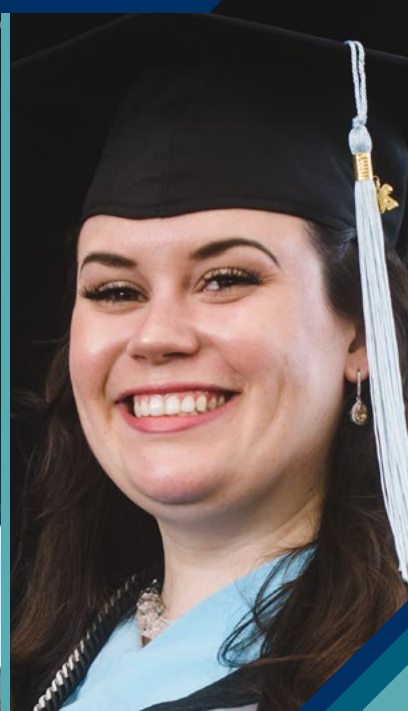


# Academic Catalog

## 2023-2024



Cambridge  
College



Cambridge  
College

[www.cambridgecollege.edu](http://www.cambridgecollege.edu)

500 Rutherford Avenue  
Boston, MA 02129

Admissions: 1-800-829-4723

# Academic Catalog

## 2023-2024



**Cambridge College**

[www.cambridgecollege.edu](http://www.cambridgecollege.edu)

500 Rutherford Avenue, Boston, MA 02129

617.868.1000 • Admissions: 1.800.829.4723

# About This Catalog

This catalog presents current information about Cambridge College's academic programs, courses, resources, policies and procedures for the 2023-2024 academic year (September 1, 2023-August 31, 2024). This catalog has been compiled from the most accurate information available as of the date of publication.

By enrolling in the College, each student agrees to follow all College policies, practices and procedures.

The College reserves the right to change its programs, policies and practices at any time and without notice, in accordance with applicable law. The development, review and updating of College policies and procedures is an ongoing process. The catalog PDF on the College's website contains the most up-to-date information. Official College policies may also be viewed on the College's website.

This catalog does not constitute a contract, and shall not be construed as a binding agreement.

Originally published August 31, 2023.

© August 2023, Cambridge College, Boston, MA.

# Contents

Academic Calendar 2023-2024 . . . . .	5	English as a Second Language . . . . .	88
Accreditation and Authorization . . . . .	7	Skills-Based Health/Social & Emotional Learning . . . . .	88
The President's Welcome . . . . .	8	General Science 1-6 or 5-8 . . . . .	89
History . . . . .	9	Accelerated Bachelor's to MBA . . . . .	90
College Profile . . . . .	11	Accelerated Bachelor's to MM . . . . .	90
<b>Admission Requirements</b> . . . . .	13	Mental Health Counseling or Psychological Studies . . . . .	91
School of Arts & Sciences . . . . .	15	Undergraduate Arts & Sciences Course Descriptions . . . . .	92
School of Education & Counseling . . . . .	16	<b>School of Business &amp; Technology</b> . . . . .	120
School of Business & Technology . . . . .	20	Undergraduate Programs . . . . .	122
Cambridge College Global . . . . .	21	Cybersecurity . . . . .	122
Non-Matriculated Students . . . . .	22	Network Security Certificate . . . . .	123
<b>Student Financial Services</b> . . . . .	23	Finance . . . . .	124
Payment and Refunds . . . . .	23	Health Care Management . . . . .	125
Tuition and Fees Rates . . . . .	27	Management Studies . . . . .	126
Southern California Estimated Total		Managerial Accounting . . . . .	127
Cost of Attendance 2023-2024 . . . . .	28	Marketing & Sales . . . . .	128
Cambridge College Global Tuition and Fees . . . . .	30	Undergraduate Business & Technology Course Descriptions . . . . .	129
Financial Aid . . . . .	32	Graduate Programs . . . . .	138
<b>Academic Advising, Policies, and Procedures</b> . . . . .	38	21 <sup>st</sup> Century Analytics for Trauma Centers Certificate . . . . .	138
Course Registration . . . . .	39	Master of Business Administration . . . . .	139
Academic Policies and Procedures . . . . .	42	Master of Business Administration/Health Care . . . . .	141
Transfer of Credit . . . . .	47	Master of Management . . . . .	142
<b>Student Affairs</b> . . . . .	50	Cambridge College Puerto Rico . . . . .	143
Student Rights, Complaints and Grievances . . . . .	52	Management of Business (Puerto Rico) . . . . .	144
Violence Against Women Act . . . . .	54	Gerencia de Negocios (Puerto Rico) . . . . .	145
Military Servicemembers, Veterans & Dependents . . . . .	55	Management of Technology (Puerto Rico) . . . . .	146
International Students . . . . .	57	Gerencia de Tecnología (Puerto Rico) . . . . .	147
<b>Career Resources</b> . . . . .	60	Graduate Business & Technology Course Descriptions . . . . .	148
<b>Academic Support</b> . . . . .	62	<b>School of Education &amp; Counseling</b> . . . . .	157
Center for Excellence in Learning and Teaching . . . . .	62	<b>Division of Education</b> . . . . .	158
Early College Program . . . . .	63	Education Programs . . . . .	161
Library Services . . . . .	64	Autism/Applied Behavior Analysis . . . . .	161
Computer Use and Policies . . . . .	64	Autism Specialist . . . . .	162
<b>School of Arts &amp; Sciences</b> . . . . .	67	Autism Specialist Endorsement Certificate . . . . .	163
Undergraduate Programs . . . . .	70	Behavior Analyst Certificate . . . . .	164
Criminal Justice . . . . .	70	Digital Literacy Computer Science Certificate . . . . .	165
Early Childhood Education & Care . . . . .	71	Early Childhood Teacher (PreK-2) . . . . .	166
Health Sciences . . . . .	72	Educational Leadership . . . . .	167
Human Services . . . . .	73	Educational Leadership - CAGS . . . . .	169
Human Services Management . . . . .	74	Elementary Teacher (1-6) . . . . .	171
Interdisciplinary Studies . . . . .	75	Elementary Science Specialist (1-6) Certificate . . . . .	172
Natural & Applied Sciences . . . . .	76	English as a Second Language . . . . .	173
Psychology . . . . .	77	General Science (1-6 or 5-8) . . . . .	174
Wellness & Health Promotion . . . . .	78	General Science (1-6 or 5-8) Initial	
Undergraduate Elective Concentrations . . . . .	79	Licensure Teaching Certificate . . . . .	176
Graduate Programs . . . . .	84	Health/Social Emotional Education for	
Interdisciplinary Studies . . . . .	84	School and Community Certificate . . . . .	177
Accelerated Bachelor's to Master's Degree Programs . . . . .	85	Interdisciplinary Studies . . . . .	178
Interdisciplinary Studies . . . . .	86	Mathematics (5-8 or 8-12) . . . . .	179
Early Childhood Teacher . . . . .	87	Mathematics Specialist Certificate . . . . .	180
Mathematics (5-8) . . . . .	87	Perrone-Sizer Institute for Creative Leadership . . . . .	181
		PK-12 Online Learning Certificate . . . . .	182
		Skills-Based Health/Social Emotional Learning . . . . .	184

