



MOREHOUSE COLLEGE

ONLINE STUDENT HANDBOOK



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About the Online Student Handbook

The Online Student Handbook compiles information from various sources, including the Student Handbook, College Catalog, the College website, and Strategic Plan. As a resource, this handbook is meant to serve as a starting point and, in some places, provides condensed information. Students should consult the above resources for more information and clarity and should always contact their Student Success Advisor for information most pertinent to the Morehouse Online program.

Student Success Contact Information:

Email: studentsupport@online.morehouse.edu

Phone: 844-928-4168

Introductions

History

In 1867, two years after the Civil War ended, Augusta Institute was established in the basement of Silver Bluff Springfield Baptist Church in Augusta, Ga. Founded in 1787, Springfield Baptist is the oldest independent African-American church in the United States. The school's primary purpose was to prepare black men for ministry and teaching. Today, Augusta Institute is Morehouse College, which is located on a 66-acre campus in Atlanta and enjoys an international reputation for producing leaders who have influenced national and world history.

Morehouse College, the only historically black college for men, continues its long and unique history of delivering an exceptional educational experience that meets the intellectual, moral, and social needs of students representing more than 35 states and 17 countries. Morehouse is the nation's top producer of black males who continue their education and receive doctorates. The National Science Foundation also ranked Morehouse as the No. 1 producer of black men who receive doctorates in education, life and physical sciences, math and computer sciences, psychology, and social sciences, as well as humanities and the arts. Morehouse currently has more than 17,000 alumni

Read more [about](#) Morehouse on the College website.

Mission

The mission of Morehouse College is to develop men with disciplined minds who will lead lives of leadership and service.

As the only historically black college or university dedicated to the development of men into leaders, we realize this mission by providing a world-class liberal arts education while emphasizing the intellectual and character development of our students. We assume a special responsibility for teaching the history and culture of black people.

Read more about Morehouse's [strategic vision](#) on the College website.

Morehouse Online - Elevating the Mission

The Morehouse College value proposition has been apparent since 1867. This extraordinary education experience has led to careers of influence for Black men who have provided extraordinary leadership to the nation and the world. Elevating the mission and attracting to Morehouse College those who are compelled by that mission will require a focus on enhancing space and place and amplifying our reach through marketing and technology. Thus, it is time to build the campus of the future.

Morehouse is opening the doors of opportunity to more men than ever before through our high-quality, affordable online degree programs. Wherever students live, Morehouse Online will provide students with the personalized attention they need to pursue excellence and share their unique insights with the world. Online students will become a part of our global community through interactive tools that allow them to connect with men whose drive matches their own.

Morehouse Online students will experience:

- Asynchronous and synchronous classes
- A meaningful curriculum;
- A sophisticated and intuitive online platform;
- Interactive and collaborative coursework; and
- Dedicated support from advisors and professors.

Code of Conduct

Morehouse Online students will be held accountable for their actions and views, including the following:

Student Code of Conduct

The Student Code of Conduct reflects our mission and identity, and it exists to safeguard and promote our educational activity. Morehouse expects ethical conduct and compliance with all applicable laws, policies, rules, and regulations.

Students who attend Morehouse College are expected to conduct themselves in a manner consistent with life at an academic institution. The [Code of Conduct](#), intended to reinforce this policy, is published on the College Website.

Online Classroom Etiquette

Professionalism in our online classrooms is essential for maintaining the effectiveness and respect found in traditional settings. We encourage students to dress appropriately and maintain a tidy, distraction-free background, or use a neutral virtual backdrop if necessary. Use proper lighting and position your camera at eye level to signal full engagement. Minimize distractions by silencing notifications and keeping your microphone muted when not speaking. Commit to the meeting by avoiding multitasking and being punctual, logging in a few minutes early to address technical issues. During the synchronous, live virtual sessions, students must be dressed in appropriate attire, reflecting the image of a developing scholar and leader. Instructors may establish specific dress guidelines, as they see fit for the activities in the specific courses. Adhering to these practices ensures a professional, respectful, and productive virtual learning environment.

