



CATALOG

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This Catalog 2025 – 2026, Volume I, effective date is January 19th, 2026.

Catalog 2025 – 2026 | Ver. 1.0

Last Update: 01/2026

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WELCOME TO DIONISIO ROMERO UNIVERSITY (DRU)

1. University Overview

1.1 Our University

Dionisio Romero University (DRU) is a U.S.-based, fully online university committed to delivering rigorous, flexible, and professionally relevant higher education for a global learner population. Designed for the realities of the digital economy, DRU offers 100% online academic programs that combine academic rigor, real-world relevance, and purposeful use of technologies to prepare students for meaningful participation in today's interconnected professional landscape.

DRU's academic approach is grounded in the belief that access to education must be paired with quality, accountability, and outcomes. The University designs its programs to align with current market demands while fostering transferable competencies, critical thinking, and informed decision-making. Through this approach, students are equipped not only with knowledge, but with the skills and judgment necessary to build sustainable professional pathways with global projection.

The University's academic experience is guided by DRU Flow, its institutional academic model. DRU Flow is a coherent, outcomes-driven framework that structures all programs and courses around active learning, authentic assessment, and continuous student engagement. Learning is experiential and applied, emphasizing action, reflection, collaboration, and demonstration of competencies in real-world applications.

DRU aspires to be a global American university that expands access to high-quality professional opportunities in the digital economy. By eliminating geographic barriers and embracing flexible online delivery, the University promotes international professional mobility and supports learners from diverse cultural and professional backgrounds.

The University's mission and vision are supported by a set of institutional values and beliefs that define its academic culture and guide institutional decision-making. These include purposeful access to education, responsible academic rigor, learning connected to real-world contexts, student autonomy and responsibility, academic integrity and professional ethics, innovation with purpose, and respect for global and cultural diversity. Together, these principles ensure that innovation and technology are used intentionally to enhance learning quality, not as ends in themselves.

DRU's institutional goals reinforce this commitment by prioritizing effective access and responsible retention of its students, academic quality and curricular coherence, ensuring continuous quality improvement and institutional sustainability.

Through its fully online model, DRU Flow academic framework, and strong commitment to quality and learning outcomes, Dionisio Romero University prepares students to navigate complexity, adapt to change, and lead with purpose in a global professional environment.

1.2 Mission

The mission of Dionisio Romero University (DRU) is to design and deliver 100% online, rigorous, and career focused education through programs aligned with market demands, the development of transferable competencies, and the effective use of educational technologies, preparing students for successful participation in the global economy.

1.3 Vision

Dionisio Romero University (DRU) aspires to be a global American university that expands access to high-quality professional opportunities in the digital economy, eliminating geographic barriers and promoting international career mobility.

1.4 Institutional Values and Beliefs

The mission and vision of **Dionisio Romero University (DRU)** are guided by a set of core values and beliefs that define the University's academic culture, instructional practices, and commitment to student success. These principles inform institutional decision-making and shape the expectations for students, faculty, and staff across all academic programs and learning environments. Our values and beliefs are grounded on:

Purposeful Access to Education

DRU believes that expanding access to higher education is meaningful only when it leads to **real, sustainable professional opportunities**. Access is grounded in academic responsibility and student support, not in indiscriminate enrollment growth.

- Commitment to student success and persistence
- Inclusive education with clearly defined academic expectations
- Access aligned with preparation, support, and outcomes

Responsible Academic Rigor

The University upholds **high**, transparent, and consistent academic standards designed to promote meaningful learning and professional judgment.

- Academic expectations aligned with degree level
- Fair, transparent, and outcomes-based assessment
- Learning designed to support informed decision-making

Learning Connected to Real-World Contexts

DRU promotes education that is **closely connected to real economic, organizational, and social challenges**, ensuring relevance and applicability.

- Integration of real-world cases and applied learning
- Curriculum informed by current professional contexts
- Emphasis on practical application of knowledge

Student Autonomy and Responsibility

The University prepares students to **take ownership of their learning**, make informed decisions, and actively manage their professional development.

- Expectation of mature, self-directed learning
- Individual accountability for academic progress
- Emphasis on lifelong learning skills

Academic Integrity and Professional Ethics

DRU acts with **intellectual honesty, transparency, and ethical consistency**, fostering responsible professional conduct.

- Zero tolerance for academic dishonesty and fraud
- Ethical standards modeled by faculty and leadership
- Alignment between institutional values and practice

Educational Innovation with Purpose

Innovation and technology are adopted **only when they enhance learning quality and access**, not as trends or cost-reduction measures.

- Technology used in service of learning outcomes
- Continuous improvement of teaching and learning practices
- Responsible and ethical use of artificial intelligence and digital tools

Global Perspective and Cultural Respect

DRU values cultural diversity and prepares students to engage effectively in international and multicultural professional environments.

- Global mindset and intercultural awareness
- Respect for diverse perspectives and contexts
- Development of transferable, globally relevant competencies

Institutional Commitment

These values and beliefs provide the foundation for DRU's academic model and guide the University's commitment to quality, accountability, and continuous improvement. They are reflected in curriculum design, faculty expectations, student support practices, and institutional policies, ensuring alignment with educational quality standards and the evolving needs of a global student population.

1.5 Institutional Goals

The Institutional Goals of Dionisio Romero University (DRU) guide the University's academic, operational, and strategic priorities and support its mission to provide high-quality, accessible online education aligned with global professional needs. These goals are evaluated regularly through data-informed processes to ensure continuous improvement and compliance with accreditation standards.

Goal 1: Effective Access and Responsible Retention

Expand access to high-quality online higher education while supporting student persistence, academic progression, and successful program completion.

Goal 2: Academic Quality and Curricular Coherence

Design, implement, and maintain academically rigorous, current, and coherent programs aligned with U.S. academic standards and relevant professional expectations.

Goal 3: Graduate Employability and Professional Mobility

Enhance graduate employability, career advancement, and professional mobility in both local and international contexts.

Goal 4: Excellence in Online Education

Strengthen an online education model that ensures meaningful faculty-student interaction, structured academic support, and high-impact learning experiences.

Goal 5: Faculty Development and Academic Excellence

Attract, develop, and retain qualified faculty who demonstrate strong academic credentials, professional experience, and effective online teaching competencies.

Goal 6: Innovation and Continuous Improvement

Implement systematic processes for evaluation, innovation, and continuous improvement based on evidence, assessment results, and institutional data.

Goal 7: Institutional Sustainability and Responsible Growth

Ensure the financial and operational sustainability of the University while supporting responsible growth and reinvestment in academic quality and student services.

1.6 Ownership

Dionisio Romero University is owned by Dionisio Romero University, LLC, 8200 41ST, Suite 200, Doral, FL 33166 a for profit corporation in the State of Florida.

1.7 Licensure Information, Accreditation, and Membership Information

Dionisio Romero University (DRU) is a private institution organized as a for profit corporation under the laws of the State of Florida. It is licensed under the Commission for Independent Education Florida Department of Education, to provide post-secondary education and has authority to grant degrees under the laws of the State of Florida. Additional information regarding the institution may be obtained by contacting the **Commission for Independent Education**, Florida Department of Education at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400. The toll-free telephone number is 888-224-6684.

DIONISIO ROMERO UNIVERSITY IS ***NOT ACCREDITED*** BY ANY AGENCY OR ASSOCIATION RECOGNIZED BY THE U.S. DEPARTMENT OF EDUCATION AS AN APPROVED ACCREDITING AGENCY. THEREFORE, IF YOU ENROLL IN THIS INSTITUTION, YOU MAY NOT BE ELIGIBLE FOR FINANCIAL AID UNDER TITLE IV OF THE FEDERAL CODE, STATEWIDE STUDENT FINANCIAL AID, OR PROFESSIONAL CERTIFICATE. IN ADDITION, CREDITS EARNED AT THIS INSTITUTION MAY NOT BE ACCEPTABLE FOR TRANSFER TO ANOTHER EDUCATIONAL INSTITUTION AND MAY NOT BE RECOGNIZED BY EMPLOYERS.

1.8 University Leadership

The organizational structure of Dionisio Romero University is simple and flexible, allowing Dionisio Romero University to expand to fit the diversification of Dionisio Romero University programs and new demands based on growth. Dionisio Romero University's leadership consists of the following:

President: Dionisio Romero

Chief Executive Officer (CEO): Luciano Velazco

Chief Academic Officer (CAO): Carla Olivieri

Student Success Services: Denisse Fernández

Admissions: Paola Santisteban

Registrar: Rosario Rodríguez. Head of Compliance & Quality Assurance

Finance & Technology Director: Félix Toledo

1.9 Contact Information and Campus Facilities

Dionisio Romer University is located at 8200 41st Street, Suite 200, Doral, FL 33166. Business hours are Monday through Friday from 9:00 am to 5:00 pm (ET). Telephone number: (305)-721-3000. The administrative offices of the university located inside the building, provide access to the campus director's office, the Office of the Registrar where student records are kept, the Student Success services coordinator, two meeting rooms, a cafeteria, social, areas, and an office center where students can make print, make photocopies, and scan documents.

1.10 Academic Programs

Dionisio Romero University offers the following academic programs for the 2026-2027 academic year:

Associate's Degrees

- Associate of Science (AS) in Digital Marketing and Business Strategies

Bachelor's Degrees

- Bachelor of Science (BS) in Data Analytics and Business Strategy
- Bachelor of Science in Business Administration (BSBA) in Digital Business Innovation

Master's Degrees

- Master of Science (MS) in Artificial Intelligence and Strategic Decision Making
- Master of Science (MS) in Digital Business Strategy and Organizational

Transformation

- Executive Master of Business Administration (EMBA) in Innovation and Technology Entrepreneurship

Credentials Awarded

Digital Marketing and Business Strategies	Associate of Science (AS)	60 Credits
Data Analytics and Business Strategy	Bachelor of Science (BS)	120 Credits
Business Administration in Digital Business Innovation	Bachelor of Science (BS)	120 Credits
Business Administration in Innovation and Technology Entrepreneurship	Master of Science (MS)	36 Credits
Artificial Intelligence and Strategic Decision Making	Master of Science (MS)	36 Credits
Digital Business Strategy and Organizational Transformation	Master of Science (MS)	36 Credits

1.11 Advisory Council

The Advisory Council supports the continuous development, relevance, and quality of the University's academic programs at the associate, bachelor's, and master's levels. The Council is composed of industry professionals, academic leaders, and subject-matter experts with experience across digital business, analytics, artificial intelligence, innovation, and organizational leadership.

The primary role of the Advisory Council is to provide guidance on curriculum design, learning outcomes, and program alignment with current and emerging industry trends. Through periodic review and consultation, the Council helps

ensure that academic offerings remain responsive to workforce needs, technological advancements, and best practices in teaching and learning.

