**Health, Wellness, and Occupational Studies**

**STUDENT HANDBOOK**

## TABLE OF CONTENTS

Introduction page 3

Mission Statement page 3

Major Description page 3

Program Goals page 3

Non-Discrimination Policy page 3

Endorsement Information page 3

Admission Information page 3

Technical Standards page 4

Academic and Progression Standards page 4

 1. **WCHP Common Curriculum page 4**

 **2.** Department of Exercise and Sport Performance page 5

Curricular Requirements ` page 5

Clinical Internship Experience page 6

Malpractice Insurance Policy page 6

Affiliated Clinical Internship Sites page 6

Student Malpractice Insurance page 6

Curriculum Plan page 7

Technical Standards page 7

Academic Advising page 7

Student Academic Success Center page 7

Program Faculty page 7

Professionalism page 7

Academic Integrity page 7

Statement of Receipt of Understanding page 7

Appendix

1. Technical Standards page 9

B. Statement of Receipt and Understanding page 12

**INTRODUCTION**

Welcome to the Health Wellness and Occupational Studies (HWOS) program at the University of New England. This handbook outlines the mission, goals and important academic policies and procedures of the program. Please read the handbook thoroughly, as it is your responsibility to be familiar with its contents.

* ***Once you have read and understand all of the information, please sign, and date and print your name on the “Statement of Receipt and Understanding” and turn it in to staff assistant Joanne Smith in the Forum Building room 259.***

All policies herein are in effect from August 1, 2015. Any substantive changes to the contents of this handbook will be brought to the attention of all students currently enrolled in the program and will be accompanied by a new “Statement of Receipt and Understanding.”

#### MISSION STATEMENT

Our mission is to develop caring, collaborative scholars through a dynamic, student-centered, occupation-focused educational program.

**MAJOR DESCRIPTION**

Health, Wellness, and Occupational Studies (HWOS) is a major course of study in the Westbrook College of Health Professions. The program gives students a broad education that will prepare them for a variety of career paths. Students will be prepared for opportunities including application to graduate programs in occupational therapy, disability studies, physical therapy, counseling, or related health professions, as well as a career as a wellness coach, wellness coordinator, activity director, health educator, case manager, medical salesperson, or paraprofessional in mental health and educational settings.

Our program grounds students in the core arts and sciences, with an emphasis on courses that study human occupation, such as Occupational Science, Occupational Media, and Disability Studies. The curriculum includes wellness courses such as Principles of Health Promotion, Stress Management, and Substance Abuse Prevention. Students also study interdisciplinary health subjects, alongside Nursing, Applied Exercise Science, Athletic Training, and Dental Hygiene students.

#### Program Goals

* At the conclusion of the program, the Health, Wellness and Occupational Studies student will:
* Critically analyze concepts of health and wellness through application at the personal (micro), population (meso), and societal (macro) levels.
* Synthesize biological, psychosocial, and educational theories that influence human behavior and occupational participation.
* Assess the influence of disease and disability with respect to health promotion and occupational well-being.
* Model compassion as an essential attribute in understanding diverse occupational engagement across the lifespan
* Collaboratively engage in integrative leadership in occupational media, research and science in preparation for inter-professional endeavors.
* Be prepared to apply for graduate study in the field of occupational therapy or a related health profession.

#### Non-Discrimination Policy

The University operates in accordance with Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, title VII of the Civil Rights Act of 1964 as amended, the Maine Human Rights Act, and all other appropriate civil rights laws and regulations. The University of New England does not discriminate on the basis of race, religion, color, sex, age, marital status, ancestry, national or ethnic origin, physical or mental handicap, sexual preference, or veteran’s status in the administration of its employment practices or in educational programs or activities. The University is committed to its Equal Opportunity Policy.

**ADMISSIONS**

#### HIGH SCHOOL GRADUATES

For entrance into the BS in Health, Wellness, and Occupational Studies (HWOS) students must meet the following requirements:

1. Students seeking admission should have completed high school courses in chemistry, biology, and two to three years of mathematics including Algebra II.
2. Applicants submit their application materials to the Admissions Office during the fall of the year prior to matriculation. Decisions on applicants will be made on a rolling basis. Qualified students who apply after the fall will be admitted on a space-available basis.