Academic Honesty & Integrity

Morehouse is an academic community. All members of the community are expected to abide by ethical standards both in their conduct and in their exercise of responsibilities toward other members of the community. The Morehouse College Policy on Academic Integrity establishes the basis for academic standards at the College and the procedures for handling violations of them. The policy is based on the understanding that disciplinary actions for academic dishonesty should serve both an educational and disciplinary function. The College expects students to understand and adhere to basic standards of honesty and academic integrity.

Read more about [academic honesty and integrity](#) on the College website.

Non-Discrimination and Title IX Statement

As a recipient of federal funds, Morehouse College is required to comply with Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681 et seq. (“Title IX”), which prohibits discrimination on the basis of sex in education programs or activities, admission, and employment. Inquiries concerning the application of Title IX may be referred to Morehouse College’s Title IX Coordinator or the U.S. Department of Education’s Office for Civil Rights. Morehouse College’s Title IX Coordinator is

Mr. Keith Cobbs, whose office is located in Gloster Hall, Suite 105, 830 Westview Drive SW, Atlanta, Georgia 30310. Mr. Cobbs may be contacted by telephone at (470) 639-0584 or by e-mail at keith.cobbs@morehouse.edu.

It is the policy of Morehouse College to maintain a work and academic environment that is free from sexual and gender-based harassment and other misconduct prohibited by the Sexual and Interpersonal Misconduct Policy, including sexual misconduct, for all members of its community, including students, faculty, administrators, staff, volunteers, vendors, contractors, visitors, and individuals regularly or temporarily employed, who are conducting business, studying, living, visiting, or having any official capacity with the College or on its property.

To view the full policy or to report an incident visit: <https://morehouse.edu/titleix/>

Academic Calendar and Important Dates

The academic calendar is a schedule of all academic events that occur in an academic year. These events include semester start and end dates, examination dates, breaks, administrative deadlines, campus-wide events, and closures.

Students can find the most updated Morehouse College [academic calendar](#) on the College website. Be sure to view the Online Student Academic Calendar as the Traditional Student Academic Calendar will contain different dates. To ensure students are adhering to the appropriate calendar and deadlines, consult with the assigned Student Success Advisor.

Learning at Morehouse Online

B.A. in Business Administration

Pursue a Bachelor of Arts in Business Administration with a management concentration to develop a strong business foundation, master creative problem-solving, manage teams and projects, lead innovation, and build ethical leadership skills.

Read more about the Management concentration in the Morehouse [College Course Catalog](#).

Morehouse Online Semester Structure

The Morehouse Online semester lasts 17 weeks and is divided into two eight-week sessions called modules (with about a week break in between modules). Each academic course will take place either during the first eight weeks of the semester (Module A) or the last eight weeks of the semester (Module B). Students must register for both modules during the registration period, as students can only drop courses during Module B.

<u>Morehouse Online Semester Structure</u>		
Module A (Session 1) <i>first 8 weeks of semester</i>	Break <i>typically one week</i> (subject to change)	Module B (Session 2) <i>last 8 weeks of semester</i>

Learning Modalities

A high-quality online education includes both engaging, face-to-face time in class and opportunities to explore course topics independently, all under the guidance of expert faculty. The Morehouse Online student experience will consist of live online class sessions, inter active coursework, and faculty office hours. Students will find more information about expectations for each modality in their course syllabi.

<u>Synchronous Learning</u>	<u>Asynchronous Learning</u>
live, face-to-face, “in-class” sessions on Zoom	Self-initiated and driven, on the Morehouse Digital Campus
occurs weekly based on student course registration	occurs on student’s own schedule and submitted according to due dates
learn and engage with classmates and instructors via discussions, presentations, and activities	learn and engage with course readings and assignments at student’s own pace

Time Commitment:

Morehouse Online offers intensive degree programs. While courses offered through Morehouse Online are eight weeks in duration, they are equivalent in content to courses offered in 15-week format and require an equal amount of student engagement. This must be considered when applying for the program, and selecting the number of courses students will attempt each semester.