Council members may review curriculum frameworks, program learning outcomes, assessment strategies, and market relevance, and may offer recommendations to enhance student preparation for professional practice, leadership roles, and continued academic study. While the Advisory Council does not oversee academic governance or institutional policy, its recommendations inform program improvements and support the University's commitment to academic excellence, innovation, and continuous improvement.

2. Admissions Policy

2.1 Entry Requirements

Undergraduate Programs

All prospective students must complete and submit an Application Form along with proof of graduation from a High School program or equivalent. The proof must include a copy of the Degree and a copy of the Certificate of Studies indicating the courses taken and the grades received.

Graduate Programs

All prospective students must complete and submit an Application Form along with proof of graduation from an accredited Bachelor's degree program or its equivalent. This proof must include a copy of the degree and an official transcript indicating the courses completed and the grades received.

2.2 Admission Criteria

Dionisio Romero University (DRU) admits students in accordance with all applicable federal and state regulations.

Applicants must meet one of the following criteria at the time of enrollment:

- Be at least 18 years of age, or

- Be at least 16 years of age and provide:
 - A recognized secondary school diploma or equivalent (e.g., high school diploma, GED or its equivalent), and
 - Written parental or legal guardian consent

Admission of Minors

Applicants under the age of 18 may be considered for admission on a case-by-case basis. In addition to meeting academic admission requirements, minors must:

- Submit a signed parental/guardian consent form
- Acknowledge that the parent/guardian assumes financial responsibility for tuition and fees
- Demonstrate the academic readiness and maturity required for successful participation in DRU's online learning environment

DRU reserves the right to deny admission to applicants under 18 if it determines that the applicant may not be adequately prepared for the academic rigor or delivery modality of the program.

Dionisio Romero University adheres to a strict policy of non-discrimination. Applicants who qualify are accepted regardless of race, color, sex, age, religious beliefs, disability, or national origin. Dionisio Romero University offers special assistance to applicants for admission who are qualified disabled whenever possible and practical.

Anyone applying and wishing to enroll must complete and submit an Application for Admission to the Admissions Office. Applications are continually reviewed and an application for admission can be submitted at any time. All applicants will be informed of their acceptance within ten (10) business days after all required information is received and grades are evaluated. Once accepted, the student must complete and sign the University's Enrollment Agreement and make the corresponding registration payment before enrolling in any course.

2.3 Spanish Language Proficiency Policy

Since all academic programs at Dionisio Romero University are delivered in Spanish and English, applicants whose native language is not Spanish must demonstrate sufficient proficiency to succeed in a Spanish-speaking academic environment.

Language proficiency may be demonstrated through one of the following options:

- a. Prior Academic Degree in Spanish
 - i. Completion of high school, undergraduate or higher-level studies at an officially recognized institution where Spanish was the primary language of instruction.
- b. Certification of Spanish-Language Studies
 - i. Submission of an official transcript from an accredited institution verifying completion of at least 30 semester credits taught in Spanish, with a cumulative grade point average of "C" or higher (or equivalent).
- c. Diploma of Spanish as a Foreign Language (DELE)
 - i. Proof of proficiency at level B2 or higher, as certified by the DELE exam administered by the Instituto Cervantes.
- d. International Service for the Evaluation of the Spanish Language (SIELE)

Submission of official SIELE results that meet or exceed the following minimum scores in each evaluated skill:

- a. Reading Comprehension: ≥ 180
- b. Listening: ≥ 170
- c. Written Expression: ≥ 170
- d. Speaking: ≥ 175
- e. Duolingo Spanish Test (Certified Version) - A minimum score of 95 is required to meet the proficiency standard.
- f. Official Certification Based on the CEFR - Submission of a recognized certificate demonstrating Spanish language proficiency at the B2 level of the Common European Framework of Reference for Languages (CEFR). Applicants are encouraged to contact Dionisio Romero University in

advance to confirm the acceptance of tests not explicitly listed in this policy.

2.4 English Language Proficiency Policy

Dionisio Romero University (DRU) offers academic programs delivered in English and Spanish. Students who seek admission to programs or courses offered **in English** must demonstrate sufficient proficiency in the English language to ensure successful participation in coursework, academic engagement, and assessment activities.

English language proficiency is required to support effective communication, comprehension of instructional materials, meaningful interaction with faculty and peers, and the completion of academic assignments at the appropriate level of rigor.

Demonstration of English Proficiency

Applicants may demonstrate English language proficiency through one or more of the following methods:

- Completion of prior secondary or postsecondary education conducted primarily in English
- Submission of results from a recognized English proficiency assessment (such as TOEFL, IELTS, Duolingo English Test, or equivalent), meeting minimum score requirements established by DRU
- Successful completion of an institutional English language assessment or placement evaluation, if applicable
- Other documented evidence of English proficiency deemed acceptable by the University

Assessment and Admission Decisions

The University reserves the right to evaluate English language proficiency as part of the admissions review process. Applicants who do not meet the required level of proficiency may be:

- Admitted conditionally, with additional language support requirements, or
- Advised to enroll in programs offered in Spanish, if available, or

- Required to demonstrate improved proficiency prior to full admission into an English-language program

Ongoing Academic Responsibility

Students admitted to English-language programs are expected to maintain the level of English proficiency necessary to meet course requirements throughout their program of study. Faculty may recommend additional academic or language support if language proficiency interferes with academic progress.

As a general benchmark, Dionisio Romero University considers the following minimum English proficiency scores acceptable for admission into English-language programs: TOEFL iBT score of **70**, IELTS Academic score of **6.0**, or Duolingo English Test score of **100**, or equivalent. The University reserves the right to evaluate English proficiency using alternative methods or to require additional documentation, as appropriate.

2.5 Transfer Students

Credits earned at other accredited educational institutions may be transferred to a student's academic record at Dionisio Romero University, subject to the limitations outlined below.

To initiate a transfer, students must request an official transcript of grades (study certificate) from the originating institution and ensure it is sent directly to the Registrar's Office at Dionisio Romero University. The Registrar forwards the request to the Academic Dean where he/she will evaluate the transcript and other supporting materials such as a course syllabus, program descriptions, or academic catalogs – to support their request. Approval of transferred credits will be based on the number of completed credit hours and the alignment of those credits with the curricular requirements of the student's academic program at Dionisio Romero University.

Transfer credit requests may be submitted at any time; however, they must be received no later than the end of the first week of classes in the academic term for which the student is enrolled. Within 10 business days of submitting the request, students will receive written notification detailing which credits were

accepted, as well as any adjustments to their tuition and the duration of their academic program.

The following conditions apply to all transfer credit evaluations:

- No credit will be granted for courses in which the student earned a grade lower than a "C" or its equivalent.
- Dionisio Romero University does not accept transfer credits earned through proficiency tests or examinations.
- Credits awarded based on professional or personal experience are not eligible for transfer.

Transfer credit limits are as follows:

- A maximum of 70% of the total credit requirements for a bachelor's degree may be fulfilled through transferred credits.
- A maximum of 40% of the total credit requirements for a master's degree may be fulfilled through transferred credits.

Appeals Process for Transfer Requests

If a credit transfer request is denied, the student has the right to appeal in writing to the Chief Academic Officer of Dionisio Romero University. Appeals must be submitted within one calendar week from the date the denial was issued. The CAO will review the student's academic records and provide a final decision within five (5) business days of receiving the appeal.

2.6 Transferability of Credits

Students enrolled at Dionisio Romero University who plan to continue their education at another institution—either upon graduation or following withdrawal—should be aware that the acceptance of transfer credits is determined solely by the receiving institution. Each institution establishes its own credit transfer policies and retains full discretion in deciding which credits to accept.

It is the student's responsibility to verify, in advance, whether credits earned at Dionisio Romero University will be accepted by the institution to which they intend to transfer.

Please note that Dionisio Romero University is not currently accredited, which may directly impact the transferability of credits to other colleges or universities. The decision to recognize or accept credits earned at Dionisio Romero University rests entirely with the receiving institution.

2.7 Internal Program Transfers

A student who wishes to transfer to another academic program within Dionisio Romero University must submit a written request to the Office of the Registrar. Upon receipt, an evaluation of the student's academic record will be conducted by the Academic Dean and senior faculty members to determine which previously earned credits are applicable to the new program.

Based on this evaluation, adjustments will be made to the student's monthly tuition and program duration. The student will receive written notification outlining the accepted transfer credits, the revised tuition plan, and the updated program timeline. To formalize the transfer, the student will be required to sign a new Enrollment Agreement reflecting these changes.

2.8 Readmission

A student who has been suspended due to unsatisfactory academic progress (SAP) may apply for reinstatement at the beginning of the academic period following the suspension. If readmitted, the student will be placed on SAP Probation for two consecutive academic terms and must meet the minimum academic progress standards during that time. Failure to do so will result in permanent dismissal from the University.

3. DRU's Academic Overview

3.1 DRU Academic Model – DRU Flow

Dionisio Romero University (DRU) delivers its academic programs through a structured and competency-based academic model known as **DRU Flow**. This model provides a coherent framework for curriculum design, instruction, assessment, and student engagement across all academic programs and degree levels. DRU Flow is intentionally designed to support meaningful learning, academic rigor, and professional applicability within a fully online environment.

The DRU Flow Academic Model is grounded in recognized learning taxonomies, including **Bloom's Taxonomy** and **Marzano's New Taxonomy**, to ensure that learning experiences promote cognitive development, skill acquisition, and the application of knowledge in authentic contexts. The model emphasizes progressive learning, critical thinking, and the transfer of knowledge to real-world professional situations.

Learning Structure and Progression

Each course delivered under the DRU Flow model is organized into a **four-phase learning sequence**:

1. **Explore**
2. **Connect**
3. **Co-Create**
4. **Demonstrate**

These phases guide students through an intentional progression of learning that moves from foundational understanding to higher-order thinking and applied performance.

- The **Explore** phase focuses on knowledge acquisition and comprehension. Students engage with curated academic content, including readings, multimedia resources, and guided learning activities. This phase aligns primarily with the **lower levels of Bloom's Taxonomy** (Remembering and Understanding) and Marzano's levels related to information retrieval and comprehension.
- The **Connect** phase emphasizes analysis, interpretation, and contextualization of knowledge. Students examine concepts in relation to real-world scenarios, professional contexts, and interdisciplinary perspectives. This phase supports **Analyzing** and **Applying** levels of

Bloom's Taxonomy and Marzano's cognitive processing levels involving analysis and reasoning.

- The **Co-Create** phase promotes collaboration, synthesis, and problem-solving. Students engage in collaborative discussions, applied projects, case studies, and design-based activities that require integrating multiple concepts and perspectives. This phase aligns with **Evaluating** and **Creating** levels of Bloom's Taxonomy and Marzano's levels related to knowledge utilization and decision-making.
- The **Demonstrate** phase serves as the primary assessment stage, where students provide evidence of competency attainment through authentic and performance-based assessments. These assessments may include applied projects, presentations, portfolios, research-based assignments, or professional simulations. This phase emphasizes mastery, reflection, and transfer of learning, consistent with the highest levels of both Bloom's and Marzano's taxonomies.