#### INTERNAL TRANSFER STUDENTS

Students who are enrolled in other majors at the University may apply for admission into the Health, Wellness and Occupational Studies major by completing a change of major form.  The Admissions Committee meets at the close of each semester to determine eligibility on a space available basis.

The potential student is encouraged to explore the professional possibilities by shadowing a health professional, going to appropriate web-sites, and/or volunteering in a program that supports people with disabilities to participate \ in occupations. Include this information in the required essay.Students who wish to transfer into the Health, Wellness, and Occupational Studies must complete the following:

1. Discuss interest in the program with the Coordinator for the HWOS program.
2. Fill out, complete, and submit a change of major form.
3. Write an essay of 300 words or less on the rationale for transfer into the HWOS major. This statement should be submitted to the Coordinator of the HWOS program.
4. Have a cumulative GPA of 2.5 or above at the end of the semester of transfer request.

All of these steps should be completed prior to the end of the semester.

#### EXTERNAL TRANSFER STUDENT POLICY (FOR STUDENTS WHO DO NOT HAVE A BA/BS)

UNE accepts qualified transfer students.

1. The minimum GPA to be considered from another institution is 2.75 (B-). A 3.0 (B average or higher is preferred).
2. Students are responsible for completing all WCHP and University core coursework for the HWOS major.

**ACADEMIC AND PROGRESSION STANDARDS**

Students accepted to the WCHP at the University of New England are subject to two sets of academic guidelines, one to meet minimum qualifications for ongoing enrollment at the University of New England and the other to meet specific program requirements.

**WCHP Common Curriculum Standards - Semesters One Through Four** (Freshman and Sophomore Years)

1. In keeping with the guidelines of the University of New England, all students must achieve a minimum cumulative semester-end grade point average as follows:

|  |  |
| --- | --- |
| Fall of First Year | 1.70 |
| Spring of First Year | 1.70 |
| Fall Of Second Year | 1.70 |
| Spring of Second Year | 1.80 |

1. Failure to maintain the minimum GPA requirements will result in academic probation as described in the Catalog of the University of New England.
2. Students must achieve a minimum grade of “C” in the following courses: MAT 120, CHE 110, PHY 110, BIO 104, BIO 208, BIO 209, BIO 309, EXS 120, EXS 180 and IHS 220. Failure to achieve a “C” will result in program-level probation, and may affect academic progression and delay graduation.
3. Failure to earn a C or above in any of the above courses requires the student to repeat the course.
4. Failure to achieve a C or above a second time the course is taken will result in dismissal from the major.
5. A student may enroll in any of the courses listed above a maximum of two times. Enrollment in a course consists of achieving a WP or WF or a letter grade. Receiving a W in a course is not considered officially enrolled and will not result in academic penalty.

**Health, WEllness, and Occupational Studies Program Standards**

|  |  |
| --- | --- |
| Minimal grade of a C or better in any HWOS prefix course | 2.0 |

1. Students must achieve a minimum grade of “C” in each HWOS prefix course
2. Student may only enroll in any course in the major a maximum of two times.  Enrollment in a course consists of achieving a WP or WF or a letter grade.  Receiving a W in a course is not considered officially enrolled and will not result in academic penalty.

