Prerequisite containing the phrase of "or instructor's consent" is an option for the student to request the instructor to assess the student's ability and background in the listed prerequisite subjects when the student has acquired the background through other means, such as work or other experience.

Chapter Seven – Faculty

Governing Board

Our Board of Regents governs Herguan University. The University is a for-profit corporation registered with the Secretary of State in California. Board members consist of HGU leaders, Scholars and Community leaders.

Melvin Hsu, DC
Subramanian Gunasekaran
Jinqiu Zhang
Phoebe Yen
Acton Yang
Linda Yu

Administration Staff

President, *Ying Q. Wang*

Chief Executive Officer, *Jerry Wang*

Vice President, *Richard Friberg*

Vice President, *Doreen Simmons, Ed.D.*

Chief Finance Officer, *Su Tong*

Master of Science in Computer Science, Department Chair, *Chethana Nagaraja. PhD.*

Master of Business Administration Department Coordinator, *Shireen Khan*

Administrative Coordinator, *Bing Feng*

Admissions Director, *Kalpana Wunnava*

Information Technology Director, *David Li*

Librarian, *Sophia Wang*

Registrar, *Marylou Bernales*

Faculty

Herguan University's faculty is made up industry experts. We only select experienced and practicing Silicon Valley software and hardware engineers and business leaders to be on our faculty. Not only do these professionals know what is current and state of the industry, they know where the jobs are and how to perform them. Our faculties are tested and true professionals that excite their students with the latest and future trends so students are prepared to go to work for the jobs of today and tomorrow.

• MBA Faculty

Andy Ansjory P/T
M.B.A University of California Davis, Graduate School of Management
M.S. in Computer Engineering (Computer Networks) (CECN) University of Southern California, Los Angeles CA
B.S. in Electrical Engineering and Computer Science (EECS), UC Berkley CA
Expertise: Marketing Management, Finance Management, Software Development Projects, Management Information Systems, Technology and Innovation Management

Dr. Fernando Garcia P/T
M.B.A. Graduate School of Management, Harvard University Boston, MA
J.D. Boalt Hall School of Law, University of California Berkeley, CA
B.A. College of Letters & Science, University of California Berkeley, CA
Post-Graduate Berkeley College & Yale Law School, Yale University New Haven, CT
Expertise: Finance Management, Organizational Behavior, Business Law, and Management Ethics

Dr. Fred Dalili P/T
Ed.D University of Akron, OH
M.A. in Education University of Akron, OH
B.A. (Public Relations) Allmeh Tabatabai University, Iran
Expertise: Projects and Thesis

Jack Ho P/T
M.B.A University of Massachusetts, Amherst MA
M.S. Electrical Engineering Santa Clara University Santa Clara CA
B.S. Electrical Engineering Rensselaer Polytechnic Institute Troy NY
Expertise: Management Information Systems, Software Development Projects, and Quantitative Methods in Management

Dr. Mark Cazem P/T
M.B.A. (World Business Management) San Francisco State University, San Francisco, CA
J.D. (Law) University of California, Hastings College of the Law, San Francisco, CA
B.A. (Personnel & Industrial Relations) California State University, San Francisco, CA
Expertise: International Business Management, Business Law, and Management Ethics

Vincent Coli P/T
M.B.A. Santa Clara State University, Santa Clara, CA
M.S. Electrical Engineering, Santa Clara State University, Santa Clara, CA
B.S. Chemical Engineering, Rensselaer Polytechnic Institute, Troy, NY

Expertise: Marketing Management, Finance Management, and Quantitative Methods in Management

Wiselin Dhas Mathuram P/T

PhD Candidate, Business Administration, Hindustan University, India

M.S. in Industrial Engineering West Virginia University, Morgantown, West Virginia, USA

B.E in Mechanical Engineering University of Madras, India

Project Management (PMP) Project Management Institute

Expertise: Project Management, Quantitative Methods in Project Management, and Quality Management

Shireen Khan F/T

D.B.A Candidate, Argosy University, SF Bay Area, CA

M.B.A Foundation, California State University, Hayward, CA

M.S. in General Education, B.Ed. (Math & Physics) Barkatullah University, India

B.S. (Mathematics) Barkatullah University, India

Expertise: General Mathematics, College Algebra, and Quantitative Methods

• MSCS Faculty

Dr. Charles Lee P/T

PhD in Comp. Science Oakland University

MS in Comp. Science Central Michigan University

BS in Radio Science Liaoning University, China

Expertise: Artificial Intelligence, Algorithms and Distributed OS, Computer Network Communications

Dr. Chethana Nagaraja F/T

PhD in Electrical Eng. Uni. Of Glamorgan, UK

MSc in Elec. & Mob. Comm. Uni. Of Glamorgan, UK

B.E in Comp. Science Visveswaraiah Tech. University, India

Expertise: Wireless and Satellite Network Communications, Digital Communications, Computer Network Communications

Chi Iong Ansjory P/T

MS in Comp. Eng Uni. South California

BS in Electrical Eng. Uni. Of California, Berkeley

Expertise: Computer Network Communications, Network Programming, Computer Architecture

Jack Ho P/T

MBA Uni. Of Massachusetts

MS in Electrical Eng. Santa Clara University

BSEE in Electrical Eng. Rensselaer Polytechnic Institute

Expertise: Wireless Network Communications, Mobile Computing and Computer Architecture

Dr. Jeong Hee (John) Kim P/T

PhD in Electrical Eng. New Mexico State University

MS in Electrical Eng. West Coast University

BS in Electrical Eng. The Uni. Of Kansas

Expertise: Wireless Network Communications and Mobile Computing

John Liu P/T

MS in Comp. Science Uni. Of Cincinnati

BS in Comp. Science Peking Uni., China

Expertise: Web database development and programming, XML, Java, Algorithms and Distributed OS, Computer Network Communications

Mathuram Wiselin Dhas P/T

MS in Industrial Eng. West Virginia University

BE in Mechanical Eng. University of Madras, India

Expertise: Artificial Intelligence, Project Management, .Net, Computer Network Communications

Dr. Min Zhou P/T

PhD in Chemistry Uni. Of Illinois

MS in Comp. Science Uni. Of Illinois

BS in Chemistry Uni. Of Sci. & Tech., China

Expertise: Web database development and programming, XML, Java, Distributed OS

Robert Zhu P/T

MS in Software Eng. Carnegie Melon University

MS in Electrical Eng. Sichuan University, Peoples' Republic China

BS in Electrical Eng. Sichuan University, Peoples' Republic China

Expertise: Software Engineering and Quality Assurance, Java, .Net and Project management

Sateesh Gudla P/T

MS in Electrical Eng. Uni. Of Missouri-Rolla

BE in Electronics & Comm. Osmania University, India

Expertise: Computer Network Communications and Computer Architecture

Dr. Xingzhi (Simon) Luo P/T

PhD in Comp. Science Uni. Of Georgia

MS in Comp. Science Inst. Of Automation, Chinese Academy of Sci.

BS in Electrical Eng. Huazhong Uni. Of Sci. & Tech.

Expertise: Artificial Intelligence, Computer Animation, Computer Architecture and Distributed OS, Database development