The amount of time spent in a course is based on what is known as a Carnegie unit, where 1 Carnegie unit or credit hour is equal to 15 contact hours. Thus, a 1-credit course has 15 contact hours, a 2-credit course has 30 contact hours, and a 3-credit course has 45 contact hours.

Most of the 8-week module courses offered in the Morehouse Online curriculum are 3 credits, including a weekly 90-minute synchronous meeting. Additionally, courses require anywhere from 6-9 hours a week asynchronously for readings, assignments, discussions, and preparations for the synchronous meeting. Thus, students should set aside 7.5 - 10.5 hours per week for each 3-credit course.

Therefore, students must critically assess their time commitment to family, work, and other personal and professional considerations when deciding on a course load they can effectively handle during any semester or module period.

Morehouse Experience (New Student Orientation)

What is the Morehouse Experience?

The Morehouse Experience (ME) is an immersive introduction and orientation to Morehouse College. The experience ensures that incoming men of Morehouse are prepared for their academic and personal development journey from their first term to graduation.

How much work does the Morehouse Experience entail and when does it start?

Students will be expected to watch asynchronous videos via Blackboard and attend a synchronous session to learn the history of the college and what is expected of a Morehouse online student. The Morehouse Experience begins at the start of the first term along with the rest of the module courses.

Is the Morehouse Experience mandatory?

Attendance is highly recommended. The course is zero credits and pass/fail but will show up on students' transcripts. Students will gain a greater understanding of Morehouse culture, meet their peers, and leave the experience feeling more prepared for their upcoming academic journey with Morehouse College.

Crown Forum

What is Crown Forum?

The Crown Forum is an evolution of Chapel at Morehouse College and **is mandatory for all students**. It is a communal tradition that extends from the 19th century founding of the school to the 21st century institution of today. The spiritual core of Crown Forum provides a grounding space where students are connected to and develop their dynamic humanity.

How is the Crown Forum an integral experience for Morehouse students?

Crown Forum is in lockstep with the Morehouse College mission with sessions that are designed to bond students to each other through the collective experience; to heighten sensibilities of and relating to students' spiritual and inner selves; to increase recognition and appreciation of the Black aesthetic; and to sharpen intellectual and critical faculties developed across our liberal arts curriculum. There is special attention given to the articulation of and exposure to social justice across Crown Forum sessions.

Is Crown Forum Mandatory?

Crown Forum is required for all Morehouse Online students. The course is 0.5 credits, pass/fail and students must pass 6 semesters of Crown Forum to graduate. Students should plan to register for Crown Forum each semester, until the requirement is met.

Extracurriculars

Morehouse Online is a degree completion program tailored for students who are not able to fully immerse themselves in a traditional college experience. However, the program provides a range of opportunities for online students to connect with campus life beyond academic coursework. Engagement options are considered on a case-by-case basis, allowing for meaningful participation in various campus events and activities throughout the academic year.

Technology and Account Access

MyPortal and Morehouse College Email

Upon accepting admission, students will receive account access credentials via email, including a username and an M-Number. Students will be prompted to activate their MyPortal access, a central site for students to access Morehouse services and applications. Students should expect to access MyPortal frequently for administrative tasks such as course registration, reviewing and accepting financial aid, viewing and paying tuition, tracking degree progress, and checking College email.

All official College communication will be sent to the student's Morehouse email address. Students are expected to check their College email account frequently to remain up to date on coursework, policies, and College information. College staff and faculty will only respond to communication from the student's Morehouse College email account. Students may add their Morehouse email account to their mobile device for convenient access.

For technical support regarding MyPortal and Morehouse email, contact servicedesk@morehouse.edu. Students should indicate they are a Morehouse Online student when seeking technical support.