Assessment and Learning Outcomes

The DRU Flow Academic Model emphasizes **outcomes-based education**, where assessments are directly aligned with clearly defined course and program learning outcomes. Assessments are designed to measure not only content knowledge but also analytical reasoning, professional judgment, and practical application of skills.

Faculty use a combination of formative and summative assessments to monitor student progress and provide timely, constructive feedback. This approach supports continuous improvement, self-regulation, and metacognitive development, consistent with Marzano's emphasis on learner autonomy and goal-setting.

Faculty Role and Instructional Design

Within the DRU Flow model, faculty members function **as learning facilitators and academic mentors**, guiding students through each phase of the learning journey. Faculty are responsible for designing learning experiences that align with program outcomes, applying evidence-based instructional strategies, and ensuring that assessments accurately reflect expected levels of cognitive and professional performance.

Courses are developed following consistent instructional design standards to ensure clarity, accessibility, and academic coherence across programs, while allowing flexibility to address discipline-specific learning needs.

Model Purpose and Academic Integrity

The DRU Flow Academic Model supports DRU's mission to provide accessible, rigorous, and professionally relevant education. By integrating established learning taxonomies with applied and competency-based approaches, the model ensures that students' progress from foundational knowledge to advanced application and professional readiness.

This academic model promotes academic integrity, ethical reasoning, and responsible decision-making, preparing graduates to succeed in dynamic professional environments and to engage in lifelong learning.

3.2 Dionisio Romero University (DRU) E-Learning Environment

Dionisio Romero University (DRU) delivers its academic programs through a 100% online learning environment grounded in its proprietary educational model, DRU Flow. This environment is intentionally designed to provide a flexible, accessible, and high-quality digital learning experience that supports student engagement, academic rigor, and professional transformation.

DRU's online learning environment is built around a student-centered, outcomes-driven approach that integrates technology, pedagogy, and personalized academic support into a cohesive digital ecosystem. Courses are delivered primarily in an asynchronous format, allowing students to engage with learning materials, complete academic activities, and collaborate with faculty and peers at times that accommodate their professional and personal responsibilities, while adhering to clearly defined academic timelines and expectations.

All courses are delivered through **Canvas Learning Management System (Canvas LMS)**, which serves as the University's official virtual campus. Canvas provides students with 24/7 access to course content, assignments, assessments, academic resources, grades, and faculty feedback. The platform supports a variety of instructional formats, including recorded lectures, interactive

multimedia resources, discussion forums, collaborative learning tools, simulations, and digital assessments, ensuring consistency, transparency, and accessibility across all programs.

At the core of the DRU online learning experience is the **DRU Flow learning journey**, which structures each course as a progressive sequence of learning phases: **Explore, Connect, Co-Create, and Demonstrate**. Through this model, students engage with curated content, applied learning activities, collaborative experiences, and authentic assessments designed to promote critical thinking, innovation, and the practical application of knowledge in real-world contexts.

DRU's online learning environment also incorporates a comprehensive academic support framework that combines instructional leadership and continuous feedback. Faculty members serve as *Architects of Learning*, guiding students through the learning process, while academic support personnel provide tutoring, progress monitoring, and engagement support as appropriate. This structure ensures meaningful interaction, timely feedback, and sustained academic guidance throughout each term.

Accessibility, quality assurance, and continuous improvement are integral to the design of DRU's online learning environment. Courses are developed and reviewed in accordance with recognized online education best practices, including clear course organization, transparent evaluation criteria, accessible digital materials, and consistent instructional design. The use of Canvas LMS enables the University to monitor student engagement, learning outcomes, and academic progress to support data-informed decision-making and ongoing enhancement of the learning experience.

Through its Canvas-based online learning environment and the DRU Flow academic model, Dionisio Romero University provides an integrated, flexible, and purpose-driven digital learning experience that prepares students to succeed academically, advance professionally, and engage effectively in a global, technology-driven economy.

3.3 Student to Faculty Ratio

The maximum student-to-instructor ratio at Dionisio Romero University shall not exceed *200:1*, ensuring personalized attention and academic support.

3.4 Changes to Programs and Courses

Dionisio Romero University reserves the right to modify tuition, fees, and course offerings. The University may withdraw or cancel courses and academic programs due to low enrollment or other unforeseen circumstances. Course additions, revisions, or cancellations are made periodically to ensure that academic programs remain current and aligned with evolving academic and industry standards.

Students will be notified of all administrative or academic changes through official University communication channels, including email, the Academic Portal, and the Learning Management System (LMS) all of which form part of Dionisio Romero University's integrated digital learning ecosystem.

3.5 Technical Requirements to Access the Curriculum

The minimum requirements to access Dionisio Romero University courses are as follows:

Equipment: Personal Computer, Laptop, Tablet, or Smartphone with the following minimum characteristics:

- Processor Type: 2GHz or faster, no more than 5 years old
- Memory: 1GB RAM or more, 40GB Hard Drive or external storage
- Operating System: Windows 7 or higher, IOS 10.10 or higher, Linux-ChromeOS
- 1Mbps internet access recommended, minimum 512 Kbps
- Internet browser: The latest version of Chrome, Firefox, Microsoft Edge, Opera, or Safari

Recommended Software:

- Word Processor: Microsoft Word or similar
- Spreadsheet: Microsoft Excel or similar
- Virus Detection Program: Installed and updated up to date
- Adobe Acrobat Reader: Installed and updated

Dionisio Romero University provides a comprehensive digital library to support students and faculty across all academic programs. The library operates through a single public search interface and adheres to the Generally Accepted Principles of Access to Library and Information Sciences.

LIRN is the university's primary library resource and is fully integrated into the Canvas Learning Management System (LMS). It offers a robust collection of digital materials designed to meet the academic and professional needs of the Dionisio Romero University learning community. This integration ensures seamless access to high-quality, discipline-specific content that enhances coursework, research, and career preparation.

The library's extensive digital collection includes a wide range of e-books, scholarly articles, business journals, and case studies, covering core areas such as management, finance, marketing, economics, and entrepreneurship. These resources are essential for building both theoretical foundations and practical insights in today's dynamic business environment. The availability of real-world case studies and current industry publications fosters critical thinking and analytical skills.

To further support students' academic success and career readiness, the library provides career-oriented resources, including job listings and professional development tools. Students can also access advanced research tools and personalized support, including virtual consultations with librarians for guidance in locating, evaluating, and citing scholarly materials.

In addition, the library regularly offers workshops and tutorials on essential academic skills such as information literacy, research methodologies, and citation standards, ensuring that students are well-equipped to navigate the demands of higher education and professional environments.

3.6 University Portal and Technical Infrastructure

Dionisio Romero University delivers all educational content through a fully online system, designed to provide a seamless, professional, and secure learning experience. The university's official website serves as the central access point to its e-learning ecosystem. This digital platform enables students to participate in classes and access all academic and support resources in a structured, interactive, and student-centered environment.

Through the **Canvas Learning Management System (LMS)**, Dionisio Romero University provides students, faculty, and instructors with comprehensive access to course materials, academic content, and communication tools. All resources—including third-party materials, and access to the digital library—are available through a centralized platform, facilitating integrated access to learning content.

The platform supports both **asynchronous and synchronous learning**:

- **Asynchronous learning** activities allow users to interact with content at their convenience. These include discussion forums, email communications, access to recorded lectures, self-paced learning modules, automated assessments, assignment submissions, and collaborative projects.
- **Synchronous learning** involves real-time interactions such as live video conferences, virtual classroom sessions, and real-time chats, fostering dynamic and immediate engagement between students and instructors.

As part of their digital learning environment, all students and faculty receive institutional email accounts through **Microsoft 365**, which includes access to the full Microsoft Office Suite. These tools support communication, collaboration, and the development of academic work.

Students are also required to have **Adobe Acrobat Reader** to access course materials provided in PDF format. These applications are available free of charge from their respective vendors.

3.7 Academic Quality

The University processes are regularly monitored to ensure they are synchronized with the mission, vision, and objectives of the Institution. Faculty members, staff, and administrators work together to ensure that the structure and integrity of the organization are maintained with a commitment to quality and continuous improvement at all levels of the Institution.

Dionisio Romero University has an Advisory Council with members not otherwise employed or contracted by the institution consisting of practitioners in the fields for which the institution offers programs. This Board convenes at least at the beginning of each calendar year and provides the institution with advice on whether the institution's educational program objectives, curriculum, and course materials adequately prepare students with the skills, knowledge, and abilities needed to enter the current job market in the fields related to the institution's educational programs.

3.8 Identity Verification

The identity verification process for online courses protects student identities through the use of a secure login portal, a unique username/ID, and a password chosen by the student. Students' identities are also verified during a mandatory online orientation session that must be completed by all incoming students. These sessions are held live through Zoom, depending on the level of the course and specialty, offering an additional opportunity for academic advisors to verify the identity of the students present.

4. Administrative Policies

4.1 Definition of Credit Hour

Dionisio Romero University measures its academic programs using semester credit hours per Carnegie's model. Traditionally, one semester spans 15 weeks, with one credit hour awarded for every 15 hours of formal instruction, which may include lectures, independent study, and online coursework. Each credit also requires an additional 30 hours of assignment or independent research (preparedness) "outside-class".

At Dionisio Romero University, courses are delivered in accelerated eight-week academic terms, covering the same instructional content in half the time. To achieve equivalency with a 15-week semester, each credit hour requires 2 hours per week of formal instruction, totaling 16 hours over eight weeks. Additionally, students are expected to dedicate 4 hours per week per credit to homework or independent study, reaching a total of 32 hours per credit.

Example: A 3-credit course requires 6 hours of formal instruction and 12 hours of independent study per week, totaling 144 hours over the term. Typically, students enroll in two 3-credit courses per term, resulting in an academic load of 12 hours of instruction and 24 hours of study per week.

4.2 Course Add/Drop Policy

Due to the intensive eight-week structure of academic terms, students may only add or drop courses during the **first week of classes**. This period, referred to as the **"add/drop period,"** ends at **11:59 PM on the eighth calendar day** of the term.

Withdrawals during this period do **not affect the student's GPA** or **Satisfactory Academic Progress (SAP)**. Tuition for dropped courses is fully refunded.

4.3 Course Withdrawal

Students may withdraw from a course without academic penalty during the add/drop period. Withdrawals during this period do not result in a grade and will not impact the GPA or SAP.

If a student withdraws after the add/drop period but before the final month of the term, the student will receive a "W" (Withdrawn) on their academic record. If no formal withdrawal is submitted, the student will receive an "F" (Fail) for the course.

For grading policies, refer to the Academic Policies section of this catalog.

4.4 Administrative Course Withdrawal

Dionisio Romero University reserves the right to cancel courses during a specific academic term due to low enrollment or unforeseen circumstances. In such cases, students will be notified and receive a full refund in accordance with the university's Refund Policy.

