

# **Academic Bulletin 2000-2001**

## **MERCER UNIVERSITY CECIL B. DAY CAMPUS**

**Southern School of Pharmacy  
Atlanta, Georgia  
[www.mercer.edu/pharmacy/](http://www.mercer.edu/pharmacy/)**

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# Academic Calendar

## Southern School of Pharmacy

### Fall Semester 2000

Dean's Welcome (New Students)	August 22
New Student Orientation	August 23
Registration/Fee Payment	August 23-25
Late Registration (\$25 Late Fee)	August 28
Drop/Add Period	August 24-29
First Day of Class	August 24
Labor Day Holiday	September 4
Honors Day Luncheon	October 20
Early Registration for Spring Semester 2001	November 13-15
Thanksgiving Holiday	November 23-26
Last Day of Class	December 15
Last Exam Day	December 18
Grades Due	December 21, Noon

### Spring Semester 2001

Registration/Fee Payment	January 8-10
Late Registration (\$25 Late Fee)	January 11
Drop/Add Period	January 8-11
First Day of Class	January 8
Career and Interview Day	January 11
Martin Luther King, Jr. Holiday	January 15
Spring Semester Break	March 17-25
Classes Resume	March 26
Early Registration for Summer and Fall Semesters 2001	April 2-4
Good Friday Holiday	April 13
Fourth Professional Year Grades Due	May 2, Noon
Last Day of Class	May 4
Commencement	May 5
Last Exam Day	May 7
Grades Due	May 11, Noon

## **Summer Semester 2001**

### **Session I**

Registration/Fee Payment	May 21-23
Late Registration (\$25 Late Fee)	May 24
Drop/Add Period	May 21-24
First Day of Class	May 21
Last Day for Course Withdrawal	June 8
Last Day of Class	June 27
Final Examinations	June 28-29
Grades Due	July 5, Noon

### **Session II**

Registration/Fee Payment	July 2-5
Late Registration (\$25 Late Fee)	July 5
Drop/Add Period	July 2-5
First Day of Class	July 2
Last Day for Course Withdrawal	July 20
Last Day of Class	August 8
Final Examinations	August 9-10
Grades Due	August 16, Noon

### **Session III**

Registration/Fee Payment	May 21-23
Late Registration (\$25 Late Fee)	May 24
Drop/Add Period	May 21-24
First Day of Class	May 21
Semester Recess	June 30-July 1
Last Day for Course Withdrawal	July 6
Last Day of Class	August 8
Final Examinations	August 9-10
Grades Due	August 16, Noon

# Fourth Professional Year Calendar 2000-2001

## Summer I

May 15 - June 16

## Summer II

June 19 - July 21

## Fall I

August 21 - September 22

## Fall II

September 25 - October 27

## Fall III

October 30 - December 1

Career and Interview Day - January 11

## Spring I

January 16 - February 16

## Spring II

February 19 - March 23

## Spring III

March 26 - April 27

Commencement May 5

## Cross Registration Application Deadlines for Host Institutions 2000-2001

Semester System

Fall: July 26

Spring: December 5

Summer (if applicable): May 5

# The University

Mercer University is a place for people and ideas, a place for learning and change, a place for study and reflection. Its historic Baptist roots and the heritage of Judaeo-Christian principles give rise to an enduring concern for the individual student—what that student learns, believes, and becomes. The University strives to foster a place to learn that guides students to search for truth, even when the path is obscure, and to value the ways of integrity, even when ambiguous. Academic freedom is among its chief values. Independence of thought and diversity of viewpoints have long marked the University. Students are encouraged to speak and to listen, to voice their judgments, and to be tolerant of those who hold other views.

The core of the University's program has been in the undergraduate study of the liberal arts and sciences. Around this vital center, professional education has grown and flourished in a fashion that prompts careful discipline and critical competence and, above all, a sense that the solving of problems and the applications of learning to life are enduring responsibilities.

## History

Mercer University first opened its doors as Mercer Institute on January 14, 1833, at Penfield, Greene County, Georgia. The University is named for Jesse Mercer (1769-1841), an eminent Georgian, a distinguished Baptist clergyman, and a principal organizer of the Georgia Baptist Convention. In 1871, the University was moved from Penfield to Macon.

Early in the administration of President Spright Dowell, which began in 1928, a new charter was approved and corresponding reorganization was perfected. Significant growth of the University ensued. Before he retired in 1953 to the position of President Emeritus, the plant and property and endowment to the University had been increased more than in all of its previous years. In keeping with this growth, in 1959 the Southern School of Pharmacy merged with Mercer University. The scope of Mercer's Atlanta programs was further extended in 1972 when Atlanta Baptist College merged with Mercer.

Until 1990, three colleges and schools constituted Mercer University Atlanta: the Cecil B. Day College of Arts and Sciences and the Stetson School of Business and Economics, located on the Northeast Campus; and the Southern School of Pharmacy, located on the Downtown Campus. In July 1991 the Southern School of Pharmacy moved to the Northeast Campus.

In fall 1991 the Northeast Campus was redesignated as the Cecil B. Day Campus of Mercer University. The campus is named in honor of Cecil B. Day, Sr., founder of Days Inns. He was a dynamic and creative entrepreneur and a great-hearted business leader whose exceptional humanitarian concern set the highest standards of corporate responsibility. His Judaeo-Christian values and charitable generosity were hallmarks of his character.

The School of Theology began offering the Master of Divinity degree program on the Cecil B. Day Campus in August, 1996.

Six units of the University are located in Macon: the College of Liberal Arts, the Walter F. George School of Law, the School of Medicine, the Stetson School of Business and Economics, the School of Education, and the School of Engineering. The School of Education and the Stetson School of Business and Economics offer degree programs at five extended centers in Georgia.

# The Mission of Mercer University

## University Mission Statement

Mercer University is a church-related institution of higher learning that seeks to achieve excellence and scholarly discipline in the fields of liberal learning and professional knowledge. The University is guided by the historic principles of religious and intellectual freedom, while affirming religious and moral values that arise from the Judaeo-Christian understanding of the world.

## University Statement of Goals

To offer undergraduate, graduate and professional programs based upon a strong liberal arts foundation.

To support a highly qualified faculty that is student and teaching oriented and is engaged in scholarly, research and professional activities.

To foster independent and critical thinking and a continuing interest in learning.

To foster intellectual and spiritual freedom in an environment that encourages tolerance, compassion, understanding and responsibility.

To offer a variety of intellectual, cultural, recreational and spiritual activities designed to enlarge capacity for improved judgment and moral, ethical and spiritual growth.

To encourage the enrollment of qualified persons from diverse backgrounds and situations.

To contribute campus resources in partnership with other institutions and agencies to improve the educational, social and economic development of the community.

## The Foundation of Mercer Education: The Common Learning Outcomes

The eight schools and colleges of Mercer University are clearly distinct. The autonomy and traditions of each is respected. Although each school is unique, all have agreed that there is a particular set of student learning outcomes that are reflective of a Mercer education regardless of college or school. These common learning outcomes are:

- Critical Thinking
- Written and Oral Communication
- Problem Solving
- Judgment in Ambiguous Situations
- Knowledge
- Knowledge Application
- Knowledge Integration
- Knowledge Advancement
- Application of Technology
- Continued Learning
- Interpersonal Skills
- Tolerance, Compassion, Responsibility
- Moral, Ethical and Spiritual Growth
- Global Awareness
- Service through Leadership/Leadership through Service

These educational outcomes provide a foundation for our students that can also be described by the Greek term “Paideia.” Paideia is consistent with the founding vision of Jesse Mercer — to encourage learning and culture for both clergy and laity. Paideia and the Mercer education focus on the formation of the whole student. Teaching, character development, service and leadership, classical education, and the nurturing of a prevailing culture are all instrumental. Mercer’s aim is to prepare all students to contribute to society through a sharing of their knowledge, skills, and character.

## **Alumni Association**

The Alumni Association is composed of all former students of Mercer University and all Mercer recipients of certificates from the Extension Department program. At the present time there are approximately 35,000 alumni whose addresses are on record in the Office of University Relations and Development. These Mercerians are located in 50 states and 70 foreign countries.

The purpose of the Association is to perpetuate the friendship formed in college days and to foster the causes of education in general and specifically at Mercer University. One of the functions of the Association is the promotion of the Annual Alumni Fund, which provides opportunity for contributions to advance the scholarship and student aid funds and provides many education “extras” to strengthen the academic program.

The Association is organized by chapters in geographical areas and major professional groups: ministers, attorneys, pharmacists, and teachers. The professional and area groups have annual meetings. The affairs of all alumni are directed by the officers and the Executive Committees of the groups.

## **Mercer Engineering Research Center**

Mercer University established the Mercer Engineering Research Center in 1987 as an administrative unit of the School of Engineering with the purpose of directing some of its engineering research and development activities, to establish and maintain an image and reputation of technological and scholarly excellence, and to contribute to the intellectual and technological well-being of the Middle Georgia region. The Mercer Engineering Research Center maintains a staff of research scientists, engineers, analyst and support personnel to conduct fundamental and applied research and development in engineering. The Center provides advanced engineering and computational services, and disseminates the results through products and services delivered to the customer, publications, training courses and conferences. These activities are conducted with support and sponsorship of the federal government (civilian and military agencies), state and local governments and private, commercial, or philanthropic organizations and institutions. They include design, analysis, testing and other services relating to the support of the research and development activities.

MERC operates out of its research facility located in Warner Robins, Georgia and employs a core group of approximately 100 research engineers and scientists.

# Cecil B. Day Campus

## Degree Programs

The following degree programs are offered through the colleges and schools on the Cecil B. Day Campus. Two *Bulletins* are published with detailed information concerning these degree programs. One *Bulletin* describes the Southern School of Pharmacy; the second *Bulletin* covers all remaining programs.

### **Southern School of Pharmacy**

Doctor of Pharmacy  
Doctor of Philosophy

### **Stetson School of Business and Economics**

Bachelor of Business Administration  
Master of Business Administration  
Executive Master of Business Administration  
Master of Science in Health Care Management  
Master of Science in Technology Management

### **School of Education**

Master of Education  
Specialist in Education

### **McAfee School of Theology**

Master of Divinity

## Special Programs

### **Atlanta Regional Consortium for Higher Education**

Mercer University is a member of the Atlanta Regional Consortium for Higher Education (ARCHE), a consortium of institutions in higher education in the Atlanta-Athens area. The member institutions are Agnes Scott College, Atlanta College of Art, Clark Atlanta University, Clayton College and State University, Columbia Theological Seminary, Emory University, Georgia Institute of Technology, Georgia State University, Institute of Paper Science and Technology, Interdenominational Theological Center, Kennesaw State University, Mercer University Atlanta, Morehouse College, Morehouse School of Medicine, Morris Brown College, Oglethorpe University, Southern Polytechnic State University, Spelman College, the State University of West Georgia and the University of Georgia.

The Consortium conducts inter-institutional programs in education, research, and administrative support. A major emphasis is on inter-library cooperation for sharing of library resources and services. Interdepartmental groups provide support for cooperative academic programs and a visiting scholars program. A Cross Registration Program permits a student at any member institution to register for

an approved course at any ARCHE school and receive credit which may be applied to his/her degree program. Tuition costs are paid to the student's home institution. The aim of the program is to enable students to enrich their undergraduate programs by pursuing course-work in an area of study that is not available on their own campuses. To be eligible to participate, the student must have the recommendation of the Associate Dean for Student Affairs and Admissions and the approval of the Coordinator of Cross Registration.

## **English Language Institute**

This program is described in the Cecil B. Day Campus *Bulletin* which includes the Stetson School of Business and Economics, School of Education and School of Engineering.

## **Campus Facilities**

The Cecil B. Day Campus of Mercer University is located on a superb tract of approximately 220 beautifully wooded acres in northeast Atlanta. The Campus is conveniently accessed from two interstate highways, I-85 and I-285. The Campus houses the Southern School of Pharmacy, McAfee School of Theology, and elements of the School of Education, Stetson School of Business and Economics, and School of Engineering. Located in one of the major growth corridors of Atlanta, the Campus is convenient to a rapidly growing business and corporate environment as well as to an expanding population base.

The Campus accommodates eight major academic buildings. The Davis Building, Cecil B. Day Hall, the W. O. DuVall Building, and the Student Center were constructed in 1968. The I.M. Sheffield, Jr. Physical Education Complex was added in 1979, and the Monroe F. Swilley, Jr. Library was occupied in 1983. A new building for the Southern School of Pharmacy was constructed in 1991 adjacent to the DuVall Science Building, providing modern laboratories and expanded classrooms. A new structure to house the McAfee School of Theology was completed in December 1996. Two buildings which house furnished apartment units for students, faculty and staff were completed in August 2000.

The buildings are of excellent quality and utility, and the campus is one of considerable beauty and security. Several of the buildings are connected by attractive covered walkways.

## **Davis Administration Building**

The Davis Building houses several components of the Cecil B. Day Campus. Faculty and staff offices, as well as classrooms, for the Stetson School of Business and Economics are located here. The Bursar's Office, Financial Aid Office, and Registrar's Office are headquartered in one wing of the building. The Office of the President, Office of the Associate Provost for Extended Education, and the Atlanta campus Personnel Office are located in the Davis Building. The Campus Student Affairs Office and Department of Housing are on the upper level of the building.

## **Cecil B. Day Hall**

Cecil B. Day Hall, distinguished by its round shape, contains a 300-seat auditorium. The auditorium often features stage productions by local theater groups as

well as performances by some of Mercer University's choral groups and musicians from the College of Liberal Arts Music Department. The Executive Forum programs are sometimes presented here; nationally recognized speakers visit the Mercer campus and address the Forum membership and University community. The University Bookstore and the Admissions Office for business programs are also located in the building. Previously known as the Fine Arts Building, the structure was renamed "Cecil B. Day Hall" after significant interior and exterior renovation in 1997 which included a covered walkway connecting the Hall to the Theology Building. The Hall provides a beautiful location for chapel services and programs conducted by the McAfee School of Theology faculty and visiting ministers and speakers.

### **W. O. DuVall Science Building**

The DuVall Building was remodeled in 1991 prior to the relocation of the Southern School of Pharmacy to the Cecil B. Day Campus. The building now houses the departments of pharmacy practice, pharmaceutical sciences, and pharmacy administration on the first floor; a classroom and conference rooms complete the first floor. Facilities for the Center for Clinical Research, Clinical Laboratory, and additional research laboratories are found on the second floor.

### **Student Center/Cafeteria**

A portion of the existing student center was renovated in 1991 to house the Southern School of Pharmacy's administrative offices, including the Dean's Office, the Office of Student Affairs and Admissions, the Office of Continuing Education and Professional Affairs, and quarters for student organizations. Student mailboxes are located adjacent to the cafeteria.

### **I. M. Sheffield, Jr. Building**

An indoor pool, exercise equipment, and a multi-purpose gymnasium are available in the Sheffield Building. The Building's upper level offices are home to the English Language Institute.

### **Monroe F. Swilley, Jr. Building**

Since its completion in 1983, the Swilley Building has been a center of activity for the campus. The Swilley Library is named in honor of the late Dr. Monroe F. Swilley, Jr., one of the founders and only president of Atlanta Baptist College which merged with Mercer University in 1972. The Library, comprised of the top floor and a portion of the first floor, serves the research and information needs of the University's Atlanta programs. The Department of Educational Media is located on the first floor of the Swilley Building. This department supports and facilitates the educational process of the professional and graduate programs on the campus by providing audiovisual support services and utilizing state-of-the-art instructional technology. The Department of Information Technology Services is also located on the first floor of the Swilley Building. Excellent support and assistance is provided for faculty, staff and students in the area of computer resources. In addition to these departments, offices for the graduate program in Education, Counseling

Services, and the Southern School of Pharmacy's Drug Information Center are located in the Swilley Building as well.

### **Southern School of Pharmacy Education and Research Center**

This facility was constructed in 1991 for the Southern School of Pharmacy. The two-story building features two 140 seat, auditorium-style classrooms and a 50-seat seminar room. The two larger rooms are equipped with state-of-the-art audiovisual and computer equipment, including: overhead projectors, slide projectors, data capable video projectors, computers, video tape players, (both VHS and u-matic formats), satellite feed, remote microphones, and double deck audiotape recorders. Faculty members may utilize remote controls to command all functions as well as various lighting settings for the rooms. The pharmacy building also features facilities for the drug research unit and the pharmaceuticals, chemistry, and clinical analysis laboratories. The Tull Foundation of Atlanta provided a \$250,000 challenge grant for the teaching and research center. National Data Corporation of Atlanta provided the computers for the dispensing laboratory. The building was dedicated in April, 1992.

### **School of Theology Building**

On February 6, 1996 the McAfee School of Theology broke ground for its new building. The 30,000 square-foot, two-story building was completed in December 1996. The design of the new building says a great deal about the character of the school; the Mercer School of Theology is accessible. It intentionally emphasizes community and worship, and it makes use of the latest technology in an effort to prepare students for ministry in a changing society. The building is wired with state-of-the-art fiber optic cable, and each of the seven classrooms has telephone, video and computer outlets. A mobile computer projection unit allows teachers to connect classes with persons, churches, and Internet resources around the state and around the world. The dean's suite, faculty and admissions offices are visible through glass walls on both sides of the lobby. The School's student and faculty lounge is located in the center of the building to maximize collegial and mentoring relationships between students and faculty. The classroom wing of the building is attached by a covered walkway to the Cecil B. Day Hall which serves as the worship center for the School of Theology.

Offices for the Cooperative Baptist Fellowship occupy the second floor office space. This group will share the building with the School of Theology for five years.

In April 1997, Mercer's newest school was named in honor of Board of Trustees Chairman James McAfee and his wife, Carolyn.

### **Atlanta Campus Apartments**

With the construction of apartment units, the Atlanta campus moved towards establishing a residential community. The two buildings, which together consist of forty units that accommodate one hundred occupants, were completed in August 2000. Students, faculty and staff may lease furnished one, two or four bedroom apartments. The units come equipped with local telephone service and computer ports with Internet access. A laundry room and a study room are located on the ground floor of each building. The Department of Housing handles administrative supervision of the campus apartments.

## **Monroe F. Swilley, Jr. Library**

The Library collections, faculty and staff support graduate and professional programs in pharmacy, business, education, engineering, and theology. Subject specialists are responsible for a collection of more than 100,000 cataloged volumes, 900 subscriptions in both electronic and paper format, and 500,000 documents in microform. The Special Collections Room houses rare or unusual titles in pharmacy, theology, and literature.

Specific information about the Library's holdings is available via terminals in the Library, over the campus electronic network, BEARNET, or through the Internet. The Library's growing number of electronic files include Medline, International Pharmaceutical Abstracts, the Iowa Drug Information Service, and Micromedex, Inc. databases. Additional access to the state of Georgia's GALILEO system provides 100 full-text and bibliographic databases that include indexing to more than 3,000 journals and newspapers.

Cataloging and interlibrary loan are supported through memberships in regional and international networks including the National Library of Medicine's Docline system. Interlibrary use cards allow Mercer students to borrow other materials from the libraries of institutions who are members in the Atlanta Regional Consortium for Higher Education, an Atlanta-Athens consortium of twenty universities and affiliated libraries. Among the Library's other memberships are the American Library Association, the Atlanta Health Sciences Consortium, and the North Georgia Associated Libraries Group.

The Library offers seating for 350 users, thirteen group study rooms, and the Brown Gallery for art exhibitions. An after hours study room is available for those students who wish to pursue their studies after the Library closes.

## **Educational Media**

The Department of Educational Media serves as a support service for classroom teaching and functions as a production unit, as well as a campus-wide distribution center for audiovisual equipment and support materials. These goals are accomplished by means of teaching, producing, identifying, purchasing, and borrowing audiovisual materials supportive of appropriate content areas and assuring equipment distribution for incorporation of media as tools of instruction and presentation. Three hi-speed audiotape duplicators and a video duplication system are available for student and faculty use. A video studio, video editing rooms, darkrooms and a Presentation Development Center also serve faculty and students. The Presentation Development Center houses a full page scanner, slide scanner, computer to video converter, computer imaging system for slides and a high resolution color printer for printing. Services for locating off-campus holdings of audiovisual resources are available for faculty. Consultation and training in use of media resources and facilities is provided for groups and on a one-on-one basis.

All required pharmacy classes are audiotaped by the Department of Educational Media; these audiotapes are available for checkout (for listening and duplication) at the Swilley Library's circulation desk. An audience-response system has recently been acquired, and faculty are utilizing this methodology in the classrooms. Communications is a first professional year pharmacy course in which the entire class participates in role playing sessions which take place in the five Patient Counseling Labs, equipped with video cameras, within the Department. Additionally, first year pharmacy students are oriented to the services available from the Department at the beginning of each fall semester. Some of the services are audiovisual support for presentation, including transparencies, slides, video, and computer generated

graphics. Students are encouraged, and sometimes required by faculty, to utilize audiovisuals with their oral presentations.

The Wooten Auditorium is located within the Department and is frequently used by the pharmacy school, other campus programs, and visiting business groups for its presentation capabilities. The auditorium is equipped with a data capable video projector, satellite feed, a remote and podium microphone, video tape player, audio tape recorder/player, overhead projector, slide projector and controlled lighting settings, as well as a remote control pad to select these settings. A satellite system (Ku and C-Band) for receiving nationally broadcast programming and teleconferences is available to faculty for down-link services. A Videoconferencing system is also available for faculty use and is housed in the Studio.

## **Information Technology Services**

*Computer Labs.* Mercer University's Cecil B. Day Campus has several excellent computer laboratories for use by students. During the summer of 1993, the University equipped the labs with networked PC's running a Microsoft Windows application suite consisting of WordPerfect, Harvard Graphics and Microsoft Office 97 Professional. A Windows-based terminal emulator makes it possible to access the University's minicomputers and the Library's on-line catalog from any laboratory PC. High-speed laser printing is available from all lab PC's via the network.

*Electronic Mail.* All students have access to electronic mail accounts. These accounts support communication between students, faculty and staff. Students can also communicate with anyone on the Internet through electronic mail. Students in the Southern School of Pharmacy are encouraged to use E-mail to communicate with the faculty and with each other. The Department of Information Technology Services provides periodic training.

*Internet-based Information Systems.* Mercer has access to the Internet, a worldwide network of computers, through PeachNet, which is maintained by the University System of Georgia. Students have access to the full range of Internet tools such as Gopher, World-Wide Web, Telnet, and FTP through accounts on Mercer University computers. Students can access many of these resources from home computers via dial-up connections. The Department of Information Technology Services at the Cecil B. Day Campus established Mercer's first Internet gopher service in late 1993. That server supports the University's campus-wide information system known as BearInfo. The Center also established the University's first World-Wide Web server and is involved in funded research to develop on-line instructional systems using the World-Wide Web. (You can visit Mercer's World-Wide Web home page at <http://www.mercer.edu> or E-mail [webmaster@mercer.edu](mailto:webmaster@mercer.edu) for more information.)

*Educational Use of Information Technology.* Mercer's Cecil B. Day Campus and the Southern School of Pharmacy are very aggressive in applying technology to education. The campus has video and data projection systems in three classrooms and one auditorium, and has several mobile data projection units and video playback systems. Faculty in the Southern School of Pharmacy regularly use computer-based lecture support systems and use electronic mail to communicate with students. Students use computers to develop and deliver in-class presentations, and use multimedia, CD-ROM and Internet-based systems to complete class assignments.

# Southern School of Pharmacy

## History

The Southern School of Pharmacy had its beginning in 1903 as an independent college in Atlanta. The original charter was granted to Dr. R.C. Hood, Dr. Edward Eberhart, and Dr. Hansell Crenshaw, all outstanding leaders in the fields of medicine and pharmacy.

