

Credits Transferred from Other Institutions [page 6 after Transfer Credit]

Credit for nontraditional experiences, including military education, will be considered based upon American Council on Education recommendations for each veteran's previous education and training. Military education credit is considered an external credit program. Transcripts will be requested from all prior institutions and training.

Independent Study Courses [page 6 after Incompletes]

Requests for an independent study must be first submitted through the student's advisor. Formal requests are submitted to the registrar's office with approvals from the department head and course instructor. Timelines for completion of the independent study are the same under the student's program which could be based on either semester or quarter systems. Communications between faculty and the student who has requested the independent study are determined prior to the start of the independent study and are to be followed as indicated in the formal request submitted to the registrar's office. Official copies of the request, along with the syllabus for the course will be kept in a student's permanent file.

Official Transcripts [page 8 after Course Load Per Term]

A student may order official transcripts through Parchment.com. Official transcripts will contain information regarding final official grades for courses and are always posted three days after the end of a term.

https://exchange.parchment.com/send/adds/index.php?main_page=login&s_id=nsPw5iKSgbS09e1O

Description of Facilities [follows page 25]



LEGEND

1. BenU at Mesa Gillett Hall
2. Alhambra Residence Hall
3. Mesa Center for Higher Education (additional class site)
4. Mesa Family YMCA (student recreation)

DIRECTIONS TO GILLETT HALL

From U.S. 60 East: Take N. Country Club Dr., Exit 179. Turn left onto N. Country Club Dr., then right onto E. Main St. Continue to 225 E. Main St.

From U.S. 60 West: Take Mesa Dr., Exit 180. Turn right onto S. Mesa Drive, then left onto Main St. Continue to 225 E. Main St.

From (Phoenix Sky Harbor Airport): Take AZ-202 Loop East to North Alma School Rd., Exit 11. Turn right onto North Alma School Rd., then left onto Main St. Continue to 225 E. Main St.

From AZ-202 Loop West: Take N. Country Club Dr., Exit 13. Turn left onto N. Country Club Dr., then left onto Main St. Continue to 225 E. Main St.

Please see below for a short description of the offices, services and equipment found in each of our facilities:

Gillett Hall: Faculty/Advisor Offices, Athletics, Enrollment, Administration, Classrooms, Student Services

Mesa Center for Higher Education: Classroom; Labs; School of Adult, Graduate and Professional Education (SGAPE) administrative offices; SGAPE advisors

Alhambra Residence Hall: Student Housing

Mesa Family YMCA: Student recreation and Student Athletic Training

Students can also get more information regarding the facilities at the following link:

<http://www.ben.edu/mesa/about/location.cfm>

The information contained on this page is from the 2016-2017 Graduate Catalog and is valid until August 1, 2017.