Digital Campus and Student Commons Community

Students can view their syllabus, learn how to contact their professor and access most course materials, including online readings, videos, audio files and other resources on the Digital Campus, the learning management system for coursework. Students can also contact classmates and instructors, and communicate with their peers in the Morehouse Student Commons.

For technical support regarding the Digital Campus, there are three options to get help:

- using the live chat feature in the Digital Campus
- emailing techsupport@dc.2u.com
- calling the 2U Digital Campus Tech Support hotline at 833-321-1261

Should students encounter any technical difficulties that might prevent them from submitting coursework or attending live sessions, please let the instructor know immediately.

Technology Requirements and Technical Support

Below are the technical requirements to achieve the best results when using the Digital Campus. However, please keep in mind that specific software required by the program may require higher standards:

- Plan to use either a laptop or desktop computer
- For Mac users, students will need OS 10.8 or higher; for PC users, students will want Windows 10 or higher
- While a mobile application is available and some functions can be supported through it, using a laptop for the majority of work is the recommended best practice. Please note that Chromebooks and tablets are not supported.
- It is best to use an internal or external webcam, along with a headset or earbuds that have a built-in microphone
- A reliable internet connection is important, given that the Digital Campus and Zoom can require a lot of bandwidth. It is recommended to be hardwired into the internet as often as possible to ensure not dropped connections. If WiFi is the only option, students can use a speed test to check that both the student's signal and connection are strong
- We recommend having the latest versions of at least two browsers, such as Google Chrome and Mozilla FireFox

Students are responsible for testing their technology prior to their first class. If students would like to set up a walkthrough to make sure their technology is set up correctly, please connect with the assigned Student Success Advisor.

Resources for Student Success

Academic Advising and 2U Student Success Advisor

Each online matriculated online student is assigned a 2U Student Success Advisor (SSA) as well as a Morehouse Online Academic Advisor for their degree program. While the 2U SSA and Academic advisor collaborate to support the student, the student has the ultimate responsibility for ensuring academic progress.

The SSA and Academic Advisor of the Morehouse Online program provide the consultation and guidance necessary to foster the professional development of the student.

The Academic Advisor aids the student in the selection of courses, in registration, and in meeting degree certification requirements.

The 2U SSA works with the student via success planning and coaching, assessing professional interests and development, and operational support.

Students are strongly advised to meet with their Academic Advisor before registering for courses each semester to best understand the course offerings and progress towards degree completion.

If a course-related problem arises, students are advised first to discuss the problem with the instructor involved. If it cannot be satisfactorily resolved through this action, the matter should then be discussed with an Online Program Director. For students in academic difficulty, student success advisor in partnership with the academic advisor will assist the student in decision-making around the academic difficulty and in the development of a plan aimed at returning the student to good academic standing.

Students are responsible for seeking the advice and consultation of their student success advisor when they perceive they are having academic problems. They also are responsible for making and keeping advising appointments during the course of their degree program.

Student Financial Services (SFS)

The Office of Student Financial Services includes Financial Aid, Student Accounts, and Billing. Students can access select Student Financial Services functions (ie. financial aid awards, making tuition payments) via MyPortal. To contact Student Financial Services, email studentfinancialservices@morehouse.edu or call 470-639-0959. For answers to commonly asked questions regarding Financial Aid, Student Accounts, and Billing, visit the HouseCentral FAQ page.

Student Government Association

The Student Government Association (SGA) is the official entity in the College's governance structure that represents all enrolled students at Morehouse College. SGA is to provide a medium through which students' concerns may be constructively addressed: To provide Morehouse students with the opportunity to govern themselves; To ensure equality of all students regardless of nationality, race, religion, socioeconomic status, sexual orientation, and gender identity/expression; and to control and direct student activity in concordance with the best interests of the students of Morehouse College.

Online students are represented by the Online SGA Secretary. The Online SGA Secretary is elected to a two-year position beginning in their sophomore or junior year. They specifically represent the interests and needs of online students within the SGA.