4.5 University Withdrawal

Students who wish to officially withdraw from Dionisio Romero University must notify the **Office of the Registrar in writing on or before the date they intend to withdraw**. Failure to follow this process may result in unnecessary failing grades. Tuition refunds will be handled in accordance with the Refund Policy.

4.6 Suspension or Dismissal

Dionisio Romero University reserves the right to suspend or dismiss any student at any time for misconduct, academic policy violations, or behavior that is deemed detrimental to the student body or the university. Reasons may include:

- Academic dishonesty
- Excessive absences (more than 10% of total program hours)
- Unsatisfactory academic progress (not meeting SAP policy)
- Failure to meet financial obligations as outlined in the Enrollment Agreement

Students may be placed on probation, suspended, or dismissed based on the severity of the infraction.

Suspended students may petition for reinstatement in writing. Reinstatement is granted solely at the discretion of the **President & CEO** of Dionisio Romero University.

The University may also expel a student for medical, psychological, or behavioral reasons if the **President & CEO** determines that the student poses a risk to

themselves or others, or if their presence significantly disrupts the educational environment. The student may be asked to temporarily withdraw until such concerns are resolved to the University's satisfaction.

4.7 Student Complaint Policy

This policy provides a structured process for resolving problems or complaints related to the execution of institutional policies or procedures. The university ensures that students are not subject to unfair actions as a result of initiating a grievance procedure.

A formal complaint is a complaint against an individual based on specific facts that there has been a misinterpretation, misapplication, discriminatory application, or violation of a university policy or procedure that may or may not include a violation of the rights set forth in the University's Code of Conduct.

1. Initial Process

Before filing a written complaint, the aggrieved person is encouraged to make a good faith effort to speak with the party against whom they have a complaint in order to reach an amicable settlement of resolution. For this initial process, the aggrieved party may contact the Director of Student Success Services for assistance in the resolution effort.

2. Reception and Registration of Complaints

- **Filing the Complaint:** The student may file a formal complaint through any means available (email, web form on the student portal, or direct communication).
- **Initial Registration:** The Director of Student Success Services will register the complaint in the Learning Management System (LMS) and student's academic record (SIS) of Dionisio Romero University within 2 business days of receipt.
- **Automatic Notification:** Once registered in the LMS and SIS, the system will generate automatic notifications to:
 - The student who filed the complaint

- The parties named in the complaint
- Members of the Academic Review Panel (ARP)

3. Composition of the Academic Review Panel (ARP)

The Academic Review Panel (ARP) is an independent committee appointed to evaluate and resolve student complaints. It is composed of:

- The Director of Student Success Services (Panel Coordinator)
- Two faculty members from different academic departments (who are not involved in the situation that gave rise to the complaint)
- In complex cases or where initial resolution is unsatisfactory, the **Dean** may intervene as the final decision-maker.

4. Types of Complaints Reviewed

The panel addresses a broad range of student complaints, including but not limited to:

- Academic matters
- Technical issues related to the learning platform (Canvas LMS)
- Administrative processes
- Interpersonal conflicts in the online environment
- Accessibility of digital learning resources
- Lack of support or follow up communication(s)

5. Formal Resolution Process

Information request: Within **10 calendar days** of initiating the formal process, all parties involved must submit:

- Names and departments of those involved
- A detailed account of the incident, including dates and context
- Documentation of any prior efforts to resolve the issue
- The corrective action requested

Review of Documentation: The Panel will meet virtually to review submitted materials.

Additional Information: The Panel may request further written details from the parties involved.

Deliberation and resolution: A resolution will typically be issued within **15 calendar days** of receiving all relevant information.

Notification of Decision: The University will notify all parties, recording the date and time of the communication via e-mail and the LMS.

Implementation: The Director of Student Success Services will ensure that the resolution is executed.

6. Appeal Process

Eligibility: Either party may appeal the Panel's decision by initiating the Formal Appeal Process.

Timeline: Appeals must be submitted within five (5) business days of notification.

Submission Requirements: Appeals must include,

- Student name and ID
- Reference number of the original complaint (from the LMS)
- Specific grounds for the appeal
- Supporting documentation (if applicable)

7. Formal Appeal Process

Acknowledgment of Receipt:

- The Director of Student Success Services will log the appeal in the student's academic record.
- An automatic confirmation will be sent to the appellant (via email to the email address in record)
- All involved parties will be notified

Appointment of Reviewer:

- The Director of Student Success Services will designate a Lead Faculty member or Dean (not previously involved) to serve as an independent reviewer.
- Designation occurs within five (5) business days
- Reviewer credentials will be shared with all parties

Review Process:

- The reviewer will access the complete case history in the student's record (SIS)
- Additional information may be requested from involved parties
- The review must be completed within 15 calendar days of reviewer appointment

Final Determination:

The reviewer may:

- Uphold the original decision
- Overturn the original decision
- Request further information or clarification from the Panel
- Issue a revised decision

Notification and Finality:

- All decisions will be communicated via email and LMS, if applicable.
- If further information is requested, an updated timeline will be provided.
- **All appeal decisions are final** within the institution and are recorded in the SIS as part of the student's official academic record.

8. External Complaint Resolution

If a student believes their complaint remains unresolved after exhausting Dionisio Romero University's internal processes, they may submit a formal complaint to:

The Florida Commission for Independent Education (CIE)

Florida Department of Education

325 W. Gaines Street, Suite 1414

Tallahassee, FL 32399

Toll-Free: 888.224.6684

Students should contact the Commission for more information about:

- Complaint submission forms
- Guidelines for required documentation
- Filing deadlines
- Status updates on complaint resolutions

4.8 Attendance Policy

Attendance in distance education courses at Dionisio Romero University is mandatory. All courses are delivered in **asynchronous formats**, allowing students to access and complete coursework on their own schedules. However, certain sessions may be delivered **synchronously**, at scheduled times, to enhance learning. While attendance at synchronous sessions is encouraged for optimal learning, it is not required unless specific assignments are issued during or following the live session.

To be considered in attendance for a given week, a student must submit all required assignments by the due dates specified in the course syllabus. Students are responsible for reviewing their course syllabi for assignment schedules and deadlines.

Faculty members assess attendance through a combination of:

- Direct observation and communication,
- LMS activity logs and analytics, and
- Reports generated by academic monitoring staff.

Failure to submit required assignments, assessments, or course resources within the assigned timeframe will result in a failing grade (F) for the course. Additionally, if a student submits all required coursework but earns less than 70%

of the total course value at the undergraduate level, or 80% at the graduate level, the student will not pass the course.

Students placed on **attendance probation** must demonstrate improvement within **one academic period (term)**, raising their cumulative attendance rate to **at least 90% in no fewer than 67%** of the courses in which they are enrolled. This improved attendance must be maintained in all subsequent terms. Failure to meet these conditions may result in **suspension or dismissal**, in accordance with the **Satisfactory Academic Progress (SAP) Policy**.

4.9 Make-Up Work Policy

It is the student's responsibility to coordinate directly with their instructors to make up any coursework missed due to absences. Make-up assignments must be completed within the time frame and guidelines established by the course instructor and must fall within the academic term in which the absence occurred.

In cases where the missed assignment is a final integrative project, students will be granted a maximum of two weeks from the original due date to submit the required work, unless otherwise specified by the instructor.

4.10 Prolonged Absence Policy

Dionisio Romero University expects students to maintain continuous active enrollment from the time of admission through graduation. Students who encounter circumstances—such as medical, personal, professional, or military obligations—that prevent them from maintaining this status may request a **leave of absence**.

To request a leave, students must:

- Submit a written request indicating the reason and intended duration of the absence.
- Be in good academic and disciplinary standing at the time of the request.
- Receive approval from the Office of the Registrar and the Dean.

Approved leave of absence may not exceed **one academic year**, except in extraordinary circumstances approved by university leadership. During the approved leave period, students will not have access to university services, facilities, or academic platforms.

The leave period will not count against the maximum time allowed for degree completion. Students are eligible for automatic reinstatement if they return and register for classes in the academic period immediately following the end of their approved leave.

Students who fail to return by the specified time will be classified as inactive and must reapply for admission to resume their academic program.

4.11 Academic Honesty Policy

Dionisio Romero University upholds the highest standards of academic integrity. Unless explicitly authorized by the instructor, students are expected to complete their own original work for each assignment in every course. Academic dishonesty, including plagiarism, will not be tolerated.

If an instructor suspects a student of plagiarism or any other form of academic dishonesty, the instructor is required to take appropriate action, which may include issuing a formal **“academic honesty violation notice”** and applying a penalty aligned with university policy.

To support academic integrity, Dionisio Romero University utilizes **Turnitin** (www.turnitin.com), a web-based plagiarism prevention service. Turnitin enables instructors and students to manage the submission process, track originality, and receive real-time feedback. Trusted by more than 15,000 institutions and 30 million users worldwide, Turnitin helps foster best practices in academic writing.

Students who violate academic integrity policies may face disciplinary action, which may include **academic probation, suspension, or expulsion**, depending on the severity of the violation.

4.12 Copyright Policy

Copyright protects the original expression of creative ideas and applies broadly to written texts (including emails and online content), graphics, photographs, videos, music, software, and other forms of media. The creator of the work, or in some cases the hiring party, is the legal copyright owner.

Copyright infringement occurs when someone uses protected material without permission in a way that violates the exclusive rights of the copyright owner, such as copying, reproducing, distributing, or creating derivative works.

Dionisio Romero University strictly prohibits the unauthorized copying, reproduction, sharing, or distribution of copyrighted materials—including software, music, movies, games, and other content—unless explicitly permitted by the license agreement, the copyright holder’s written consent, or applicable law.

Violations of copyright law—even if unintentional—are against university policy and may result in disciplinary action, including loss of access to university technology resources, suspension, or expulsion. Furthermore, individuals found to have willfully infringed upon copyrighted material may face legal consequences, including statutory damages, legal fees, and additional penalties.

For further information on U.S. copyright law, please refer to the **U.S. Copyright Office** at www.copyright.gov.

4.13 Student Code of Conduct Policy

All students are expected to uphold the legal, ethical, and behavioral standards established by Dionisio Romero University. Each student must act in a manner that reflects positively on the institution and supports the well-being and success of the entire academic community.

Violations of academic integrity or student conduct policies will result in disciplinary action. Examples of academic dishonesty and misconduct include, but are not limited to:

- Cheating or plagiarism
- Providing false information to the University
- Altering University documents or academic records
- Vandalism or intentional damage to University property or its affiliates
- Theft of property belonging to the University or fellow students

Harassment, intimidation, or abuse of other students—whether in person or in any online environment—is strictly prohibited. Such behavior constitutes a serious breach of the University’s Code of Conduct and may result in disciplinary measures, including **suspension or dismissal**.

Dionisio Romero University reserves the right to dismiss any student whose behavior violates institutional policies or who engages in any of the misconduct described above. In such cases, the University’s refund policy will apply, and the effective date of dismissal will be used for all related calculations.