In 1938 the School was transferred from private ownership to a Board of Trustees and was operated on this basis until July 1959, when a merger with Mercer University was consummated. Throughout its long history, the School has developed a tradition of excellence and a reputation for producing outstanding leaders in the profession of pharmacy, not only in the State of Georgia but throughout the country.

In September 1981, the Southern School of Pharmacy became the first pharmacy school in the Southeast and fifth in the nation to offer the Doctor of Pharmacy (Pharm.D.) as its sole professional degree.

## Mission Statement

The Southern School of Pharmacy of Mercer University seeks to prepare its graduates to provide pharmaceutical care and thereby assure the safe and effective use of medications for the benefit of the patient and society.

### To Achieve this Mission the School of Pharmacy:

- \* Provides an education of superior quality to students.
- \* Demonstrates a caring and responsive attitude toward all constituents.
- \* Adheres to the values found and supported in the University's Judeo-Christian heritage, while respecting the pluralistic values of our society.
- \* Provides an environment where students can participate in active learning and develop critical thinking and problem solving skills.
- \* Provides an environment that fosters innovation, creativity, the pursuit of intellectual curiosity and a commitment to lifelong learning.
- \* Supports a highly qualified faculty in their pursuit of teaching, scholarly activity, and service in recognition that these activities are integral components of continuing professional growth.
- \* Prepares graduates to assume leadership roles in their communities and profession.
- \* Provides postgraduate education including graduate programs, residencies, fellowships, and certificate programs.
- \* Provides resources that will enhance the personal and professional growth of students, faculty and staff, and that will foster a positive and continuing relationship with alumni.

## Profile of the Graduate

The Pharm.D. graduate of the Mercer University Southern School of Pharmacy will be able to:

- \* Deliver pharmaceutical care based on sound scientific knowledge.
- \* Solve problems and think critically.
- \* Effectively counsel patients.
- \* Educate the public and health care professionals.
- \* Identify, resolve and prevent adverse drug reactions in order to protect the public.
- \* Monitor therapeutic outcomes.
- \* Effectively manage resources based on sound financial knowledge and administrative skills.
- \* Adhere to state and federal laws regulating the practice of pharmacy.
- \* Adhere to professional and ethical standards of conduct.
- \* Participate in professional organizations.
- \* Proactively address changes in the health care delivery system.
- \* Pursue life-long learning.

## Accreditation

The Southern School of Pharmacy's Doctor of Pharmacy degree program is accredited by the American Council on Pharmaceutical Education, 311 West Superior Street, Suite 512, Chicago, IL 60610, 312/664-3575, 800/533-3606; FAX, 312/664-4652. The School is a member of the American Association of Colleges of Pharmacy. Mercer University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, and doctor's degrees.

## Campus Life

Mercer University recognizes the significant role of students in institutional decision-making. Students in the University's schools and colleges serve with faculty and staff on many committees. Various student government organizations serve as the voice of the students and are liaisons with the administration and faculty. In addition, student representatives serve on the Student Life Committee of the Board of Trustees.

With an enrollment of 475 students, the Southern School of Pharmacy is small enough to achieve an integration of high academic standards and attention to the individual student. The campus atmosphere is comfortable as well as challenging. Eighty-five percent of the student body is drawn from outside the metropolitan Atlanta area; Georgia residents comprise 50% of students enrolled. Mercer attracts students from twenty-five states and eight foreign countries.

The average age of an entering Doctor of Pharmacy student is 23, with ages ranging from 19 to 45. The student body is diverse. Minority enrollment is 25 percent. Seventy percent of students enrolled are female. About 20 percent of pharmacy students are married.

Students at the Southern School of Pharmacy are encouraged to cultivate involvement in professional organizations and extracurricular activities while enrolled. A variety of student organizations are available:

**Academy of Managed Care Pharmacy (AMCP), Student Chapter.** The mission of the student chapter of the Academy of Managed Care Pharmacy is to encourage education, development, and promotion of the principles and practices of managed care pharmacy. The Mercer chapter was founded in 1997. All Pharm.D.

candidates, residents, fellows, and graduate students at Mercer are eligible for membership.

**American Pharmaceutical Association (APhA) Academy of Students of Pharmacy (ASP).** Membership in the Student Chapter of the American Pharmaceutical Association is open to all students of the School and is encouraged to promote professional unity. Its purpose is to provide the pharmacy student/pharmacist with a forum to express his/her views concerning pharmacy and to insure that he/she has a voice in determining the future directions that the profession will take. Members keep abreast of professional information by meetings, by reading and discussing the *Bulletins* issued from the Washington headquarters of the Association, and by reading the Journal of the Association which each member receives. Many members also attend regional and national conventions which places them in contact with peer practitioners. Student members of ASP also receive membership in the Georgia Pharmacy Association (GPhA). In conjunction with the Academy of Students of Pharmacy, students have an opportunity to discuss both national and local issues pertaining to pharmacy. Members are encouraged to read the various state publications and to participate in the activities of the parent organization. GPhA, and the national organization, APhA, strives to provide representation for pharmacists in all practice settings.

**American Society of Consultant Pharmacist (ASCP), Student Chapter.** Also known as America's Senior Care Pharmacists, this organization is dedicated to the advancement of the practice of pharmaceutical care for the senior population and people with chronic illness. The year 2000 marks the first year for the ASCP student chapter at Mercer. All Pharm.D. students, residents, fellows, and graduate students are welcome to join.

**Georgia Society of Health-System Pharmacists (GSHP), Student Chapter.** The Student Chapter of the Georgia Society of Health-System Pharmacists is an affiliate of the Georgia Society of Health-System Pharmacists which was formed to provide opportunities for pharmacy students to become informed about institutional pharmacy practice; to encourage post-graduate involvement in pharmacy organizations; and to provide a forum for interchange of information among students interested in institutional practice. Student members of GSHP also receive membership in the American Society of Health-System Pharmacists (ASHP). ASHP is a pharmacy association which places emphasis on the hospital pharmacy practice setting as well as clinical pharmacy and pharmaceutical care. This organization is responsible for accrediting pharmacy residency programs. Many pharmacy students plan to extend their training beyond the Doctor of Pharmacy level by completing one or more residencies.

**National Community Pharmacists Association (NCPA), Student Chapter.** This organization is dedicated to preserving the practice of independent community pharmacy. The Mercer chapter of American College of Apothecaries (ACA) was chartered in 1978 as the first student chapter. In 1991, the Mercer chapter became the first combined ACA/NARD (National Association of Retail Druggists) Chapter. In 1996, the chapter adopted the NCPA name. All students are encouraged to become members and participate in activities which include visiting local independent community pharmacies; providing community health services; and bridging the gap between the academic and practical aspects of pharmacy. Members are kept aware of current topics in the practice of pharmacy through numerous publications from the parent organization.

**Student National Pharmaceutical Association (SNPhA).** The Student National Pharmaceutical Association is an educational and service association of students who are concerned about pharmacy issues, professional development and the emphasis on minority representation in pharmacy and other health-related professions. The Mercer Chapter was chartered in 1982 with the expressed purpose to plan, organize, coordinate and execute programs geared toward the improvement of health, education and the social environment of minority communities.

**Council of Students (COS).** The Council of Students is an organization of elected professional pharmacy students working for the furtherment of existing programs set forth by the preceding councils and for the attainment of various new goals set forth by the present council. Its objectives include establishing two-way communication expressing views on pharmaceutical education between students and educators. The Council strives to promote and perpetuate professionalism of pharmacy in all endeavors with adherence to the principles of ethical practice in all fields of pharmacy. COS is available to students for consultation and advice when needed and endeavors to consider all student opinions. All students of the Southern School of Pharmacy are included in the student body organization. The Council meets twice a month and acts as the official voice of the student body.

**Inter-Fraternity Council (IFC).** The Inter-Fraternity Council, consisting of three members from each of the professional pharmaceutical fraternities on the campus, is the student regulatory body for all member fraternities at the School. Its purpose is to provide for the general welfare; promote scholastic, professional, social and recreational activities; and to insure the cooperation of its member fraternities. The IFC also acts to interpret the fraternity system of this school to the administration and faculty and to the community in order that the fraternities function in an atmosphere of healthy approval from the school authorities and the general public.

**Kappa Epsilon.** Kappa Epsilon is a national pharmacy fraternity for women which was founded at the State University of Iowa in Iowa City in 1921. The Alpha Delta Chapter was installed at the Southern School of Pharmacy in May 1960. Kappa Epsilon was organized to advance scholarship among women students of pharmacy, to foster a professional consciousness, and to provide a bond of lasting loyalty, interest and friendship.

**Kappa Psi Pharmaceutical Fraternity.** The Kappa Psi Pharmaceutical Fraternity was founded in 1879. It seeks to improve the moral, ethical and scholastic standards of its members. The Gamma Psi Chapter was chartered at the Southern School of Pharmacy in 1953. In addition to sports participation and social activities, the chapter sponsors projects for the betterment of the School.

**Phi Delta Chi Fraternity.** The Phi Delta Chi Fraternity was founded in 1883. It strives to promote professionalism, scholarship and brotherhood among its members and to foster the advancement of the profession of pharmacy. The Alpha Rho Chapter was chartered at the Southern School of Pharmacy in 1951. The chapter participates in sports, social activities and special local, state and national projects, and encourages professional and fraternity achievements by presentation of awards to outstanding members and other students each year.

**Christian Pharmacists Fellowship International.** CPF is an interdenominational organization which provides an opportunity for students and faculty to meet together and help each other deal with problems that they face in and/or outside school. A variety of speakers are presented at meetings including ministers from

local churches, pharmacists, faculty members, and students. The regularly scheduled fellowship gatherings are open to all students, staff, and faculty.

**Phi Lambda Sigma.** Phi Lambda Sigma pharmacy leadership society was organized at Auburn University in March 1965 to recognize those individuals in the student body who, through leadership and conscientious service have contributed to the professional advancement of pharmacy. The second chapter was established at Samford University in March 1971, and the third, Gamma Chapter, was established in January 1974 at Mercer University Southern School of Pharmacy. Requirements for membership are based on leadership and service to the School and the profession.

## Student Services

Advisement and guidance are available to all students through cooperative efforts of faculty and administrative staff. The Associate Dean for Student Affairs and Admissions is always available to discuss any academic or personal problems that may arise.

Faculty members are an excellent resource for information on the vast array of career opportunities for Pharm.D. graduates. Their extensive education and training make them a valuable guide when selecting an area of practice. In addition, over 400 adjunct faculty serve as preceptors on pharmacy practice experiences.

The Career and Interview Day program is coordinated by the Office of Student Affairs and Admissions. This event offers an opportunity for fourth professional year students to interview for employment positions prior to graduation and for P1, P2 and P3 students to gain exposure to diverse career options.

## Counseling Services

Professional counseling services are offered free of charge to students enrolled at the Cecil B. Day Campus of Mercer University. A mental health counselor is available to help individuals who may be experiencing stress caused by the social and academic pressures of being a student. Counseling services also offer confidential assistance with many other issues, including—but not limited to—depression, anxiety, chemical dependence, marital discord, interpersonal relationships, and self-esteem.

## Campus Health Care Services

Students are encouraged to visit the Campus Health Care Service for evaluation, treatment and referral of medical problems. The Service is staffed by a registered nurse who performs an assessment of the problem and either treats the problem or refers the student to a specific off-campus physician. Care of the student is coordinated with both the physician and the student's insurance company.

The Campus Health Care Service is not a substitute for individual health insurance coverage which is required of all pharmacy students. This program is an on-campus program and is not available during times of non-enrollment (i.e. summer break, semester break).

The Campus Health Care Service is located on the second floor of "C" Building (Room C-225). Please address any questions or concerns to the Associate Dean for Health and Administrative Services.

# Special Programs/Centers

## Indian Health Service Program

Students who have maintained a GPA above 2.5 may elect to complete a five-week Ambulatory Medicine pharmacy practice experience with the Indian Health Service during their fourth professional year. The student will be involved in patient counseling; calculation of individualized drug doses for clinic and hospital patients; management of stabilized chronic disease patients by drug therapy protocols; and working as a member of the health care team with IHS pharmacists, physicians, and nurses. Current sites are San Carlos and Parker, Arizona. The IHS provides lodging and some meal expenses.

## International Pharmacy Program

This program is designed to provide an elective five-week practice experience in one of the approved sites, such as Australia, New Zealand, Japan, England, Denmark or Norway. The student will study the health care system of the host community to determine the differences in pharmacy practice, governmental influences, and education as compared to the United States. These objectives also allow a student to gain personal experience and growth from living and practicing in another country as well as insight into the health care issues and problems abroad. Requirements for this program are: completion of all first, second, and third year courses; and a GPA of 3.0 or better. Assignment to an International practice experience is competitive.

## Nontraditional Doctor of Pharmacy Pathway Program

The Nontraditional Doctor of Pharmacy Pathway Program is designed to provide pharmacists throughout Georgia the opportunity to earn the Pharm.D. degree while they continue to practice pharmacy. The educational approach for this program - learning in a work environment—combines the latest in adult education methodologies with contemporary pharmacy practice. Pharmacists who earn the advanced degree will be prepared to provide up-to-date, collaborative and clinically sound pharmaceutical care, therapeutics management, and drug therapy monitoring.

The professional curriculum will require mastery of the same competencies established for the traditional full-time Pharm.D. program but will utilize, where possible, flexible schedules and nontraditional teaching formats.

In order to more efficiently respond to the growing demand from pharmacists in the state for the Pharm.D. degree, Mercer University Southern School of Pharmacy and the University of Georgia College of Pharmacy have joined forces to jointly design, teach, and administer the Nontraditional Doctor of Pharmacy Pathway Program. Students will select the institution from which they would like to receive their degree.

Internet access is required to participate in this program. More information may be obtained by contacting the Office of Continuing Education and Professional Affairs or by visiting the Pathway Program's website at [www.mercer.edu/pharmacy](http://www.mercer.edu/pharmacy) (choose link to "Nontraditional Pharm.D. Program").

## **Mercer Clinical Laboratory**

The Laboratory analyzes drug samples and biological fluids for drug companies, reference laboratories, hospitals, and research companies from all over the nation. Other services include: development of new drug formulations; stability and dissolution studies; pharmacokinetic, statistical, and graphical analysis; new drug assay development and method transfer; and phase I-IV bioavailability and pharmacokinetic studies.

## **Center for Clinical Research**

The purpose of the Center for Clinical Research is to discover and advance knowledge concerning the clinical use of drugs. The Center conducts phase I-IV clinical trials in healthy volunteers or in patients with specific disease states. One of the Center's main focuses of clinical research is testing new medications that could either improve or delay the memory impairment in patients diagnosed with probable Alzheimer's Disease. Other research activities include: hypertension, dementia, renal diseases, depression, anxiety, schizophrenia, sickle cell anemia, and AIDS.

The Center can accomplish studies in pharmacodynamics and pharmacokinetics of clinical drug response, drug disposition and interaction, bioavailability, drug dissolution rates, and novel drug delivery systems. Additional research in genotyping and phenotyping in pharmacogenomic studies is underway.

## **Center for Community Pharmacy Practice and Research**

The mission of the Center for Community Pharmacy Practice and Research is to provide the instrumentality for education, research, scholarly study and the dissemination of information in the pharmacy management and administrative sciences in community and institutional pharmacy. The Center also serves as a data resource center in management information for practitioners and is actively involved in the development of continuing education programs in the management sciences. Specific activities of the Center include: servicing contracts and research, maintaining a Pharmacy Management Help-Line, publishing and disseminating the *Pharmacy Management Advisor*, and assisting in the coordination and administration of residencies and graduate programs.

## **Center for Substance Abuse Education and Research**

The mission of the Center is to provide education programs for health-care professionals in the area of abuse of controlled substances and to sponsor and conduct research which will increase the body of knowledge related to substance abuse. The Center conducts education programs and research for health-care practitioners in the area of substance abuse, and inappropriate prescribing, dispensing, and administration of controlled substances. The Center is jointly administered through the School of Pharmacy's Department of Pharmaceutical Sciences and the Department of Continuing Education and Professional Affairs.

## **Center for Health Outcomes Research**

The Center's primary mission is to conduct studies to assess and quantify clinical, economic and humanistic outcomes associated with health care. The services of the Center include: systematic outcome monitoring programs; disease outcome evaluations; outcome-based formulary design; treatment pathway development; and health economic analysis. The Center will also conduct studies that quantify the positive impact pharmacists make through health interventions. With a multitude of clinical practice sites, the Center can provide clients with valid outcome studies in ambulatory, institutional, managed care and other health care markets.

# Academic Regulations and School Policies

The Southern School of Pharmacy has set forth regulations governing its academic programs which allow students to achieve their degree objectives and policies which dictate student conduct.

Students are expected to be familiar with all regulations that affect them.

## General Policy

A student whose department or scholarship is unsatisfactory may be dismissed from the School at any time. It is the policy of the School, reflected in the attitude of each member of the faculty, to spare no effort in helping each student to attain his/her objective: a successful pharmaceutical career.

## Academic Honesty

Mutual trust is a basic component of any community. Mercer University expects students, as members of the academic community, to take seriously their position in that community. Students are expected to insure the continuance of trust among themselves and between them and the faculty by accepting responsibility for their own work. The University considers breaches of this trust and responsibility to be serious offenses.

Academic offenses which constitute violations of the Southern School of Pharmacy Honor Code include plagiarism, cheating, lying and academic theft.

Plagiarism is the copying of words, facts, or ideas belonging to another individual without proper acknowledgment. Failure to reference any such material used is both ethically and legally improper.

Cheating includes the deliberate submitting of work that is not one's own and that violates the professor's instructions for the work for a grade or credit; the use of testing materials from past testing periods as a study guide unless authorized by a professor; possession of written materials not expressly authorized by the professor during an examination or test containing matter relevant to the course in which the examination is being taken; discussion of examination contents with any other student while taking an examination or test; divulging or receiving any information on the content or form of any examination that either student has not yet taken. The student who gives illegal aid shall be considered as responsible as the student who receives it.

Lying is defined as making a statement that one knows is false with the intent to deceive. Academic theft is the removal of academic materials depriving or preventing others from having equal learning opportunities.

Southern School of Pharmacy students are subject to the conditions and requirements of the Honor Code. The Honor Code is published in the Student Handbook which is distributed to all students at the beginning of the fall term.

## Attitude and Conduct

The University expects students to conduct themselves in a manner which reflects their maturity and their awareness that matriculation at the University is a

privilege accorded only to those who share the ideals of an academic community. Any conduct determined as having an adverse effect on the University community may result in disciplinary action, including dismissal. The Code of Conduct is enforced both on University premises and at University-sponsored events held off campus. Generally, institutional discipline shall be limited to conduct which adversely affects the institutional community's pursuit of its educational objectives.

The following are examples of such conduct:

1. Obstruction, coercion, intimidation, or abuse of any person on University premises or at University sponsored or supervised functions.
2. Theft from or damage to University facilities or damage to or theft of property from a member of the University community.
3. Intentional disruption or physical obstruction of teaching, research, and other institutional activities.
4. Possession or consumption of alcoholic beverages on University property and at sponsored University events.
5. Possession of firearms or weapons on University premises except where authorized by established University policy or necessary to the pursuit of educational objectives.
6. Possession or use of drugs prohibited under federal and/or state statutes.

Any student found guilty of the above offenses, or of *any other serious defect of conduct or character*, may be subject to expulsion, suspension, or such lesser disciplinary measures as may be deemed appropriate by the proper authorities of the University. The President of the University has the responsibility and power to act as final authority and arbiter in matters of student discipline and conduct as set forth in the Chapter and By Laws of the University. The Student Handbook, which details the Code of Conduct for Southern School of Pharmacy students, may be obtained from the Office of the Associate Dean for Student Affairs and Admissions.

## **Changes of Regulations or Course Offerings**

The rules and regulations as stated in the *Bulletin* are announcements and do not serve as a contract between the students and the Southern School of Pharmacy. When considered necessary, the School reserves the right to change without notice the calendar, curriculum, rules and regulations of this *Bulletin*.

The University reserves the right to withdraw any courses at any time and to change its rules concerning admission of students. The University reserves the right to change, at any time, any academic regulation which affects the granting of degrees. Students will meet the new regulations if additional time in residence is not required to do so.

## **Unit of Credit**

The unit of credit is the semester hour. Generally a credit represents one hour of class work per week for one semester or its equivalent in other forms of instruction.

## **Course Numbering System**

The number assigned to a course of study is a general indication of the level of students for which it is designed:

300	1st Year Pharmacy
400	2nd Year Pharmacy
500	3rd Year Pharmacy; Level One, MBA
600	4th Year Pharmacy; Level Two, MBA; Nontraditional Pharm.D. Pathway
800	Ph.D. Program—Pharmacy

## Course Load

Each semester, Doctor of Pharmacy students are expected to carry the normal full-time course load, 15-18 semester hours of credit. In special circumstances such as prior course failures or readmission, temporary part-time status may occur due to lack of availability of courses; however, continuous part-time study is not an option. A first, second, or third professional year student carrying less than 12 semester hours is considered a part-time student; a fourth professional year student carrying less than 10 semester hours is considered a part-time student.

A Doctor of Philosophy student is required to maintain a full-time load of 6 semester hours. Part-time attendance is not permitted.

## Grading System and Quality Points

Cumulative grade point averages are computed on a quality point system. The interpretation of the letter grades and their quality point values is as follows:

		Quality Points Per Credit Hour
A	Excellent	4.0
B+	Good	3.5
B	Good	3.0
C+	Average	2.5
C	Average	2.0
D	Poor	1.0
F	Failure	0.0
IC	Incomplete	0.0
AU	Audit	0.0
W	Withdrawal	0.0
Z	Grade Not Reported	0.0
S	Satisfactory	0.0
U	Unsatisfactory	0.0

The pharmacy courses which are offered on a “Satisfactory/Unsatisfactory” basis are the Introductory Practice Experience (PHA 370 and 371) and the International Pharmacy Practice Experience (PHA 689). Hours earned with a “Satisfactory” grade will be added to the total required for graduation, but will not affect the grade point average; an “Unsatisfactory” grade will not carry hours earned and will carry no penalty to the grade point average.

The grading scale of “S” and “U” also applies to graduate level courses PHA 897 and PHA 899. Awarding of the grade of “S” requires the standard of achievement equivalent to that usually awarded a grade of “B” or better.

The grade of “IC” (Incomplete) may be assigned when students have not completed all required coursework and/or examinations for completion of a course. The “IC” should be removed no later than one year after it was assigned. If it is

not removed within the stated time, the “IC” will automatically change to the grade of “F”. In cases of illnesses or extreme circumstances the “IC” will be changed to the grade of “W” with the approval of the Dean.

## Registration

All students are required to register at the times prescribed in the Academic Calendar. Official enrollment, which includes the completion of satisfactory financial payments, is required for admission to any class or pharmacy practice experience. Students who register after the prescribed time are subject to a late registration fee.

**IMPORTANT.** To cancel a registration at any point after the Registrar’s Office has entered course selections in the computer, a student must complete a Course Change Request. If the appropriate official form is not completed, a grade of “F” will be assigned if the student does not attend class.

## Special Registration Regulations

Course Overload. A course overload is defined as registration for any additional hours of credit above the number of credit hours outlined for each individual semester in the Doctor of Pharmacy curriculum. In order to register for course overloads, students must have a grade point average of 2.5 or better. In addition, students must have the approval of 1) the Associate Dean for Student Affairs and Admissions; or 2) the faculty advisor designated for the student by the Associate Dean for Student Affairs and Admissions; or 3) the Director of the Joint Pharm.D./MBA Program if the student is participating in this program.

Elective Courses. Students can register for more than the required number of elective courses if they have a grade point average of 2.5 or better.

Inter-Departmental Courses. In order to register for Project Development 548 or Introduction to Research 549, a student must have a grade point average of 2.5 or better and consent of the instructor.