Skills-Based Physical Education/ Social Emotional Learning Certificate . . . . .	185	Bachelor of Science in Criminal Justice (BSCJ) . . . . .	308
Skills-Based Health/Social Emotional Learning Certificate . . . . .	185	Bachelor of Science in Digital Marketing (BSDMK) . . . . .	310
STEM Certificate: Science, Technology, Engineering and Mathematics . . . . .	186	Bachelor of Science in Healthcare Administration (BSHCA). . . . .	312
Teacher of Students with Moderate Disabilities (PreK-8 or 5-12) . . . . .	187	Bachelor of Science in Quality Systems and Improvement Management (BSQSIM) . . . . .	314
Teacher of Students with Moderate Disabilities (PreK-8 or 5-12) & Applied Behavior Analysis . . . . .	189	Bachelor of Science in Entrepreneurship (BSE). . . . .	316
Transition Specialist Endorsement Certificate . . . . .	191	Digital Marketing Certificate . . . . .	318
PhD in Applied Behavior Analysis with Specialization in Autism Intervention . . . . .	192	Basic Accounting Certificate . . . . .	319
Cambridge College California . . . . .	193	Intermediate Accounting Certificate . . . . .	319
Teaching Skills & Methodologies . . . . .	194	Medical Administrative Assistant Certificate . . . . .	320
Empathy Certificate . . . . .	195	Undergraduate Course Descriptions . . . . .	321
Cambridge College Puerto Rico . . . . .	196	Graduate Programs . . . . .	334
Elementary Education . . . . .	197	Master of Business Administration . . . . .	334
Teaching English as a Second Language . . . . .	199	Master of Education in Early Childhood Teacher (PreK-2) . . . . .	336
Health . . . . .	201	Master of Education in Psychological Studies. . . . .	337
Librarianship . . . . .	203	Master of Education in School Nurse Education . . . . .	338
Mathematics . . . . .	205	Master of Education in Teacher of Students with Moderate Disabilities (PreK-8 or 5-12) . . . . .	339
Autism Specialist . . . . .	207	Master of Science in Accounting . . . . .	340
Special Education . . . . .	209	Master of Science in Business Ethics and Compliance (MBEC) . . . . .	341
Educational Administration . . . . .	211	Master of Science in Finance (MSF) . . . . .	343
Education Course Descriptions . . . . .	215	Master of Science in Healthcare Management (MHM) . . . . .	345
<b>Division of Counseling . . . . .</b>	<b>257</b>	Master of Science in Human Resources Management (MHRM) . . . . .	346
Counseling Programs . . . . .	261	Master of Science in Quality Systems and Improvement Management (MSQSIM) . . . . .	347
Alcohol & Drug Counseling . . . . .	261	Financial Management Certificate . . . . .	348
Mental Health Counseling . . . . .	262	Financial Planning Certificate . . . . .	349
Addictions Counseling . . . . .	263	Global Finance Trading Certificate . . . . .	349
Trauma Studies . . . . .	263	Compliance and Ethics . . . . .	350
Rehabilitation Counseling . . . . .	263	Corporate Social Responsibility . . . . .	350
Mental Health & School Counseling . . . . .	264	Supply Chain Management . . . . .	351
School Adjustment & Mental Health Counseling . . . . .	266	Diversity, Equity, Inclusion, and Belonging . . . . .	351
School Adjustment Counseling for Mental Health Counselors . . . . .	268	Doctor of Business Administration in Quality Systems and Improvement Management (DBAQSIM) . . . . .	352
School Counseling . . . . .	269	Graduate Course Descriptions . . . . .	353
Massachusetts State Standards for School Counseling Programs . . . . .	271	Doctoral Course Descriptions . . . . .	362
Psychological Studies . . . . .	272	<b>Main Campus . . . . .</b>	<b>365</b>
Rehabilitation Counseling Certificate . . . . .	273	<b>Regional Locations of Cambridge College . . . . .</b>	<b>367</b>
Trauma Studies Certificate . . . . .	273	Cambridge College Lawrence . . . . .	368
Cambridge College California . . . . .	274	Cambridge College Springfield . . . . .	369
Marriage & Family Therapy . . . . .	274	Cambridge College Puerto Rico . . . . .	370
Cambridge College Puerto Rico . . . . .	275	Cambridge College Southern California . . . . .	371
Mental Health Counseling . . . . .	275	<b>Compliance and Community Policies . . . . .</b>	<b>373</b>
Counseling Course Descriptions . . . . .	277	<b>Alumni Association . . . . .</b>	<b>376</b>
<b>Cambridge College Global . . . . .</b>	<b>289</b>	<b>Faculty . . . . .</b>	<b>377</b>
Undergraduate Programs . . . . .	295	<b>Governance and Administration . . . . .</b>	<b>388</b>
Associate of Arts in Interdisciplinary Studies (AAIDS) . . . . .	295	<b>Directory . . . . .</b>	<b>390</b>
Associate of Science in Accounting (ASA) . . . . .	296	<b>Index . . . . .</b>	<b>398</b>
Associate of Science in Business Administration (ASBA). . . . .	297	<b>Appendix A: Academic Policies . . . . .</b>	<b>405</b>
Associate of Science in Healthcare Administration (ASHCA) . . . . .	299	<b>Appendix B: Financial Aid Policies . . . . .</b>	<b>416</b>
Bachelor of Arts in Interdisciplinary Studies (BAIDS) . . . . .	301	<b>Appendix C: Information Technology Policies . . . . .</b>	<b>421</b>
Bachelor of Arts in Psychology (BAPSY) . . . . .	302	<b>Appendix D: Student Affairs Policies . . . . .</b>	<b>42</b>
Bachelor of Science in Accounting (BSA) . . . . .	303		
Bachelor of Science in Business Administration (BSBA) . . . . .	305		