Other conduct issues that may result in disciplinary action include, but are not limited to:

- Unsatisfactory academic performance
- Excessive absences
- Use of profanity or inappropriate language
- Disrespectful behavior toward instructors, university staff, or any official investigating body

The University also reserves the right to place students on **probation, suspension**, or other corrective measures when their conduct or performance is deemed unsatisfactory.

4.14 Disciplinary Sanctions

The following outlines the range of disciplinary sanctions that may be imposed depending on the outcome of a formal disciplinary review or hearing. For

students who are minors, their parents or legal guardians may be notified if any sanctions are applied.

1. Academic Warning

This sanction is issued when a student engages in misconduct related to a course or assignment. It may result in a reduced grade or a failing grade for the affected assignment or course.

2. Disciplinary Warning

A student receives this warning as a formal notice that continued misconduct will lead to more severe disciplinary action by the university.

3. Disciplinary Probation

This status is assigned when a student has engaged in behavior that raises concerns about their continued participation in the academic community. Disciplinary conditions are imposed for a specified period, during which the student must demonstrate satisfactory behavior. Failure to meet these conditions may result in suspension or dismissal.

4. Suspension

Suspension entails an administrative withdrawal from the university for a defined period due to a serious or repeated violation of the Student Code of Conduct or other inappropriate behavior.

5. Dismissal

Dismissal is the permanent removal of a student from the university due to grave misconduct. Dismissed students are not eligible for readmission, and the dismissal will be documented in their official academic record and certificate of studies. No refunds or claims will be entertained.

6. Other Sanctions

Depending on the nature and severity of the misconduct, the university may apply additional sanctions, such as requiring participation in a recovery program, submitting a formal letter of apology, or completing a reflective assignment.

4.15 Non-Discrimination Policy

Dionisio Romero University admits students of any race, color, sex, age, marital status, physical ability, religion or creed, national or ethnic origin, veteran status, or any other status protected by federal or state law. The University strictly prohibits discrimination against any member of the university community, as well as retaliation related to the reporting of such conduct.

4.16 Non-Harassment Policy

Harassment is defined as any behavior that interferes significantly with a student's academic or professional environment, creates an intimidating or hostile atmosphere, or otherwise undermines a student's educational opportunities.

Dionisio Romero University is committed to providing a harassment-free online learning environment. All forms of harassment—including verbal abuse, threats, coercion, and retaliation—are strictly prohibited. Violations of this policy may result in disciplinary actions, up to and including suspension or expulsion, based on the severity of the offense.

Harassment is prohibited for all members of the Dionisio Romero University community, including faculty, staff, students, and affiliated personnel. Retaliation against individuals who report harassment or participate in an investigation is strictly forbidden and contrary to university policy and applicable laws.

If any student or employee believes they have been subjected to harassment, they are encouraged to file a complaint—either verbally or in writing—by contacting the Director of Student Success Services at studentsuccess@dromerouniversity.com if the victim is a student or the Director of Human Resources, if the victim of harassment is a faculty member or staff. Upon receiving the complaint, the University will activate its formal response protocol.

4.17 Access to Student Information and Privacy

In compliance with Public Law 93-380, Section 438 of the Family Educational Rights and Privacy Act (FERPA), and Florida Statute s.229.782, Dionisio Romero University affirms the right of students to inspect and review their educational records and request corrections if inaccuracies are found. Information contained in student records will not be disclosed without the student's written consent, except as permitted by law.

Students may complete a release form or waiver authorizing the university to share their academic records with prospective employers or other academic institutions. Individual release forms may also be signed for specific requests. All such information is managed and disclosed by the **Office of the Registrar** upon confirmation of a legitimate need for access.

Student Records Review and Amendment Procedures

A student who believes that information contained in their education records is inaccurate, misleading, or in violation of their privacy or other rights may submit a written request to the University official responsible for maintaining the records, requesting that the information be amended.

Upon receipt of the request, the University will review the matter and determine whether to amend the student's education records **within thirty (30) calendar days**. The official responsible for maintaining the records may consult with appropriate University officials, as necessary, to ensure an informed and accurate determination.

If the University decides not to amend the education records as requested, the student will be notified in writing within the same 30-day period of the decision and informed of their right to request a formal hearing in accordance with University policies and applicable regulations.

Students Right to Know

Dionisio Romero University maintains policies and procedures that ensure students are granted access to their education records in accordance with applicable **federal and state laws**. The University is fully compliant with the

Student Right-to-Know Act (Public Law 101-542) and other relevant regulatory requirements governing student records and disclosures.

The policies outlined in this section describe students' rights regarding the inspection, review, and amendment of their education records. For additional information or questions related to record access or student rights, students are encouraged to contact the **Office of the Registrar**, which serves as the primary point of contact for matters related to academic records.

Maintenance of Academic Records - Students Right to Know

Official academic records are maintained by the Office of the Registrar. These records include, but are not limited to, admissions applications and supporting documentation; registration records for each term of enrollment; official records of grades and academic credits earned at Dionisio Romero University; credits accepted from other accredited institutions; and other documents directly related to a student's academic progress, enrollment status, and degree completion.

Access to and maintenance of academic records are governed by University policy and applicable federal and state regulations to ensure accuracy, confidentiality, and appropriate use.

4.18 Student's Responsibility in University Communications

Dionisio Romero University uses email as an official channel to notify students of important university matters and academic information. This includes, but is not limited to, updates related to enrollment, deadlines, student accounts (including tuition and fees), academic progress and standing, and other critical items essential to the successful completion of a degree program. All university communications are sent exclusively to the student's official Dionisio Romero University email address to ensure the availability of a centralized and reliable information repository. Students are expected to check their official university email regularly to stay informed and avoid missing important updates.

In addition, each student is required to maintain an up-to-date emergency email address and a current cell phone number to ensure they can be contacted in the event of an emergency. Students must also provide both permanent and local mailing addresses to facilitate the delivery of any physical documents, as needed.

4.19 Student and Family Educational Rights and Privacy Act (FERPA)

FERPA

Dionisio Romero University complies with the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974, which governs the confidentiality of student education records and the conditions under which information may be disclosed. Protected educational records—whether in electronic or physical form—include, but are not limited to:

- Documents collected or created during the application process, such as college applications, professional histories, and academic transcripts.
- Records generated during enrollment, including transcripts, test scores, grades, counseling notes, financial records, documentation of academic dishonesty, and records of educational support services.
- Official correspondence related to academic progress, financial status, accommodations for disabilities, academic integrity cases, and disciplinary actions.

Student Rights Under FERPA

FERPA provides students with specific rights concerning their education records, including:

1. The Right to Inspect and Review Records

Students have the right to inspect and review their education records within **45 days** of the university receiving a request for access. A written request must be submitted to the Registrar's Office, specifying the records to be reviewed. The Registrar will coordinate access and notify the student of the date and procedure for the review.

2. The Right to Request an Amendment

Students may request an amendment to their education records if they believe the information is inaccurate or misleading. Requests must be submitted in writing to the Registrar's Office, clearly identifying the part of the record in question and explaining why it should be changed. If the university denies the request, the student will be notified in writing and informed of their right to a hearing. Details regarding hearing procedures will be provided at that time.

3. The Right to Provide Written Consent Before Disclosure

Students have the right to provide written consent before Dionisio Romero University discloses personally identifiable information from their records, except in cases where FERPA allows disclosure without consent.

FERPA allows disclosure without consent to school officials with a legitimate educational interest. A school official includes faculty, administrative staff, contracted service providers (e.g., attorneys, auditors, collection agents), or members of the Board of Directors. A legitimate educational interest exists when a school official requires access to an education record to fulfill professional duties. The university may also share records with officials at another institution where a student is seeking to enroll.

4. The Right to File a Complaint

Students may file a complaint with the U.S. Department of Education if they believe Dionisio Romero University has failed to comply with FERPA regulations. Contact information:

Family Policy Compliance Office

U.S. Department of Education

400 Maryland Ave. SW, Washington, DC 20202-4605

Phone: 202.260.3887

Fax: 202.260.9001

4.20 Disclosure of Directory Information

FERPA allows the university to disclose certain information considered “directory information” without prior student consent, unless the student has formally requested otherwise. Directory information is defined as information not generally considered harmful or an invasion of privacy if disclosed.

Dionisio Romero University defines directory information as follows:

- Student’s name
- State or country of residence
- Email address
- Main phone number
- Academic program
- Certificates or degrees earned and dates of award
- Dates of attendance
- Photographs (such as those uploaded by students to the course platform or captured at university events; excludes images used for promotional or marketing materials)
- Expected graduation date
- Honors and awards

4.21 Withholding Directory Information

Students have the right to withhold their directory information from public disclosure. However, they are advised to consider the consequences carefully. Withholding directory information may prevent the university from including the student’s name in graduation programs, verifying enrollment for employers, or complying with other common requests.

To request non-disclosure of directory information, students must contact the Registrar’s Office in writing. Once the request is processed, the student’s directory information will be excluded from public access until the student provides written authorization to reverse this decision.

5. Academic Policies

5.1 Undergraduate Programs

Grading Scale

At the end of each academic term, students will receive a progress/grade report. A copy of this report is retained in the student's permanent academic file. Grades are also accessible through the university's online platform immediately after they are officially recorded in the system.

Students enrolled in undergraduate programs are evaluated using the following **Cumulative Grade Point Average (GPA)** scale:

Letter Grade	GPA Value	Description	Numerical Range
A	4.0	Excellent	90–100
B	3.0	Good	80–89
C	2.0	Satisfactory	70–79
D	1.0	Deficient	60–69
F	0.0	Failing	Below 60

Transcript Notation (non-GPA)

The following notations may appear on a student's academic transcript, but they are not factored into the GPA calculation. These entries are used for administrative or academic progress tracking purposes:

Code	Meaning
W	Withdrawal – Course dropped after add/drop period
CR	Credit Awarded – Transferred or Exam-Based Credit
I	Incomplete Grade
S	Satisfactory – Pass in a pass/fail course
U	Unsatisfactory – Fail in a pass/fail course
FR	Failed/Retaken – Course failed and retaken for credit

Satisfactory Academic Progress for Undergraduate Programs (“SAP”)

Students enrolled in undergraduate programs at Dionisio Romero University are required to meet specific standards of **Satisfactory Academic Progress (SAP)** as they work toward completing their degree. SAP is evaluated at the end of each academic term and is based on three key components:

1. Qualitative Measure (Cumulative GPA)

Undergraduate students must maintain a **minimum cumulative GPA of 2.0** on a 4.0 scale to meet the qualitative standard for SAP. This corresponds to a grade average of “C.”

- Grades of “W” (Withdrawal) or “I” (Incomplete) do not affect the cumulative GPA calculation.

2. Quantitative Measure (Credit Hour Completion Rate)

Students must successfully complete **at least 67% of the credit hours attempted** each academic term to remain in compliance with SAP requirements. This is calculated as a cumulative ratio of credit hours earned to credit hours attempted.