College Bookstore

The Morehouse College Bookstore, sells new and used textbooks, course-related reference materials, general reading books on a variety of topics, periodicals, clothing, memorabilia, gift items, teaching supplies, computers, computer products, electronic games, and office supplies for the community, guests, and visitors.

Please visit the college bookstore [website](#) to find more general Bookstore information as well as how to order books from the bookstore!

Career Services and Development

Career Development and Engagement offer a variety of services to assist students in exploring their career interests. Together, this office designs effective career strategies and identifies the resources, people, and organizations that will help students select a major and, ultimately, students transitioning into or continuing in their career.

Individual consulting appointments are available to discuss career interest, self-assessment resources, job search strategies, interviewing issues, and internship information. Students can bring their resume and cover letter for critique and discuss interviewing issues. This is also a good way to find out about all of the exciting programs, services, and upcoming events available through the Office of Career Development and Engagement.

Veteran Services

Students who are eligible for educational VA benefits can transfer their benefits to Morehouse College. The first step is applying for VA Federal Education Benefits on the Veterans Affairs website at va.gov. Under Education, click Apply for Education Benefits. A tool on the page will help select the form appropriate for the student. Veterans Affairs sends the student a Certificate of Eligibility in about 30 days that determines what benefits the student qualifies to use while matriculating through college. Students may email documents to records@morehouse.edu for processing.

Read more about [military education benefits](#), including helpful links and forms, on the Morehouse Online website.

UWill Counseling

Uwill is a leading mental health and wellness solution that provides students with the ability to connect immediately (or on their preferred timeline) with licensed mental health counselors based on their unique needs and preferences.

With Uwill, students receive free immediate access to teletherapy with a therapist of their choice.

- Choose a therapist based on individual preferences including issue, gender, language, ethnicity
- Choose a time that fits student schedule with day, night and weekend availability
- Choose appointment type - video, phone, chat, or message
- Engage in up to six (6) video or phone sessions per year at no cost to student

Students can access UWill directly from Digital Campus or create an account [here](#).

Online Tutoring

On the Digital Campus home page, the students can click the online tutoring link. Students can also access Brainfuse by clicking the app in their Morehouse portal. Brainfuse provides 24/7 tutoring in hundreds of subjects and online skills workshops.

Students can receive live assistance through the software ADA-compliant platform which is accessible through any mobile device or desktop. Brainfuse tutors are experts in their field, undergo a rigorous selection process and have prior teaching/tutoring experience.

The Writing Center for Online Students

Morehouse Online students can receive support in all disciplines from writing consultants. All tutors are hired based on their strong English competence and ability to communicate effectively with their peers. To register, create an account on morehouse.mywconline.com. Once registered, you may login to schedule an appointment by selecting an available time with a writing consultant:

- You may schedule an appointment in advance with any available tutor.
- All sessions are 60 minutes (Monday-Friday 10:00 am to 5:00 pm Eastern Standard Time) face-to-face, online, and e-tutoring available.
- Face-to-face will appear in blue, online will appear in red, and e-tutoring will appear in green.
- You will receive an email confirming all appointments and a reminder email the day before.
- Tutors complete client report forms that summarize each session. Reports are provided to students and professors upon request.
- Please cancel appointments if you are unable to attend. If you miss three (3) scheduled appointments without canceling, your account may be suspended until an administrator unlocks your account.

Financial Aid

Morehouse College's online bachelor's programs are built on 150+ years of academic success in developing leaders and scholars at an accessible tuition rate. Our online offerings enable adult learners from anywhere to join our historic brotherhood and complete their bachelor's at a top-ranked HBCU.

Tuition is currently \$600 per credit. Total tuition costs will depend on the amount of credits students need to complete their bachelor's at Morehouse. Students will need 120 credits total to graduate. A moderate increase in tuition should be expected each academic year. Tuition does not include the cost of books.

Federal Student Aid (FSA) is available pending eligibility in the form of Federal Pell Grant, Federal Direct Subsidized Loan, Federal Direct Unsubsidized Loan. Students will need to be registered for a minimum of 6 credits hours in order to receive FSA.