# Academic Calendar 2023-2024

## Fall Term 2023-2024

### July

01 Financial Aid (FAFSA) priority deadline for Fall 2023-2024

### August

01 Bursar statements posted: Fall 2023-2024  
30 New student orientation—International Students (12:00-2:00 p.m.)  
30 New student orientation—School of Education & Counseling (5:00-7:00 p.m.)  
30 New student orientation—School of Business & Technology (5:30-7:30 p.m.)  
31 New student orientation—School of Arts & Sciences (6:00-8:30 p.m.)

### September

01 Fall 2023-2024 term begins  
01 Payment due to Bursar: Fall 2023  
04 Labor Day: no classes, offices closed  
04 CCG Fall 1, Grad Fall 1 and 1A classes begin  
05 Fall term CC classes begin  
07 Last day to Add/Drop CCG Fall 1, Grad Fall 1 and 1A classes  
12 Last day to Add/Drop CC full-term classes  
18 DBA Session 1 & DSS Term 1A classes begin  
24 Last day to Add/Drop DBA Session 1 classes  
25 Last day to Add/Drop DSS Term 1A classes  
30 Last day to waive health insurance for Fall 2023

### October

02 Registration hold applied for non-payment; late payment fee applied (weekly thereafter)  
08 CCG Grad Fall 1 classes end  
09 Indigenous Peoples' Day: classes held, offices closed  
10 Intent to graduate forms for January graduates due to Registrar  
12 Grades due: CCG Grad Fall 1 classes  
16 Financial aid—final deadline for all Fall 2023 documents  
16 CCG Grad Fall 2 classes begin  
19 Last day to Add/Drop CCG Grad Fall 2 classes  
27 CCG Fall 1 NE classes end  
29 CCG Fall 1 OL classes end  
30 CCG Fall 2 classes begin