Professional Credit for Graduate Coursework. Pharmacy students may receive elective credit for graduate level courses taken within the University. The following criteria apply to these decisions:

1. Students should have at least third professional year status or a previous four-year (or higher) degree in a relevant area.
2. Students must have a minimum grade point average of 3.0.
3. Course prerequisites must be met.
4. Students must submit a letter to the appropriate graduate program director that states their interest and describes the benefits of this course to their professional goals.
5. Enrollment in the course must have the approval of the graduate program director.
6. Students will receive only undergraduate credit for such courses.

## Cross Registration

University students may enroll in courses offered by member institutions of the Atlanta Regional Consortium for Higher Education under the cross registration arrangement of the Consortium provided they meet the academic requirements of the Consortium agreement. A statement of policies and procedures is available

in the Registrar's Office on the back of the Cross Registration Application. The Coordinator of Cross Registration may be contacted for more information.

## **Course Changes**

Course changes (dropping and/or adding courses) must be done on or before dates specified in the calendar of the current *Bulletin*. For students enrolled in the Southern School of Pharmacy, courses may be dropped or added only during the first four days of the semester.

To change courses during this period, a student must complete a Course Change Request form (available at the Registrar's Office), securing the signature of the Associate Dean for Student Affairs and Admissions or designated advisor and the appropriate stamp of the Bursar's Office. Courses dropped during this time will not appear on the student's grade report or permanent record.

When a class is canceled by the School, all students enrolled in the canceled course must report to the Registrar's Office to complete a Course Change Request form to select a new course.

## **Course Limits**

The decision of whether to offer a course (required or elective) will be based upon the availability of the faculty to teach the course, as determined by the department chair, and by a minimum number of six students enrolling in the course and being present on the first day of class.

## **Withdrawal from a Course**

A student may withdraw from a didactic class with a grade of "W" after the drop/add period and on or before one-half of the scheduled class days of the course have been completed. For these withdrawals, the grade of "W" will be recorded on the student's grade report and on the permanent record. These withdrawals are not used to compute grade point averages. To withdraw officially, a student must complete a Course Change Request form (obtained from the Registrar's Office). The Course Change Request form must be signed by the Associate Dean for Student Affairs and Admissions, a representative from the Bursar's Office, and a Records Officer. If a student pursues a course beyond the last day for withdrawal, a grade will be recorded for that course and will be computed in the grade point average for that semester. If the official withdrawal is not completed within the time limits described, a grade of "F" will be assigned if the student discontinues class attendance and performance. After the last day for withdrawal, the grade of "W" can be recorded only in cases of illness or extreme circumstances which makes it necessary for the student to completely withdraw from School. (See Resignation from the University.)

## **Withdrawal Policy for Fourth Professional Year Advanced Pharmacy Practice Experiences**

A student may withdraw from a pharmacy practice experience, without receiving a grade, through the fifth day of the experience. If a student pursues a practice experience beyond the first five days of a semester, a grade will be recorded for that practice experience and will be computed in the grade point average for that

semester. After the first five days the grade of "W" can be recorded only in cases of illness or extreme circumstances which make it necessary for the student to completely withdraw from School. Withdrawal from an International Clerkship will cause the student to forfeit his/her stipend.

## **Resignation from the University**

To resign officially from the University, a student must withdraw from all courses at the Registrar's Office. A grade of "W" is assigned for the courses in which the student was enrolled before withdrawal, if the withdrawal takes place within the time limit prescribed in each semester of the school calendar. Without official resignation, a student leaving the University forfeits refunds, and the grade of "F" is assigned to all courses taken in the semester. Withdrawal from all courses for which a student is registered constitutes resignation from the University.

A student who is not attending classes at the time of withdrawal is required to meet with the Associate Dean for Student Affairs and Admissions to officially resign from the University.

## **Standard of Performance**

Each candidate for a Doctor of Pharmacy degree must secure credit in the approved courses of the Pharmacy curriculum totaling 130 semester hours. In securing this credit each candidate must have an average grade of not less than "C." A student's scholastic standing is normally determined by calculating a point average. This average, which is calculated for each semester and for the entire period of residence, is determined as follows: the total number of hours for which a grade is received is multiplied by the numerical equivalent for that grade. The results are added, and the sum is divided by the total number of hours for which grades have been assigned. Should a course be repeated, all grades received in that course are used in the computation of the grade point average. Should a course be repeated for which a passing grade has been previously received, and the repeated grade is "F", the course requirement for the curriculum has been satisfied.

## **Promotion/Entry**

Promotion to a higher class level requires faculty approval with the following requirements:

A minimum cumulative grade point average of 1.75, successful completion of all required first professional year courses, and no preprofessional deficiencies are required for promotion to the second professional year class.

A minimum cumulative grade point average of 2.0, successful completion of all required first and second professional year courses, and successful completion of a minimum of four semester hours of elective coursework are required for promotion to the third professional year.

A minimum cumulative grade point average of 2.0; successful completion of all required first, second, and third professional year courses; and successful completion of at least eight semester hours of elective coursework are required for entry and promotion into the fourth professional year.

## Course Failures

Any non-elective course in which a student receives a grade of "F" must be repeated in full the next time it is offered by the School.

## Probation and Dismissal

A student who fails to achieve a semester average of at least 2.0 will be placed on probation when his/her cumulative average at the School is less than 2.0.

A student who again fails to achieve a semester average of at least 2.0 when his/her cumulative average is less than 2.0 will be placed on academic dismissal.

## Readmission

Any student who has been placed on academic dismissal may petition for readmission.

1. A dismissed student may petition the Academic Performance and Standards Committee.
2. The Committee will investigate the circumstances of dismissal.
3. If the student is readmitted by the Academic Performance and Standards Committee, there will be placed upon the readmittance certain conditions and requirements designed to aid the student in attaining good standing within the School.
4. Breach of conditions or requirements will result in permanent dismissal of the student.
5. A student who again fails to achieve a semester average of at least 2.0 when his/her cumulative average is less than 2.0 will be permanently dismissed.
6. The Committee will inform the faculty regarding its actions.
7. The decisions of the Committee may be appealed to the Associate Dean for Academic Affairs.

## Attendance

Attendance at the Southern School of Pharmacy is a privilege and not a right. The following policy is effective as of January 1995:

Each professor is charged with the responsibility of establishing an absentee policy for his/her course subject to the approval of the Department Chairperson. This policy must be a part of the course syllabus distributed to students. In those cases in which the professor does not wish to establish an absentee policy, absenteeism cannot be considered in determining the grade for the course.

## Make-Up Examination Policy

It is the responsibility of the coordinator of each class to describe in the syllabus the course policy for making up examinations which are cancelled due to inclement weather or some emergency.

## Examinations

Students must report for examinations scheduled. Permission for a make-up examination due to illness or other emergency may be obtained from the Associate Dean for Student Affairs and Admissions and the instructor of the course.

## **Class Auditing Regulations**

An auditor is assumed to be seriously interested in the course being audited. An official entry of the audit on the student's permanent record will be made only if the student attends 75 percent of the classes.

A full-time student at the Southern School of Pharmacy may audit any course for which he/she is eligible to register with the consent of the instructor and the approval of the Associate Dean for Student Affairs and Admissions. There is no special audit fee for full-time students.

Individuals not enrolled on a full-time basis may audit appropriate courses with the consent of the instructor and the Associate Dean for Student Affairs and Admissions. The auditing fee for such auditors is one-half the tuition per semester hour plus a one-time application and matriculation fee.

Audited courses do not carry academic credit. An auditor is not responsible for daily assignments, tests, projects or examinations. Any student currently enrolled and in good standing at a School of Pharmacy or holding a Bachelor of Science degree in pharmacy or a Doctor of Pharmacy degree may change an audit to a credit course only during the prescribed period for course changes. The student must have the approval of the instructor and Associate Dean for Student Affairs and Admissions and pay all applicable fees for the course taken for credit.

## **Transient Credit**

Academic credit may be given for courses successfully completed with a grade of "C" or better at other pharmacy, medical, medically-related professional schools and graduate schools subject to the approval of the appropriate department chairperson and Dean. In such cases no grade will appear on the student's transcript, but the transfer of credit hours will be awarded. Transfer credits are not utilized in determining a student's grade point average.

## **Application for Graduation**

Students who expect to qualify for graduation must file applications for graduation with the Registrar's Office in the spring semester of the third professional year.

## **Degree Requirements**

1. Completion of the Doctor of Pharmacy curriculum (totaling 130 semester hours) with a passing grade in each course and with a 2.0 cumulative grade point average.
2. Thirty-six months' residence in an accredited school of pharmacy, the final eighteen months of which must be completed at the Southern School of Pharmacy.
3. Recommendation by the faculty of the Southern School of Pharmacy.
4. Payment of all financial obligations to the School.
5. Compulsory attendance at graduation exercises.

## **Awarding of Degrees**

The School awards degrees at the end of the semester in which all degree requirements have been met.

## Student Advising Policy

The Student Advising Program is under the direction of the Associate Dean for Student Affairs and Admissions. This program provides information for successful matriculation and professional development of students, and key faculty members are utilized as resource personnel. Students who are identified with special needs such as: low grade point average (current or cumulative), failing grades or student requests are required to participate in a formal academic advising program. This program requires a coordinated effort between the following:

- A. Associate Dean for Student Affairs and Admissions**—The responsibilities of this office are to:
  - 1. Provide faculty training programs
  - 2. Assign students to individual faculty advisors
  - 3. Monitor the advising process
- B. Volunteer Faculty Members**—The responsibilities of faculty advisors are to:
  - 1. Participate in training programs provided by the Associate Dean for Student Affairs and Admissions
  - 2. Approve student registration forms
  - 3. Advise and/or refer students as appropriate
  - 4. Meet with advisees at least twice per semester
  - 5. Monitor student academic progress and assist the student in seeking appropriate help
  - 6. Provide status reports on each advisee to the Associate Dean for Student Affairs and Admissions at the end of each semester
- C. Student Advisees**—It is the student's responsibility to be aware of all department, School and University degree requirements as published in the academic catalog, and to insure that such requirements have been met or that appropriate waivers have been secured and filed in the Office of the Registrar. The specific responsibilities of the advisees under this program are to:
  - 1. Obtain registration approval from their faculty advisor
  - 2. Meet with advisor at least twice per semester

Once the needs have been met to the satisfaction of the student, faculty advisor and Associate Dean for Student Affairs and Admissions, participation in this advising program will no longer be required.

## Health Policies

Infection control policies at area hospitals require that the Southern School of Pharmacy insure that students entering these facilities for training purposes are in good health. In order to comply with these policies it is necessary to require the following:

- 1. **Health Information Form.** This form will request basic information about your health and will assist Campus Health Care Services in providing quality health care to you.
- 2. **Measles, Mumps, Rubella (MMR) Vaccination.** All full-time students **must** provide documentation of immunity against Measles, Mumps and Rubella (MMR), giving the month and year of immunization. A statement of “up-to-date” is not sufficient. Two doses of measles (rubeola) vaccine are required. You **must** have been at least 12 months old when the first measles dose was received. Students born before December 31, 1956 need documentation

of rubella immunization only. You may have received MMR vaccinations rather than individual measles, mumps, and rubella vaccinations.

If a student is unable to document proof of immunization to measles, mumps and rubella, he or she may document immunity by serologic (antibody) blood test at the student's expense. If serologic testing shows no immunity to MMR, the student may register following documentation of the first dose of MMR, with the second to follow in 30 days. The Campus Health Care Service can recommend physicians and facilities that can perform the necessary lab test(s) and interpret the results.

3. **Other Vaccinations (not required).** If you have not had **chickenpox (varicella)**, you may want to consider being immunized with varicella vaccine prior to enrolling. **Tetanus/diphtheria** immunization should be current within the past 10 years.
4. **Tuberculin Skin Test (PPD).** All entering students must provide proof of a tuberculosis skin test done within 2 months prior to the first day of class. The Mantoux **5TU** PPD Tuberculin Skin Test—NOT THE TINE TEST—, is required. Students who have previously had a positive skin test may be required to have a chest x-ray and should not have a repeat skin test. The PPD skin test will be done again in the third professional year prior to Patient Care Experiences, may be repeated twice in the fourth year, and/or as requested at any other time during enrollment to comply with contracts for advanced practice experiences. PPD skin tests may be obtained from your local health department, physician, or Campus Health Care Services.
5. **Health Insurance.** The School of Pharmacy requires all students to maintain an acceptable health insurance policy. Students must provide proof of insurance or apply for the Student Health Insurance that is offered by the University. Students enrolled in an HMO (out of state) should notify the HMO that they are enrolled at Mercer and verify out-of-network coverage. Applications for Student Health Insurance are available in the Dean's Office after August 1. Students may apply to enroll in the University-sponsored program on or before the first day of class.
6. **HepatitisB and HIV.** Each student will be required to attend a presentation on Bloodborne Pathogens and Universal Precautions. HepatitisB vaccination will be discussed.
7. **Additional immunizations,** health information or lab tests may be required to comply with outside affiliation agreements. Information regarding your health history is requested for your protection and to assist us in case of emergency. The information is confidential. Portions of this information may be shared with appropriate personnel at our pharmacy practice experience sites as required by our affiliation agreements. Questions regarding these policies should be directed to the Associate Dean for Health and Administrative Services.

## Dress Policy

Students who have made Mercer's Southern School of Pharmacy their choice should be aware that the School expects all students to maintain a neat and clean appearance. As a School whose students are preparing primarily for careers in a health care profession, objection is raised concerning students whose appearance is unkempt.

During any time when participating in an on-site pharmacy practice experience, all students will be required to wear appropriate attire to patient care settings.

# Student Records and Right of Privacy

In accordance with the Family Education Rights and Privacy Act of 1974, Mercer University (1) permits students to inspect their education records, (2) limits disclosure to others of personally identifiable information from education records without the student's prior written consent to such disclosure, and (3) provides students the opportunity to seek correction of their education records where appropriate.

## I. Definitions

- A. *Student* means an individual who is or who has been in attendance at Mercer University. It does not include individuals who were applicants for admission to the University but did not matriculate.
- B. *Education records* include those records which contain information directly related to a student and which are maintained as official working files by the University. The following are not education records:
  - 1. Records about students made by professors and administrators for their own use and not shown to others;
  - 2. Campus police records maintained solely for law enforcement purposes and kept separated from the education records described above;
  - 3. Employment records, except where currently enrolled students are employed as a result of their status as students;
  - 4. Records of physicians, psychologists, or other recognized professionals or paraprofessionals made or used only for treatment purposes and available only to persons providing treatment (however, these records may be reviewed by an appropriate professional of the student's choice);
  - 5. Records which contain only information relating to a person's activities after graduation or withdrawal from the University.

## II. Mercer University permits students to inspect their education records.

- A. **Right of Access.** Students have the right to access to their education records, except financial records of parents and confidential letters of recommendation received prior to January 1, 1975.
- B. **Waiver.** Students may waive their right of access to confidential recommendations in three areas: admission to an educational institution, job placement, and receipt of honors and awards. The University does not require such waivers as a condition for admission or receipt of any service or benefit normally provided to students. If students choose to waive their right of access, they will be notified, upon request, of the names of all persons making confidential recommendations. Such recommendations are used only for the purpose for which they were specifically intended. A waiver may be revoked in writing at any time, and the revocation will apply to all subsequent recommendations.
- C. **Types and Locations of Education Records.**
  - Registrar's Office.* Undergraduate and Graduate Academic records. Computer files (biographical data, course information).
  - Financial Aid.* Financial Aid applications, needs analysis statements, awards made. Note: Students do not have access to parents' confidential statements.
  - Bursar's Office.* Records of financial payments. Promissory notes and copies of correspondence.

*Colleges, schools, and academic departments.* Records kept vary with departments but may include results of certain examinations and other advisory information.

- D. Procedure to be Followed.** Requests for access specifying the records to be inspected should be made in writing to the Registrar. The University will comply with requests within a reasonable time, at most within 45 days. Arrangements normally are made for students to read their records in the presence of a staff member. Students may also obtain copies of their records by paying reproduction costs of \$.25 per page. However, the University may refuse to release copies of records of students who have not settled their accounts with the University. The University does not provide copies of official transcripts from other schools.

### **III. Mercer University limits disclosure of personally identifiable information from education records without the student's prior written consent to such disclosure.**

#### **A. Directory Information.**

1. The following categories of information have been designated as directory information:
  - name
  - addresses
  - telephone listing
  - date and place of birth
  - photograph
  - major field of study
  - participation in officially recognized activities and sports
  - weight and height of members of athletic teams
  - dates of attendance
  - degrees and awards received
  - the most recent previous education institution attended
2. The University gives annual public notice to students of the categories of information designated as directory information, and allows a reasonable period of time after such notice for the student to inform the University that the information should not be considered directory information.
3. Directory information may appear in public documents and may otherwise be disclosed without the student's consent unless the student objects as provided above. However, it is the policy of Mercer University to refuse to disclose directory information over the telephone except for purposes of financial aid verification.

#### **B. Prior Consent Not Required.** Prior consent is not required for disclosure of education records to the following parties.

1. School officials of Mercer University who have been determined to have legitimate educational interests
  - a. *School Officials* include instructional personnel, administrative personnel, and members of duly constituted University committees and boards, who are or may be in a position to use the information in furtherance of a legitimate objective.
  - b. *Legitimate educational* interests include those interest reasonably related to the academic environment.
2. Officials of other schools in which students seek to or intend to enroll or are enrolled. Upon request, and at the student's expense, students will be provided with a copy of the records which have been transferred.

3. Authorized representatives of federal and state educational authorities, but only in connection with the audit or evaluation of federally or state supported educational programs, or in connection with the enforcement of or compliance with federal legal requirements relating to these programs. These officials will protect information received so as not to permit personal identification of students to outsiders, and the data shall be destroyed when no longer needed for the purposes above.
  4. In connection with a student's application for or receipt of financial aid, but only to the extent necessary for such purposes as determining eligibility, amount, conditions, and enforcement of terms or conditions.
  5. State and local officials to whom such information is specifically required to be reported by effective state law adopted prior to November 19, 1974.
  6. Organizations conducting educational studies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction. The studies shall be conducted so as not to permit personal identification of students to outsiders, and the information will be destroyed when no longer needed for these purposes.
  7. Accrediting organizations for purposes necessary to carry out their functions.
  8. Parents of students who are dependents for income tax purposes. Parents may see the academic records of their son or daughter when the student gives permission in writing or when the parents can demonstrate that the student is their dependent as defined by the Internal Revenue Service.
  9. Appropriate parties in connection with an emergency, where knowledge of the information is necessary to protect the health or safety of students or other individuals.
  10. In response to a court order or subpoena. The University will make reasonable efforts to notify students before complying with the court order.
  11. The results of a Disciplinary proceeding by the University in connection with an alleged crime of violence may be disclosed to the alleged victim of the crime.
- C. Prior Consent Required.** In no other cases will the University release personally identifiable information in education records or allow access to those records without the prior consent of the student. The consent must be written, signed, and dated, and must specify the records to be disclosed and the identity of the recipient. A copy of the record disclosed will be provided to the student upon request and at the student's expense.
- D. Record of Disclosures.** The University maintains with the student's records a record of each request and each disclosure, except disclosures
1. To the student;
  2. Pursuant to the written consent of the student;
  3. To instructional or administrative officials of Mercer University; or
  4. Of directory information
- The records of disclosures may be inspected by the student, the official custodian of the records, and other University and governmental officials.

**IV. Mercer University provides students with the opportunity to seek correction of their education records.**

- A. Request to Amend Records.** Students who believe that information contained in their education records is inaccurate, misleading, or otherwise in

violation of their privacy or other rights may submit a written request to the Office of the Registrar, specifying the document(s) being challenged and the basis for the complaint. The request will be sent to the responsible person at the origin of the record in question. Within a reasonable time of receipt of the request, the University will decide whether to amend the records in accordance with the request. If the decision is to refuse to amend, the student will be so notified and may submit a request for a hearing.

**B. Right to a Hearing.** Upon request by a student, the University will provide an opportunity for a hearing to challenge the content of the student's records. A request for a hearing should be submitted in writing to the Office of the Registrar. Within a reasonable time, the student will be notified in writing of the date, place, and time reasonably in advance of the hearing.

1. *Conduct of the Hearing.* The hearing will be conducted by a University official who does not have a direct interest in the outcome. The student will have a fair and full opportunity to present evidence relevant to the issues raised, and may be assisted or represented by individuals of the student's choice, including an attorney, at the student's own expense. The University official conducting the hearing will, after considering all relevant information, make a recommendation to the Registrar.

2. *Decision.* Within reasonable period of time after the conclusion of the hearing, the University will notify the student in writing of its decision. The decision will be based solely upon evidence present at the hearing and will include a summary of the evidence and the reasons for the decision. If the University decides that the information in the student's record is inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, the University will amend the records accordingly.

**C. Right to Place an Explanation in the Records.** If, as a result of the hearing, the University decides that the information is not accurate, misleading, or otherwise in violation of the student's rights, it will inform the student of the right to place in the record a statement commenting on the information and/or explaining any reasons for disagreeing with the University's decision. Any such explanation will be kept as part of the student's record as long as the contested portion of the record is kept, and will be disclosed whenever the contested portion of the record is disclosed.

# Financial Information

Mercer University makes every effort to keep the costs of education at a reasonable level and to help qualified students to finance a Mercer education. Many types of financial assistance are available. The Bursar's Office and Financial Aid Office are eager to help students in their financial planning to meet the costs of education.

## Tuition and Fees

### Tuition, 2000-2001

The tuition is subject to change upon the recommendation and approval of the Board of Trustees. **Any new tuition and fee schedule is effective at the beginning of the Summer Semester.**

#### Doctor of Pharmacy

Student enrolled in 12 or more hours per semester	
Per Semester.....	\$ 8,072.50
Academic Year (2 semesters).....	\$16,145.00

Student enrolled in less than 12 hours per semester	
Per Semester Hour.....	\$ 496.50

Fourth Professional Year Student	
Per Five-Week Advanced Practice Experience .....	\$ 2,691.00
(Note: Fourth Professional Year students who wish to take an overload of an additional, seventh practice experience may take this practice experience at no charge provided that the previous six practice experiences have been paid-in-full; students must also comply with academic course overload requirements.)	

Transient student	
Per Semester Hour.....	\$ 496.50

### Special Fees

Late Registration .....	\$25.00
Late Payment Fee.....	\$25.00
Transcript Fee .....	\$2.00/copy
Returned Check Fee .....	\$5.00 or 5%
of check amount, whichever is greater. (Obligation and fee for returned checks must be paid in cash, cashier's check, or money order. After two returned checks, students are on a "cash only" basis with the University.)	

#### Doctor of Pharmacy Students

Application Fee (nonrefundable).....	\$ 25.00
(Application Fee is waived only for those students participating in the Early Acceptance Program who are enrolled at the Mercer University College of Liberal Arts.)	

Pre-Enrollment Deposit and Matriculation Fee..... \$250.00

The non-refundable registration deposit is required of students accepted into the program to secure their position in the class. For those students who matriculate, \$225.00 applies to the first semester's tuition; \$25.00 covers the one-time matriculation fee.

(Early Acceptance Program students do not submit a pre-enrollment deposit/matriculation fee; full tuition is due upon enrollment. Matriculation fee is waived.)

### Doctor of Philosophy Degree Candidates

Application Fee (non-refundable)..... \$ 25.00

(All fees must be paid before final submission of dissertation to the Director of Graduate Programs.)

Microfilm Fee ..... \$ 55.00

Binding Fee ..... \$ 40.00

Personal Copy ..... \$ 10.00

(Those wishing to copyright their dissertation may do so through the microfilm publication service for the current fee of \$45.00).