FSA Resources:

[Satisfactory Academic Progress \(SAP\) Requirements](#)

[KHEAA Verification Process](#)

[Cost of Attendance Breakdown](#)

[FAFSA Website](#) - School code 001582

[FAFSA Deadline Dates](#)

[Financial Aid Student Checklist](#)

For additional information on Financial Aid, Scholarships, Employer tuition assistance and military education benefits please visit the [Morehouse Online Financial Aid FAQs website](#).

Academic Policies

Course Registration

Students can register for courses on Banner Web, accessed through MyPortal. Information regarding registration dates and courses will be sent to students prior to the registration period opening. Additional courses may be added during the registration period and as a result, students are strongly encouraged to connect with their Academic Advisor and Student Success Advisor prior to and throughout registration. Students will not be able to register for classes with a hold on their record. Student Financial Services (studentfinancialservices@morehouse.edu) should be the student's first point of contact to begin the process of removing any holds.

Advising and registration periods for Morehouse Online may differ from the on-campus program. Please be sure to visit the [online calendar](#) for the most up to date registration dates/periods. Students are responsible for ensuring they are registered in accordance with their course plan. All courses and registration periods are scheduled on Eastern Standard Time, and students should plan accordingly.

Transfer Credit Evaluation

At least 15 transfer credits are required for entry into the online program, with a maximum of 60 transfer credits accepted. Transfer credit evaluations (TCE) are completed by a Transfer Credit Evaluation Analyst. For additional information about their TCE, students should first contact their assigned analyst for assistance.

Course Add/Drop

A Morehouse Online undergraduate student may add or drop one or more courses for either Module A or Module B after the initial registration date, until the payment deadline prior to the start of Module A. No courses for Module B can be added after the payment deadline; Module B courses can be dropped at any time up to the date specified on the [academic calendar](#). Students may add or drop courses via Banner Web, and should consult with their Academic Advisor and Student Success Advisor prior to dropping any course(s).

Attendance

Federal regulations require institutions to confirm initial attendance/participation at the beginning of the semester before federal financial aid can be disbursed. Each student needs to be sure to attend/participate in all of their courses. If a student does not participate on the first night of each course, they may be identified as a 'No Show'. Students identified as a 'No Show' or with no attendance recorded in a course during the first week will be dropped and may result in delays with financial aid processing.

Each Morehouse student is expected to attend scheduled classes (live sessions) on a routine basis and be punctual. The student is responsible for communicating with the instructor on making up any missed assignments, and should always consult the course syllabus for details regarding attendance in relation to the final grade.

Tips on preparing for successful live session attendance:

- Log into the session early enough to allow time for camera and audio setup
- Complete any required readings, assignments and quizzes on the Digital Campus. Be prepared to discuss the material from the week's asynchronous work.
- Full participation includes being on camera in a setting in which one can openly participate in discussion
- When possible, communicate foreseeable lateness or absences with the instructor

Leave of Absence

A student is on a leave of absence (LOA) when they have registered for classes and remained registered through add/drop of a given term, but then does not re-register for the subsequent term. The student may re-register for courses after an LOA without penalty, so long as they are absent no more than 2 subsequent terms.

Students should connect with Academic Advisor and Student Success Advisor prior to dropping any classes to discuss potential implications.

Policy Details and Procedures

- A student may take an LOA for up to 2 sequential terms before needing to reapply
- There is no limit to the number non-sequential of terms a student may take an LOA, provided that the student does not exceed 2 sequential terms without registering
- If a student drops courses midway through a Module, provided it's past the add/drop deadline, the student will earn a "W" for the course. The student is considered as having attended that term (not on LOA), and may register for subsequent terms
- If a student completes Module A and drops Module B courses within the add/drop period for Module B, the student will be considered as attending (not on LOA) for that term, and may register for subsequent terms
- If a student doesn't want to register for an upcoming term, they should reach out to their Student Success Advisor to discuss the implications of pausing coursework
- A student may drop a course at any time prior to the add/drop period, without penalty and the course will be removed from the student record
- There is no time limit within which a student must complete their undergraduate degree; however, there is a high probability of time-bound limits to Financial Aid availability. Students must consult with Student Financial Services (SFS) to understand the parameters of their aid eligibility, as well as how course withdrawal will impact any balance owed to the College.