### November

01 Financial aid (FAFSA) priority deadline for Spring 2024  
01 **Registration opens for Spring 2024** (9:00 am)  
02 Grades due: CCG Fall 1 classes  
02 Last day to Add/Drop CCG Fall 2 classes  
10 Veterans Day observed—classes held, offices closed  
17 CC Undergraduates—last day for portfolio submission  
19 CCG Grad Fall 1A and Grad Fall 2 classes end  
23 Grades due: CCG Grad Fall 1A and Grad Fall 2 classes  
23-24 Thanksgiving Holiday: no classes, offices closed  
26 DBA Session 1 classes end  
27 CCG Grad Fall 3 classes begin  
30 Last day to Add/Drop CCG Grad Fall 3 classes  
30 Grades due: DBA Session 1 classes

### December

01 Bursar statements posted: Spring 2024  
04 ILP/ARP and Capstone due to faculty  
14 Last day of CC graduate classes  
18 Last day of CC undergraduate classes

Dec. 19-Jan. 9 Winter recess  
Dec. 25-Jan. 1 no classes, offices closed  
22 CCG Fall 2 NE classes end  
24 CCG Fall 2 OL classes end  
28 Grades due: CCG Fall 2 classes  
29 Grades due: CC Graduate and Undergraduate classes  
31 CCG Grad Fall 3 & DSS Term 1A classes end  
31 Fall 2023 term ends

### January

05 Grades due: CCG Grad Fall 3 & DSS Term 1A classes  
10 Fall term degree conferral

## Spring Term 2024

### January

01 Payment due to Bursar: Spring 2024  
01 Spring 2023 term begins  
01 DBA Session 2, DSS Term 1B & 2A classes begin  
03 New student orientation—International Students (12:00-2:00 p.m.)  
07 Last day to Add/Drop DBA Session 2 classes  
08 Last day to Add/Drop DSS Term 2A classes  
08 CCG Spring 1, Grad Spring 1 & 1A classes begin  
10 New student orientation—School of Education & Counseling (5:00-7:00 p.m.)  
10 New student orientation—School of Business & Technology (5:30-7:30 p.m.)  
11 New student orientation—School of Arts & Sciences (6:00-8:30 p.m.)  
11 Last day to Add/Drop CCG Spring 1, Grad Spring 1 & 1A classes  
15 Martin Luther King, Jr. Day: no classes, offices closed  
16 Spring term CC classes begin  
23 Last day to Add/Drop CC full-term classes  
31 Last day to waive health insurance for Spring 2024

### February

02 Registration hold applied for non-payment; late payment fee applied (weekly thereafter)  
04 DSS Term 1B classes end  
09 Grades due: DSS Term 1B classes  
11 CCG Grad Spring 1 classes end  
12 Intent to Graduate forms for June graduates due to Registrar  
15 Grades due: CCG Grad Spring 1 classes  
16 Financial aid—final deadline for all Spring 2024 documents  
19 CCG Grad Spring 2 classes begin  
19 Presidents' Day: classes held, offices closed  
22 Last day to Add/Drop CCG Grad Spring 2 classes

### March

01 Financial aid (FAFSA) priority deadline for Summer 2024  
01 CCG Spring 1 NE classes end  
03 CCG Spring 1 OL classes end  
04 CCG Spring 2 classes begin  
07 Grades due: CCG Spring 1 classes  
07 Last day to Add/Drop CCG Spring 2 classes  
10 DBA Session 2 classes end  
14 Grades due: DBA Session 2 classes  
24 CCG Grad Spring 1 & Grad Spring 2 classes end  
25 DSS Term 3A classes begin  
28 Grades due: CCG Grad Spring 1A and Grad Spring 2 classes

\*Please note: CCG refers to Cambridge College Global, which includes New England Institute of Business (NE) & CC Online (OL) classes

## April

- 01 **Registration opens for Summer 2024** (9:00 am)
- 01 CCG Grad Spring 3 & DBA Session 3 classes begin
- 01 Last day to Add/Drop DSS Term 3A classes
- 04 Last day to Add/Drop CCG Grad Spring 3 classes
- 05 CC Undergraduates—last day for portfolio submission
- 07 Last day to Add/Drop DBA Session 3 classes
- 09 ILP/ARP and Capstone due to faculty
- 15 Patriots' Day: some classes held, offices closed
- 15-19 Spring break: some classes held, offices open
- 24 Last day to withdraw (including medical and special circumstance withdrawals)
- 26 CCG Spring 2 NE classes end
- 28 CCG Spring 2 OL classes end
- 30 CC Graduate classes end

## May

- 02 Grades due: CCG Spring 2 classes
- 05 CCG Grad Spring 3 classes end
- 06 DSS Term 2A & 3A classes end
- 06 Grades due: CC Spring 2024 graduate classes
- 06 CC undergraduate classes end
- 06 Spring 2024 term ends
- 09 Grades due: CCG Grad Spring 3 classes
- 11 Grades due: DSS Term 2A & 3A classes
- 13 Grades due: CC Spring 2023 undergraduate classes

## June

- 02 Spring term degree conferral
- 09 DBA Session 3 classes end
- 09 Commencement Exercises
- 13 Grades due: DBA Session 3 classes

