

Regents Bachelor of Arts, R.B.A.

Degree Offered

- Regents Bachelor of Arts

Nature of the Program

The RBA is an innovative degree program designed to meet the unique needs of the adult student. Specifically, this program provides students with a comprehensive general education based on individualized skills and learning outcomes. Moreover, eligible students may acquire college credits based on their professional experiences in select subject areas and earned certifications. This option may provide a more cost-effective way of completing their education in a timely manner.

MISSION

The mission of the RBA program is to provide adult learners with an opportunity to achieve their academic and career goals through a first time Bachelor's degree. This is accomplished by providing the highest quality education, services, and resources to promote student learning and academic success.

FEES

RBA tuition and fees are set according to Potomac State College of WVU standards.

FOR ADDITIONAL INFORMATION:

Jayne Gilbert, Director of Retention Initiatives, RBA Advisor
112 Administration
WVU - Potomac State College
Keyser, WV 26726
Phone: (304) 788-7115
E-mail: AJGilbert@mail.wvu.edu

ADMINISTRATION

ADVISOR

- A. Jayne Gilbert - MBA (West Virginia University)
Year @ PSC (1987)

Admissions

HOW TO APPLY TO THE RBA PROGRAM

Students apply to Potomac State College through the Enrollment Services Office. Applications can also be submitted online from the potomacstatecollege.edu website.

Once the student's application and transcripts have been received and processed by the Admissions Office. Enrollment Services will then send the student an acceptance letter with their Student ID number (WVU no longer uses Social Security Numbers for identification purposes). The student will also receive a MIX account username that gives access to their academic records, secure email systems, and links to other information available regarding WVU. Any academic information must be submitted through the student's MIX email account. The Help Desk (304-293-4444) can assist any student with accessing their MIX account.

Students should contact the Enrollment Services office regarding deadlines, the application process or obtaining transcripts. Once the student has been admitted, they should contact the RBA office for assistance in registering for classes.

ADMISSION ELIGIBILITY

High School Graduates

In order to be admitted to the RBA degree program, a student must have graduated from high school at least four years prior to application.

GED Students

Students who have passed a high school equivalency examination are eligible for admission four years after their high school class graduated.

Transfer Students

Eligible students may transfer into the RBA program from other regionally accredited institutions or from other majors within WVU.

RBA “F” Forgiveness

The RBA “F” forgiveness policy allows students to remove all failing grades four years prior to entering the RBA program from GPA calculations. This gives eligible students a second chance at completing their RBA degree by helping them meet the minimum GPA requirement. This process is only for first-time admission to the RBA program and is not applied to future semesters or readmission to the program. RBA “F” forgiveness only applies to students who remain in the RBA program.

NOTE: Students with accredited baccalaureate degrees are not eligible for the Regents Bachelor of Arts degree. Students cannot double major with the Regents Bachelor of Arts degree.

COLLEGE EQUIVALENT CREDITS (CEC) AND FEES

Portfolios

College Equivalent Credit can be awarded to students for selected work and life experiences that can be equated to college coursework. Students can petition for credit for specific courses that relate to their work experience through the RBA portfolio option. The portfolio consists of developing:

- A resume that highlights experiences that are relevant to courses being petitioned.
- Narratives connecting work experiences with the learning outcomes of all courses petitioned.
- Relevant supporting documents to help substantiate petition(s).

It is highly recommended students take WVU’s portfolio development course EDP 401 (RBA Portfolio Development. 2 Hours. The class is designed to help prepare RBA students who plan to petition for college equivalent credits through the portfolio option, including course selection, verification, and narrative development) or contact the RBA office for instructions. This unique process requires one-on-one in-depth advising and approval to begin developing a portfolio.

Standardized Credits

Certain professional courses and certifications can be awarded college credit through the RBA’s Standardized Award process. The RBA program uses several different resources to research credit recommendations for professional courses and certifications. These include the West Virginia state RBA handbook and the American Council on Education (ACE). Courses that do not have a credit recommendation that would make them eligible for Standardized Award may be utilized as supporting documentation in the Portfolio option.

Restrictions

Students must have been admitted to the WVU RBA degree program in order to submit Portfolios or request Standardized Awards. Portfolio credit cannot be used to meet the residency requirement but may be used to meet general education and upper-division requirements. Portfolio credit may not duplicate credit already on the student’s transcript, and portfolio credit may not be transferred to other degrees. Courses or certifications issued credit via Standardized Award cannot be used as supporting documentation in the Portfolio option.

Fees

Requesting college equivalent credit (through the portfolio option or standardized awards) requires students to pay a standard CEC submission fee of \$300 and an additional \$10 per credit hour awarded through this process. Fees are billed through West Virginia University’s Office of Student Accounts.

Non-Regionally Accredited Credit Hours

The RBA program at WVU allows students to apply credit hours from institutions that are recognized by the United States Department of Education (USDE) but are not regionally accredited. This includes credit hours from institutions that are accredited by national, programmatic, or other accrediting bodies recognized by the USDE. Common examples include Technical and Junior colleges. This policy complies with West Virginia Higher Education Policy Commission Title 133 Series 17.

Credit hours accepted from non-regionally accredited institutions may not be used to meet the residency requirements for the RBA Program. Residency requirements must be completed at institutions within the West Virginia public higher education system.