Withdrawal

A withdrawal happens when a student finds it necessary to discontinue coursework work and part ways with the College. Withdrawing from the College is typically permanent, as opposed to a Leave of Absence, at the end of which a student plans to return. The student must clear all account balances (i.e. financial). If a student chooses to leave the College during the term, they must first withdraw from their courses following the guidance below.

Students should connect with Academic Advisor and Student Success Advisor prior to withdrawing from any classes to discuss potential implications.

Policy Details:

- Prior to withdrawing from any course, the student must make contact with their Academic Advisor and their Student Success Advisor to discuss the implications of discontinuing coursework
- A student who wishes to withdraw from the College must meet with Student Financial Services (SFS) to discuss how a withdrawal may impact federal financial aid or balances owed to the College
- If a student wishes to withdraw themselves from all enrolled courses prior to Add/Drop, it is considered a ‘dropped’ course and will be removed from student schedule and record.
- If a student wishes to withdraw from all enrolled courses after Add/Drop, it is considered a ‘withdrawal’ and:
 - A student needs to complete a [course withdrawal form](#) and send request to records@morehouse.edu
 - Course(s) will remain on student schedule and permanent record
- Students receiving VA Benefits must inform the VA Certifying Official in the Registrar’s office of the decision to withdraw
- To understand how the grades of withdrawn courses will be calculated, please refer to the [Registrar Website](#).

Defer Policy

The deferral policy for the Morehouse Online program allows students to defer admission for a maximum of two (2) semesters. In order to defer admission, a student must first pay their non-refundable enrollment deposit by the deadline indicated on their Intent to Enroll form, and subsequently submit a Morehouse Online Deferment Policy and Request Form to have the applied start date amended. To request a defer form, student must contact their Admissions Counselor or the Admissions team at admissions@online.morehouse.edu.

Note: If a student needs to defer a second time or for a period longer than two semesters, they may be required to re-apply to the program, as well as pay another enrollment deposit for the new admissions cycle. Please contact Morehouse Online Admissions for more information at admissions@online.morehouse.edu.

Academic Grievances

Morehouse College seeks to cultivate an academic village that encourages tolerant, respectful, and nondiscriminatory behavior from all of its inhabitants. An environment that promotes communication, fairness, and deference among students, faculty, staff, and administration is of the highest priority to the College. To ensure that these behaviors are appropriately facilitated, Morehouse College has instituted policies that provide a medium for resolving discrepancies of any nature.

Who should I speak to concerning classroom problems with my courses?

Students should resolve all course-related matters at the lowest possible level.

1. Students should speak with the instructor of the courses.
2. Students should speak with the Program Specific Director if the matter is not resolved after speaking with the instructor.
3. The Program Director will evaluate and escalate the matter to the Dean of Professional and Continuing Studies if the matter cannot be resolved.
4. Students should follow the formal Student Appeals process. The MHO Advisor can assist with this process.

What should I do if I disagree with my final grade?

Students are encouraged to discuss their grades with the instructor throughout the duration of the course, as faculty have the final say on grades. If, after discussion with the instructor, the student does not agree with the grade, they should:

1. Speak to the Program Director, who will attempt to mediate the grade with both the student and instructor.
2. If the matter is not resolved, the student should follow the formal grade appeals process. The MHO Advisor can assist the student in this process.

Where possible, students should make every effort to resolve grievances with the involved parties and inform their Student Success Advisor or Academic Advisor for further assistance.

The following rules explain how to file a formal grievance against members of the College community:

A “grievance” shall be defined as an actual or supposed circumstance that is regarded as just cause for complaint.