## Summer Term 2024

### May

- 01 Bursar statements posted: Summer 2024
- 06 CCG Summer 1 classes begin
- 07 Summer 2024 term begins
- 07 DSS Term 2B & 3B classes begin (no add/drop)
- 09 Last day to Add/Drop CCG Summer 1 classes
- 15 New student orientation—International Students (12:00-2:00 p.m.)
- 19 DSS Term 2B classes end
- 20 CCG Grad Summer 1 & 1A classes begin
- 22 New student orientation—School of Education & Counseling (5:00-7:00 p.m.)
- 23 Last day to Add/Drop CCG Grad Summer 1 & 1A classes
- 24 Grades due: DSS Term 2B classes
- 27 Memorial Day: no classes, offices closed
- 29 New student orientation— School of Business & Technology (5:30-7:30 p.m.)
- 30 New student orientation—School of Arts & Sciences (6:00-8:30 p.m.)

### June

- 01 Payment due to Bursar: Summer 2024
- 03 Financial aid—final deadline for all Summer 2024 documents
- 03 Summer term CC classes begin
- 10 Last day to Add/Drop CC full-term classes
- 17 DBA Session 4 & DSS Term 4A classes begin
- 17 Intent to Graduate forms for August graduates due to Registrar
- 19 Juneteenth: no classes held, offices closed
- 23 CCG Grad Summer 1 classes end
- 23 Last day to Add/Drop DBA Session 4 classes
- 24 Last day to Add/Drop DSS Term 4A classes
- 26 Grades due: CCG Grad Summer 1 classes
- 28 Registration hold applied for non-payment; late payment fee applied (weekly thereafter)
- 28 CCG Summer 1 NE classes end
- 30 CCG Summer 1 OL classes end

## July

- 01 **Registration opens for Fall 2024** (9:00 am)
- 01 CCG Summer 2 classes begin
- 04 Independence Day: no classes, offices closed
- 04 Last day to Add/Drop CCG Summer 2 classes
- 05 Grades due: CCG Summer 1 classes
- 05 CC Undergraduates—last day for portfolio submission
- 08 CCG Grad Summer 2 classes begin
- 11 Last day to Add/Drop CCG Grad Summer 2 classes
- 13 ILP/ARP and Capstone due to faculty
- 21 Last day of CC graduate classes
- 27 Grades due: CC Summer 2024 graduate classes

## August

- 04 CCG Grad Summer 1A classes end
- 04 Last day of CC undergraduate classes
- 08 Grades due: CCG Grad Summer 1A classes
- 09 Grades due: CC Summer 2024 undergraduate classes
- 11 CCG Grad Summer 2 & DSS Term 3B classes end
- 15 Grades due: CCG Grad Summer 2 classes
- 16 Grades due: DSS Term 3B classes
- 17 Last day to withdraw (including medical and special circumstance withdrawals)
- 23 CCG Summer 2 NE classes end
- 25 CCG Summer 2 OL classes end
- 25 DBA Session 4 classes end
- 29 Grades due: CCG Summer 2 & DBA Session 4 classes
- 31 DSS Term 4A classes end (grades due 9/5)
- 31 Summer term degree conferral; summer 2024 term ends

## International Students Only

### September 2023

- 14 Graduate students in final term Fall 2023: first day to apply for Optional Practical Training (OPT)
- 18 Undergraduate students in final term Fall 2023: first day to apply for OPT

### January 2024

- 31 Graduate students in final term Spring 2024: first day to apply for OPT

### February 2024

- 06 Undergraduate students in final term Spring 2024: first day to apply for OPT
- 13 Graduate students in final term Fall 2023: OPT application **deadline**
- 16 Undergraduate students in final term Fall 2023: OPT application **deadline**

### April 2024

- 22 Graduate students in final term Summer 2024: first day to apply for OPT

### May 2024

- 05 Undergraduate students in final term Summer 2024: first day to apply for OPT

### June 2024

- 29 Graduate students in final term Spring 2024: OPT application **deadline**

### July 2024

- 05 Undergraduate students in final term Spring 2024: OPT application **deadline**

# Accreditation and Authorization

## Regional Accreditation

Cambridge College is accredited by the New England Commission of Higher Education (formerly the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, Inc.).

Accreditation of an institution of higher education by the Commission indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the Commission is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding the accreditation status by the Commission should be directed to the administrative staff of the institution. Individuals may also contact:

**New England Commission of Higher Education**  
**3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514**  
**(781) 425-7785**  
**E-Mail: [info@neche.org](mailto:info@neche.org)**

## State Authorization

### Massachusetts

All Cambridge College's degree programs are authorized by the Massachusetts Department of Higher Education ([www.mass.edu](http://www.mass.edu)). Cambridge College programs preparing students for educator licensure are approved by the Massachusetts Department of Elementary and Secondary Education and are subject to its regulations and standards.

In addition to the Cambridge campus, authorized instructional sites are located in Lawrence, Springfield, and collaborating hospitals.

### Other State Authorization

Cambridge College is also currently authorized or licensed to operate in California and Puerto Rico.

#### California

Cambridge College is a private institution approved to operate by the California Bureau for Private Post-Secondary Education. Approval to operate means the college is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

Cambridge College has no pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, and has not 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.