- For example, if a student enrolls in 12 credit hours during a term, they must earn a passing grade of **C or higher** in at least **8 credit hours** ($12 \times 0.67 = 8$).
- A grade of “D” is considered passing for credit purposes but does **not** count as successfully completed for SAP purposes.

3. Maximum Time Frame (Maximum Credit Hour Attempt Limit)

Students must complete their degree program within a maximum time frame not exceeding **150% of the published program length**.

- For example, a bachelor’s degree requiring 120 credit hours must be completed within **180 attempted credit hours** ($120 \times 1.5 = 180$).
- **Transfer credits** accepted by Dionisio Romero University will count toward both the total credits attempted and earned.

- **Repeated courses** will count as attempted credits each time they are taken, though only the highest grade will count toward the GPA.

Course Repetition

Dionisio Romero University permits students to repeat any course in which they received a grade of “D” (Deficient) or “F” (Fail), one time. In such cases, only the most recent grade will be used in the calculation of the student’s Cumulative Grade Point Average (GPA).^[1] The original grade will remain on the student’s academic record but will no longer affect the GPA. The repeated course will count toward the total number of credit hours attempted for purposes of determining the maximum time frame for program completion.

Academic Progress Categories

SAP Warning

Students who fail to meet the Satisfactory Academic Progress (SAP) standards at the end of an academic term will be placed on SAP Warning status. This designation applies only to students who were in good academic standing in the previous term. Students may remain in SAP Warning status for up to two consecutive terms. If the student meets SAP standards during this period, the warning status will be lifted.

SAP Probation

Students who do not meet SAP standards for a third consecutive term will be placed on Academic Probation. Students may appeal this status by submitting a written explanation of the circumstances that prevented their progress and what changes will allow them to succeed moving forward. If the appeal is approved, the student will be allowed to remain enrolled and will be placed on an academic plan developed by an academic advisor. The plan must be followed during the probation period, not to exceed two academic terms. If the student regains SAP within this time, the probationary status will be removed.

Academic Suspension

Undergraduate students on academic probation who fail to earn a minimum GPA of 2.0 during the most recent academic term and whose cumulative GPA remains below 2.0 will be suspended. Suspension may lead to permanent dismissal from the University.

SAP Definitions and Terminology

- **Attempted Credits:** All credit hours in which a student is enrolled and remains registered after the drop/add period.
- **Successfully Completed Credits:** Courses completed with a grade of “A,” “B,” or “C.” Grades of “D,” “F,” “W” (Withdrawal), or “I” (Incomplete) do not count as successfully completed.
- **Withdrawal (W):** Assigned when a student withdraws after the add/drop period. Withdrawn courses are not included in GPA calculations but do count toward the maximum allowed attempts.
- **Incomplete (I):** A temporary grade granted at the instructor’s discretion due to extenuating circumstances. Students have two weeks from the last day of the term to complete coursework. If not completed, the grade will convert to “F.” Incomplete courses also count toward the maximum number of attempts.
- **Transfer Credits:** Accepted transfer credits are applied to the student’s academic program and count as both attempted and earned credits for SAP purposes.
- **Excluded Credits:** The University does not grant credits for proficiency exams, non-credit, or remedial courses. These are not factored into SAP calculations.

5.2 Graduate Programs

Grading Scale

Graduate students will receive a progress/grade report at the end of each academic term. A copy of this report will be maintained in the student’s

permanent academic file. Students may also access their grades through the online platform as soon as they are entered into the system.

Students enrolled in master's degree programs are evaluated using the following Cumulative Grade Point Average (GPA) scale:

Grade	GPA Value	Description	Numeric Range
A	4.0	Excellent	90–100
B	3.0	Satisfactory	80–89
C	2.0	Deficient	70–79
F	0.0	Fail	Below 70

Transcript Notation (non-GPA)

The following notations may appear on a transcript but are not calculated in the GPA:

Code	Meaning
W	Withdrawal – Course dropped after add/drop period
CR	Credit Awarded – Transferred or Exam-Based Credit
I	Incomplete Grade
S	Satisfactory – Pass in a pass/fail course
U	Unsatisfactory – Fail in a pass/fail course
FR	Failed/Retaken – Course failed and retaken for credit

Satisfactory Academic Progress for Undergraduate Programs (“SAP”)

All graduate students must meet the Satisfactory Academic Progress (SAP) standards throughout their enrollment. Students will be evaluated at the end of each academic term based on the following criteria:

1. Qualitative Measure (Cumulative GPA)

Students must maintain a minimum cumulative GPA of 3.0 (equivalent to a “B”) in all coursework attempted. Grades of “W” or “I” are not factored into the GPA calculation.

2. Quantitative Measure (Credit Hour Progression)

Students must successfully complete at least 67% of all credit hours attempted each term. Completion is measured by dividing the total number of earned credits by the total number of attempted credits.

Example: A student enrolled in 12 credit hours must earn at least 8 credit hours to maintain compliance ($12 \times 67\% = 8$). Only grades of “A” or “B” are considered successfully completed.

3. Maximum Time Frame

Students are allowed to attempt up to **150% of the credit hours** required for their degree. For example, a 120-credit bachelor’s program allows a maximum of 180 attempted credits. Transfer credits and repeated courses are included in this calculation.

Course Repetition

Students may repeat any course in which they received a “C” or “F” grade one time. Only the most recent grade will be used in calculating the cumulative GPA, although the original grade will remain on the transcript. Repeated courses are counted in the total attempted credits for the purposes of SAP.

Academic Progress Categories

SAP Warning:

Students who fail to meet SAP standards at the end of an academic term will be placed on SAP Warning status for up to two consecutive terms. If the student regains compliance, the status will be removed.

SAP Probation:

Students who fail to meet SAP standards for three consecutive terms will be placed on Academic Probation. They may appeal in writing, stating the reasons for poor performance and their plan for improvement. If approved, students must

follow an academic plan developed by an advisor. The probationary period may not exceed two terms.

Academic Suspension:

Students on probation who fail to earn a minimum GPA of 3.0 during the most recent term and whose cumulative GPA remains below 3.0 will be suspended. Suspension may lead to permanent dismissal.

SAP Definitions and Terminology

- **Attempted Credits:** All registered credit hours after the add/drop period.
- **Successfully Completed Credits:** Courses completed with grades of “A” or “B.” Grades of “C,” “F,” “W,” or “I” do not count.
- **Withdrawal (W):** Assigned when a course is dropped after the official withdrawal period. These credits count toward the maximum attempt limit.
- **Incomplete (I):** A temporary grade due to extenuating circumstances. Coursework must be completed within two weeks of term end, or the grade will convert to “F.”
- **Transfer Credits:** Count as both attempted and earned credits for SAP purposes.
- **Excluded Credits:** Credits from proficiency exams, non-credit, or remedial courses are not considered in SAP calculations.

5.3 Restricted Course Load Policy

Dionisio Romero University (DRU) is committed to supporting student success through a structured and responsible approach to academic progression. This policy outlines the conditions under which students may be subject to a restricted course load, academic probation, or termination from a program of study, in accordance with the University’s Satisfactory Academic Progress (SAP) standards.

Eligibility for Increased Course Load

After successful completion of the first academic term, students may be eligible to enroll in up to three (3) courses per term, provided they:

- Successfully complete their initial term, and
- Maintain Satisfactory Academic Progress (SAP) as defined by DRU's policy
- Approval for an increased course load is contingent upon academic performance and may be subject to review by the Director of Student Success.

Restricted Course Load Due to Academic Performance

A student who fails to maintain Satisfactory Academic Progress at the end of any academic term may be subject to one or more of the following actions:

- Placement on **Academic Probation**
- Placement on a **Restricted Course Load** for the subsequent term
- **Termination** from the program of study

The determination of the appropriate action is made at the discretion of the University, based on the student's academic record and overall progress.

Appeal Process

A student who is determined not to be making Satisfactory Academic Progress may appeal the decision by submitting a written appeal to the Director of Student Success. The appeal must clearly explain the reasons for the lack of progress and include any relevant supporting documentation.

If the appeal is approved, the Director of Student Success may place the student on **Academic Probation** or a **Restricted Course Load** during the student's next term of enrollment. Approval of an appeal and placement on probation or restricted status is not automatic and is granted at the discretion of the University.

Continued Lack of Academic Progress

If a student on Academic Probation or Restricted Course Load status fails to meet Satisfactory Academic Progress (SAP) requirements by the end of the subsequent term, the student may be terminated from the program of study.

Institutional Discretion

All decisions related to course load, probation, appeals, and termination are made in accordance with DRU's academic policies and are intended to support student success while maintaining academic standards. The University reserves the right to determine appropriate academic standing based on individual circumstances and institutional requirements.

5.4 Graduation Requirements

Students graduating with an **undergraduate degree** must meet the following requirements in order to graduate and obtain their conferred degree:

- Successful completion of the program requirements for the issuance of the degree.
- Acceptance of all information required for admission and the transfer of credits by Dionisio Romero University.
- Successful completion of all program credit hours
- A minimum cumulative grade point average (GPA) of 2.00 "C" for the degree program.
- Students must have satisfied all financial obligations with Dionisio Romero University for a diploma, certificate, and official transcript to be released.

For **graduate programs**, the following conditions must be met.

- Successful completion of the program requirements for the issuance of the degree.
- Acceptance of all information required for admission and the transfer of credits by SUMMA University.
- Successful completion of all program credit hours.
- A minimum cumulative grade point average (GPA) of 3.00 "B" for the degree program.
- Students must have satisfied all financial obligations with Dionisio Romero University.

5.5 Graduation with Honors

The policy for granting graduation with honor as established by the Dionisio Romero University provides for honoring at each graduation approximately 15 percent of the students who have earned the highest-grade point averages.

The top 5% with a 4.0 GPA will receive the “Highest Honors” or “Summa Cum Laude” designation. The following 5% will receive the “With great honor” or “Magna Cum Laude” designation.

The following 5% will receive the “With Honor” or “Cum Laude” designation.

The appropriate honor will automatically be placed on the student’s final transcript and diploma.

6. Academic Programs

6.1 Entry and Admission Requirements for Undergraduate Programs

Dionisio Romero University offers all academic programs in **Spanish and English**.

All applicants must be **18 years of age or older** at the time of enrollment. A valid government-issued identification document (ID card, driver’s license, or passport) indicating the applicant’s date of birth must be submitted. Applicants under 18 years of age must submit written consent from a parent or legal guardian prior to enrolling.

Prospective students must complete and submit the **Application Form** along with **proof of high school graduation or its equivalent**. Required documentation includes:

- A copy of the high school diploma or equivalent qualification.
- A copy of official transcripts or certificate of studies listing the courses completed and corresponding grades.
- A copy of the student’s valid, government-issued identification (e.g., National ID, Passport, or similar)

Undergraduate Degree Programs Offered:

- Associate of Science (AS) in Digital Marketing and Business Strategies
- Bachelor of Science (BS) in Data Analytics and Business Strategy
- Bachelor of Science in Business Administration (BSBA) in Digital Business Innovation

6.2 Entry and Admission Requirements for Graduate Programs

Dionisio Romero University offers all academic programs exclusively in **Spanish and English**.