Special Student Classification

Per semester hour..... \$357.00

### Audit Fees

Individuals not enrolled on a full-time basis may audit appropriate courses with the consent of the instructor and the Associate Dean for Student Affairs and Admissions. The auditing fee for such auditors is one-half the tuition per semester hour plus a onetime application and matriculation fee.

### Course Fees

Additional fees may be assessed for special course requirements.

### Payment of Tuition and Fees

All tuition and fees are due and payable each semester **not later than the first official day of classes**. Only those students who register for a given semester during early registration will be billed. Students who are not pre-billed must be prepared to pay at the time they register. A fee of \$25 will be charged for late payment.

If a student is registered for a particular semester but elects not to attend, the student must notify the University in writing.

Registration is not complete until all fees and charges have been paid.

PLEASE NOTE: If payment arrangements have not been made by the end of the drop/add period, the student's classes are subject to cancellation. The University reserves the right to deny access to, or use of, University facilities to any student with an outstanding balance.

### Contractual Obligations

The registration of a student signifies the assumption of definite financial obligations between himself or herself and the University. It is an agreement by the student to fulfill the terms of the registration contract.

## Monthly Payment Plan

In an ongoing effort to assist our students financially, Mercer offers a plan which allows the student to pay tuition in monthly installments. For more information about this payment option, contact the Bursar's Office on the Cecil B. Day Campus.

## Debts

No records are released, no future registration is allowed, and the faculty considers no student as a candidate for graduation until all indebtedness to the University has been settled. The Bursar's Office is authorized to withhold and apply to the student's debt any funds needed from the student's payroll check, stipend, scholarships, loans, State Grants, or any other student financial aid. **Students with outstanding indebtedness will not be eligible for early registration and may be subject to a late penalty.**

Unpaid student accounts, which are deemed delinquent, may be placed with a collection agency. If such action is required, the student will be liable for any costs associated with such action.

## REFUND POLICY

A student who FORMALLY RESIGNS from school prior to the last day of the drop/add period for any term of enrollment will be entitled to a 100% credit of tuition and fees charged for the current term. A student who FORMALLY RESIGNS from school after this date may be entitled to a prorated credit of the tuition and fee charges if certain criteria are met as described in this policy. The criteria for the Mercer Institutional Refund Policy are based upon federal mandates established by the Federal Return Policy which will take effect at all of the Mercer campuses on August 15, 2000, replacing all existing refund policies throughout the University.

Mercer University will maintain a fair and equitable refund policy by adherence to this Institutional Refund Policy in all programs, in all schools, and on all campuses. This policy is subject to change if there are future changes to the Federal Return Policy or other Federal, State, Accrediting Agency, or Institutional policies with which it may conflict.

To FORMALLY RESIGN a student must drop or withdraw from all courses for the term by 1.) personally completing and returning an official Term Withdrawal form obtained from their school's Registrar's Office, or 2.) phoning their school's Registrar's Office and having an official Term Withdrawal form completed for them. The completed form must be received in the Registrar's Office before the resignation process can be finalized. Resignation calculations will be based upon the date the Term Withdrawal form is received in the Registrar's Office.

No charges are assessed for housing or meals when a student resigns prior to the first day of class for the term. Dormitory housing charges are refundable on a prorated basis when a student resigns on or after the first day of class. The dormitory housing refund is based on the date the room is vacated **and** the keys are returned following formal resignation. Meal plan charges are refunded on a prorated basis for the remaining days in the semester once the student has formally resigned, checked out of their room, and returned their keys and keycard.

When the University has assessed charges in error, a full credit and/or refund of the charges will be made.

Financial Aid awards and disbursements for students who formally resign from the University after the last day of drop/add each term will be returned to the original source of funds in accordance with the Federal Return Policy.

Any exception to this policy will require a written appeal by the student to the Dean or Associate Dean for their school of enrollment, with the exception of students enrolled at the Cecil B. Day Campus in Atlanta, who must submit letters of appeal to the Refund Appeals Committee, via the Bursar's Office.

If a student ceases attendance without notifying the University, a Federal statutory provision allows the University to use the midpoint of the payment period as the withdrawal date for calculating the Federal Return Policy. Otherwise, the University may use the student's last day of academically related activity if it can document the student's attendance. A calculation for the Return of Federal funds will be completed within 30 days of the school's attendance. A calculation for the Return of Federal funds will be completed within 30 days of the school's determination that a student has ceased attendance without proper notification. Any financial aid disbursements which must be returned to their original source of funding will then become immediately due and payable by the student to the University and in some cases to the U.S. Department of Education.

The following resignation calculation will be used to determine the prorated amount of tuition and fees to be credited to the student's account and the amount of financial aid to be returned to their source programs:

$$\frac{\text{The total number of calendar days* attended by the student}}{\text{The total number of calendar days* in the term of enrollment}} = \text{Percentage to be retained}$$

The total number of calendar days includes all days beginning with the first day of classes and ending with the last day of exams for the student's official program of study, excluding scheduled breaks of at least five consecutive days or more.

**When the percentage to be retained is equal to or greater than 60% NO tuition credit or refund of Title IV funds is required by the Mercer Institutional Refund Policy or the Federal Return Policy.**

Total tuition and fees for the term of enrollment X (100 - percentage to be retained) = Total tuition and fees to be credited to the student's account

Total amount of Title IV Financial Aid disbursed X (100 - percentage to be retained) = Total Title IV Financial Aid to be returned\*\*

\*\* In most cases the University is required to return only the portion of Federal Financial Aid that has been paid towards institutional charges. Any funds refunded to the student prior to resignation could be repayable by the student to the University or the U.S. Dept of Education. Should the University be required to return federal financial aid funds in excess of those retained for tuition and fees then the student would be immediately responsible for payment back to the University for the full amount of this excess refund.

Total amount to be returned to Non-Title IV funds = Total tuition and fees to be credited to the student's account less the total Title IV Financial Aid to be returned.

Federal Title IV financial aid funds must be returned in the following order:

1. Loans: -Federal Unsubsidized  
-Federal Subsidized  
-Federal Perkins  
-Federal PLUS
2. Grants (& Other): -Federal Pell  
-FSEOG  
-Other Title IV (excluding College Work Study earnings).

Non-Title IV financial aid funds will be returned in the following order:

1. Mercer Institutionally funded Loans  
Mercer Institutionally funded Grants/Scholarships
2. Mercer Endowment funded Loans  
Mercer Endowment funded Grants/Scholarships
3. State and Other Loans  
State and Other Grants/Scholarships
4. Student/Parent Payments

**Sample Refund Calculations:** Fall Semester, 2000

First Day of Class = August 21, 2000 (Monday)  
 Last Day of Exams = December 8, 2000 (Friday)  
 Holidays = Labor Day, Monday, September 4, 2000  
 Thanksgiving Break, Thursday and Friday,  
 November 23-24, 2000

Number of Calendar Days between August 21 and December 10 = **110 days**

Number of Scheduled Breaks lasting five consecutive calendar days or longer = **none**

**Total Calendar Days in this enrollment period = 110 days**

Resignation Scenario #1: A graduate student formally resigns in the Registrar's Office on Monday, September 18, 2000

Typical Charges: \$3,645 Graduate Tuition

Financial Aid Disbursed: \$5,000 Federal Subsidized Direct Loan of which \$1,355 has been refunded to the student.

**Calculation:** Number of Calendar Days between August 21 (First Day of Class) and September 18 (the date of Formal Resignation) = **29 days**

Percentage of charges to be retained\* =  $\frac{29 \text{ days}}{110 \text{ days}} = .2636$  or 26.4%

\*Note this is the same calculation used for the percentage of Title IV Aid Earned.

Amount of Tuition earned by the Institution = \$3,645 x 26.4% = \$962.28

Amount of Tuition to be Credited to the Student's Account = \$3,645 - \$962.28 = \$2,682.72

Amount of Title IV funds earned by Student = \$5,000 x 26.4% = \$1,320.00

Amount of Title IV fund to be Returned to the Direct Loan Program = \$5,000 - \$1,320 = \$3,680

Amount of Title IV funds to be Returned by the University = \$3,645 x (100-26.4%) = \$2,682.72

Amount of Title IV funds to be Returned by the Student = \*Since the student received a Direct Loan the student will be responsible for the repayment of the amount borrowed less the amount Returned by the University in accordance with the promissory note signed by the student.

Snapshot of Student Account:

Tuition	\$3,645.00
Direct Loan	(5,000.00)
Refund to Student	<u>1,355.00</u>
Account Balance	-0- At time of resignation

Tuition Credit	(2,682.72)
University Refund to Direct Loan Program	<u>2,682.72</u>
Account Balance	-0- After resignation

Resignation Scenario #2: An undergraduate student formally resigns in the Registrar's Office on Monday, September 18, 2000 and turns in their dorm room keys and key card the same day.

Typical Charges:	Financial Aid Disbursed:
\$8,514 Tuition	\$5,000 Federal Subsidized Direct Loan
1,370 Dorm Room	<u>2,000</u> FSEOG Award
<u>1,439</u> Meal Plan	\$7,000 Total Title IV Financial Aid
\$11,323 Total Charges	3,000 Institutional Scholarship
	<u>1,000</u> Outside Scholarship
	\$11,000 Total Financial Aid Disbursed

**Calculation:** Based on the same calculations used in Scenario #1 = 26.4%  
Amount of Charges earned by the Institution = \$11,323 x 26.4% = \$2,989.27

Amount of Charges to be Credited to the Student's Account = \$11,323 - 2,989.27 = \$8,333.73

Amount of Title IV funds earned by Student = \$7,000 x 26.4% = \$1,848

Amount of Title IV funds to be Returned to the Title IV Programs = \$7,000 - \$1,848 = \$5,152

Amount of Title IV funds to be Returned by the University = the lesser of \$5,152 or \$11,323 x (100-26.4%) = \$8,333.73

The University will refund \$5,152 as follows:

\$5,000 to Federal Subsidized Direct Loan  
\$152 to FSEOG Award

Amount of Title IV funds to be Returned by the Student = \*Since the University returned the full amount due to the Title IV programs then there are no funds to be returned to the Title IV programs by the student.

**Calculation of Remaining Credit for University Charges and Distribution towards Non-Title IV funds:**

Total Charges Credited	=	\$8,333.73
Less Title IV funds returned by the University	=	<u>(5,152.00)</u>
Funds to be Returned to Non-Title IV Funds	=	\$3,181.73

These funds are distributed as follows: \$3,000 to Institutional Scholarship  
\$181.73 to Outside Scholarship

Snapshot of Student Account:

Charges	\$11,323.00
Direct Loan	(5,000.00)
FSEOG Award	(2,000.00)
Institutional Scholarship	(3,000.00)
Outside Scholarship	(1,000.00)
Student Payment	<u>(323.00)</u>
Account Balance	-0- At time of resignation
Charges Credited	(8,333.73)
University Refund to Direct Loan	5,000.00
University Refund to FSEOG	152.00
Funds Returned to Institutional Scholarship	3,000.00
Funds Returned to Outside Scholarship	<u>181.73</u>
Account Balance	-0- After resignation

## Leave of Absence

### Approved Leave of Absence

A student who is on an approved leave of absence retains in-institution status for Title IV loan repayment purposes. However, if the student does not return from a leave of absence, the student's loan grace period starts at the date the leave began.

Generally, only one leave of absence may be granted within a 12-month period. The University may grant one additional leave of up to 30 days for a reason not defined in regulation if it determines that the leave is necessary due to unforeseen circumstances.

Jury duty, military service, and conditions covered by the Family and Medical Leave Act are acceptable reasons for granting an additional leave.

### Unapproved Leave of Absence

An unapproved leave of absence is a leave granted by the University for academic reasons that do not meet the conditions of the Title IV regulations for an "approved" leave of absence. However, this unapproved leave of absence must be treated as a withdrawal for Title IV purposes.

For a student who takes a leave of absence that does not meet the requirements for approval, the withdrawal date is the date that the student began the leave of absence.

## Parking Regulations

For the safety of pedestrians and protection of property, the University requires that all motor vehicles operated on Mercer University property by students, faculty members and staff members be registered during the first week of the Fall term. If vehicles are acquired after the first week, these vehicles must be registered at once at the Mercer Police Department. Operating an unregistered motor vehicle (automobile, motorcycle, scooter, etc.,) on University property will subject the operator to a penalty.

New permits are issued annually in the Fall term. The parking decal should be placed on the lower left corner of the rear window. There is no charge for the parking decal.

Any person requiring use of the parking spaces reserved for the handicapped should request a special permit for this purpose from the Mercer Police Department. Also, a permit issued by the State of Georgia is required by law.

Mercer University assumes no responsibility for the care or protection of any vehicle or its contents while parked on University grounds. **KEEP YOUR VEHICLES LOCKED.**

### Penalties

Violators of the following traffic regulations are subject to the designated penalties.

- (1) Parking in an unauthorized or reserved area \$ 5.00
- (2) Failure to have a valid decal properly displayed on vehicle \$ 5.00

- (3) Blocking a fire lane, driveway, or parking in a tow-away or handicap zone \$15.00
- (4) Failure to answer a summons at the time indicated \$ 2.00

There are several tow away zones on campus; these include loading zones, handicap parking spaces, trash pick-up and fire lanes. The University enforces the rules for the areas and violators must pay all fines or tow charges. **DO NOT PARK IN TOW AWAY ZONES**, even for a few minutes.

Recipients of tickets for violation of traffic regulations will be allowed five (5) days from the date of the ticket (not including weekends and official University holidays) to pay fines or to file an appeal. After that time the amount of the fine, plus an additional \$2.00 for failure to pay the ticket will be charged against the owner of the vehicle involved.

**TRANSCRIPTS WILL NOT BE RELEASED, AND ALL UNIVERSITY SERVICES WILL BE WITHHELD FOR UNPAID FINES OR UNANSWERED SUMMONS.** Flagrant violations of regulations may result in dismissal from the University.

### **Traffic Citation Appeal Procedure**

Students, faculty and staff of Mercer University Atlanta may appeal traffic citations in the following way:

1. Appeals must be made in writing upon a standardized form within 5 days of the date of the traffic citation.
2. Appeal forms may be obtained in the Police Department.
3. Completed forms must be received by the Traffic Appeals Committee within the 5-day period allotted. The forms may be mailed to: Mercer University, 3001 Mercer University Drive, Atlanta, GA 30341, ATTN: Traffic Appeals Committee.
4. The Traffic Appeals Committee will act upon your appeal and notify you in writing of the judgement made.

Students who appeal traffic citations late in the course of a semester should pay the fine so that grades will be released and registration for subsequent semesters is not disallowed. If the Committee renders a decision in favor of the student, the fine will be refunded.

# Financial Aid

Scholarship, grant, loan and work study funds at the Mercer University Cecil B. Day Campus are administered in conjunction with a nationally established philosophy of distributing financial aid. The basis of this philosophy is the belief that the student and his or her parents have the primary responsibility for paying the cost of education and that financial aid from the University is available only for meeting the difference between the cost of education and the amount students and parents can reasonably be expected to contribute.

The purpose of the University's financial aid program is to provide assistance to students who would be unable to attend college without such aid. Financial aid may include scholarships, grants, loans and part-time employment. These types of assistance are extended either singly or in combination. The financial aid award, or "package," offered depends upon the student's academic record and need for assistance. It is understandable that most students would prefer assistance through a full scholarship or gift program, but our packaging concept enables the University to assist more students, thereby making it possible for more students to attend. Each aid applicant will automatically be considered for all aid programs administered by the Financial Aid Office.

**May 1** is the "priority filing date" for applications for the subsequent fall semester. Completed applications received after this date will be considered based upon availability of funds. Applicants must complete a Mercer Application for Financial Aid, the Free Application for Federal Student Aid (FAFSA), and request Financial Aid Transcripts from previous colleges. These forms may be obtained by contacting the Financial Aid Office

## How To Apply for Financial Aid

In order to apply for Financial Aid, an applicant must:

1. Apply for admission to the Southern School of Pharmacy. Only students who have been accepted for admission may receive a financial aid award notification. To obtain an Application for Admission contact the Office of Student Affairs and Admissions.
2. Submit a **Free Application for Federal Student Aid (FAFSA)** to the Central Processors. Contact the Financial Aid Office for one of these forms. Processing of this application generally requires four to six weeks. Time should be allotted for filing and processing prior to the **May 1** deadline date.
3. Complete a **Mercer Application for Financial Aid** and return it to the Financial Aid Office.
4. Full-time first and second professional year pharmacy students who are legal residents of Georgia should complete the Application for the **Georgia Tuition Equalization Grant/HOPE Scholarship**. This form is available from the Financial Aid Office.
5. Summer Session. Students applying for financial aid for the Summer Session(s) should apply during the preceding Spring Semester. Awards are made contingent upon the availability of funds.
6. Students receiving financial aid from any source other than Mercer University are required to advise the Financial Aid Officers. An adjustment to your award may be required.
7. Each applicant must submit proof of citizenship or permanent residency status.
8. Applications for aid must be renewed annually.

## General Regulations

1. An applicant for financial aid must be accepted to the Southern School of Pharmacy before financial assistance can be awarded.
2. Ordinarily financial aid is awarded for two semesters of the regular academic year. One-half of the annual financial aid award will be paid each semester with the exceptions of work study earnings and the Georgia Tuition Equalization Grant/HOPE Scholarship. Summer school aid requires a separate Mercer Financial Aid Application.
3. Payments of funds will be made only to students who maintain satisfactory academic progress in the course of study being pursued; are not in default on any loan made, insured or guaranteed under the Stafford Loan Program or the Perkins Loan Program for attendance at any institution and do not owe a refund on grants previously received for attendance at any institution under the Pell Grant, Supplemental Educational Opportunity Grant, or State Student Incentive Grant programs.
4. Recipients of any financial aid should be aware that a portion or all of any refund due from the University may be reimbursed to the source(s) of the student's financial aid for that term. Students receiving aid for non-direct educational expenses may be required to return a portion or all of the funds awarded for the term in the event the student ceases to be at least a half-time student.
5. This institution is in compliance with Title VI of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972 and does not discriminate against the handicapped or on the basis of race, creed, color, sex, age or national origin.

## Standard of Satisfactory Progress

To maintain eligibility for financial aid, Doctor of Pharmacy students must progress from one class level to the next within a specified length of time. Graduate students must also demonstrate progression. In order to meet the standard of satisfactory progress, students should successfully complete at least the following minimum number of hours per semester:

	Fulltime	Halftime
Doctor of Pharmacy student		
First and Second Professional Year	12	6
Third and Fourth Professional Year	10	5
Ph.D. program student	6	N/A

A cumulative grade point average of at least 2.0 is required by the completion of the first professional year in attendance.

Students who do not meet this standard due either to the failure to complete the minimum hours per semester, to progress to a higher class level within the specified number of semesters, or failure to meet and maintain the required cumulative grade point average will be placed in a "warning" status.

Students will be notified in writing of this warning and of any required actions necessary to meet the standard of satisfactory progress.

Students placed on warning due to grade point average will be required to achieve at least 2.0 for each subsequent semester of enrollment until at least a 2.0 cumulative average is achieved.

All students must achieve the grade point average specified for graduation by the time they enter the 30 hours in residence.

If a student is not meeting the standard of satisfactory progress due to incomplete course work, then all incompletes must be successfully completed during the semester of warning.

Any student not performing as required during the warning semester will be placed in suspension, which means the denial of any aid for at least one semester or until evidence is provided to document that any required credit has been received or that a prescribed grade point average has been achieved.

Students placed in suspension may appeal in writing to the Director of Financial Aid. Appeals should specify exactly how or why the student did not meet the standards prescribed in the warning notification.

Supporting documentation may be required to support the request for appeal; i.e., doctor's verification of illness, etc.

The student will be notified in writing of the decision of the appeal. If the appeal is successful and aid was withheld, then it may be disbursed if the student meets all other eligibility requirements. However, no new aid will be offered or certified for a student in suspension for not meeting satisfactory progress.

Students are encouraged to seek academic counseling or to see a Financial Aid Officer at the first sign of academic difficulty.

## **Costs of Attendance**

The award of financial aid is based on an estimate of the costs of attendance, combined with a measurement of need. Financial aid may include a combination of scholarships, grants, loans, and part-time employment.

## **Disbursement and Refunds**

All Financial Aid, with the exception of student employment, is disbursed in equal amounts on a semester basis.

By May 1 of each year all complete applications are reviewed. The types and amounts of aid offered are dependent upon the financial situations of the student as determined through need analysis and the availability of funds. Notification will be sent to all applicants. Awards must be signed by the student and returned to the Financial Aid Office within 2 weeks.

Payment of funds will be made only to the student who is maintaining satisfactory progress in the course of study he/she is pursuing; is not in default on any loan made, insured or guaranteed under the Stafford Student Loan or Perkins Loan Program for attendance at any institution, and does not owe a refund on grants previously received for attendance at any institution under the Pell Grant, the Supplemental Educational Opportunity Grant or State Student Incentive Grant programs.

Recipients of any financial aid should be aware that a portion or all of any refund due from the University may be reimbursed back to the source(s) of the student's financial aid for that term. Students receiving aid for non-direct educational expenses may be required to return a portion or all of the funds awarded for the term in the event the student ceases to be at least a half-time student.

It is the responsibility of all loan recipients to repay loans promptly, together with accrued interest, thereby maintaining the good faith established between the student, the lender and the University.

## Veterans

Any veteran who wishes to attend Mercer University under one of the veterans' benefits programs should make application in the normal manner for the program of study selected. At least one month before entering, the veteran should go in person to the nearest Veterans Administration office to make application for a Certificate for Education and Training. The Office of Veterans Affairs is at 730 Peachtree Street, N.E., Atlanta, GA 30308. Before the University can validate the veteran's application to Veterans Administration, it will be necessary for him or her to complete the admissions procedure. Photostatic copies and/or certified copies of separation papers (DD Form 214) should be presented to the Veterans Administration at that time. Married veterans should furnish to the Veterans Administration a copy of the public record of the marriage and copies of the public records of births of any dependent children.

A Veterans Coordinator is located in the Registrar's Office to assist veterans. As soon as new veterans are accepted for admission they should contact the Veterans Coordinator for further instruction.

The administration of the veterans' benefits is handled through the Office of the Registrar in Macon. The veteran student is responsible for notifying the Registrar's Office of any change in status. The veteran is responsible for observing the current regulations regarding his status. These regulations are available for review in the Registrar's Office. Veterans are not allowed to enroll in courses which do not apply toward the degree program, even if the courses do not extend the time it takes to complete the degree. It is strictly forbidden by law to enroll in extra courses to boost monthly benefits.

## Additional Information

The Financial Aid staff is available during the normal administrative working hours of the institution to provide additional information regarding the Financial Aid Program of Mercer University as required by the Student Information Requirements as stated in Title I of the Educational Amendments of 1976. Appointments may be made by calling (678) 547-6134.

## Types of Financial Aid

The following financial aid programs are available to students who enroll at the Southern School of Pharmacy. Eligibility criteria, application procedures, and other information are published in the Student Guide, which is available on request from the Financial Aid Office.

## Grants

**Federal Pell Grant:** A federal aid program available to eligible undergraduate students. The amount of a Pell Grant is determined on the basis of the student's financial resources and the resources of his/her family along with the cost of education at the institution the student attends. Students may apply for this grant on the Financial Aid Form. The maximum Pell Grant is currently \$3,300 per academic year.

**Federal Supplemental Educational Opportunity Grant (FSEOG):** A federal program for undergraduate students enrolled at least half-time with a demonstrated

exceptional financial need. Awards range from \$200 to \$1,000 per year and are contingent upon availability of funds. A student must receive a Pell Grant in order to be eligible for FSEOG.

**Georgia Tuition Equalization Grant:** The State of Georgia has made available to qualified Georgia residents an annual tuition grant for attendance at approved private colleges in the State. To be eligible for this grant, the student must be a United States citizen who has resided in Georgia for at least one full year prior to the date of registration for a particular semester. The student must enroll for at least 12 hours per semester. The Grant is \$1000 per year for 2000-2001.