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 1747 N. Market Blvd. Ste 225, Sacramento, CA 95834 • P.O. Box 980818, West Sacramento, CA 95798-0818 • [www.bppe.ca.gov](http://www.bppe.ca.gov) • 916-574-8900 • 888-370-7589 • fax 916-263-1897.

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.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling 1-888-370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet web site [www.bppe.ca.gov](http://www.bppe.ca.gov).

#### Puerto Rico

The Puerto Rico Board of Postsecondary Institutions ([www.ce.pr.gov](http://www.ce.pr.gov)) has authorized Cambridge College to offer selected programs.



# The President's Welcome

**Deborah C. Jackson**  
President



Dear Cambridge College Students,

I am delighted you have chosen to attend Cambridge College. On behalf of the Board of Trustees, faculty, and staff, it is my pleasure to say welcome! We invite you to experience the challenging and rewarding educational opportunities we offer at Cambridge College. Cambridge College is filled with individuals who want to see you succeed in your professional pursuits, so ask questions.

For 53 years we have supported the incredible potential of adult learners, helping them to discover uncharted capacity, determination and resilience. We have the programs available that will help you grow and develop, explore new interests, and succeed in the professional career to which you aspire. Our programs are offered in various formats (in person, online, and hybrid) designed to fit your busy life at a competitively affordable tuition.

Founded in 1971, Cambridge College is a pioneering institution that continues to charge forward with continued growth in student population, new state-of-the-art facilities, and expansion of academic programs that meet the interests and needs of our students and their future employers.

Our top priority is your academic success, which will position you to achieve your professional goals. Our academic programs are taught by expert faculty who bring a wealth of experience and knowledge into the classroom and are leaders in their fields. Their classrooms will provide a rich and unique learning environment where you will discover what it is like to be driven by excellence and innovation. In addition to support in the classroom, faculty, staff, and student support services are available to assist you with all other aspects of college life, including financial aid, academic success coaching, and career resources, to name a few.

Thank you for choosing Cambridge College! I hope to meet you over the course of the year, and I especially look forward to congratulating each and every one of you as you cross the stage at Commencement to receive your diploma—a symbol and acknowledgment of your hard work and dedication. In the meantime, may your journey at Cambridge College be a rich and rewarding one.

Sincerely,

Deborah C. Jackson  
President



## Cambridge College Celebrates 53 Years

Cambridge College was established in 1971 by a group of educators as the Institute of Open Education, an innovative graduate program offering advanced degrees to teachers and non-traditional adult learners, such as students older than the typical first-time college student, including many with previous college experience but no credential. The founding mission shaped the early institution and continues to guide the College today: *To provide academically excellent, time-efficient, and cost-effective higher education for a diverse population of working adults for whom those opportunities may have been limited or denied.* The mission reflected the essence of Cambridge College's teaching and learning model, characterized by open admission with student-centered, career-oriented academic instruction.

Today, Cambridge College remains a pioneer in higher education focused solely on adult learners. We offer undergraduate and graduate programs tailored to the needs of adult students focused on advancing their careers to meet the demands of tomorrow's workforce. As a fully accredited private non-profit institution with four schools—the School of Arts & Sciences, School of Education & Counseling, School of Business & Technology, and the recently acquired New England Institute of Business, now called Cambridge College Global—Cambridge College was created to advance the lives and careers of adult learners. Classes are offered across flexible schedules and modalities in five locations (Boston, Lawrence, Springfield, MA; Rancho Cucamonga, California; and San Juan, Puerto Rico) and 100% online through CCG.

For 53 years, the College has maintained its commitment to open enrollment and continues to prioritize the needs of the diverse, working adult students it has always served, who now number over 39,000 alumni.

### Mission

To provide academically excellent, time-efficient, and cost-effective higher education for a diverse population of working adults for whom those opportunities may have been limited or denied.

### Values

Cambridge College is a responsive learning community, where adult learners can find ways to make the personal and professional changes they need to achieve their goals. Learning at Cambridge College takes place in an atmosphere of true diversity, where students support each other in a collaborative learning process that respects their needs and values along with their prior learning and life experiences. The College's innovative adult-centered learning model links theory and practice, helping students to acquire the academic credentials they seek, enrich their lives and careers, and become leaders in their communities.

### History

In 1971, a small group of educators created an educational institution, now known as Cambridge College, whose primary mission was to provide educational opportunities and degree attainment for working adults who did not have ready access to higher education. The art and science of helping adults learn became the foundation of education philosophy at the institution. By blending theory and practice in a developmental and participatory approach, this group of educators developed "the teaching/learning model" specifically for adult learning and to benefit those who may not have had opportunities for a college education.

The College was first known as The Institute of Open Education within Newton College of the Sacred Heart, and later became part of the Antioch University Network. In 1981, it became an independent, private non-profit institution with the new name of Cambridge College. A Master of Education was the initial degree program launched at the graduate level; it successfully supplied the growing need for teachers, especially in urban settings. The mission and philosophy of the College drew the attention of students from businesses, non-profit and social service agencies, and other professions. As this learning community grew, the College expanded to offer a broad range of academic programs, including the Master of Business Administration, Bachelor of Arts, Bachelor of Science, and Certificate of Advanced Graduate Studies.