The “griever” shall be the Complainant.

The “respondent” shall be the defendant.

- The expression of a grievance may be verbal or written, using an approved format issued by the Office of Student Services.
- The process of execution of a grievance may be of a formal resolution procedure or an informal resolution procedure with a contingency of transposition.
- A grievance may also be co-authored if a circumstance affects more than one student.

General Grievance - A grievance issued by a student against any member of the College Community that violates the statues expressed in the Grievance Policy Statement.

Grade Discrepancy - A grievance issued by a student whose intention is to dispute a grade given in any course that he believes was given in an arbitrary or capricious manner by a professor.

Sexual Harassment - A student-issued grievance, the nature of which is explicitly sexual. The foundation of this grievance is infringement (in any manner) of the College's Non-Discrimination and Title IX Statement outlined in the Student Handbook.

Discrimination - A grievance issued by a student who has experienced treatment or consideration based on: class or category rather than individual merit; or partiality or prejudice founded in ethnicity, gender, age, religion, sexual orientation, or disability.

Grading System and Academic Progress

In order to be in good standing at Morehouse College, a student must maintain a cumulative grade-point average (GPA) of at least 2.0. A student is automatically placed on academic probation at the end of any semester in which their cumulative GPA falls below 2.0. A student will be removed automatically from probation when their cumulative GPA increases to 2.0 or higher. Students who are on academic probation will not be permitted to enroll in more than 15 semester hours.

Students can review their assignment and exam grades on the Digital Campus and final grades and GPAs on Degreeworks. Below is the College's grade-point average scale.

Plagiarism Policy

The term "plagiarism" includes, but is not limited to, the use of paraphrasing or direct quotation, from the published or unpublished work of another person without full and clear acknowledgement. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers and other academic materials. In projects and assignments prepared independently, students must never represent the ideas or the language of others as their own.

To avoid plagiarism and the risk of plagiarism, do not consult materials on our topics from outside or our class: if you want additional materials on a topic, ask the instructor for recommendations. Also, do not review any other students' work as you prepare your own work. Do not cut and paste anything you find online, even as our course materials, as your own work: either explain things in your own words or, if you quote something exactly, cite your sources.

Destruction of Resources or the Work of Others

Students must not destroy or alter either the work of other students or the educational resources and materials of the College.

Use of Work in One Course from Another

Students must not take unfair advantage of fellow students by representing work completed for one course as original work for another or by deliberately disregarding course rules and regulations.

Satisfactory Academic Progress

Satisfactory Academic Progress means a student is proceeding in a positive manner toward fulfilling degree requirements. A student's Satisfactory Academic Progress status is reviewed at the end of each semester, including the summer term.

Both Federal statutes and U.S. Department of Education regulations require institutions of higher education to establish minimum standards of Satisfactory Academic Progress for students receiving federal aid. In addition, all state Student Assistance program regulations (Georgia Tuition Grant) require students to meet the Satisfactory Academic Progress criteria established for federal student aid. For more information visit [this page](#) on the College website.

Academic Probation, Warning, Separation and Dismissal

All Morehouse College students are expected to maintain a GPA of 2.0 or higher to remain in their program. A semester cumulative GPA below 2.0 will result in a student being placed on academic probation and considered not meeting satisfactory academic progress standards.

Students failing to meet Satisfactory Academic Progress standards will be placed on Financial Aid Warning for the following semester during which they remain eligible to receive student financial aid.

A student shall be removed from the Financial Aid Warning Status at the end of the following semester if they achieve the required Satisfactory Academic Progress Qualitative and Quantitative standards. Students who fail to achieve the Quantitative and/or Qualitative component(s) of the Satisfactory Academic Progress Policy during their Warning period (semester) will lose their eligibility for financial aid and must appeal to be reinstated in a probationary status for one semester. The Student Success Advisor is one of many resources students should consult with for academic assistance.

Read more about [academic policies](#) on the College website.