Applicants must be **18 years of age or older** at the time of enrollment. A valid government-issued identification document (ID card, driver's license, or passport) indicating the applicant's date of birth must be provided. Applicants under 18 years of age must obtain **written authorization from a parent or legal guardian** prior to enrolling.

All prospective Master students must complete and submit the **Application Form** along with **proof of graduation** from an accredited **Bachelor's degree program or its equivalent**. Required documentation includes:

- A copy of the Bachelor's degree diploma.
- A copy of the official transcript or certificate of studies listing all courses completed and grades earned.
- A copy of the student's valid, government-issued identification (e.g., National ID, Passport, or similar)

Graduate Degree Programs Offered:

- Master of Science (MS) in Artificial Intelligence and Strategic Decision-Making
- Master of Science (MS) in Digital Business Strategy and Organizational Transformation
- Executive Master of Business Administration (EMBA) in Innovation and Technology Entrepreneurship

6.3 Course Numbering System

The course numbering system consists of an alpha prefix followed by a digit course number. The Alpha Prefix identifies the academic discipline, and the first digit specifies if the course belongs to an upper or lower division. The following digits are reserved for departmental use in indicating sequence of courses.

Concentration Courses by Program:

- GNED General Education
- BUSI Business and Innovation
- CAPS Capstone

First number indicates if the course belongs to an upper or lower division:

- 1 = Lower division Courses
- 2 = Lower division Courses
- 3 = Upper Courses
- 4 = Upper Courses
- 5 = Upper Division Course in Master's
- 6 = Upper Division Course in Master's

6.4 Undergraduate Programs

Associate of Science (AS) in Digital Marketing and Business Strategies

Program Description

The Associate Degree in Digital Marketing and Business Strategy is designed to equip students with the skills necessary to succeed in the competitive field of digital marketing.

Through a combination of practical and theoretical instruction, students develop competencies in online marketing strategies, data analysis, social media management, and advertising campaign development. The curriculum also includes coursework in consumer behavior and engaging content creation.

Upon completion of the program, graduates are prepared to address industry challenges across diverse sectors and contribute to business growth through innovative digital marketing strategies and data-driven decision-making.

Program Learning Outcomes

The Associate of Science in Digital Marketing and Business Strategies program is designed to provide students with a comprehensive education in the principles and practices of digital marketing and business strategies. Upon completion of the program, graduates will be able to:

PLO 1 – Digital Campaign Development and Execution

Develop, implement, and evaluate digital marketing campaigns using multiple digital channels, including social media, email marketing, and search engine optimization (SEO), to achieve defined business objectives.

PLO 2 – Data Analysis and Performance Measurement

Analyze and interpret marketing data using analytical tools to measure campaign performance and inform data-driven decision-making.

PLO 3 – Digital Content Creation and Strategy

Create and curate engaging digital content aligned with target audience profiles and organizational marketing goals.

PLO 4 – Application of Business Foundations

Apply foundational business principles, including finance, accounting, and management concepts, to support digital marketing planning and strategic implementation.

PLO 5 – Professional Digital Presence and Branding

Develop and maintain a professional digital portfolio or online presence that effectively communicates skills, experience, and personal brand identity.

PLO 6 – Industry Trends and Strategic Adaptation

Evaluate emerging trends, tools, and best practices in digital marketing to adapt strategies and maintain competitive relevance.

Program of Study

Course Number	Course Name	Credit Hours
GNED101	English Composition I*	3
GNED102	Math I	3
GNED103	Psychology	3
GNED104	Environmental Science	3
GNED105	World History*	3
BUSI201	Financial Management	3
BUSI202	Marketing Management	3
BUSI203	Organizational Behavior	3
BUSI204	Strategic Management	3
BUSI205	Digital Business and Innovation	3
BUSI206	Digital Business Strategy	3
BUSI207	Digital Marketing and Communications	3
BUSI208	Business Analytics and Performance Measurement	3
BUSI209	Innovation and Design Thinking	3
BUSI210	Digital Entrepreneurship	3
BUSI302	Artificial Intelligence for Business Innovations	3
BUSI303	Cybersecurity and Risk Management	3
BUSI304	Global Business	3
BUSI401	Digital Business in Emerging Markets	3

BUSI402	Social Media Marketing and Communications	3
TOTAL		60

Bachelor of Science (BS) in Data Analytics and Business Strategy

Program Description

The Bachelor of Science in Data Analytics and Business Strategy is designed to prepare professionals to interpret and analyze complex data in order to support strategic decision-making within business environments.

The program combines theoretical and practical foundations in statistics, programming, and business management. Students develop competencies in the use of data analytics tools, predictive modeling, and data visualization techniques.

In addition, the program fosters critical thinking and problem-solving skills, preparing graduates to address the challenges of today's dynamic business landscape and contribute to organizational success.

Program Learning Outcomes

The Bachelor of Science in Data Analytics and Business Strategy is designed to equip students with the knowledge and skills necessary to analyze and interpret complex data to inform business strategy. Upon completion of the program, graduates will be able to:

PLO 1 – Data Analysis & Strategic Interpretation

Analyze and interpret complex data sets using statistical tools and analytical techniques to inform business decision-making.

PLO 2 – Strategic Evaluation & Market Adaptation

Evaluate business strategies and marketing initiatives using data-driven metrics to assess effectiveness within dynamic and competitive market environments.

PLO 3 – Data Visualization & Executive Communication

Develop and present data-driven insights through advanced visualization techniques and professional reporting formats suitable for executive decision-making.

PLO 4 – Predictive Modeling & Scenario Simulation

Design and implement predictive models and business simulations using specialized software to support innovation and strategic planning.

PLO 5 – Ethical & Analytical Problem-Solving

Apply analytical reasoning and ethical principles to resolve complex business problems in uncertain and data-rich environments.

PLO 6 – Leadership & Technological Adaptability

Lead collaborative initiatives that leverage emerging technologies, promote innovation, and drive organizational impact in high-uncertainty contexts.

Program of Study

Course Number	Course Name	Credit Hours
GNED100	English Composition I	3
GNED102	Math I	3
GNED103	Psychology	3
GNED104	Environmental Science	3
GNED105	World History	3
GNED106	English Composition II	3
GNED107	Math II	3
GNED108	Sociology	3
GNED109	Statistics for Business	3

GNED110	Public Speaking	3
BUSI201	Financial Management	3
BUSI202	Marketing Management	3
BUSI203	Organizational Behavior	3
BUSI204	Strategic Management	3
BUSI205	Digital Business and Innovation	3
BUSI206	Digital Business Strategy	3
BUSI207	Digital Marketing and Communications	3
BUSI208	Business Analytics and Performance Measurement	3
BUSI209	Innovation and Design Thinking	3
BUSI210	Digital Entrepreneurship	3
BUSI301	Artificial Intelligence Applications	3
BUSI302	Artificial Intelligence for Business Innovations	3
BUSI303	Cybersecurity and Risk Management	3
BUSI304	Global Business	3
BUSI305	Digital Supply Chain Management	3
BUSI306	International Business Strategy	3
BUSI307	Data Mining, Coding, and Text Analytics	3
BUSI308	Business Performance Data Innovations	3
OMP308	Operations Management and Performance	3
BCP309	Big Data Cloud Computing Platforms	3
BUSI409	Data Mining and Business Intelligence	3
BUSI410	Statistical Analysis and Modeling	3
BUSI411	Data Visualization and Communication	3
BUSI412	Analytics of Data Driven Indicators	3
BUSI413	Business Natural Language Systems Processing	3
BUSI414	Big Data Analytics	3
BUSI415	Business Data Visualization and Communication	3
BUSI416	Advanced Business Marketing Data Science	3

CAPS401	Capstone Project	6
	TOTAL	120

Bachelor of Science in Business Administration (BSBA) in Digital Business and Innovation

Program Description

The Bachelor of Business Administration in Digital Business and Innovation prepares students to address the challenges of today's modern business environment.

Graduates develop competencies in business management, digital marketing, and the design of innovative strategies. The program includes training in technological tools, data analytics, and digital market trends. In addition, it fosters critical thinking and creativity—essential skills for driving business innovation.

Graduates are equipped to lead projects, optimize processes, and develop effective solutions within the digital business landscape.

Program Learning Outcomes

The Bachelor of Science in Business Administration (BSBA) in Digital Business and Innovation is designed to equip students with the knowledge and skills necessary to succeed in the digital business landscape. Upon completion of the program, graduates will be able to:

PL0 1 – Digital Market Analysis & Opportunity Identification

Analyze market data and digital trends to identify and evaluate business opportunities within the context of digital transformation and the evolving digital economy.

PL0 2 – Digital Strategy & Business Model Evaluation

Evaluate and adapt business models and digital marketing strategies to enhance competitiveness, brand visibility, and organizational performance in technology-driven markets.

PL0 3 – Innovation & Process Optimization

Design innovative solutions that optimize business processes and support organizational change initiatives within digital environments.

PL0 4 – Data-Informed Ethical Decision-Making

Apply analytical reasoning and ethical principles to resolve complex business problems in uncertain and dynamic contexts.

PL0 5 – Technological & Digital Competence

Apply emerging digital technologies and tools to support business strategy, operational efficiency, and innovation while adhering to professional and ethical standards.

PL0 6 – Leadership, Innovation & Change Agency

Lead teams and initiatives that foster innovation, drive technology adoption, and promote organizational and social transformation in high-uncertainty environments.

Program of Study

Course Number	Course Name	Credit Hours
GNED101	English Composition I	3
GNED102	Math I	3
GNED103	Psychology	3
GNED104	Environmental Science	3
GNED105	World History	3
GNED106	English Composition II	3
GNED107	Math II	3
GNED108	Sociology	3
GNED109	Statistics for Business	3
GNED110	Public Speaking	3
BUSI201	Financial Management	3
BUSI202	Marketing Management	3
BUSI203	Organizational Behavior	3
BUSI204	Strategic Management	3
BUSI205	Digital Business and Innovation	3
BUSI206	Digital Business Strategy	3
BUSI207	Digital Marketing and Communications	3
BUSI208	Business Analytics and Performance Measurement	3
BUSI209	Innovation and Design Thinking	3
BUSI210	Digital Entrepreneurship	3
BUSI301	Artificial Intelligence Applications	3
BUSI302	Artificial Intelligence for Business Innovations	3
BUSI303	Cybersecurity and Risk Management	3
BUSI304	Global Business	3
BUSI305	Digital Supply Chain Management	3
BUSI306	International Business Strategy	3

BUSI307	Data Mining, Coding, and Text Analytics	3
BUSI308	Business Performance Data Innovations	3
BUSI309	E-Commerce and Digital Payments	3
BUSI310	Blockchain and Cryptocurrency	3
BUSI401	Digital Business in Emerging Markets	3
BUSI402	Social Media Marketing and Communications	3
BUSI403	User Experience (UX) Design	3
BUSI404	Web Development and Design	3
BUSI405	Digital Business Innovations and Entrepreneurship	3
BUSI406	World Economics and Investment Market Trends	3
BUSI407	International Business, Emerging Markets and Risk Management	3
BUSI408	Cryptocurrency Trading and Investment	3
CAPS401	Capstone Project	6
	TOTAL	120

6.5 Graduate Programs

Master of Science (MS) in Digital Business Strategy and Organizational Transformation

Program Description

The Master of Science in Digital Business Strategy and Organizational Transformation at Dionisio Romero University LLC is designed to equip students with the knowledge and competencies required to lead and manage digital transformation initiatives across diverse organizational settings.