**Georgia HOPE Scholarship:** The HOPE Scholarship is made available through funding from the Georgia Lottery to certain qualified residents of Georgia. To qualify, students must be undergraduate residents of the State of Georgia who have neither earned a Bachelor's Degree nor completed more than 120 semester hours of coursework. In addition, students must maintain a **cumulative** GPA of 3.00. (Please note: when calculating a student's cumulative GPA, the State of Georgia does not include any "plus" grades—for example, B+, C+, etc.—in the calculation.) Additional information may be requested by the Financial Aid Office in order to determine student eligibility or residency requirements. At private institutions, the Georgia HOPE Scholarship is currently \$3,000 per year.

To be considered for the Georgia Tuition Equalization Grant and Georgia HOPE Scholarship, the student must complete the application which is available in the Financial Aid Office. No application can be accepted after the last day of registration for the semester.

The following definitions apply to the Georgia Tuition Equalization Grant, and the Georgia HOPE Scholarship:

**Full-Time Student:** An eligible grant recipient must be enrolled full time each school term, defined by statute as a minimum of 12 academic hours.

**Legal Resident:** For purposes of this program, the term "legal resident" means a citizen or permanent resident of the United States who is domiciled in the State of Georgia. (DOMICILE OF A PERSON IN GEORGIA MUST BE ESTABLISHED A MINIMUM OF TWELVE MONTHS.)

**Adult or Age of Minority:** A resident of Georgia 18 years of age or older is an adult or person of full age under the laws of Georgia. The domicile of an adult or person of full age who labors under no disability is the place where the person resides permanently. Students aged 18-24 whose parents reside outside Georgia are presumed to be domiciled outside Georgia, unless rebutted by the student upon proof.

**Domicile of Military Personnel:** A member of the Armed Forces is presumed to maintain during his/her entire period of military service the same domicile which was in effect at the time he/she entered military service. In order for military personnel to claim a new domicile in Georgia for themselves, their spouses, or for any of their dependent minors to be classified as legal residents of Georgia for purposes of this program, the following must be furnished to the institution as a part of an application for a grant:

1. A statement from an appropriate military official to the effect that the serviceman's home-of-record and the state designated as his legal residence for income tax purposes, as shown on his military personnel record, is the State of Georgia.

2. Satisfactory evidence that the serviceman, the applicant, or both are registered to vote in Georgia, and that one or both filed Georgia state income tax returns during the preceding year.

## Loan Programs

**Federal Perkins Loan:** Funded by the federal government and administered by the University, this loan program provides funds to students with proven financial need. All awards under this program are made by the Financial Aid Officers. The repayment period and the interest do not begin to accrue until nine months after the student ceases to be at least a half-time student. As of October 1, 1981 the interest rate for new loans is 5 percent simple. Complete information regarding a borrower's rights and responsibilities including a sample repayment schedule may be obtained from the Student Loan Office in Macon, Georgia.

**William D. Ford Federal Direct Subsidized Stafford Loan:** To qualify for this loan, a student must demonstrate financial need. Completion of the FAFSA, or other need-analysis method, is required. Laws governing the student loan programs permit students to borrow the following amounts: \$5500 per academic year for first and second professional year students, and up to \$8500 per academic year for third and fourth professional year students, with a combined total of not more than \$65,500 over the entire period. The federal government pays interest accruing on the loan while the student is in school and for the first six months following withdrawal or graduation. After this period, the student begins repayment. The interest rate for loans to new borrowers without any outstanding Stafford loan is variable, based on the 91-day Treasury Bill. The current maximum annual percentage rate is 8.25%.

**William D. Ford Federal Direct Unsubsidized Stafford Loan:** These loans are available to students who do not qualify for need-based Subsidized Stafford Loans. These loans have the same terms as the Direct Subsidized Loans above except that the borrower is responsible for all accruing interest. Students may pay interest as it accrues or have it capitalized. Independent first and second professional year students, and third and fourth professional year students and graduate students, are able to borrow additional amounts above the normal limits for subsidized and unsubsidized loans. First and second professional year students may be eligible to borrow an additional \$17,500 per year while third and fourth professional year students and graduate students may be eligible to borrow an additional \$22,500 or up to the cost of attendance per academic year.

**Federal Direct Parent's Loan for Undergraduate Students (PLUS):** Parents may borrow up to the cost of attendance for a dependent first or second professional year student. Repayment begins within 30-60 days of the final loan disbursement. Interest is variable, based on the 52-week Treasury Bill with a maximum interest of 9%.

**Health Professional Student Loan Program:** This program was established by Part C of the Health Professions Educational Assistance Act of 1963. Funds are provided for long term, low interest loans to students who qualify under the guidelines established by the Department of Health and Human Services. Loan awards will be based on available money and applicant's demonstrated need. Parental income information is required of all applicants, regardless of dependency status.

**Loans to Disadvantaged Students:** Funds are provided by the Department of Health and Human Services. Awards are based on financial need. Funds are very limited. Parental income data is required of all applicants, regardless of dependency status.

**H. Custer Naylor Scholarship Foundation Fund:** Loans are available on an emergency basis for qualified students.

**National Community Pharmacists Association (NCPA):** Students who are interested in applying for money from the National Community Pharmacists Association loan fund may obtain applications from the Financial Aid Office.

## **Employment Programs**

**Federal Work Study:** A federally-funded program designed to provide jobs to qualified students. In order to be employed under this program, the student must (1) be enrolled or accepted for enrollment; (2) show evidence of financial need; (3) be capable of maintaining good academic standing while employed under this program. Students are placed by the Financial Aid Office into positions available in various departments on campus. Students are paid bi-weekly. A student's earnings combined with other financial aid cannot exceed his/her total financial need for the academic year.

Other on-campus part time employment is made available by the University to students currently enrolled. Students may pick up applications in the Financial Aid Office.

## **Other Scholarships and Grant Assistance**

The Application for Financial Aid is a general application and all applicants will be considered for every scholarship coordinated through the Financial Aid Office. Funds are provided by many sources and are made available as restricted and unrestricted scholarships or grants.

**Georgia Baptist Foundation Scholarship Fund:** This fund provides assistance to applicants of financial aid enrolled as full-time students in the Baptist colleges within the state and who are members of Baptist churches of the Georgia Baptist Convention. The amount of the award may vary according to a student's need and the annual allocation each year from the Georgia Baptist Convention. Students must apply for financial aid to be considered for this scholarship.

# Scholarships, Awards and Honors

## Southern School of Pharmacy Scholarships

The Honors, Awards, and Scholarships Committee reviews all candidates. In order to be considered, students must complete a Curriculum Vitae form and attach a photograph. The C.V. should be submitted to the Associate Dean for Student Affairs and Admissions upon enrollment at the Southern School of Pharmacy and should be updated annually. Two exceptions to this requirement are those scholarships which require application directly to the donor and merit scholarships which are based upon academic grade point average and/or rank in class. In addition to the requirements listed for each scholarship, the Committee considers additional criteria in selecting recipients, such as involvement in student organizations and activities, as well as professional and public service.

**American Cyanamid Medical Research Division Scholarship.** Scholarships are presented annually to minority students who excel academically and have expressed an interest in research and the pharmaceutical industry. The scholarship consists of a certificate plus a cash award.

**Atlanta Academy of Institutional Pharmacists Scholarship.** This scholarship is presented annually by the Academy. The recipient must have a minimum grade point average of 3.0 and have expressed an interest in the practice of institutional pharmacy.

**Atlanta Airport/East Point Rotary Club Scholarship.** The Joe Crews Memorial Scholarship is awarded annually by the Atlanta Airport/East Point Rotary Club. Several candidates are recommended by the Honors, Awards, and Scholarship Committee; the Club selects the recipient.

**J. Wayne Black Scholarship.** The recipient of this scholarship must be an active church member and in good academic standing. Preference will be given to a resident of Paulding County.

**Jason B. and Lois E. Brown Scholarship.** This scholarship will be awarded to a student with financial need who has indicated an interest in community pharmacy practice.

**James Bruno Scholarship.** This scholarship is awarded based upon academic performance and financial need.

**Carlton Henderson—TMA Fellowships.** There are two Carlton Henderson—TMA Fellowships. The Fellowships are awarded to third professional year students with a grade point average of 3.5 or better who have demonstrated involvement in professional and community activities.

**Churches Homes Foundation Scholarship.** The Churches Homes Foundation is an Atlanta institution with an expressed interest in assisting men and women who have previously demonstrated their leadership abilities by taking active roles

in programs that have benefited both their church and their community. The leadership of the Churches Homes Foundation has generously invested in the education of Mercer students since it began its scholarship award program in 1986.

**A.A. Constantinides, Sr. Memorial Scholarship.** A scholarship funded in memory of Mr. A. A. Constantinides, an alumnus of the Southern College of Pharmacy, longtime community pharmacy practitioner, and owner of Concord Pharmacy.

**Crescent Community Pharmacy Scholarship.** This scholarship is awarded to a fourth professional year student who is in good academic standing and who has demonstrated an interest in and excelled in the practice of community pharmacy.

**CVS Scholarship.** CVS provides scholarship funds annually for students. Recipients are selected based on academic performance, patient counseling skills, and level of interest in community pharmacy practice.

**Patrick DeSouza Memorial Scholarship.** This scholarship is funded in memory of Patrick DeSouza who was the first graduate to receive the Doctor of Philosophy in Pharmaceutical Sciences degree from Mercer University. The student recipient must: be a Pharm.D. student with a grade point average greater than 3.0; have financial need based on Mercer standards; have a moderate to strong interest in pharmaceutical research; and demonstrate considerable community involvement and participation in extra-curricular activities in professional organizations.

**Drug Emporium Foundation Scholarship.** Applicants for this scholarship must meet the following criteria: be in good academic standing; be enrolled in or accepted to an accredited school of pharmacy, health care, or business; be contemplating a career with Drug Emporium, Inc., or one of its franchise operations; be within commuting distance of a Drug Emporium store. Awards will be granted for one year of tuition and related academic expenses. At the discretion of the Foundation's Board of Trustees, additional monies may be awarded. Applications must be received by January 31 of each year.

**Eckerd Corporation Foundation Scholarship.** Eckerd provides scholarship funds for students who are selected based upon academic performance, financial need, and leadership potential.

**Georgia Pharmacy Foundation Scholarship.** The Georgia Pharmacy Foundation (a branch of the Georgia Pharmacy Association) offers four Regina Baird Scholarships each year to pharmacy students in the State of Georgia. Recipients are selected based on academic achievement and a commitment to pharmacy in the State of Georgia.

**The Georgia Society of Health-System Pharmacists Scholarship.** This scholarship is presented annually by the Society. Criteria for selection of the recipient include academic excellence, financial need, leadership potential, and Georgia residency. In addition, the recipient must be either a third or fourth professional year student.

**Dr. G. Van and Minta Greene Scholarship.** Recipients of this scholarship will be selected based upon academic performance, financial need, and involvement in professional or community activities.

**Gwinnett/North DeKalb Pharmacy Association Scholarship.** Students must be employed by a member of the Association to qualify. Several candidates are

nominated by the Association members; the Honors, Awards, and Scholarships Committee then selects the recipient based upon financial need.

**J. H. (Red) Hall Scholarship.** This scholarship is awarded to eligible pharmacy students who have financial need. Recipients are selected annually by the Honors, Awards, and Scholarships Committee.

**Bo Harper Scholarship.** This scholarship is presented to a student who has an interest in community pharmacy and has the potential for achieving a leadership role in the profession.

**Anne Morris and Carlton Henderson Scholarship.** This scholarship is awarded to a student in the third professional year who has a specific interest in either industrial pharmacy or community pharmacy.

**The Kentucky Student Scholarship.** Preference is given to a student from the state of Kentucky. Additional criteria include: good academic average and involvement in professional and community activities.

**Knoll Scholarship.** The Knoll Scholarship is sponsored by Knoll Pharmaceuticals. The scholarship is awarded to a student who has excelled in the areas of academics and leadership.

**The Kroger Company Scholarship.** Scholarships are awarded to students who have expressed an interest in community pharmacy. Academic performance, financial need, and leadership potential are considered in selection of the recipients.

**A. Vincent Lopez Scholarship.** Recipients of this scholarship will be selected based upon academic performance, financial need, and involvement in professional or community activities.

**Elton B. and Dr. Adaline N. Mather Scholarship.** A scholarship is awarded each year by the Mather family to a student from DeKalb County on the basis of scholarship and need.

**McKesson Scholarship.** The recipient of this scholarship must be a Georgia resident, have expressed an interest in the practice of community pharmacy, and have a grade point average of 3.0 or better.

**Northwest Georgia Pharmacist Association Scholarships.** The Northwest Georgia Pharmacist Association awards two scholarships each year. One honors Mr. Julian Rhyne, and one is in memory of Mr. Ed Giles. Applicants must be legal residents of one of the following northwest Georgia counties: Catoosa, Chattooga, Dade or Walker. Criteria for the scholarships include academic achievement, extra-curricular activities, motivation and financial need. The Associate Dean for Student Affairs and Admissions will notify students when applications are available. The Northwest Georgia Pharmacist Association selects the recipients.

**The Evelyn Peacock and George W. Payne, Jr. Scholarship.** This scholarship is presented annually. Recipients are selected based on academic performance and financial need.

**Elizabeth A. and Thomas B. Perkins Scholarship.** This scholarship is awarded annually to students based on financial need. The student must be in good academic standing and be a resident of either Georgia or Alabama.

**Perrigo Company Award of Excellence in Nonprescription Medication Studies Scholarship.** The Perrigo award will consist of a \$200 cash award accompanied by an attractive wall plaque. The criteria for selecting the award winner is determined by the Associate Dean for Student Affairs and Admissions and the Southern School of Pharmacy faculty.

**Pharmacy Alumni Scholarship.** This scholarship is funded by the Southern School of Pharmacy Alumni Association. Recipients are selected based on academic performance and involvement in extracurricular activities, community service, or volunteer organizations.

**Phar-Mor Scholarship.** This scholarship is presented annually to a recipient who will be selected based upon academic performance, financial need, and leadership potential.

**Phi Delta Chi Scholarship.** This scholarship is awarded by the Phi Delta Chi Alumni Chapter. Its purpose is to recognize and promote academic excellence within the active Alpha Rho chapter. The recipient must be a Phi Delta Chi brother, have demonstrated significant academic improvement over the previous year, and have fostered professionalism in pharmacy through the fraternity and other student organizations. The selection is made annually by the Honors, Awards and Scholarships Committee. The scholarship provides a cash award of \$500.

**Publix Scholarship.** Publix provides scholarship funds for students who are selected based upon academic performance and financial need.

**The Jo Davidson Reger Memorial Scholarship.** This scholarship is awarded on an annual basis. Recipients are selected based on academic performance and demonstrated leadership.

**Rite Aid Corporation Scholarship.** Candidates for this scholarship should meet the following criteria: express a desire to pursue a career in a retail/community setting; exhibit excellent communication and leadership skills; and demonstrate financial need.

**St. Joseph's Hospital Auxiliary Scholarship.** This scholarship is administered and awarded by St. Joseph's Hospital. Applicants should contact the Educational Services Department of St. Joseph's Hospital.

**Thomas P. Smith Pharmacy Scholarship.** The Thomas P. Smith Pharmacy Scholarship is awarded to a pharmacy student attending a school other than the University of Tennessee. The recipient must be a legal resident of one of the following Tennessee counties: Bradley, Hamilton, Rhea or Sequatchie. The award is based on the following criteria: academic achievement, extracurricular activities, motivation and financial need. The scholarship is sponsored by the Chattanooga Area Pharmacists' Society. The Associate Dean for Student Affairs and Admissions will notify students when applications are available. The Society selects the recipient.

**Statesboro Pharmacy Association Scholarship.** This scholarship in the amount of \$350 is awarded bi-annually. The recipient must meet the following criteria: a resident of Bulloch, Candler, Effingham, Screven, Emanuel, Jenkins, Bryan, or Evans County; a second or third professional year student; financial need; and scholastic ability. In the event that no student enrolled is a resident of

the counties listed, the scholarship could be awarded to another student meeting the remaining criteria.

**Volana Saxon Thomas Scholarship.** The recipient must be in good academic standing, demonstrate a financial need, and be working in a pharmacy while a student. This award is to be used to reduce tuition. Preference shall be given to pharmacy students who would be willing to have an employment interview with the K-Mart Corporation.

**Evelyn Sheffield Thompson Scholarship.** This scholarship is awarded annually to a student who has demonstrated academic ability, leadership qualities, and financial need.

**Walgreen Scholarship.** The recipient is selected based on academic performance, professional attitude and involvement in student, professional and/or community organizational activities.

**Wal-Mart Scholarship.** The recipient of this scholarship must be a third professional year student who has strong academic credentials and who has demonstrated leadership qualities.

**Warner Lambert Parke-Davis Scholarship.** The scholarship is awarded to minority students who have excelled academically.

**Linda K. Wiant Scholarship.** This scholarship is awarded to a first year or transfer student with a GPA in the range of 3.0—3.499. The recipient must have earned an undergraduate four year degree and must not qualify for the Merit Scholarship. Preference will be given to female students. In the event that more than two students qualify, the students with the two highest grade point averages (as calculated by the Office of Student Affairs and Admissions) will receive scholarships.

**Winn Dixie Scholarship.** This scholarship is presented annually to a recipient who will be selected based upon academic performance, financial need, and leadership potential.

## Merit Scholarships

**First Professional Year Merit Scholars.** Scholarships are awarded to students accepted into the Doctor of Pharmacy degree program on a competitive basis. A total of \$80,000 in merit scholarships is available; award amounts range from \$1,000 to \$4,000. In order to be eligible, a student must have a grade point average of 3.5 or better in all pre-professional college courses. In addition, each applicant must submit an essay on an assigned topic. These essays will be evaluated by the Honors, Awards, and Scholarships Committee. The Committee will determine Merit Scholarship recipients.

**Second, Third, and Fourth Professional Year Dean's Merit Scholars.** Scholarships are awarded to the ten students with the highest grade point averages in the rising second, third, and fourth professional year classes.

## Special Scholarships

**Dean's Scholarships.** These scholarships will be utilized for students with exceptional financial need and/or scholastic ability that fall outside the realm of

requirements for other awards. Recipients must have a minimum grade point average of 3.0.

**International Scholarships.** A limited number of scholarships are available to assist fourth professional year students who wish to participate in a pharmacy practice experience outside the United States. Countries currently cooperating with the School in making such practice sites available are: England, Denmark, Norway, Japan, Australia, and New Zealand. Application for this scholarship is made directly to the Dean.

**Summer Research Fellowships.** The summer research program is a training program in the pharmaceutical, administrative, and clinical sciences designed to identify promising students and to encourage them to consider research-oriented careers. Fellowships are available to assist students who wish to be actively involved in research endeavors during the summer term. Two fellowships are available in each Department. Application is made directly to the appropriate Department Chairperson.

## Awards

The following awards are offered by the Southern School of Pharmacy. Recipients are determined by the Honors, Awards, and Scholarships Committee on the basis of each student's record at the School. Transfer students are eligible at the discretion of the Committee.

**R.C. Hood Award.** This is the highest scholastic award offered by the Southern School of Pharmacy. The award honors the memory of Dr. Reuben C. Hood, long-time Dean of the School. The name(s) of the recipient(s) each year is placed on a bronze plaque on display at the School, and the recipient(s) also receives a plaque at Commencement to commemorate the honor. The recipient(s) must have attended the School for all four professional years and must have the highest academic average at the end of the spring semester of the fourth professional year.

**American Institute of the History of Pharmacy Award.** This award will recognize the student earning the best record in a course mainly devoted to pharmaceutical history, as judged by the Honors, Awards, and Scholarships Committee. In lieu of achievement in such a didactic pursuit, the award may also include recognition of a student in a local competition who best carries out some other type of pharmacohistorical activity (e.g. historical essay, collecting books or artifacts for himself or the school, historical photography, historical hobbies, etc.).

**APhA Academy of Students of Pharmacy Mortar and Pestle Professionalism Award.** This award is supported by McNeil Consumer Products Company and is presented annually to a student who exhibits the ideals of professionalism and excellence in patient care and has demonstrated exceptional involvement in professional organizations. The recipient must be a graduating senior. The award consists of a hand-turned wooden replica of an early American mortar and pestle. In addition, the recipient is eligible to compete in an essay competition to receive a \$2000 scholarship to be used for professional development activities.

**American Society of Health-System Pharmacists Student Leadership Award.** The student selected for this award should: be in good academic standing; have leadership experience in professional pharmacy organizations, state affiliates, or national associations; and demonstrate an interest in health-system pharmacy practice. Recipients will receive a \$250 scholarship, a letter of congratulations

from the current ASHP President, an award certificate, and a current edition of AHFS-Drug Information and supplements.

**M.A. Chambers Award.** An engraved plaque is given annually by the faculty to the student with the highest average at the completion of the first professional year. Dr. Chambers was the Dean of the School from 1952 to 1957.

**Facts and Comparisons Award of Excellence in Clinical Communication.** This award is presented to a graduating student in the top twenty-five percent of his/her class who has demonstrated superior verbal and written clinical communication skills.

**Lilly Achievement Award.** A gold medal is awarded to a graduating student for superior scholarship and professional achievement. Leadership qualities as well as professional attitude will be considered along with academic performance in the selection of the individual for this honor.

**Oliver M. Littlejohn Award.** An engraved plaque is given annually by the faculty to the student with the highest scholastic average at the completion of the third professional year. The award is given in honor of Oliver M. Littlejohn, who was the Dean of the Southern School of Pharmacy from 1957 to 1984.

**McKesson Award.** This award is automatically given to the Academy of Students of Pharmacy President.

**Merck Awards.** Copies of the Merck Manual and the Merck Index are presented annually to outstanding graduating students based on scholastic achievement.

**Minnie M. Meyer Award.** An engraved plaque is given annually by the faculty to the student with the highest scholastic average at the completion of the second professional year. Dr. Meyer was Emeritus Professor of Pharmaceutical Chemistry and Acting Dean of the School from 1950 to 1952.

**Mylan Pharmaceuticals Excellence in Pharmacy Award.** This award is presented to a graduating student in the top twenty-five percent of his/her class who has demonstrated superior proficiency in the provision of drug information services.

**Pfizer U.S. Pharmaceuticals Outstanding Leader Award.** A plaque is presented to an outstanding senior who has demonstrated extraordinary leadership during enrollment at Mercer.

**Roche Pharmacy Communications Award.** A plaque will be presented to an outstanding senior who demonstrates effective communication with patients.

**SmithKline Beecham Patient Care Award.** A plaque is presented to a graduating senior in recognition of superior achievement in the area of clinical aspects of pharmacy practice and for superior academic achievement. The recipient's name will also be placed on a permanent plaque on display at the School.

**TEVA Award.** This award is presented to a graduating senior who has excelled in the study of pharmacy.

## Honors

**Dean's List.** A first, second, or third professional year student whose ratio of grade points to hours is 3.8 or better for 12 or more semester hours during a term is given Dean's List standing at the end of the semester. Fourth professional year students are given Dean's List standing if they earn the requisite grade point average of 3.8 or better for 10 or more hours during a semester.

**Graduation with Honors.** Candidates for the Doctor of Pharmacy degree who earn a cumulative grade point ratio of 3.5 to 3.69 will receive their degree cum laude; those earning a ratio of 3.7 to 3.89, magna cum laude; those earning a ratio of 3.9 and above, summa cum laude. To be eligible for honors, a student must have been in residence at Mercer for two years, during which time he/she must have completed a minimum of 60 semester hours.