Today, Cambridge College also serves the educational needs of students outside of its main campus location in Boston, Massachusetts. The College has regional locations in Springfield and Lawrence, Massachusetts, and California and Puerto Rico. The College aspires to be a visionary organization and learning community for its constituents. Through the dynamic learning processes that are the foundations of our educational model, and our dedication to our mission, we believe we are serving and transforming the lives of adult learners across the national landscape.

On March 13, 2020, Cambridge College acquired the assets of the New England Institute of Business following the unanimous votes of each institution's boards of trustees. This momentous decision brought together two institutions with a combined 150 years serving adult learners pursuing meaningful careers.

### **Distinctive Teaching/Learning Model**

The College's innovative adult-centered learning model links theory and practice, helping students acquire the academic credentials they seek, enrich their lives and careers, and become leaders in their communities. This adult learning model has proven resilient and adaptable to new content areas and various learning formats throughout the College's history. Cambridge College is a learning community where adult learners experience educational practices that honor and empower them. The College believes that everyone can learn regardless of age, life history, current circumstances, or past academic experience. Each student's uniqueness, capabilities and experiences are valued in the classroom communities. Our programs develop and enhance skills, competencies, attitudes, values and habits of mind, all enabling our students to competently meet personal needs and professional challenges.

Our coursework is designed to promote collaborative learning, support the use of technology, and increase content expertise. The real-world diversity of our classrooms provides rich opportunities for examining socially constructed learning in individual research projects and team-based assignments. The majority of our faculty are experienced professionals who bring both academic and professional perspectives to the classroom, thus allowing our students to study current trends in the field. Faculty members and program chairs work with students to build the competencies needed for academic and career success.

### **High Quality and Engaging Student-Faculty Relationship**

According to the Council for Adult and Experiential Learning, reducing barriers for adult students means recreating the roles of faculty to be more facilitators of student learning and less lecturers, and to instill in them the freedom to learn from students without professional embarrassment. By recognizing adult learners as potential co-creators of knowledge and connecting their real life experience to academic theory, students will be able to continually enrich and contribute to their learning process and feel motivated to persist in their educational pursuits.

At Cambridge College, many of our students report that the dynamic learning process has transformed their professional and personal lives. The distinctiveness and efficiency of this model has been long substantiated by our student population; our students regularly praise the quality of the relationships they enjoy with the faculty and highlight it as one of the defining and unique characteristics of a Cambridge College education. Our alumni re-engage with Cambridge College because they see the College not only as an inspiring institution where they acquired their priceless education but also as a community of genuinely caring individuals who continue to believe in, nurture, and admire their resiliency, abilities, and well-deserved accomplishments.

# College Profile

## Our Students

**Adults** — Cambridge College draws a highly diverse population of adults who are serious about learning and earning the degree credentials they need to advance their careers and change their lives. Cambridge College attracts adults based on our goal-directed programming, our experienced faculty, and flexible scheduling.

**Diverse** — Our students are quite diverse in terms of their age, educational background, professional attainment, race, ethnicity, and language, and bring to class a wealth of personal experiences.

**Committed** — Our adult students have made a commitment to their education while working, parenting, and participating as members of their community.

## Student Diversity

Cambridge College was once again named one of the top 100 colleges and universities in the United States that conferred the most degrees to minority students.

### Master's Degrees

	to African Americans	to Hispanics	to Asians	to Minority Students
Education	n/a	26th	27th	43rd
Mental and Social Health Services & Allied Professions	18th	8th	1st	8th
Psychology	n/a	n/a	26th	69th

Source: *Diverse Issues in Higher Education* magazine (<http://top100.diverseeducation.com>).

## Faculty Profile

More than 375 active full- and part-time professors (Academic Year 2021-2022); many are active professionals working in their field.

### Full-time faculty

- 15 full-time faculty members college-wide
- 80% with a doctorate or other terminal degree
- 60% female, 40% male
- 21% minority
- average tenure 26 years

### Part-time faculty

- more than 350 active part-time faculty college-wide
- 45% with a doctorate or other terminal degree
- 99% with at least a master's degree
- 52% female, 48% male
- 36% minority
- average tenure 9 years

## Campus Life

Cambridge College locations are in urban settings. Our beautiful new Hood Park central campus in Boston offers a host of amenities, including bright and comfortable gathering areas, large flexible classrooms, state of the art technology, the CC Bistro where fresh food can be grabbed on the run or enjoyed in nearby eating spaces, a CC shop, where college accessories and apparel can be purchased, ample free parking and so much more. Each regional center has a student lounge and vending machines, and public eateries are nearby.

**Housing** — Cambridge College does not require or provide dormitories and/or student housing, nor does it have responsibility to find or assist enrolled students in finding housing.