Credit hours from non-regionally accredited institutions can apply only to the completion of the RBA degree program. In the event a non-regionally accredited institution utilizes clock hours, conversion of these hours will occur in the same manner as credit hour conversions from regionally accredited institutions. Applying non-regionally accredited credit hours may impact financial aid and D/F repeat eligibility for RBA students as these hours are considered earned credit hours and contribute toward the course completion rate and maximum time frame for degree completion.

Degree Requirements

- **General Education:** The Regents Bachelor of Arts (RBA) assists students in developing a set of core competencies as a pillar of this degree. Each competency area requires students to meet specific learning outcomes. Guided by an academic advisor, students take courses in each area that meets the intended learning outcomes. (Minimum of 24 hours)

- Communication Skills (6 hours) Outcome: Courses in this area must provide the student with skills and knowledge to be able to communicate effectively in a variety of formats.
- Humanities (6 hours) Outcome: Courses in this area must demonstrate knowledge in the interdisciplinary study and philosophy of diverse cultures.
- Social Science (6 hours) Outcome: Courses will demonstrate understanding of the development, diversity, and complexity of human behavior and institutions.
- Natural or Physical Science (3 hours) Outcome: Courses in this area must provide an understanding of the physical world through the scientific method (understanding of the basic facts, principles, theories and methods of science)
- Mathematics, Statistics, or Computer Science (3 hours)
- **Upper Division:** Upper-division courses are those offered at the junior and senior levels and are usually numbered as 300- or 400-level courses. Upper-division courses take the place of a major and may be taken in any subject area or a combination of areas as students wish. Areas of Emphasis also allow upper-division course specializations. A maximum 12 teaching practicum hours will be accepted toward graduation. (Minimum of 30 hours)
- **Residency:** Students must complete a residency requirement of 24 hours of coursework taken at one or more institutions within West Virginia's public higher education system. Six of the 24 hours must be taken as upper-division courses at WVU. (This is not the same as in-state and out-of-state residency and does not help a student obtain in-state residency.)
- **Total Hours:** RBA students must complete a minimum of 120 credit hours to be eligible for graduation. In addition to the coursework listed below, students can earn credit through academic portfolios for prior learning and experiences to reach 120 hours.
- **Grade Point Average:** Students must have a minimum GPA of 2.00 (on a 4-point scale) to be eligible for graduation.
- **Pass/Fail Grading:** Pass/fail grading encourages students to take elective courses not related to their degree concentrations. Pass/fail grading also facilitates grading in competency-based courses that may be an integral part of an academic program. Any full-time student who has completed 15 hours or more and who has maintained a 2.0 grade point average may take a maximum of 4 hours each semester or summer term on a pass/fail basis. Any course taken on a pass/fail basis must be a free elective. Students are limited to a total of 18 hours of pass/fail credit in the collegiate career. For additional information on this policy, visit the Pass/Fail Grading section (http://catalog.wvu.edu/undergraduate/enrollmentandregistration/#Pass_Fail) of this catalog.

For a complete list of RBA Frequently Asked Questions, visit the RBA website: RBA Frequently Asked Questions (<https://rba.wvu.edu/degree-info/degree-requirement-faqs/>)

Curriculum Requirements

Code	Title	Hours
Minimum GPA of 2.0 required.		
General Education		
	Communication Skills	6
	Select courses fulfilling GEF 1 or courses fulfilling this outcome and approved by an advisor.	
	Humanities	6
	Select courses fulfilling GEF 6 or 7, or courses fulfilling this outcome and approved by an advisor.	
	Social Science	6
	Select courses fulfilling GEF 4 or 5, or courses fulfilling this outcome and approved by an advisor.	
	Natural Sciences	3
	Select courses fulfilling GEF 2, or courses fulfilling this outcome and approved by an advisor.	
	Mathematics or Computer Applications	3
	Select courses fulfilling GEF 3, or courses fulfilling this outcome and approved by an advisor.	
	Upper Division	30
	Electives	66
	Total Hours	120

Areas of Emphasis

- Business Administration (p. 4)
- Criminal Justice (p. 4)

Business Administration Area of Emphasis

Code	Title	Hours
15 credits of upper-level (300 and 400-level) BUSA and/or BTEC coursework.		15
Total Hours		15

Criminal Justice Area of Emphasis

Code	Title	Hours
15 credits of upper-level (300 and 400-level) CJ courses required.		15
Total Hours		15

Major Learning Outcomes

REGENTS BACHELOR OF ARTS, R.B.A.

The Regents Bachelor of Arts (RBA) assists students in developing a set of core competencies as a pillar of this degree. Each competency area requires students to meet specific learning outcomes. Guided by an academic advisor, students take courses in each area that meets the intended learning outcomes. (Minimum of 24 hours)

- Communication Skills (6 hours) Outcome: Courses in this area must provide the student with skills and knowledge to be able to communicate effectively in a variety of formats.
- Humanities (6 hours) Outcome: Courses in this area must demonstrate knowledge in the interdisciplinary study and philosophy of diverse cultures.
- Social Science (6 hours) Outcome: Courses will demonstrate understanding of the development, diversity, and complexity of human behavior and institutions.
- Natural or Physical Science (3 hours) Outcome: Courses in this area must provide an understanding of the physical world through the scientific method (understanding of the basic facts, principles, theories and methods of science)
- Mathematics, Statistics, or Computer Science (3 hours)