### Curricular Requirements

|  |  |
| --- | --- |
|  | **Credits** |
| **First Year**  | **30** |
| IHS 110 - Introduction to Health Care | 2 |
| IHS 120 - Health Care Issues | 1 |
| BIO 104 - General Biology  | 4 |
| BIO 208 - Introduction to Anatomy and Physiology I | 4 |
| ENG 110 - English Composition | 4 |
| MAT 120 - Statistics | 3 |
| PSY 105 - Introduction to Psychology | 3 |
| SOC 150 - Introduction to Sociology | 3 |
| One (1) Explorations Course | 3 |
| One (1) Creative Art (May be ART, ARH or MUS course) | 3 |
|  |   |
| **Second Year**  | **32** |
| IHS 210  - Methods of Scholarly Inquiry | 3 |
| IHS 310 - Ethics for Interprofessional Practice | 3 |
| PSY 205 – Abnormal Psychology  | 3 |
| BIO 309 Pathophysiology | 3 |
| EXS 180 - Motor Learning and Performance | 3 |
| BIO 209 - Introduction to Anatomy and Physiology II | 4 |
| CHE 125 - Introduction to Chemistry/Physics | 4 |
| EXS 120 – Personal Health and Wellness | 3 |
| PSY 250 - Lifespan Development | 3 |
| One (1) Social Global Awareness Course | 3 |
|   |   |
| **Third Year** | **28(29)** |
| HWOS 341 – Health and Wellness in an Aging Society  | 3 |
| HWOS 305 – Introduction to OT and Related Fields | 3 |
| HWOS 331 – Principles of Health Promotion and Disease Prevention | 3 |
| BIO 404 – Neuroscience | 4 |
| One (1) Elective | 3 |
| HWOS 313 – Occupational Media | 3 |
| HWOS 316 – Research Methods | 3 |
| One (1) Elective | 3 |
| One (1) Elective | 3 |
| HWOS 310 Junior Seminar (Recommended) | 1 |
|   |   |
| **Fourth Year**  | **31** |
| HWOS 405 Occupational Science | 3 |
| HWOS 414 Stress Management | 3 |
| HWOS 424 Theories of Education in Health Promotion | 4 |
| One Advanced Studies Course | 3 |
| One (1) Elective | 3 |
| HWOS 432 Disability Studies | 3 |
| HWOS 434 Substance Abuse and Prevention | 3 |
| **One (1) Elective** | 3 |
| One (1) Elective | 3 |
| One (1) Elective | 3 |
|  |   |
| **Minimum Required Credits** | **121** |

**ELECTIVES**

Electives are chosen at the discretion of the student with input from the advisor. Students may wish to use electives to complete prerequisites for desired course of study in graduate school, to work towards a minor, to do a directed study, or during study abroad.

**ACADEMIC ADVISING**

Each student is assigned to a faculty advisor at the time of enrollment into the HWOS program. This person continues as the advisor for the duration of student’s time in the Department, unless the student or advisor requests a change through the Department Chair.

#### STUDENT ACADEMIC SUCCESS CENTER

The Student Academic Success Center offers a range of free services to support your academic achievement, including tutoring, writing support, test-prep and studying strategies, learning style consultations, and many online resources. To make an appointment for tutoring, writing support, or a learning specialist consultation, go to [une.tutortrac.com](https://une.tutortrac.com).  To access our online resources, including links, guides, and video tutorials, visit the following link: <https://sites.google.com/a/une.edu/student-academic-success-center>

#### PROGRAM FACULTY

More information about the HWOS faculty can be found using the following link:

<http://www.une.edu/wchp/hwos/people>

**PROFESSIONALISM**

Professionalism is not a choice; it is an expectation of all HWOS students in the WCHP.Professionalism, generally, is defined as exhibiting a courteous, conscientious, and businesslike manner to all clients/patients, peers and faculty. It is important to keep in mind that professionalism is reflected in your behavior, attitude towards others and your appearance. Expectations include formal greetings of all professors when in class and in email communications, and professional dress during presentations students give and attend. Professional dress may be described as business casual.

**Academic Integrity**

The University of New England values academic integrity in all aspects of the educational experience. Academic dishonesty in any form undermines this standard and devalues the original contributions of others. It is the responsibility of all members of the university community to actively uphold the integrity of the academy; failure to act, for any reason, is not acceptable.

Charges of academic dishonesty will be reviewed by the dean of the appropriate College and, if upheld, will result at minimum in a failing grade on the assignment and a maximum of dismissal from the University of New England. Academic dishonesty includes, but is not limited to the following:

-Cheating, copying, or the offering or receiving of unauthorized assistance or information.

-Fabrication or falsification of data, results, or sources for papers or reports.

-Actions that destroy or alter the work of another student.

-Multiple submissions of the same paper or report for assignments in more than one course without permission of

 each instructor.

-Plagiarism: the appropriation of records, research, materials, ideas, or the language of other persons or writers

 and the submission of them as one's own.

**STATEMENT OF RECEIPT AND UNDERSTANDING**

Please refer appendix A for the Statement of Receipt and Understanding of the Health, Wellness, and Occupational Studies Program Handbook. Once you have read the Student Handbook, please sign and date it, and submit it to the program office

(HAF 259). It is the responsibility of the student to submit proof of this acknowledgement to the program office.

APPENDIX A

Health, Wellness, and Occupational Studies Program

Statement of Receipt and Understanding

I attest that I have read the University of New England’s Health, Wellness and Occupational Program Handbook, and that I have had the opportunity to ask questions about these requirements. I affirm that I have read and understand its contents.

Student signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student print \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_