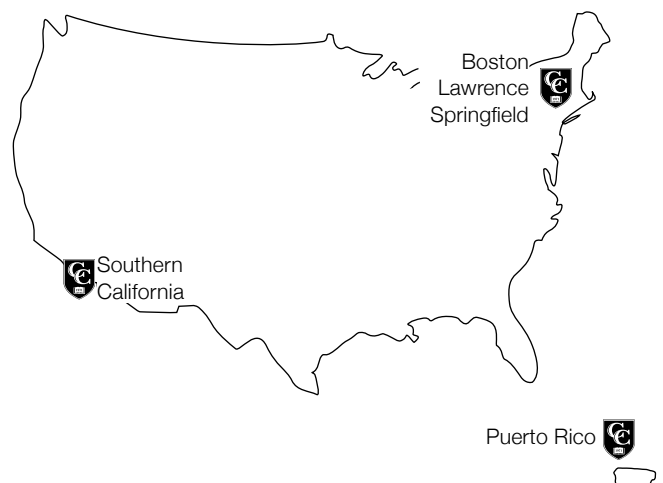
## Boston, MA Location

Cambridge College's four schools are located in the new central campus located in the heart of Boston's historic Charlestown, MA. Our Hood Park campus is easily accessible to communities throughout Greater Boston and the surrounding areas and is easily accessible from various points in and around Greater Boston. The campus is in close proximity to Assembly Row, which features a broad range of retailers, entertainment options, and restaurants.

- School of Arts & Sciences  
(formerly the School of Undergraduate Studies)
- School of Education & Counseling  
(formerly the Schools of Education and Psychology & Counseling)
- School of Business & Technology  
(formerly the School of Management)
- Cambridge College Global (Online)

## Regional Locations

Our students and alumni have urged Cambridge College to bring its academic programs and culture of adult learning to the people of their own cities and states. Each Cambridge College location offers academic programs established at the main campus, selected to serve local needs, and authorized by state education authorities.



## Academic Schedule

**Convenient evening, weekend, and online classes** accommodate students' work schedules.

**Three terms/year** — Fall and spring terms are 15 weeks for undergraduate programs, and 14 weeks for graduate programs. The summer term is nine weeks for undergraduate programs and seven weeks for most graduate programs.

**Cambridge College Global (CCG) class sessions** vary depending on academic level. Undergraduate courses are eight weeks long and are offered six times per year (twice per term). CCG graduate courses are five weeks long and are offered eight times per year. Doctoral courses are ten weeks long and are offered four times per year.

## Student Demographics Academic Year 2021-2022

	Undergraduate	Graduate	All Students
<b>Enrollment/number of students</b>			
School of Arts & Sciences	394	20	414
School of Education & Counseling	2	1525	1527
School of Business & Technology	211	187	398
Cambridge College Global	434	200	634
Non-Matriculated	509	208	717
Total	1550	2,140	3,690
<b>Full-time equivalent</b>	570	1,061	1,631
<b>Student status</b>			
full-time	13%	24%	20%
part-time	87%	76%	80%
<b>Diversity/minority</b>	62%	55%	58%
<b>Financial aid recipients</b>	64%	57%	54%
<b>Students graduating with student loan debt</b>			
	54%	65%	62%
<b>Median age</b>			
	34	37	36
<b>Gender</b>			
female	75%	77%	76%
male	25%	23%	24%
Student to faculty ratio	.8 to 1		
Degrees/certificates awarded	215	594	809
Alumni	more than 40,000		
Title II pass rates for the Communication and Literacy Skills Massachusetts Test for Educator Licensure (MTEL) .82%			

## Financial Aid and Debt

	2019-2020	2020-2021	2021-2022
<b>Financial aid recipients:</b>			
undergraduate	45%	56%	64%
graduate	55%	58%	57%
<b>Students graduating with student loan debt</b>			
undergraduate	49%	67%	54%
graduate	69%	54%	65%
<b>Students leaving the College with debt—average amount:</b>			
--Students leaving with a degree			
undergraduate	\$29,153	\$21,785	\$26,321
graduate	\$31,376	\$29,412	\$30,575
--Students leaving without a degree			
undergraduate	\$7,320	\$4,662	\$9,293
graduate	\$14,565	\$10,689	\$6,091

	FY2017	FY2018	FY2019
<b>Three-year cohort default rate</b>	8.1%	5.4%	1.5%

## Student Diversity 2021-2022

	Undergraduate	Graduate	All Students
American Indian or Alaska Native	<1%	<1%	<1%
Asian	5%	5%	3%
Black or African American	27%	15%	20%
Hispanic, any race	28%	35%	32%
Native Hawaiian or Pacific Islander	<1%	<1%	<1%
White	31%	38%	35%
Two or more races	2%	2%	2%
Nonresident alien	3%	5%	4%
Race/ethnicity unknown	4%	2%	3%

## Enrollment by Location 2021-2022

Boston main campus	453	1,185	1,638
Lawrence	102	90	192
Springfield	72	145	217
Southern California	33	26	59
Puerto Rico	0	482	482
Cambridge College Global	890	212	1,102
Total	1,550	2,140	3,690