

Regents Bachelor of Arts

West Virginia University Institute of Technology is a participating institution in the statewide Regents Bachelor of Arts degree program. The program is designed for adults who wish to complete their college studies. It offers an opportunity to gain credit for work and life experience, and it permits students to tailor their academic courses of study to meet their individual needs and interests.

The Regents B.A. is a real college degree. It has been available in West Virginia for more than 25 years, and it now includes 12,000 graduates from the state-supported colleges and universities. Employers through the state are generally familiar with the degree and routinely hire Regents graduates because of the breadth of their experience, their demonstrated work habits, and their motivation.

For most candidates the Regents is a general studies degree without a traditional major. The degree is not appropriate in instances where a specific major is required, such as in professional nursing, civil engineering, or certification in primary or secondary education. However, it is quite appropriate in many areas of the work force as the qualifying baccalaureate degree. It is widely accepted in business, industry, government, and the military.

The Regents B.A. candidate can declare an area of emphasis upon completion of 15 or more upper division hours of graded classroom work in one or more of the state-supported colleges and universities. The available areas of emphasis include the following: Creative Arts, Cultural Studies, Sciences, Social Sciences, Labor Studies, Government, Business, and Information Studies. Other conditions apply.

The Regents B.A. does allow you to enter graduate school in a number of areas, provided you have appropriate undergraduate preparation, a suitable GPA, minimum test scores on the GRE, LSAT, MCAT, or whatever graduate qualifying exam is required, plus in some instances a successful interview with a graduate school official in the area of your choice. Tech's graduates have completed graduate work at WVU, Marshall University, West Virginia Graduate College, the University of Kentucky, Ohio University, Pittsburgh, Maryland, and others. WVU Tech's graduates include medical doctors and lawyers, city mayors, librarians, medical researchers, union officials, business owners and managers, public servants, hospital managers, and military professionals.

Regents B.A. graduates at WVU Tech go on to graduate school at a higher rate than our traditional B.A. and B.S. graduates. The degree also provides many with the necessary credential for career advancement. A significant number of Regents graduates report that the best benefit of the degree is the personal satisfaction of finishing their undergraduate education.

For more information contact the Regents Coordinator at WVU Tech:

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405 Fayette Pike
WVU Institute of Technology
Montgomery, WV 25136

West Virginia University Institute of Technology

Regents, B.A. Degree

WVU Tech is a participating institution in the state-wide Regents Bachelor of Arts degree program. The program is designed for adults who wish to complete their college studies. It offers an opportunity to gain credits for work and life experience, and it permits students to tailor their academic courses of study to meet their individual needs.

Degree Requirements

Total Credits128 hours

Upper Division Courses (300 level and above).....	40 hours
General Education.....	36 hours, including
Communications	6 hours
Humanities.....	6 hours
Natural Sciences.....	6 hours
Social Sciences	6 hours
Mathematics or Computer Applications	3 hours
Grade Point Average.....	2.0 or higher

Rule of Failing Grades: All Fs received four years or more prior to admission to the program are disregarded. However, students who have received a second academic suspension are not eligible, except by special petition to the Committee on Classification and Grades.

Residence: 24 hours earned in one or more of the West Virginia "State College System or University System colleges and universities, including community colleges." At least three graded hours must be earned at West Virginia University Institute of Technology.

Grades and Grading: Same as other programs. See the WVU Tech Catalog for more information.

Admission

Admission and retention requirements are the same as for other degree programs except that students are not eligible for admission until at least four years after graduation from high school. Students may not be enrolled simultaneously in the Regents degree program and another college degree program, and they are ineligible if they have already earned a bachelor's degree.

All passing grades from other accredited colleges, plus passing grades on CLEP and other college level tests, will be accepted.

College Equivalent Credit

If they wish, students may prepare a work-and-life-experience portfolio which will be evaluated by qualified faculty members for college-equivalent credits. The college-equivalent credits are used in the Regents program to complete degree requirements. A fee of \$300 will be charged regardless of the credits awarded. The same fee will be required each time students request subsequent evaluations.

Areas of Emphasis

WVU Tech encourages the adult student in the Regents B.A. program to complete a focused area of education. An area of emphasis is constituted by completing 15 graded hours of related upper-division classroom work. Available emphases include the following:

- Creative Arts (course work may be selected from English, Art, Music, drama, languages)
- Cultural Studies (from Sociology, History, Psychology, English, Art)
- Sciences (from Mathematics, Physics, Biology, Chemistry)
- Social Sciences (from Economics, History, Sociology, Political Science)
- Labor Studies (from Economics, History, Sociology, Political Science)
- Government (from Economics, History, Sociology, Political Science)
- Business (from Accounting, Finance, Management, Marketing, Information Systems)
- Information Studies (from Information Systems, Management, English, Speech)
- Health Care Services (from Human Services, Management, Information Systems)

Other conditions apply, particularly concerning transfer credit. Students are encouraged to propose course work for an area of emphasis. Acceptance of courses is determined by the Regents Coordinator, upon consultation with appropriate department chairs. The approved area of emphasis is acknowledged on the student's transcript at graduation.

Tuition and Fees

There is no fee for admission into the program. For courses of study, students pay the same tuition as candidates in other degree programs

A Second Degree

Students who receive a Regents baccalaureate degree may qualify for a second baccalaureate degree after one academic year. College equivalency credit received for life and work experience is applicable to no degree other than the Regents Bachelor of Arts.

