2016-2017 Catalog Addendum

www.ClaremontLincoln.edu

This addendum contains supplements and updates to the Claremont Lincoln University 2016 – 2017 Catalog. Revised on 11/28/2016
By matriculating, all students agree to abide by the University’s rules and regulations. Claremont Lincoln University reserves the right to change the conditions of admission or the course of study, revise degree requirements, academic policies and procedures, and/or change or cancel courses currently scheduled for the program of study without prior notification. Any changes in the conditions for admission or in the program of study will be communicated to the student in writing.

**Accreditation**

Claremont Lincoln University is accredited by the WASC Senior College and University Commission (WSCUC), 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, (510) 748-9001.

The Commission has confirmed that Claremont Lincoln University has satisfactorily addressed the Core Commitments to Student Learning and Success; Quality and Improvement; and Institutional Integrity, Sustainability, and Accountability and is found to be in substantial compliance with the WSCUC Standards of Accreditation.

To obtain a copy of Claremont Lincoln University’s WASC accreditation, please contact: Stephanie Varnon-Hughes
Accreditation Liaison Officer
SVarnon-Hughes@ClaremontLincoln.edu

250 W. First Street, Suite 330 Claremont, CA 91711
(909) 667-4400 | www.ClaremontLincoln.edu
PURPOSE OF THE UNIVERSITY

Mission Statement

The mission of Claremont Lincoln University is to be a place where students learn how to treat others as they would like to be treated. Students learn the skills necessary to understand differences among religions, governments, other organizations, and individuals; how to respect those differences; and how to cooperate and collaborate with those of different viewpoints to resolve problems between them peacefully without violence. Our students will integrate self-knowledge with critical perspectives and contemporary skills to create sustainable social change – how to implement the golden rule. Claremont Lincoln University embeds the golden rule in the Claremont Core® which teaches the skills of mindfulness, dialogue, collaboration, and change.

Adopted by the Board of Directors on October 14, 2016)

Vision

The vision of Claremont Lincoln University is a world that lives by the golden rule; a world in which disputes between those that have conflicting views are addressed peacefully without violence.

Core Values

- **Compassion** – Follow the Golden Rule: Do unto others as you would have them do unto you.
- **Integrity** – Be consistent and transparent in our values, actions and outcomes.
- **Respect** – Value and be mindful of other’s views and traditions.
- **Diligence** – Have a commitment to continually improve and the strength to make a difference.
- **Individual Responsibility** – Hold ourselves accountable; deliver on our promises.
- **Innovation** – Strive to define new ways to make education better.
- **Loyalty** – Support and allegiance to CLU.
- **Social Impact** – Make the world a better place.
- **Service** – Provide a quality educational experience to all who encounter CLU.
## ACADEMIC CALENDAR

### July Term 2016:
- Independence Day (Offices Closed) **July 4**
- Last Day to Receive 100% Refund for Dropped Classes **July 8**
- Classes Begin **July 11**
- Last Day to Add a Class **July 11**
- 1/3 Tuition due for July Term **July 11**
- Last Day to Receive 75% Refund **July 15**
- Last Day to Receive 25% Refund **July 22**
- Last Day to Drop a Class **July 22**
- Last Day to Withdraw from a Class and Receive a W Grade **August 26**
- Labor Day (Offices Closed) **September 5**
- Final Tuition Payments due for July Term **September 16**
- Classes End **September 18**
- All work from April Term Incompletes Due **September 18**
- Registration Opens for October **September 19**
- Final Grades Posted **September 23**

### October Term 2016:
- Gathering Weekend and Orientation **September 30 – October 1**
- Classes Begin **October 10**
- Last Day to Add a Class **October 10**
- 1/3 Tuition due for October Term **October 10**
- Last day to Receive a 100% Refund **October 19**
- Last Day to Drop a Class **October 21**
- Veteran's Day (Offices Closed) **November 11**
- Thanksgiving (Offices Closed) **November 24**
- Last Day to Withdraw from a Class and Receive a W Grade **November 25**
- Final Tuition Payments due for October Term **December 16**
- Classes End **December 18**
- All work from July Term Incompletes Due **December 18**
- Registration Opens for January **December 19**
- Christmas Day Observed (Offices Closed) **December 25**
- Final Grades Posted **December 23**

### January Term 2017:
- New Year's Day Observed (Offices Closed) **January 2**
- Classes Begin **January 9**
- Last Day to Add a Class **January 9**
- 1/3 Tuition due for January Term **January 9**
- Martin Luther King Day (Offices Closed) **January 16**
- Last day to Receive a 100% Refund **January 18**
- Last Day to Drop a Class **January 20**
- President's Day (Offices Closed) **February 20**
- Last Day to Withdraw from a Class and Receive a W Grade **February 24**
- Final Tuition Payments due for January Term **March 17**
- Classes End **March 19**
- All work from October Term Incompletes Due **March 19**
- Registration Opens for April **March 20**
- Final Grades Posted **March 24**

### April Term 2017:
Gathering Weekend, Orientation and Commencement: March 31 – April 2
Commencement: April 2
Classes Begin: April 10
Last Day to Add a Class: April 10
1/3 Tuition due for April Term: April 10
Last day to receive a 100% Refund: April 19
Last Day to Drop a Class: April 21
Last Day to Withdraw from a Class and Receive a W Grade: May 26
Final Tuition Payments due for April Term: June 16
Classes End: June 18
All work from January Term Incompletes Due: June 18
Registration Opens for July: June 19
Final Grades Posted: June 23

Claremont Lincoln University Refund Policy
Degree-seeking students who withdraw or fail to complete the period of enrollment may receive a refund. Any student withdrawing from the University for medical reasons is required to submit a written statement from his or her medical doctor when requesting a refund.

Students may receive a full refund, a partial refund, or no refund of tuition depending on the date the course was dropped, as per the schedule below:

- 100% refund through the tenth calendar day of the term
- 0% refund after the tenth calendar day of the term

No refund will be given if a student drops or withdraws from classes after the tenth day of class in a given term.

Non-Degree Payment and Refund Policy
The total tuition charge for the term is payable before the first day of class each term. Non-degree students who have not paid the balance in full will be dropped from their course(s) on the day the term starts.

Students have several payment options. Payments may be made by check or online with a credit card (Visa, MasterCard, American Express). Non-degree students are not eligible for Financial Aid.

Non-degree students may receive a full refund, a partial refund, or no refund of tuition depending on the date the course was dropped, as per the schedule below:

- 100% refund through the tenth calendar day of the term
- 0% refund after the tenth calendar day of the term

No refund will be given if a student drops or withdraws from classes after the tenth day of class in a given term.

Electives
Claremont Lincoln students may enroll in CLU elective courses relevant for achieving their professional and personal goals. Some required degree courses may be substituted by CLU elective courses within the student’s program of study. Students will be permitted to enroll in elective courses in consultation with the Registrar or Program Dean. See the section on Degree Program Requirements for a full listing of program requirements. Enrollment in elective courses in fulfillment of degree program requirements does not alter the residency requirement of completing 100 percent of credits through Claremont Lincoln University.