**Rho Chi Society—Gamma Alpha Chapter.** The Gamma Alpha Chapter of Rho Chi was established at Mercer University in 1967. Charters for chapters of this organization are granted only to groups in schools or colleges which are members in good standing of the American Association of Colleges of Pharmacy. Eligibility for membership in the society is based on high attainment in scholarship, character, personality, and leadership. To be selected for membership in the chapter is the highest scholastic honor awarded to a student in the profession of pharmacy.

All candidates selected for membership must have completed seven semesters or their equivalent of scholastic work applicable toward a professional pharmacy degree. They must be in the top 20 percent of their class and have attained a "B" average in both their overall university work and their professional coursework. They must be approved by the members of the society and the Dean of the Southern School of Pharmacy.

**The Honor Society of Phi Kappa Phi.** The Honor Society of Phi Kappa Phi, founded in 1897, has as its primary objective the recognition and encouragement of superior scholastic endeavor in all academic disciplines. Membership is open to men and women in all academic fields with eligibility being based on excellence of scholarship and integrity of character.

Selection for membership in the Honor Society of Phi Kappa Phi is the highest honor that can be earned by a student at Mercer University. In order to be eligible for selection, students in the Southern School of Pharmacy must rank scholastically in the upper ten percent of all students currently enrolled in the School. The student must have an outstanding pre-pharmacy scholastic record as evaluated by the chapter selection committee, must have been registered as a student in the school on a full-time basis for at least one academic year, or its equivalent, or must have been a former post-baccalaureate student who has been awarded an advanced degree by the University subsequent to the last previous election of members to the chapter.

# Doctor of Pharmacy Degree Program

## Admission

The Southern School of Pharmacy follows a “rolling” admissions policy. Qualified applicants are accepted to the Doctor of Pharmacy program on a continual basis until the class has been filled, after which they are placed on an alternate list. An application deadline will be set during the recruitment year. Students are encouraged to apply as early as possible. Classes commence in August of each year. Students may request information through our e-mail address: *PharmD@mercer.edu*

## Requirements

Admission requirements and standards are designed to ensure scholastic success in the professional Pharm.D. curriculum. Selecting a candidate for the future practice of pharmacy involves many important factors, including academic background, PCAT scores, recommendations and pharmacy experience. Applicants judged to be qualified after evaluation of these criteria are invited for a required personal interview. The Admissions Committee will then review the applicant’s entire record and interview results. Acceptance is competitive.

The minimum grade point average for consideration is 2.5; grades for all coursework attempted are included in this calculation. The competitive grade point average in order to qualify for a personal interview will be determined by the overall strength of the applicant pool. Due to the large number of applicants and limited number of positions available, acceptance is selective. Admission to the four-year Doctor of Pharmacy Program requires two years of pre-professional education at an accredited college or university in the United States. Each applicant must complete a minimum of 60 semester/90 quarter hours of college credit; grades below “C” cannot be accepted. The specific pre-pharmacy course requirements for students entering in Fall 2001 are as follows:

	Semester Hours	Quarter Hours
General Chemistry	8	10-12
Organic Chemistry	8	10-12
General Biology or Zoology	8	10-12
Physics	4	4-5
Calculus	3-4	4-5
English Composition	6	9-10
Speech	3	5
Humanities Electives	6	10
Economics	3	5
Social/Behavioral Sciences Electives	6	10
Other Electives to total	60	to total 90

All pre-pharmacy requirements must be satisfied prior to matriculation.

All science courses (Chemistry, Biology, Physics) must include a laboratory with each lecture. Biology courses must be either General Biology or Zoology to fulfill

pre-pharmacy requirements. Anatomy/Physiology or Microbiology are not accepted.

The speech requirement must be fulfilled with a public speaking class. The economics requirement may be fulfilled with either a microeconomics or macroeconomics course.

Humanities electives may be chosen from one or more of these areas: art, foreign languages, history, literature, music, philosophy, or religion.

Social/Behavioral Sciences courses can be selected from one or more of the following: accounting, anthropology, business, computer science, economics, geography, health, history, management, political science, psychology, sociology, or statistics.

No credit will be accepted for military science or physical education courses.

All applicants are encouraged to take the Pharmacy College Admissions Test (PCAT). Some applicants may be specifically requested to do so. In addition, a prospective applicant may wish to obtain work experience in a pharmacy.

## **Application Procedure**

Application may be made at any time after the completion of 30 semester (45 quarter) hours of college coursework. A nonrefundable \$25.00 application fee must be submitted along with the completed application form and a recent photograph. An official transcript from each college previously attended should be sent to the Office of Student Affairs and Admissions. Two recommendations should be submitted; recommendation forms may be obtained from the Office of Student Affairs and Admissions. A qualified applicant will be invited to visit the Southern School of Pharmacy for a required personal interview. Within two weeks of acceptance, a tuition deposit of \$250.00 should be forwarded to the Office of Student Affairs and Admissions to confirm the position. The deposit is non-refundable. Upon enrollment, \$225.00 will be applied toward the first semester's tuition, while the remaining \$25.00 will satisfy the matriculation fee.

## **Early Acceptance Program**

The Early Acceptance Program (EAP) is designed for students admitted to or enrolled at Mercer University College of Liberal Arts (CLA) in Macon. A student who expresses a desire to pursue the Doctor of Pharmacy degree and has earned less than 30 semester hours of pre-pharmacy coursework may be granted early acceptance to the Southern School of Pharmacy (SSP) in Atlanta.

The following requirements must be met by an EAP student:

1. All pre-pharmacy coursework must be completed at CLA.
2. An overall grade point average of 3.0 must be maintained to continue EAP status.
3. Participation in the academic advising and career seminar programs provided jointly by the pre-pharmacy advisor at CLA and the Associate Dean for Student Affairs and Admissions at SSP is mandatory.

Students enrolled in EAP are not required to submit a \$25.00 application fee or to submit a \$250.00 tuition deposit/matriculation fee to secure a position at SSP. The \$25.00 matriculation fee will be waived and full tuition will be due upon enrollment at SSP.

Any CLA student who does not qualify for EAP may apply to SSP by following the normal admissions procedure.

## **Transfer Students**

A transfer student is any person who has ever been enrolled in the professional level at another college or school of pharmacy. The number of transfer students accepted is extremely limited.

An individual who wishes to transfer into the four-year Doctor of Pharmacy degree program from an American Council on Pharmaceutical Education (ACPE) accredited college or school of pharmacy must comply with the normal application procedure. In addition, the Associate Dean for Student Affairs and Admissions must receive a letter from the Dean's Office at the other school granting approval of the transfer to Mercer and stating that the student is in good standing and eligible to continue or return. Transfer students must satisfy Mercer's pre-pharmacy course requirements and meet current admission standards.

When the required materials are received, the Associate Dean for Student Affairs and Admissions will evaluate the individual's application to transfer. If qualified by current admission standards, the applicant must meet personally with the Associate Dean for Student Affairs and Admissions. After the interview, the Associate Dean for Student Affairs and Admissions will make a recommendation regarding admission to the Dean's Office for final action. The number of transfer students accepted will depend upon space availability. The Associate Dean for Student Affairs and Admissions will inform the Dean's Office at the school of transfer of the decision reached. All correspondence will be handled by the Office of Student Affairs and Admissions.

Due to differences in curricula of various pharmacy schools, some or all credit may not transfer at the same professional level. Students may not be eligible for professional year advancement at Mercer equivalent to that of their current institution.

## **Advanced Standing**

A transfer applicant who desires advanced professional standing must comply with the appropriate policy and procedure outlined above. Ordinarily credits from an ACPE-accredited college or school of pharmacy, for which grades of "C" or better have been earned shall be accepted. All course requirements in the current four-year Doctor of Pharmacy curriculum must be satisfied prior to graduation. A minimum of eighteen months in residence at the Southern School of Pharmacy is required.

In determining advanced standing, the Associate Dean for Student Affairs and Admissions will consult with the appropriate Department Chairperson(s) to determine course equivalence. Based upon this evaluation, the Associate Dean for Student Affairs and Admissions will make a recommendation regarding transfer credit for advanced standing to the Dean's Office for final action. All correspondence will be handled by the Office of Student Affairs and Admissions.

## **International Students**

An applicant who is not a citizen of the United States must follow the normal admissions procedure. This includes completing all pre-pharmacy course requirements in an American college or university.

The Southern School of Pharmacy Office of Student Affairs and Admissions does not evaluate transcripts from outside the United States. If coursework has been earned in a foreign country, the following procedure is required: in order for

the Southern School of Pharmacy Office of Student Affairs and Admissions to determine whether the courses taken in a foreign country can be transferred for credit, foreign transcripts must be reviewed or evaluated by an undergraduate American institution. All of the credit accepted for transfer must appear on the transcript of an American college or university. Transfer credit must be identified as courses equivalent to those in the American college or university. In order to receive a transcript including the evaluation of transfer credit, the international student must be enrolled at the undergraduate American institution. Until this procedure has been accomplished, an application for admission cannot be accepted.

Financial resources of the Southern School of Pharmacy are limited, and therefore financial assistance is not available for international students on an F-1 Visa. Federally funded financial aid is restricted for students who are citizens or permanent residents of the United States. It is important that the student have pre-determined financial support sufficient to meet educational and living expenses.

## **Retention**

Larger applicant pools have allowed the Admissions Committee to be increasingly selective; higher quality has also resulted in excellent retention. Data compiled for all students admitted since Fall 1990 shows an average retention rate of 95 percent.

# Curriculum

## Professional Outcomes

1. Find, understand, analyze, evaluate, and synthesize information and make informed, rational and responsible ethical decisions in order to promote pharmaceutical care to patients in both familiar and unfamiliar context.
2. Demonstrate effective reading, writing, speaking, and listening skills and the use of data, media, computers and other information technologies to effectively send and respond to communication for varied audiences and purposes.
3. Demonstrate sensitivity to and facility with personal values, ethical principles and caring in professional and social context.
4. Demonstrate a basic understanding of the strengths and problems of cultural diversity, social awareness and the historic responses of society, as they relate to oneself and others.
5. Effectively self-assess and satisfy learning needs on an ongoing basis.
6. Demonstrate effective leadership and involvement in professional and social endeavors.

## Practice Outcomes

1. Properly evaluate the completeness and accuracy of the prescription(s) and medication order(s) prior to dispensing based on interview, reviewing and analyzing the individual history and drug profile.
2. Accurately and legally prepare, process, dispense and administer prescriptions or medication orders in a safe and timely manner.
3. Collect and evaluate patient data to properly assess patients and to determine appropriate courses of action such as prescription drug therapy, non-prescription drug therapy, non-drug therapy, or referral to another health care professional.
4. Integrate basic and clinical knowledge to design, implement, monitor, evaluate and modify patient pharmacotherapy to prevent or resolve medication-related problems.
5. Communicate and collaborate effectively with patients, peers, other health professionals and the general public.
6. Retrieve, analyze and interpret professional, lay, and scientific literature to provide drug information and education to patients, care givers, health professionals, and the public.
7. Evaluate, integrate and manage human, economic, scientific, and technological resources for the effective provision of pharmaceutical care.
8. Apply legal, professional, and ethical principles and regulatory requirements in the conduct of professional activities.
9. Recognize potential risks and consequences of substance abuse by pharmacists; provide professional guidance and scientific information to the public and health professionals regarding substance abuse, chemical dependency, and management of toxic substances.

## FIRST PROFESSIONAL YEAR

FALL		SPRING	
Introduction to Pharmacy 300	3	Health Care Organization 301	2
Biostatistics, Research Design, and Literature Evaluation 302	3	Pharmacy Law and Ethics 304	2
Communication Skills for Pharmacists 303	3	Pharmacy Management 305	4
Biosciences I 320	4	Biosciences II 321	4
Principles of Pharmaceutical Sciences 325	3	Pharmaceutics 326	4
Patient Care I 371	<u>0.5</u>	Patient Care II 372	<u>0.5</u>
	16.5		

## SECOND PROFESSIONAL YEAR

FALL		SPRING	
General Principles of Pharmacotherapy 440	4	Renal and Urologic Disorders 452	3
Nervous System Disorders I 450	5	Cardiovascular Disorders I 453	5
Nervous System Disorders II 451	4	Cardiovascular Disorders II 454	5
Elective	2	Elective	2
Patient Care III 473	<u>2</u>	Patient Care IV 474	<u>2</u>
	17		17

## THIRD PROFESSIONAL YEAR

FALL		SPRING	
Musculoskeletal Disorders 550	3	Infectious Diseases I 554	3
Endocrine Disorders 551	4	Infectious Diseases II 555	3
Gastrointestinal Disorders 552	3	Integument and Special Senses 556	3
Pulmonary Disorders 553	3	Hematology and Oncology Disorders 557	3
Elective	2	Elective	2
Patient Care V 575	<u>2</u>	Patient Care VI 576	<u>2</u>
	17		16

## FOURTH PROFESSIONAL YEAR

Advanced Practice Experiences      30

# Course Descriptions

## *REQUIRED DIDACTIC COURSES*

### **300. INTRODUCTION TO PHARMACY**

3 HOURS

This course is designed to introduce students to the history, practice, and scope of pharmacy as a profession and to develop critical thinking, problem-solving, and life-long learning skills. The course is comprised of several state-of-the-art seminars and a series of problem-based learning exercises. Problem-based learning is an active, student-driven process in which students working in small groups, guided by a faculty facilitator, will learn how to analyze a problem, identify and evaluate resources needed to solve the problem, and discuss the solution of the problem with their peers. Through this course students will acquire the skills of self-directed learning, critical reasoning, self-evaluation, interpersonal communication, and the ability to retrieve, access, synthesize, and present information.

### **301. HEALTH CARE ORGANIZATION**

2 HOURS

This course is designed to provide the student with an in-depth understanding of the rapidly changing health care system and pharmacy's role in this evolving system.

### **302. BIostatISTICS, RESEARCH DESIGN AND LITERATURE EVALUATION**

3 HOURS

This course is designed to enable the student to develop an understanding of basic statistics and research design procedures and terms such that clinical studies in the medical and pharmaceutical literature may be objectively evaluated. The course will also provide the student with the necessary tools such that he or she will be able to effectively describe, summarize, analyze and make valid conclusions from data collected through his or her own research endeavors. Students will be enabled to actively evaluate the clinical literature.

### **303. COMMUNICATION SKILLS FOR PHARMACISTS**

3 HOURS

This course is designed to develop foundational communication skills necessary for effective pharmacy practice. The skills and techniques mastered in this foundational course will be applied throughout the curriculum within the framework of complex patient scenarios and multiple disease states.

### **304. PHARMACY LAW AND ETHICS**

2 HOURS

This course is designed to impart to students the legal and ethical basis of pharmacy practice. The course emphasizes the pharmacist's responsibility to care for patients and to respect patients as autonomous individuals. It also queries how far the government and licensed health care professionals should go to protect people from the consequences of their own potentially risky choices in drug use.

### **305. PHARMACY MANAGEMENT**

4 HOURS

This course is designed to provide the pharmacy student with an understanding of those topics relevant to the management and administration of a pharmacy in community and institutional settings.

### **320. BIOSCIENCES I**

4 HOURS

This course examines the structural and functional organization of biological systems at the molecular, subcellular, and cellular levels. Essential aspects of biochemistry, molecular biology, and cell physiology will be integrated in order to provide a fundamental overview of the life of a cell.

### **321. BIOSCIENCES II**

4 HOURS

**Prerequisite: Biosciences I 320, Principles of Pharmaceutical Sciences 325**

This course examines the structural and functional organization of biological systems at the tissue, organ, organ system, and organismic levels. Essential aspects of epigenesis, histology, anatomy, physiology, and immunology are integrated in order to provide a fundamental overview of the life of a human. The role of viral, microbial, and mycologic organisms in the development of human diseases is also introduced.

### **325. PRINCIPLES OF PHARMACEUTICAL SCIENCES**

3 HOURS

This course is intended to provide a foundation of the principles that are fundamental to the study of the pharmaceutical sciences. This basic knowledge will allow the student to integrate physical, chemical and biological concepts into various practice functions.

### **326. PHARMACEUTICS**

4 HOURS

**Prerequisite: Principles of Pharmaceutical Sciences 325**

This course is intended to give the student a basic knowledge of the pharmaceutical principles involved in formulation, design, compounding and evaluation of dosage forms and drug delivery systems. The course will also familiarize the student with the concepts of drug standards, good manufacturing practice and quality control. The student will gain background knowledge and skills necessary to apply biopharmaceutical principles to the selection and evaluation of drug products for use in patients. Emphasis will be placed on the various formulation and physiologic factors that affect drug response and absorption.

### **440. GENERAL PRINCIPLES OF PHARMACOTHERAPY**

4 HOURS

This course is designed to introduce the student to the principles of pharmacotherapy. It is team-taught and presents information from various disciplines including physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Via a case study approach, the student begins to learn how the etiology and pathophysiology of disease, patient assessment, and therapeutic options available can be utilized in the development of a pharmaceutical care plan for a patient.

### **450. NERVOUS SYSTEM DISORDERS I**

5 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are nervous system disorders.

### **451. NERVOUS SYSTEM DISORDERS II**

4 HOURS

This course is a continuation of PHA 450.

#### **452. RENAL AND UROLOGIC DISORDERS**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are renal and urologic disorders.

#### **453. CARDIOVASCULAR DISORDERS I**

5 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are cardiovascular disorders.

#### **454. CARDIOVASCULAR DISORDERS II**

5 HOURS

This course is a continuation of PHA 453.

#### **550. MUSCULOSKELETAL DISORDERS**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are musculoskeletal disorders.

#### **551. ENDOCRINE DISORDERS**

4 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are endocrine disorders.

#### **552. GASTROINTESTINAL DISORDERS**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are gastrointestinal disorders.

### **553. PULMONARY DISORDERS**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are pulmonary disorders.

### **554. INFECTIOUS DISEASES I**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are infectious diseases.

### **555. INFECTIOUS DISEASES II**

3 HOURS

This course is a continuation of PHA 554.

### **556. INTEGUMENT AND SPECIAL SENSES**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are disorders of the integument and special senses.

### **557. HEMATOLOGY AND ONCOLOGY DISORDERS**

3 HOURS

This interdisciplinary, team-taught pharmacotherapy course is designed to enable the student to deliver pharmaceutical care and manage drug-related problems. Disciplines incorporated include physiology, pathophysiology, medicinal chemistry, pharmacology, pharmacokinetics, therapeutics, and pharmacoeconomics. Decision-making processes are a major part of the course, including the incorporation of monitoring parameters for drug therapy. A case study approach assists the student in developing therapeutic plans for patients and utilizing monitoring parameters for drug therapy. Primary topics in the course are hematology and oncology disorders.

## ***ELECTIVE DIDACTIC COURSES***

### **505. COMMUNITY PHARMACY OWNERSHIP**

2 HOURS

A course in retail pharmacy operation designed to acquaint the student with select behavioral and administrative aspects of community pharmacy ownership. Emphasis is placed on professional and personal relations within the community pharmacy and on the mechanics involved with the operations of a small retail business.

### **507. DRUG DEVELOPMENT AND MARKETING**

2 HOURS

A course designed to provide the student with an understanding of the development of new drugs in the pharmaceutical industry. Emphasis is also placed on the marketing practices of the pharmaceutical industry.

### **508. HUMAN RESOURCE MANAGEMENT SKILLS FOR PHARMACISTS**

2 HOURS

The majority of pharmacy graduates will ultimately manage or supervise employees. Two areas that are the most challenging and crucial for managers are performance management and the increasing diversity of the workforce in the context of equal employment opportunity law. The objective of this course is to expand on these areas as well as present other domains of Human Resource Management (HRM), not included in the required pharmacy management course. This course provides theoretical and experiential approaches to the study of HRM while focusing on the enhancement of student personal competencies through individual and group exercises with self- and peer-assessment. The course seeks balanced coverage of HRM practices in small and large businesses. A variety of pharmacy settings are incorporated into discussions. The course also seeks a balanced coverage of traditional HRM topics and emerging, significant HRM issues of the day.

### **511. BASIC MANAGEMENT PRINCIPLES**

1 HOUR

A course intended for those students in the combination Pharmacy/Master of Business Administration Program. It involves an examination of the basic principles and theories of management literature primarily focusing on those theories that explain the functioning of the management process. This course, in conjunction with Pharmacy Management 305, fulfills the management prerequisite for the Master of Business Administration Program.

### **512. BASIC MARKETING PRINCIPLES**

1 HOUR

A course intended for those students in the combination Pharmacy/Master of Business Administration Program. It involves an examination of the basic principles and theories of marketing. The course emphasizes a critical review and discussion of the marketing literature primarily focusing on those theories that explain the functioning of the marketing process. This course, in conjunction with Drug Development and Marketing 507, fulfills the marketing prerequisite for the Master of Business Administration Program.

### **526. TOXICOLOGY**

2 HOURS

A lecture course designed to acquaint the student with the science of toxicology. The course will survey the different areas of toxicology and introduce basic toxicological principles but will place special emphasis on the areas of mechanistic and clinical toxicology.

### **527. BIOTECHNOLOGY**

2 HOURS

This course is designed to familiarize the student with current technology. Emphasis will be given to methods involving genetic manipulations and immunologic tools. In addition, the course will include a thorough review of the most current agents (both those approved and those undergoing testing) including a discussion of how they function and how they are produced.

### **528. PHARMACOGNOSY**

2 HOURS

This course encompasses a study of drugs obtained from natural sources. The botanical and animal origins of such drugs, their historical importance, physiochemical properties, and their pharmacological applications are discussed. Basic terminology associated with the area of pharmacognosy as well as extraction and purification procedures for natural drugs are also discussed.

**548. PROJECT DEVELOPMENT**

2 HOURS

This course is designed to acquaint the student with the techniques involved in the development of a project in either the basic or clinical sciences. A project will be assigned to the student and the student will be expected to perform literature reviews and other work deemed necessary by the faculty instructor to produce an acceptable final written report. (This course may be taken up to two times for credit.) Consent of instructor and a GPA of 2.5 or better is required.

**549. INTRODUCTION TO RESEARCH**

2 HOURS

This course is designed to acquaint the student with current techniques utilized in basic and clinical research. A problem will be assigned by the instructor and the student will be expected to do the library and laboratory or clinical work required to prepare a report. (This course may be taken up to three times for credit.) Consent of instructor and a GPA of 2.5 or better is required.

**560. SUBSTANCE ABUSE**

2 HOURS

This course is designed to give the student a basic introduction to the area of substance abuse and dependency. It is intended that upon completion of this course the student will have an appreciation for the terminology and diagnostic criteria appropriate to this specialty, a clear understanding of the drugs involved, their effects and be able to explain pharmacological intervention.

**562. SELF-CARE AND SELF-MEDICATION**

2 HOURS

This course is designed to give the interested student additional knowledge and skills on health promotion in order to be a better educated pharmacist and consumer. The primary focus will be on the prevention and detection of heart disease, cancer, infectious diseases, osteoporosis and mental illness. The impact of lifestyle changes, such as diet, exercise, weight loss, smoking cessation, alcohol moderation and stress reduction on disease management will be explored by reviewing the latest medical research. The use of home and diagnostic tests, utilized to screen and monitor patient response to selected drug therapy, will be discussed and demonstrated. Reimbursement, marketing strategies and liability will also be considered.

**563. CLINICAL ONCOLOGY**

2 HOURS

An introduction to the pathology and treatment of neoplastic diseases with an emphasis on the patient and the application of clinical pharmacy concepts.

**564. GERIATRIC PHARMACY**

2 HOURS

This course will review the basic physiological changes occurring with increasing age and define their impact on pharmacokinetics of drugs in the geriatric patient. Managerial, pharmaceutical, and consultant aspects of pharmacy services provided to long-term care facilities and alternate types of care available to the elderly patient will be emphasized. Health care issues impacting geriatric patient care and future trends in pharmacy services for geriatric patients will also be presented. Third professional year standing is required to take this course.