For more information, contact: Kathryn Leftwich

Regents B.A. Coordinator

WVU Institute of Technology

Montgomery, WV 25136

304-442-3757 Voice; 304-442-3775 fax

www.wvutech.edu/regents/

HOW TO WRITE THE PORTFOLIO

Understand how the **evaluation system** works. Your portfolio will be submitted to the Regents B.A. Coordinator, who will then submit it to qualified faculty members at Tech or, when necessary, other colleges for evaluation. The number of faculty members evaluating the portfolio will depend upon the number of fields of study in which you are seeking credit. For example, at least 3 qualified faculty would be needed for a candidate seeking credit in 3 distinct subject areas such as nursing, office administration, and vocational-technical education.

Divide your portfolio into **three main parts**: (a) narrative; (b) documentation, and (c) credit petitions.

The **narrative section** should include the following:

- A short 2-3 page **resume** or overview of your educational and work experiences, awards, hobbies, and interests;
- An **education narrative** of 5-10 pages spelling out prior learning in traditional academic settings, plus other structured learning by way of seminars, workshops, CEU units, and other formally provided professional training;
- A **work narrative** of 10-20 pages which describes not only your work performed but the learning that occurred in connection with the work. This learning may come from supervised on-the-job training or from learning derived from work itself, and from self-study. Sometimes you will want to add a description of other college-level learning that has occurred in connection with hobbies, community service, musical interests, reading, travel, etc.

In the **documentation section**, provide this information:

- Transcripts of all your college classroom work completed at this time;
- Verifying letters from others which confirm educational and employment experiences;
- Copies of promotions, awards, and commendations; copies of certificates and diplomas that help confirm college-level learning in such areas as banking, health, management, and information systems;
- Examples of work-related materials that will indicate the level and quality of your learning. Sometimes these include portions of operating manuals, promotional materials, evaluations, and routine reports;
- Materials which you yourself may have produced: brochures you developed, manuals you authored or edited, reports you produced, syllabuses for courses you have taught, tapes of musical or dramatic performances you have given.

The **credit-petition section** should list college courses (from Tech or elsewhere, e.g., NURS 361 Health Assessment), or should list subject areas (e.g., Advanced Concepts in Geriatric Nursing) which correspond to your work-and-life experiences but may not appear in current college catalogs. Do not overlook the significance of hobbies and community service; for example, you might petition credit in some areas of Physical Education for experiences such as coaching Little League, or working as an Assistant Coach after school at some high school, or officiating at league or conference games in a given sport.

With each course or subject area that you petition credit for, also list the number and level of hours you are petitioning (e.g., 6 hours upper division credit, Fabric Art). Also include a detailed and very specific **rationale** or justification with each petition, explaining why you think you have nontraditional learning corresponding to a certain number of classroom hours. To further support your petition, also include a list of specific **references** to appropriate sections of your narrative and documentation.

Include **only relevant information**. Most information dealing with high school, home, family, and travel is not related

to college-level learning, but is simply a part of everyday adult life.

Type and proofread the portfolio. Single spacing is quite acceptable if you include plenty of headings and subheadings, so that your material on a page remains readable. Paginate, add headers and footers, plus bold face and other text enhancements—whatever will enable easy reading by overworked evaluators.

REGENTS B.A. CANDIDATE DATA SHEET

Name:

Social Security Number: - -

Home Phone Number:

Work Phone Number:

E-mail Address

Street Address:

City, State, Zip:

Colleges Previously Attended

Major Fields of Study

Credit Hours

Passed

Registries, certificates, diplomas awarded (e.g. EMT Registry with State of West Virginia)

Agency Award

Other Training (vocational, professional, military, correspondence, short courses, CEUs, self-study (e.g. U.S. Navy, MOS: Sonar Technician))

Agency Course/Program

Length of

Training

Work Experience Involving College-Level Learning

Agency Job Title; Brief Description of Learning

Are you currently enrolled in a Regents B.A. program in another state college or university?

Yes No If yes, please identify: _____

Other Relevant Information

Return this form to:

Kathy Leftwich

E-mail: kleftwich@wvutech.edu

WWW: <http://www.wvutech.edu/regents/>

Office: (304) 442.3757

FAX: (304) 442.3775

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405 Fayette Pike

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AREAS OF EMPHASIS

WVU Tech encourages the adult student in the Regents B.A. program to complete a focused area of education. Moreover, the student is allowed to have that area acknowledged on a college transcript. An area of emphasis is constituted by completing 15 hours of graded upper division classroom hours, in course work relating to one or more of the following academic areas:

- Creative Arts (course work selected from English, Art, Music, drama, languages)
- Cultural Studies (from Sociology, History, Psychology, English, Art)
- Sciences (from Mathematics, Physics, Biology, Chemistry)
- Social Sciences (from Economics, Sociology, Political Science, Psychology)
- Labor Studies (from Economics, History, Sociology, Political Science)

- Government (from Economics, History, Sociology, Political Science)
- Business (from Accounting, Finance, Management, Marketing, Information Systems)
- Information Studies (from Information Systems, Management, English, Speech)

Courses eligible for consideration need to have been completed in one or more of the West Virginia state-supported colleges and universities. These courses need to have a 300- or 400-level number and an assigned grade of at least a C.

You, the Regents candidate, are encouraged to propose a cluster of 15 related credit hours, as indicated in the bulleted list above. Your proposal will be reviewed by the Regents Coordinator and appropriate academic chairs.

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STUDENT’S REQUEST FOR AN AREA OF EMPHASIS

Your Name:

Proposed Area of Emphasis:

Upper division courses on my transcript(s) to be considered for the emphasis:

Course Number and

Title Credit Grade

WV College/University Where Course

Was Completed

- 1
- 2
- 3
- 4
- 5

Alternative Courses to be considered

- 1
- 2

Date: Approved: Regents Coordinator

Date: Approved: Academic Chair