**565. DRUG MISADVENTURES**

2 HOURS

This course is designed to provide the student with more in-depth knowledge of major adverse reactions associated with commonly prescribed drug categories. Information relating to incidences, pre-disposing factors and the management of adverse reactions will be discussed. Drug interactions will also be included.

## **566. WOMEN'S HEALTH**

2 HOURS

This course is designed to enable the student to develop an understanding of issues of importance in women's health, including health promotion and prevention, health problems with a higher prevalence or a different presentation in women than men, cultural diverseness and women's health, and women's health policy and research. Problems unique to women's health and therapy important in the pharmacist's provision of pharmaceutical care to female patients will be emphasized. The topics discussed will be those relevant to women's health that are not covered in required courses or those that are not covered in detail in required courses.

## *PHARMACY PRACTICE EXPERIENCES*

### **REQUIRED INTRODUCTORY PHARMACY PRACTICE EXPERIENCES**

Students are required to complete the following introductory practice experiences during the first, second, and third professional years. In addition to academic credit, the student receives internship credit at graduation towards pharmacy licensure.

#### **371. PATIENT CARE I**

0.5 HOURS

This experiential course is designed to introduce the first year student to patient care, pharmaceutical care, and different types of pharmacy practice. Students will be coupled with a fourth year student two days/semester. Fourth year students will provide the role model of a "patient-oriented pharmacist" and demonstrate pharmaceutical care and what is expected of a fourth year pharmacy student in an advanced pharmacy practice experience.

#### **372. PATIENT CARE II**

0.5 HOURS

This experiential course is designed to introduce the first year student to patient care, pharmaceutical care, and different types of pharmacy practice. Students will be coupled with a fourth year student two days/semester. Fourth year students will provide the role model of a "patient-oriented pharmacist" and demonstrate pharmaceutical care and what is expected of a fourth year pharmacy student in an advanced pharmacy practice experience.

#### **473. PATIENT CARE III**

2 HOURS

The purpose of this course is to provide a closely supervised practice experience that is designed to be intellectually stimulating to the second year student and to enable the student to better assume his/her future role as a pharmacist. The experience should enhance the transition from didactic instruction to the application phase of pharmacy to prepare the student as a provider of pharmaceutical care. This experience may be primarily based in either community or institutional practice and emphasize the development of skills utilized in these settings.

#### **474. PATIENT CARE IV**

2 HOURS

The purpose of this course is to provide a closely supervised practice experience that is designed to be intellectually stimulating to the second year student and to enable the student to better assume his/her future role as a pharmacist. The experience should enhance the transition from didactic instruction to the application phase of pharmacy to prepare the student as a provider of pharmaceutical care. This experience may be primarily based in either community or institutional practice and emphasize the development of skills utilized in these settings.

### **575. PATIENT CARE V**

2 HOURS

The purpose of this course is to provide a closely supervised practice experience that is designed to bring relevance to concepts being learned in the classroom at the third year level. This experience should continue the transition from didactic instruction to the application phase of pharmacy and further develop essential skills needed for effective patient care. This experience may be primarily based in either community or institutional practice and emphasize exposure to services furnished in these settings.

### **576. PATIENT CARE VI**

2 HOURS

The purpose of this course is to provide a closely supervised practice experience that is designed to bring relevance to concepts being learned in the classroom at the third year level. This experience should continue the transition from didactic instruction to the application phase of pharmacy and further develop essential skills needed for effective patient care. This experience may be primarily based in either community or institutional practice and emphasize exposure to services furnished in these settings.

## **ADVANCED PHARMACY PRACTICE EXPERIENCES**

Students are required to complete six advanced practice experiences during the fourth professional year. Students must have satisfactorily completed all required and elective courses in the professional curriculum to be eligible for fourth year standing and to start the advanced experience sequence. Advanced pharmacy practice experiences are preferentially assigned to students on normal academic progression. Students who interrupt their normal academic progression will be assigned to experiential sites as they become available. Exceptions may be made at the discretion of the Chairperson of the Department of Pharmacy Practice.

Four specific practice experiences are required encompassing ten weeks of inpatient care and ten weeks of outpatient care: Medicine, Medicine Subspecialty, Ambulatory Care, and Advanced Community. Two practice experiences are elective. Each advanced pharmacy practice experience is 5 weeks in length, 40 hours weekly. The summer semester is also utilized for pharmacy practice experiences; students may be enrolled for one or both five-week sessions of the summer semester. The fall and spring semesters each consist of 3 five-week pharmacy practice experience blocks. In addition to academic credit, the student receives 1,000 hours of internship credit at graduation towards pharmacy licensure in Georgia. This number is different in other states.

During advanced pharmacy practice experiences, students will gain competency in the following areas: problem-oriented drug monitoring; therapeutic drug monitoring; medication histories; managing a patient's drug therapy; identification, resolution and prevention of drug-related problems; drug information/retrieval skills; application of knowledge of diseases and drug therapy to pharmaceutical care; consulting and counseling with health care professionals and patients; education of health care professionals; communication and presentation skills; and professional conduct.

Students are surveyed during the third professional year to determine elective preferences and eligibility for assignment. Assignments are made through an Internet based program which randomly assigns students based on site availability. All students must submit a 2" x 2" passport-type photo with their completed biographical sheet and survey form to the Department of Pharmacy Practice prior to pharmacy practice experience assignments. School policy requires that all students have proper records of immunization and proof of health insurance on file with the Dean's Office prior to any assignment to a patient care setting.

Students are assigned to fourth year practice experiences primarily within the Metropolitan Atlanta area. Mercer pharmacy students may also have an opportunity to complete all or part of their fourth year practice experiences at other locations in the Southeast. This offers students who come from these areas a chance to stay “close to home” and save on living costs. Practice sites are currently available in Albany, Augusta, Columbus, Dublin, Macon, Savannah, and Valdosta, Georgia; Chattanooga, Knoxville, Nashville, and TriCities, Tennessee; Lexington, Kentucky; and Ft. Lauderdale/Miami, Jacksonville, Orlando, Pensacola, Sarasota, and Tampa, Florida. Site availability is subject to change. Selection of students for these sites is competitive. Preference will be extended to those students with family or relatives in the area.

Two unique programs are available for practice experiences outside the Southeast. Current sites for the Indian Health Service (IHS) Program are San Carlos and Parker, Arizona. Students work as members of the health care team in a primary care clinic with IHS pharmacists, physicians, and nurses. This program is considered an Ambulatory Medicine practice experience. The International Pharmacy Program offers students an opportunity to gain insight into the health care system, practice of pharmacy, and pharmaceutical education in other countries. Approved practice sites are Australia, New Zealand, Japan, England, Denmark, and Norway. This elective practice experience may emphasize various settings: hospital, community, industry, or government. Assignment to these programs is competitive.

Two additional practice experiences also offer placement in locations outside the Southeast. San Antonio, Texas is an optional available site for the Ambulatory Care Practice Experience. The Government Regulatory Agency (Medwatch Pharmacy Experience FDA) is located in Baltimore, Maryland; students selected to participate in this experience will go to Maryland for the five-week term.

## **REQUIRED ADVANCED PHARMACY PRACTICE EXPERIENCES**

In addition to Medicine, Ambulatory Care and Advanced Community, students are required to take a Medicine—Subspecialty Experience. This will be selected from PHA 671 - PHA 679.

### **670. MEDICINE**

#### **5 HOURS**

This required practice experience is designed to give the student a basic understanding of disease states encountered in internal medicine. This course will stress the application of therapeutics in patient care and require the student to develop skill in taking medication histories, monitoring patients, providing drug information, and patient education. This pharmacy practice experience is also designed to expose the student to the team concept of health care.

### **680. AMBULATORY CARE**

#### **5 HOURS**

This practice experience will provide the student with the necessary assessment skills to implement and monitor cost effective drug therapy for safety and efficacy in the primary care and/or specialty clinic patient care environment.

### **681. ADVANCED COMMUNITY**

#### **5 HOURS**

This experience is designed to expose the student to a variety of patient-oriented services in community pharmacy practice. These services may include: (1) patient counseling on appropriate drug use, home diagnostic test kits, durable medical equipment; (2) monitoring therapy for safety and efficacy; (3) providing drug information to physicians and nurses; and (4) providing consultations on home health care and nursing home patients. This experience is designed to give the student further experience in documenting pharmaceutical care interventions in community pharmacy practice.

## **ELECTIVE ADVANCED PHARMACY PRACTICE EXPERIENCES**

### **661. INDUSTRIAL PHARMACY CLINICAL RESEARCH**

5 HOURS

The Industrial Pharmacy advanced practice experiences are designed to provide those students interested in pursuing a career in the pharmaceutical industry with general knowledge and a high level of exposure to a variety of areas within the pharmaceutical industry. This practice experience is specifically designed to give the student experience in conducting clinical research and is designed for those students who believe they may want to pursue a career in this area.

### **662. INDUSTRIAL PHARMACY MEDICAL AND PROFESSIONAL SERVICES**

5 HOURS

This practice experience is specifically designed to give the student experience in conducting medical and professional services activities and is designed for those students who believe they may want to pursue a career in this area.

### **663. INDUSTRIAL PHARMACY MARKETING**

5 HOURS

During this advanced practice experience, the student will become a member of the Product Management Team to obtain a “working” knowledge of pharmaceutical marketing, involved in an array of activities from marketing plans to tactical tools to field communication. The student will in addition gain industry knowledge by learning about the pharmaceutical industry from a corporate perspective and interacting with or visiting various departments within the organization.

### **664. INDUSTRIAL PHARMACY SALES**

5 HOURS

This practice experience is specifically designed to give the student experience in conducting sales activities and is designed for those students who believe they may want to pursue a career in this area.

### **665. UNITED STATES PUBLIC HEALTH SERVICE CENTERS FOR DISEASE CONTROL AND PREVENTION DRUG SERVICE**

5 HOURS

This experience will give the student a general understanding of public health issues and the many career opportunities available for pharmacists in the USPHS, the CDC, specifically the Drug Service Division.

### **666. THE AGENCY FOR TOXIC SUBSTANCES AND DISEASE REGISTER (ATSDR) - DIVISION OF TOXICOLOGY**

5 HOURS

During this experience, the student will be introduced to ATSDR, a public health agency, whose mission is to prevent or mitigate adverse human health effects and diminished quality of life resulting from exposure to hazardous substances in the environment. The experience will also provide the student with a comprehensive overview of the impact and significance of toxicology and risk assessment principles and practices and how they influence the agency program areas and products.

### **667. MENTAL RETARDATION**

5 HOURS

A pharmacy practice experience designed to give the student in-depth exposure to the area of mental retardation. The student will work with other members of the health care team to monitor drug therapy of mentally retarded patients.

**671. CARDIOLOGY**

5 HOURS

A practice experience designed to enable the student to acquire skills in the knowledge regarding basic principles of specific cardiovascular disorders, their treatment and care.

**672. CRITICAL CARE**

5 HOURS

A hospital based experience designed to enable the student to acquire skills and knowledge regarding basic principles of specific critical care disease states and their treatment.

**673. INPATIENT GERIATRICS**

5 HOURS

This practice experience is designed to give the student a basic understanding of disease states encountered in geriatric internal medicine. This course will stress the application of therapeutics in patient care and require the student to develop skill in taking medication histories, monitoring patients, providing drug information, and patient education. This pharmacy practice experience is also designed to expose the student to the team concept of health care.

**674. HEMATOLOGY/ONCOLOGY**

5 HOURS

This experience will enable the student to develop proficiency in the knowledge of neoplastic disease and rational therapy with oncological agents.

**675. INFECTIOUS DISEASES**

5 HOURS

A practice experience designed to enable the student to acquire skills and knowledge regarding basic pharmacotherapy of specific infectious diseases.

**676. NEONATOLOGY**

5 HOURS

A hospital-based practice experience designed to enable the student to acquire proficiency and knowledge regarding basic principles of drug therapy in neonates.

**677. PEDIATRICS**

5 HOURS

This practice experience is designed to enable the student to acquire skills and knowledge regarding basic principles of pharmacotherapy for common childhood diseases.

**678. PSYCHIATRY**

5 HOURS

A pharmacy practice experience designed to give the student in-depth exposure to the area of mental health. The student will work with other members of the health care team to monitor drug therapy of patients with psychiatric diseases or drug abuse problems.

**679. SURGERY**

5 HOURS

A hospital-based experience designed to enable the student to acquire proficiency in the basic principles of surgery and drugs used in surgical procedures.

**682. ACADEMIC ADMINISTRATION**

5 HOURS

An elective experience designed to stimulate the interest of pharmacy students in academia and provide the student with an understanding of the function and process of the academy. Through interviews with faculty, readings in the literature, participation in academic and administrative meetings, development of teaching materials with pharmacy faculty chosen as preceptors in the students' area of interest, the exploration of teaching methodologies and several "hands on" projects, the student is better able to evaluate the possibility of a career in academia as well as assume a position in academia.

**683. DRUG INFORMATION**

5 HOURS

During this experience, students research drug information questions, prepare formulary evaluations, write pharmacy newsletters, work on special interest projects and enhance their verbal and written communication skills. Recent journals, online and ROM disk information systems, textbooks, the Internet and pharmacy bulletin boards are utilized.

**684. GENERAL CLINICAL**

5 HOURS

This elective experience will expose the student to the broad-based daily duties often required of a clinical pharmacy coordinator in a hospital. The student, who should be self-motivated, will gain experience in at least four of the following six areas: Drug Information, Drug Usage Evaluation, Quality Assurance, Formulary Management, Pharmacokinetics, and Metabolic Support. Due to the nature of the above practice areas, the student will also gain experience in general internal medicine.

**685. GERIATRIC—LONG TERM CARE**

5 HOURS

The advanced practice experience in Geriatrics is designed to provide the student with an in-depth experience in the provision of pharmaceutical care to older patients and those requiring long term care services. The student will also be exposed to additional aspects of consultant pharmacy practice for institutionalized long term care and subacute patients.

**686. HEALTH OUTCOMES MANAGEMENT**

5 HOURS

This practice experience is designed to provide the student with a basic understanding of health outcomes (clinical, economic, humanistic) focusing on pharmacoeconomics and health care quality assessment. Didactic and practical experience in these core areas will expose the student to a variety of competencies utilized in a health outcomes research and consulting firm. The practice environment involves working directly with a number of managed care organizations, pharmaceutical manufacturers, pharmaceutical providers, pharmacy benefit managers and various other health care providers. The student will be exposed to and/or directly involved with the many steps in conducting quality focused, outcomes-based research — from proposal development to analysis and manuscript preparation.

**687. HOME HEALTH CARE**

5 HOURS

A home health care experience specializing in home infusion therapy. The student will gain experience working with pharmacists and nurses to care for the home patient. The student will be involved in preparation and monitoring of parenteral and enteral nutrition, antibiotics, cancer chemotherapy, specialty compounded drugs and home health aids.

**689. INTERNATIONAL PHARMACY**

5 HOURS

An elective practice experience which is designed to broaden the student's knowledge about health care, pharmacy practice, and education specifically in another health care system. The students will spend five weeks in one of the approved sites for the international program (Denmark, Norway, England, Japan, Australia, or New Zealand). The practice will vary as the specialty (hospital, community, industry, or government). Assignment is competitive.

**690. NUCLEAR PHARMACY**

5 HOURS

This experience introduces the student to the practice of Nuclear Pharmacy and Medicine. The nuclear pharmacy experience will concentrate on pharmaceutical care and radiopharmaceutical compounding, quality assurance, health physics and regulatory compliance. The nuclear medicine experience will offer the student the opportunity to communicate with the nuclear medicine personnel and participate in the clinical use of diagnostic and therapeutic radiopharmaceuticals. The student will also gain experience in the area of health physics as it is practiced in the nuclear pharmacy and hospital.

**691. NUTRITIONAL SUPPORT**

5 HOURS

This experience is designed to provide the student with the opportunity to gain knowledge, skills, and practical experience in basic nutritional principles, nutritional assessment, and management of the patient requiring enteral and/or total parenteral nutrition.

**692. PHARMACOKINETICS**

5 HOURS

This elective is designed to give the student hands-on experience in the functioning of an established clinical pharmacokinetics practice and information on methods for establishing such a service. The student will assess the utility of population averages in predicting drug concentration and dosages as well as learn to base therapeutic recommendation on measured drug concentration. This clinical application learning experience is directed toward monitoring drug therapy based on patient response rather than the mere manipulation of numbers. Expertise in calculations is expected from previous coursework. The student may also have the opportunity to be involved in evaluating and monitoring patients for pharmacokinetic research.

**693. POISON CONTROL**

5 HOURS

The student will gain practical experience in the regional Poison Control Center (PCC) at Grady Memorial Hospital. Initial orientation includes history, functions, duties, policies, and procedures of the PCC. Training includes history taking, creating a record, documentation, coding, and familiarization with poison prevention and toxicology as well as access to microfiche and text resources. The student will become an integral part of the PCC staff responding to questions on intentional and accidental poisonings of drugs, exposures to chemicals, and snake/insect bites from all over the Southeastern United States. Student will recommend antidotes, treatments, and referrals under the supervision of the Poison Control Center staff. Study topics in which the student has special interest or expertise will be assigned.

**694. PRESCRIPTION BENEFIT MANAGEMENT**

5 HOURS

The Prescription Benefit Management experience is designed to give the student general knowledge and a high level of exposure to a variety of activities conducted by a Prescription Benefit Manager. A Prescription Benefits Manager is responsible for managing the drug benefits for a health care plan. Specific activities include Formulary Management and Drug Utilization Review activities.

**695. ADVANCED PSYCHIATRY**

5 HOURS

A clinical research experience in psychiatry of child, adolescent or adult neuropsychiatry.

**696. RESEARCH**

5 HOURS

The research experience will provide the student with the opportunity to participate in an ongoing research project and develop skills necessary for pursuit of graduate education, fellowship, or research-oriented career.

**697. SUBSTANCE ABUSE**

5 HOURS

This experience is designed to expose the student to aspects of drug and alcohol abuse and the treatment most often used in a clinical setting. This experience will enable the student to learn more about the diagnosis, complications, and the management of addictive disease with drug therapy in today's health care environment.

**698. EMERGENCY MEDICINE**

5 HOURS

This pharmacy practice experience is designed to give the student exposure to managing and monitoring emergency department patients.

**699. GOVERNMENT REGULATORY AGENCY (MEDWATCH PHARMACY EXPERIENCE FDA)**

5 HOURS

This practice experience will provide opportunity to broaden the student's knowledge about governmental regulatory processes. For this particular experience, the student will learn about the Food and Drug Administration's (FDA) multi-disciplinary processes for addressing public health issues involving drugs, biologics, and medical devices. The MedWatch program was developed by the FDA as a way to systematically record adverse drug reactions that occur with any drugs, biologics, or medical devices.

# Requirements for Internship and Licensure

All state boards of pharmacy require that, in addition to a degree in pharmacy, specified hours of supervised working experience are necessary to become a licensed pharmacist. Regulations vary among the states. Applicants who reside in states other than Georgia should consult their board of pharmacy for instructions.

In Georgia, you may register with the State Board as a pharmacy intern after enrollment in the School of Pharmacy. You must apply for and receive an internship license. Georgia interns are required to work a minimum of 20 hours per week in order to receive credit. Interns may work a maximum of 50 hours per week. The State Board of Pharmacy will not grant credit for hours worked while you are enrolled in pharmacy school and the University is in session. Keeping proper records and following procedures for accurate reporting of hours worked is the responsibility of the intern.

All Mercer students are required to obtain a Georgia internship license prior to participating in any on-site pharmacy practice experience. Students may contact the Georgia State Board of Pharmacy, 237 Coliseum Drive, Macon, Georgia 31217-3858 for internship license information.

The Georgia State Board of Pharmacy requires that an applicant for licensure must be at least 18 years of age, must be a graduate of an accredited school of pharmacy, and must have completed 1500 hours of internship under the supervision of a registered pharmacist. Mercer graduates currently receive 1,000 hours of internship credit from the pharmacy practice experiences at the Southern School of Pharmacy to be applied toward the total of 1500 hours. The remaining 500 hours must be earned through employment in a pharmacy. Graduates who plan to take the North American Pharmacy Licensure Exam (NAPLEX) in a state other than Georgia should contact their respective state boards of pharmacy for details.

Application for the licensure examination may be made near the time of graduation. Mercer graduates score consistently higher than the national average on the licensure exam. Over the past five years, the average first-attempt pass rate is 98.6 percent.

# Doctor of Philosophy Degree Program

## Program Description

The Doctor of Philosophy degree program in Pharmaceutical Sciences uses an interdisciplinary approach to prepare students for careers in teaching and research in academic institutions, and for employment in industry, government and other agencies and institutions involved in health-science oriented research and development. Areas of specialization in the program include medicinal chemistry, pharmaceuticals, pharmacology, and toxicology. The objectives of the program include developing the student's teaching skills and ability to conduct independent research, and promoting the student's scholarly accomplishments. The program of study may be individualized according to the academic background and area of research interest of the student, and includes: required and elective course work, participation in departmental activities such as seminars and teaching assignments, and in-depth research involving a topic of interest to the student and major professor.

## Graduate Program

### Admission Requirements

1. A completed application submitted to the Chairperson of the Graduate Admissions Committee along with a non-refundable \$25 application fee.
2. A Bachelor of Science degree in Pharmacy, Chemistry, Biology or an equivalent degree in a related area, or a Pharm.D. degree.
3. A minimum grade point average (GPA) of 3.0\* (on a 4.0 scale).
4. A minimum (combined) score of 1000\* for the verbal plus the quantitative sections of the Graduate Record Examination (GRE).
5. If the applicant is from a country where the primary language is other than English, the candidate must receive a minimum score of 550 on the Test of English as a Foreign Language (TOEFL).
6. Official transcripts from each college or university attended.
7. Three letters of recommendation from persons who are able to judge the applicant's accomplishments and academic ability.

\* Acceptance into the Graduate Program in Pharmaceutical Sciences is based on the applicant's overall record and ability. Applicants failing to meet the required minimum GPA or the required minimum GRE may be considered for admission provided their record is indicative of exceptional ability.

For more information, contact the Director of the Ph.D. Program, Department of Pharmaceutical Sciences, Mercer University Southern School of Pharmacy, 3001 Mercer University Drive, Atlanta, Georgia 30341, or telephone (770) 986-3237.

### Special Student Classification

Certain individuals may apply as special students in the Ph.D. program. This classification allows students to enroll upon submission of an application and official transcripts and approval of the Program Director.

Applicants must have completed a minimum of a Bachelor's degree from an accredited college and must possess appropriate credentials for admission to the graduate program with the exclusion of the GRE. Special student classification does not assure admission to the graduate program, and these students must reapply for admission to the graduate program and satisfy all admission requirements to be considered. A special student may apply a maximum of nine credit hours as transfer credit toward the Ph.D. degree if the program of study can be completed within the stated time in residence. Special students must submit applications no later than thirty days before the beginning of the semester in which special student classification is sought.

## **Financial Support**

Financial support for graduate students in the Department is available through teaching assistantships and tuition waivers. Stipends will be provided on a competitive basis for participation in undergraduate laboratories and other Departmental activities. Additional financial aid may be available through grants and/or contracts as well as guaranteed student loans.

## **Program Requirements**

### **Course Requirements**

The Doctor of Philosophy Degree is awarded to students of exceptional scholarly achievement who demonstrate the ability to conduct original research. A minimum of 70 semester hours including 35 hours of dissertation research is required for graduation. Requirements for the degree, however, are not determined solely in terms of a fixed number of courses, credits and years of residence. Graduate programs are highly individualized and are tailored to the characteristics and interests of the individual student.

Students entering the Ph.D. program in the Pharmaceutical Sciences are expected to have a background that includes the following minimum prerequisites: calculus, statistics, expertise in at least one computer programming language, one year of biochemistry, and one semester each of microbiology and physiology. In addition, students planning to specialize in either medicinal chemistry or pharmaceuticals will need physical chemistry and differential equations. Students that have not completed these prerequisites prior to entering the program may be required to remove deficiencies during their course of study. When no suitable graduate level course is available, deficiencies must be removed by means of undergraduate courses for which no graduate credit will be given.

The Program of Study will be determined by the major professor in consultation with the student and the Student Advisory Committee (SAC).

Courses in addition to those in the core will be selected to develop strengths in the student's areas of interest and research. These courses may be chosen from those offered by the School of Pharmacy faculty or may be completed at another university through Cross Registration via The University Center of Georgia. Any course deemed appropriate by the SAC may be included on the Program of Study. Non-pharmacy courses are most commonly selected from disciplines such as chemistry, engineering, mathematics, physiology, statistics, or related areas. In some instances the SAC may determine that certain undergraduate pharmacy courses are essential components of the Program of Study. No graduate credit

will be given for such courses. Up to 15 semester hours of graduate-level credit may be transferred from other accredited institutions.

The Core Curriculum for the Ph.D. degree as well as elective courses taught within the Department are listed below.

<b>Course Number/Name</b>		<b>Credit Hours</b>
<b>Core Curriculum</b>		
801	Information Transfer	2
804	Instrumentation and Analytical Methods	3
805	Isotope Tracer Techniques	3
807	Biotechnology	3
897	Graduate Seminar	3
899	Doctoral Research	35
	Discipline Electives	9

In addition, students without a pharmacy degree must complete at least two of the following courses:

811	Principles of Medicinal Chemistry	3
831	Principles of Pharmacokinetics	3
851	Principles of Pharmacology	5

#### **Elective Courses**

813	Advanced Medicinal Chemistry	3
819	Special Topics in Medicinal Chemistry	1-5
833	Advanced Pharmacokinetics	3
835	Advanced Physical Pharmacy I	3
836	Advanced Physical Pharmacy II	3
837	Advanced Biopharmaceutics	3
839	Drug Delivery Systems	3
849	Special Topics in Pharmaceutics	1-5
853	Principles of Drug Action	3
855	Pharmacological Drug Evaluation	3
857	Advanced Psychopharmacology	3
859	Advanced Cardiovascular Pharmacology	3
869	Special Topics in Pharmacology	1-5
873	Advanced Toxicology	3
875	Quantitative Toxicology	3
879	Special Topics in Toxicology	1-5

#### **Seminar Requirements**

Throughout the course of study the student is expected to read the current literature and attend and actively participate in the seminar programs offered by the Department and the School of Pharmacy. The student will register for seminar during the Spring Semester of each year.

#### **Student Probation and/or Dismissal**

A cumulative grade point of at least 3.0 is required for graduation from the Ph.D. program. Semester and cumulative grade point averages are indications of a student's academic performance. A student whose grade point average for a single

semester drops below 3.0 or whose cumulative grade point average falls below 3.0 is making unsatisfactory academic progress and will be monitored closely.

1. **Academic Warning**—An Academic Warning is issued the first time that a student's single semester and/or cumulative GPA falls below 3.0 or the first time a student receives a grade of less than "B" in any graduate-level course, or in an undergraduate course offered by the Department of Pharmaceutical Sciences.
2. **Academic Exclusion**—Students may be permanently excluded from the program for:
  - a. failing to maintain a cumulative GPA of 3.0 following a previous academic warning.
  - b. receiving a grade lower than "B" in more than two graduate-level courses or in two undergraduate courses taught within the Department of Pharmaceutical Sciences.
  - c. two unsatisfactory performances on the Ph.D. preliminary examination.

## **Residence Requirements**

Graduate students must complete all degree requirements within six years of the initial date of matriculation. Two years must be completed in residence at Mercer University. A student must be in residence at the time of completion of the dissertation.

## **Student Advisory Committee (SAC)**

This committee shall consist of five voting members. At least three committee members must be Mercer University Graduate Faculty Members, and at least one must be from outside of the department. In addition to the major professor, at least one of the Mercer Graduate Faculty Members must be from within the student's discipline. Two or more committee members must be Graduate Fellows of the Mercer University Graduate Faculty.

Because of special knowledge and distinction in the area of the student's work, additional individuals from outside the University may be appointed to the SAC with nonvoting status. To appoint an individual outside of the University to a SAC, the major professor will submit a request with justification to the Program Director for approval. Appeals may be made to the Graduate Faculty of the Southern School of Pharmacy.

The major responsibilities of the SAC are: to suggest and review courses in the Program of Study; to monitor the progress of the student through semiannual meetings in December and June, or more frequently if required; to solicit questions, develop the scope and format, and grade the preliminary examination; to approve the preliminary research protocol; to provide advice during the conduct of the research; and to critically evaluate and approve the dissertation and final oral defense.

## **Preliminary Examination**

The purpose of the preliminary examination is to determine whether the student has been adequately prepared through course work and other activities to undertake an original research project. The breadth and depth of knowledge in the student's chosen discipline will also be examined. This examination will be timed

and closed-book, and it will be related to the student's selected discipline and course work.

The examination will be administered after completion of all course work and other requirements listed on the Program of Study form. Approval for the student to undertake this examination must be granted by the Program Director at the recommendation of the major professor.

Examination questions will be the responsibility of the SAC which may request questions from appropriate faculty members. The members of the SAC will then select appropriate questions and compile them into examination form.

## **Preliminary Research Protocol**

A protocol describing the student's dissertation project must be submitted to the SAC written in the format of an NIH grant proposal. The student will defend the proposal orally before the SAC. Approval of the protocol by the SAC is required before the student can proceed formally with research activities.

## **Admission to Candidacy**

A student must apply for admission to candidacy following the successful completion of both the Preliminary Examination and the Preliminary Research Protocol. The student must receive admission to candidacy at least 2 semesters prior to the date of expected graduation.

## **Progress Reports**

Progress reports will be prepared by each student in conjunction with the major professor and submitted to the Program Director and the Graduate Coordinator by June 30 of each year.

## **Manuscript Requirements**

All candidates for the Ph.D. degree must demonstrate competence in scientific writing by preparing and submitting at least one manuscript for publication.

The manuscript must be submitted for publication before the candidate's final oral defense can be scheduled.

## **Dissertation and Final Oral Defense**

An essential component of the Ph.D. degree program is the student's successful completion of an original research project under the supervision of the major professor and in consultation with the SAC. The work is expected to lead to one or more publications in referred scientific journals.

The student must prepare a written dissertation based on his/her research work. The format of the dissertation must comply with the regulations contained in the Guide to the Preparation of Theses and Dissertations. After the dissertation has been approved by the SAC, a final oral defense is scheduled during which the candidate's understanding of the completed research project and knowledge of the major discipline are evaluated.

## Course Offerings

### **801. Information Transfer**

2 Hours

A course designed to familiarize students with the methods available for conducting a literature search on specific topics. In addition, the course includes an overview of techniques for scientific writing, presentation graphics and grantsmanship with some discussion of ethical issues regarding research.

### **804. Instrumentation and Analytical Methods**

3 Hours

A course designed to provide the student with a background in modern analytical chemistry and instrumental methods of analysis with applications to pharmacy.

### **805. Isotope Tracer Techniques**

3 Hours

A lecture/laboratory course designed to acquaint the student with the theoretical foundations and experimental techniques needed for the proper use of isotopic tracers in scientific research. Emphasis will be given to the use of radioactive tracers and their applications to pharmaceutical and biomedical research.

### **807. Biotechnology**

3 Hours

The course is designed to familiarize the student with current technology. Emphasis will be given to methods involving genetic manipulations and immunologic tools. In addition, the course will include a thorough review of the most current agents (both those approved and those undergoing testing) including a discussion of how they function and how they are produced.

### **811. Principles of Medicinal Chemistry**

3 Hours

This course is designed to familiarize the student with the chemical properties of each of the major categories of drugs.

### **813. Advanced Medicinal Chemistry**

3 Hours

#### **Prerequisites: Calculus and Physical Chemistry**

A theoretical treatment of structure activity relationships and approaches to drug design, enzymology, drug metabolism and chemical mechanisms of drug action.

### **819. Special Topics in Medicinal Chemistry**

1-5 Hours

A course to provide an in-depth coverage of a variety of current topics in the area of medicinal chemistry with each course dealing with only one or two major topics.

### **831. Principles of Pharmacokinetics**

3 Hours

This course is designed to provide the student with the entry level knowledge and skills necessary for employing basic pharmacokinetic principles in the selection and evaluation of drugs.

**833. Advanced Pharmacokinetics**

3 Hours

**Prerequisites: Calculus, Computer Skills, and Principles of Pharmacokinetics 831 or its equivalent**

A course designed to provide the student with the advanced knowledge and skills necessary for problem solving techniques related to the relationship between plasma concentration and effect and clearance concepts as it relates to drug therapy.

**835. Advanced Physical Pharmacy I**

3 Hours

**Prerequisites: Calculus through Differential Equations and Physical Chemistry (Thermodynamics)**

A course designed to study advanced physical concepts and methods as they apply to pharmaceutical systems and problems. Emphasis will be on chemical kinetics, acid/base equilibria and solubility.

**836. Advanced Physical Pharmacy II**

3 Hours

**Prerequisites: Calculus through Differential Equations and Physical Chemistry (Thermodynamics)**

A course designed to study advanced physical concepts and methods as they apply to pharmaceutical systems and problems. Emphasis will be on diffusion, dissolution, interfacial phenomena and flow properties.

**837. Advanced Biopharmaceutics**

3 Hours

A course to provide advanced study of the relationship between physiochemical properties of a drug in a dosage form and the pharmacologic, toxicologic or clinical response observed. Emphasis will be placed on design and evaluation of bioavailability studies.

**839. Drug Delivery Systems**

3 Hours

**Prerequisite: Advanced Physical Pharmacy II (836)**

A course designed to study the preformulation, formulation details/limitations of various delivery systems.

**849. Special Topics in Pharmaceutics**

1-5 Hours

A course to provide an in-depth coverage of a variety of current topics in the area of pharmaceutics with each course dealing with only one or two major topics.

**851. Principles of Pharmacology**

5 Hours

This course is designed to provide instruction in drug receptor theory and all of the major categories of drugs at a level which will prepare the student for more advanced pharmacology courses.

**853. Principles of Drug Action**

3 Hours

**Prerequisite: Principles of Pharmacology 851 or its equivalent**

A lecture course designed to introduce the graduate student to the basic principles of drug mechanisms. Basic receptor theory, agonist-antagonist relationships, signal transduction mechanisms, and mechanisms of specific drug classes will be discussed.

**855. Pharmacological Drug Evaluation**

3 Hours

**Prerequisite: Principles of Pharmacology 851 or its equivalent**

A lecture/laboratory course designed to familiarize the student with different methods used to evaluate the pharmacology of different drugs. Demonstration laboratories as well as hands-on involvement by each student will be utilized in the course.

**857. Advanced Psychopharmacology**

3 Hours

**Prerequisite: Principles of Pharmacology 851 or its equivalent**

A course designed to provide the student with didactic material and laboratory experience in the area of psychopharmacology. Emphasis will be placed on an understanding of the innate and conditioned behavior of organisms and the behavioral methods used to elicit the effects of drugs on these behaviors.

**859. Advanced Cardiovascular Pharmacology**

3 Hours

**Prerequisite: Principles of Pharmacology 851 or its equivalent**

This lecture course is designed to insure that the graduate student can: 1) describe, in detail, the pharmacological activities of drugs that affect the cardiovascular system; 2) understand the mechanism and the signal transduction mechanisms responsible for these activities; 3) describe the methodology used to study the pharmacology of these agents; and 4) give an oral presentation describing the pharmacology of specific agents.

**869. Special Topics in Pharmacology**

1-5 Hours

A course to provide an in-depth coverage of a variety of current topics in the area of pharmacology with each course dealing with only one or two major topics.

**873. Advanced Toxicology**

3 Hours

**Prerequisite: Principles of Pharmacology 851 or its equivalent**

This course is designed to provide the student with didactic and laboratory experience related to various areas of toxicology.

**875. Quantitative Toxicology**

3 Hours

**Prerequisites: Calculus, Statistics, Principles of Pharmacokinetics 831 or its equivalent, and Principles of Pharmacology 851 or its equivalent**

A lecture course designed to acquaint the student with the modern methods and techniques used in the quantitative assessment of toxicities and risks associated with exposure to various chemicals.

**879. Special Topics in Toxicology**

1-5 Hours

A course to provide an in-depth coverage of a variety of current topics in the area of toxicology with each course dealing with only one or two major topics.

**897. Graduate Seminar**

1 Hour

Weekly to bi-weekly presentation and discussion of research topics. Students are expected to present a minimum of one seminar annually while in residence.

A minimum of 3 seminars by each doctoral student are required before graduation. The course is taught on a satisfactory/unsatisfactory grade basis.

**899. Doctoral Research**

1-12 Hours

Research for doctoral students. The course is taught on a satisfactory/unsatisfactory grade basis.

# Doctor of Pharmacy / Master of Business Administration Program

For qualified students at the Southern School of Pharmacy, Mercer University provides an opportunity to pursue a Master of Business Administration Degree concurrently with the pharmacy degree program. The MBA degree is earned through the Stetson School of Business and Economics (SSBE).

## Pharm.D. MBA Program

The Master of Business Administration (MBA) degree is a professional degree for qualified students interested in the management of human, material and/or financial resources in business, government or non-profit institutions. The degree is designed to complement the Doctor of Pharmacy degree in a manner that will broaden the occupational and professional opportunities of the prospective graduate in community, industry or institutional practice. The program has been carefully designed to permit concurrent pursuit of both the pharmacy and the MBA curriculum.

While completing the requirements for the Doctor of Pharmacy degree, students may take courses at the School of Business and Economics toward the MBA degree. The prerequisite and core courses for the MBA degree are listed below:

### Required Prerequisite Courses (18 Hours) Level One

BA 501	Economics	3 semester hours
BA 502	Accounting	3 semester hours
BA 503	Finance	3 semester hours
BA 504	Management	3 semester hours
BA 505	Marketing	3 semester hours
BA 508	Decision Statistics	3 semester hours

### MBA Core Program (36 Hours) Level Two

BA 601	Applied Microeconomics	3 semester hours
BA 602	Managerial Accounting	3 semester hours
BA 604	Seminar in Advanced Management	3 semester hours
BA 605	Seminar in Strategic Marketing	3 semester hours
BA 606	Decision Theory	3 semester hours
BA 609	Corporation Finance	3 semester hours
BA 610	Ethics and the Legal Environment of Business	3 semester hours
BA 611	Production and Management Systems	3 semester hours
BA 699	MBA Capstone	3 semester hours
	<b>Area of Concentration</b>	<b>9 semester hours</b>

The following Prerequisite courses (Level One) in the MBA program are fulfilled through coursework in the Southern School of Pharmacy:

Management 504 is fulfilled by taking Basic Management Principles 511 (an SSP elective taken during the second professional year) and Pharmacy Management 305 (an SSP required course taken during the first professional year).

Marketing 505 is fulfilled by taking Basic Marketing Principles 512 (an SSP elective taken during the first professional year) and Drug Development and Marketing 507 (an SSP elective taken during the second professional year).

Decision Statistics 508 is fulfilled by taking Biostatistics, Research Design, and Literature Evaluation 302 (an SSP required course taken during the first professional year).

For detailed information on the program, contact the Director of the Pharm. D./MBA program in the Department of Pharmacy Administration.

# Doctor of Pharmacy / Doctor of Philosophy Program

The Doctor of Pharmacy (Pharm.D.)/Doctor of Philosophy (Ph.D.) Dual Degree Program enables highly qualified students to obtain both degrees in a shortened period of time. This Dual Degree program is designed primarily for students who are strongly motivated toward an academic/research career in pharmaceutical sciences and is flexible enough to accommodate individuals of varied educational backgrounds. The actual time required for completion of the Program depends on the student's individual qualifications and interests.

## Admission Requirements

In order to enroll in the Pharm.D./Ph.D. Dual Degree Program a student must apply for and gain admission to both the Pharm.D. and the Ph.D. degree programs. It is recommended that a student apply for admission to the Ph.D. program at the time he/she applies for admission to the Pharm.D. program. A student may join the Dual Degree Program after beginning the Pharm.D. degree program at Mercer by gaining admission to the Ph.D. degree program. However, this should be done by the Spring Semester of the first year in order to gain full benefits from the Program. Application forms for admission to the Ph.D. degree program may be obtained from either the Admissions Office or the Chairperson of the Graduate Admissions Committee in the Department of Pharmaceutical Sciences.

All applicants to the Dual Degree Program must have a minimum of an earned Bachelor of Arts or Bachelor of Science degree. This degree may be in any discipline but all pre-pharmacy requirements must be satisfied at the time of admission. In addition, applicants are expected to satisfy the following requirements for admission to the Ph.D. degree program.

1. Submit a completed application to the Chairperson of the Graduate Admissions Committee along with a non-refundable \$25 application fee.
2. Have a minimum grade point average of 3.0 based on a 4.0 scale.
3. Perform satisfactorily on the Graduate record Examination (GRE) with a minimum score of 1000 (quantitative plus verbal).
4. Score at least 550 on the Test of English as a Foreign Language (TOEFL), if the applicant is from a non-English speaking country.
5. Submit official transcripts from each college or university attended.
6. Submit three letters of recommendation (on specific forms provided by the Department) from persons able to evaluate the applicant's academic abilities.

## Program Requirements

Upon acceptance into the Dual Degree Program an advisor from the faculty of the Department of Pharmaceutical Sciences will be assigned to the student. The advisor will schedule the program of study until the student selects a major professor. The specific program selected will be determined by the student's previous academic history as well as by the Departmental requirements of the Ph.D. program. The first three years of the program include completion of all Ph.D. prerequisite courses and the core required courses in the Pharm.D. and Ph.D. programs. The following structural modifications will be made to the Pharm.D. curriculum.

The following courses in the Pharm. D. Curriculum are not required in this program.

Health Care Organization 301	2 hrs.
Pharmacy Management 305	4 hrs.
Two elective Advanced Practice Experiences	10 hrs.

In addition, the following courses in the Pharm.D. curriculum are waived if students have completed a similar course during their pre-pharmacy education. No professional credit will be awarded for courses that are waived.

Completion of the Ph.D. core required curriculum will satisfy the requirements for professional electives.

At the conclusion of year 3, students will complete elective graduate courses and embark on the research component of the curriculum. The Advanced Pharmacy Practice Experiences will be completed during the summers after completion of all prerequisite courses.

## **Financial Arrangements**

Students who are enrolled in the Pharm.D./Ph.D. program will pay full tuition for years 1, 2 and 3. Tuition waiver will be granted for the remainder of the program, normally years 4-7. Students will be encouraged to apply for extramural funding of their educational program. Departmental stipends will be awarded on a competitive basis for years 4-7, subject to availability. Stipend support beyond this time will be based on extramural funding. Financial support through tuition waiver or stipends is provided based on contribution to the teaching program as described in departmental policies.

Admission to this program is granted with the expectation that students will complete requirements of both the Pharm.D. and Ph.D. degrees. Should a student decide to withdraw from the Dual Degree Program, they must reapply for admission to the Pharm.D. program and, if accepted, they must fulfill all requirements of the Pharm.D. program.

# Post-Graduate Training Programs

## Residencies

The Southern School of Pharmacy offers a limited number of post-doctoral residencies to qualified individuals each year. Although not required for entry into pharmacy practice, a one-year residency affords the Pharm.D. graduate an opportunity to develop expertise in clinical pharmacy practice and specialty areas. Some of the objectives of Mercer residency programs are:

1. To provide challenging postgraduate opportunities for highly motivated Pharm.D. graduates to specialize in the delivery of pharmaceutical care services, to improve their teaching abilities, and to develop research skills.
2. To serve as a catalyst for a change to more patient-oriented services in health systems, nursing homes, and the community pharmacy environment.
3. To assist the School and the Pharmacy Practice faculty in:
  - a. Meeting ACPE accreditation guidelines for experiential and didactic teaching.
  - b. Providing backup support for ongoing patient services offered by Mercer faculty.
  - c. Generating quality publishable practice-oriented research.

Residency positions are currently available in community pharmacy and drug information.

## Fellowships

Fellowship programs enable the pharmacy graduate to pursue extended training in an individualized area of interest. The fellowship objectives may include emphasis on independent research, clinical research skills, and/or advanced practice skills in an area of specialization. The Southern School of Pharmacy offers the Fellowship in Clinical Research and Drug Development.

During the first year of the fellowship, fellows will participate in current clinical trials with faculty at the Center for Clinical Research at Mercer University. The second year of experiential training will occur in a clinical research division of Solvay Pharmaceuticals, Inc. The Southern School of Pharmacy offers a two-year Fellowship in Neuropsychiatry. This program prepares post-graduates for careers in the academic arena or industry with an emphasis on CNS drug development and research. The fellowships seek to provide: knowledge and experience in study design and clinical research methodology (pharmacokinetic, pharmacodynamic, efficacy); expertise in the proper conduct of clinical trials; exposure to ethical, legal, and regulatory issues in research involving investigational and marketed drugs; and analytical laboratory experience.

Information about fellowships may be obtained from the Department of Pharmacy Practice. The Southern School of Pharmacy also offers the Fellowship in Health Outcomes Research; this two-year advanced training program focuses on providing the fellow the necessary skills to conduct health outcomes research. During the first year, the fellow will work with the Mercer Center for Health Outcomes Research. During the second year, the student will work with Applied Health Outcomes, Inc.

a health outcomes research company. During the fellowship, the fellow will acquire knowledge on project planning, project design, statistical techniques, and report/article writing. For information on this fellowship, contact the Center for Health Outcomes Research in the Department of Pharmacy Administration.

## Certificate Programs

Because of the explosion of knowledge in health care and specialty pharmacy practice, more concentrated in-depth continuing education is beneficial for pharmacists either practicing in specialized areas or interested in moving to new practice settings. Certificate programs are intended to educate and teach new skills that enable practitioners to develop predetermined practice competencies. Upon meeting the predetermined requirements, a certificate of achievement is issued to the participant. A certificate program meets the following criteria:

1. The program is curriculum based.
2. The program is academically rigorous.
3. Satisfactory completion of lessons and/or examinations is required.
4. Both didactic and experiential elements are contained in the program.
5. The program has an outcome focus oriented on new practice competencies rather than providing information to assist practitioners to keep up in their practice areas.

The Southern School of Pharmacy offers several certificate programs. The Certificate Program in Geriatric Pharmaceutical Care addresses key components in geriatric pharmaceutical care including how to review a patient chart and how to detect, evaluate, resolve, and monitor drug related problems in the elderly. The program also features an intensive review of important disease states, current treatment recommendations, and patient monitoring parameters. Additional information may be obtained from the Office of Continuing Education and Professional Affairs.

Doctor of Pharmacy students who successfully complete the Geriatric Pharmacy elective course 564 and the Geriatric-Long Term Care Advanced Practice Experience 685 will be awarded the Certificate in Geriatric Pharmaceutical Care.

The National Community Pharmacists Association (NCPA) and the Center for Pharmacy Management at the Southern School of Pharmacy have established a certificate program in Community Pharmacy Ownership. The certificate is awarded to Mercer graduates who have participated in over 60 hours of didactic work in the area of community pharmacy ownership and management. This is accomplished through participation in the Pharmacy Management 305 and Community Pharmacy Ownership 505 courses and in the Advanced Community 681 Advanced Practice Experience. Students receive experiential training in the distributive aspects of community pharmacy as well as involvement in the application of pharmaceutical care in the community practice setting.

The Certificate in Oral Anticoagulation Management is awarded to students who successfully complete predetermined experiential requirements during a specific Ambulatory Care Advanced Practice Experience.

Additional certificate programs are under development.