The program addresses key areas including technological innovation, change management, and business strategy within digital environments. Students develop the ability to design and implement strategies that leverage emerging technologies to enhance operational efficiency and improve customer experience.

Emphasis is also placed on data analysis and evidence-based decision-making to support sustainable organizational growth and long-term competitiveness in the digital era.

Program Learning Outcomes

The Master of Science in Digital Business Strategy and Organizational Transformation is designed to equip students with the knowledge and skills necessary to lead digital transformation initiatives in organizations. Upon completion of the program, graduates will be able to:

PLO 1 – Strategic Digital Analysis

Analyze and evaluate digital business environments to identify strategic opportunities and competitive advantages within dynamic and technology-driven markets.

PLO 2 – Digital Strategy Design

Design and justify comprehensive digital transformation strategies that integrate emerging technologies, innovation frameworks, and data-informed decision-making.

PLO 3 – Organizational Transformation Assessment

Evaluate organizational change initiatives using performance metrics and data analytics to determine effectiveness, sustainability, and alignment with strategic goals.

PLO 4 – Innovation & Solution Development

Develop and implement innovative digital solutions that address complex organizational challenges within the context of business digitalization.

PLO 5 – Ethical & Systems-Based Decision-Making

Formulate strategic decisions by applying systems thinking, critical analysis, and ethical reasoning within complex and evolving digital ecosystems.

PL0 6 – Transformational Leadership & Adaptability

Lead multidisciplinary teams in executing digital initiatives, demonstrating adaptive leadership, collaborative management, and resilience in uncertain or rapidly changing environments.

Program of Study

Course Number	Course Name	Credit Hours
BUSI501	Digital Business Strategy	3
BUSI502	Organizational Transformation	3
BUSI503	Leadership and Change Management	3
BUSI504	Digital Innovation and Entrepreneurship	3
BUSI505	Data Driven Decision-Making	3
BUSI506	Digital Marketing and Communications	3
BUSI611	Business Analytics and Performance Measurement	3
BUSI612	Digital Supply Chain Management	3
BUSI613	Artificial Intelligence in Business	3
BUSI614	Cybersecurity and Risk Management	3
BUSI615	Global Digital Business Strategy	3
CAPS601	Capstone Project	3
TOTAL		36

Master of Science (MS) in Business Administration in Innovation and Technology Entrepreneurship

Program Description

The Master of Science in Business Administration (MBA) in Innovation and Technology Entrepreneurship is designed for professionals across Latin America seeking to develop strategic skills in the business field.

This online MBA integrates theory and practice, with a strong focus on innovation and the use of technology to foster entrepreneurship. Students will learn to manage organizations, identify business opportunities, and implement innovative solutions in competitive environments.

With an emphasis on flexibility and collaborative learning, the program provides participants with access to high-quality academic resources and an international professional network.

Program Learning Outcomes

The Master of Science in Business Administration (MBA) in Innovation and Technology Entrepreneurship is designed to equip students with the knowledge and skills necessary to lead innovations and entrepreneurship initiatives in organizations. Upon completion of the program, graduates will be able to:

PLO 1 – Strategic Innovation Analysis

Analyze and evaluate the impact of innovation and digital transformation strategies on organizational performance using quantitative and qualitative digital metrics.

PLO 2 – Business Model & Venture Design

Design and defend a comprehensive, data-informed business plan that demonstrates financial viability, operational feasibility, risk assessment, and competitive positioning.

PLO 3 – Technology & Data-Driven Decision Making

Apply and integrate emerging technologies and digital tools (e.g., AI, analytics platforms, simulation tools) to support strategic decision-making, innovation processes, and organizational growth while adhering to ethical and security standards.

PLO 4 – Leadership & Multidisciplinary Collaboration

Lead and manage multidisciplinary teams to develop innovative products, services, or solutions, demonstrating effective communication, collaboration, and project management competencies.

PLO 5 – Ethical & Systems Thinking

Formulate strategic solutions by applying critical thinking, systems thinking, and ethical reasoning to complex and ambiguous business challenges.

PLO 6 – Adaptive & Entrepreneurial Execution

Develop and implement innovative solutions in dynamic and uncertain environments, demonstrating adaptability, resilience, and entrepreneurial judgment.

Program of Study

Course Number	Course Name	Credit Hours
BUSI501	Digital Business Strategy	3
BUSI502	Organizational Transformation	3
BUSI503	Leadership and Change Management	3
BUSI504	Digital Innovation and Entrepreneurship	3
BUSI505	Data Driven Decision-Making	3
BUSI506	Digital Marketing and Communications	3
BUSI601	Financial Management	3
BUSI602	Marketing Management	3
BUSI603	Operations Management	3
BUSI604	Entrepreneurial Finance	3
BUSI605	Business Model Innovation	3
CAPS601	Capstone Project	3
TOTAL		36

Master of Science (MS) in Artificial Intelligence and Strategic Decision-Making

Program Description

The Master of Science in Artificial Intelligence and Strategic Decision-Making is designed to equip professionals with the competencies required to integrate artificial intelligence into strategic decision-making processes.

The program covers key areas such as machine learning, data analytics, and decision modeling, enabling students to develop advanced skills in applying AI tools to solve complex problems within business and organizational environments.

Graduates will be prepared to lead innovative and strategic initiatives across diverse industries, leveraging artificial intelligence as a catalyst for organizational transformation and competitive advantage.

Program Learning Outcomes

The Master of Science (MS) in Artificial Intelligence and Strategic Decision Making is designed to equip students with the knowledge and skills necessary to apply artificial intelligence and data analytics to strategic decision making in organizations. Upon completion of the program, graduates will be able to:

PLO 1 – Data-Driven Strategic Analysis

Analyze and interpret complex data sets and behavioral patterns under conditions of uncertainty to inform strategic decision-making.

PLO 2 – AI Model Evaluation

Evaluate and validate artificial intelligence models for effectiveness, scalability, bias, and ethical implications in solving complex business problems.

PLO 3 – Applied AI Solution Design

Design and develop innovative AI-driven strategies or technological solutions that address real-world organizational challenges.

PLO 4 – Technology Integration & Systems Application

Integrate advanced technological tools, information systems, and AI platforms to enhance project management, operational efficiency, and data-informed decision-making while adhering to ethical and security standards.

PLO 5 – Ethical & Systems-Based Leadership

Formulate responsible AI strategies by applying systems thinking, critical analysis, and ethical reasoning within complex and dynamic environments.

Program of Study

Course Number	Course Name	Credit Hours
BUSI501	Digital Business Strategy	3
BUSI502	Organizational Transformation	3
BUSI503	Leadership and Change Management	3
BUSI504	Digital Innovation and Entrepreneurship	3
BUSI505	Data Driven Decision-Making	3
BUSI506	Digital Marketing and Communications	3
BUSI606	AI and Business Applications	3
BUSI607	AI Ethics and Governance	3
BUSI608	Business Strategy and Innovation	3
BUSI609	Data Analytics and Business Intelligence	3
BUSI610	Artificial Intelligence and Machine Learning	3
CAPS601	Capstone Project	3
TOTAL		36

7. Student Services

7.1 Academic Advising

Dionisio Romero University (DRU) views academic advising as an ongoing, collaborative process of information exchange designed to empower students to achieve their maximum educational and professional potential. Academic advising supports students in making informed decisions and in developing meaningful educational goals aligned with their personal interests, values, abilities, and career aspirations.

Students at DRU are adult learners and professionals who engage in an active partnership with their assigned Academic Advisor. At the beginning of a student's program, the Academic Advisor's primary role is to support the student's successful transition into the online learning environment. This includes guidance on managing the pace and workload of an online program and ensuring effective use of institutional resources, tools, and support services.

As DRU students' progress through their program of study, the role of the Academic Advisor evolves into that of a liaison between the student and the University. Advisors provide ongoing guidance related to academic planning, institutional policies, and strategies for maximizing academic success. Academic Advisors also assist students in navigating available academic and professional resources to support their continued growth and persistence.

To deliver personalized and holistic support, Academic Advisors are encouraged to develop a comprehensive student dossier by engaging with students on both a personal and professional level. Advisors may inquire about students' educational objectives, career goals, professional background, family responsibilities, and personal interests. This information allows advisors to provide guidance that extends beyond the program of study and supports students' long-term professional development and life goals.

Academic Advisors are available to students during designated office hours and may be contacted via phone, email, or Zoom. All student communications will be acknowledged and responded to by the next business day.

Additional Information

Dionisio Romero University does not offer federal or state financial aid and does not guarantee job placement. Career advancement outcomes depend on individual student effort, professional experience, and market conditions.

7.2 Student Orientation

At the beginning of their program, students participate in a live orientation session designed to familiarize them with the University's learning management system and educational platform. This session is conducted in real time and is recorded for later access, allowing students to review the material as needed.

In addition to the initial orientation, ongoing guidance and technical support are available through live virtual support sessions, instructional handouts, and tutorial videos. These resources are specifically designed to clearly explain how to navigate and effectively use all online tools, academic resources, and support services available to students.

7.3 Student Accessibility Services

Accessibility and Disability Services

Dionisio Romero University (DRU) is committed to providing an inclusive educational environment and does not discriminate on the basis of disability in admission, access to academic programs, educational activities, or employment practices. This policy is established in accordance with Title II of the Americans with Disabilities Act of 1990 (ADA) and applicable federal and state laws.

Eligibility and Documentation

Students with documented disabilities may be eligible for reasonable academic accommodations designed to ensure equal access to educational programs and activities. Accommodations are granted on a case-by-case basis and require the submission of appropriate and current documentation from a qualified professional, in compliance with all applicable legal standards.

Disclosure of a disability is voluntary. All documentation and related records are maintained in a confidential manner.

Requesting Accommodations

Students requesting accommodations must submit a written request and supporting documentation to the Director of Student Success within the first two weeks of the academic term. Documentation may be reviewed for completeness and validity and may be questioned if:

- Appropriate professional credentials are not provided,
- The evaluator is not currently treating the student, or
- The diagnosis lacks sufficient supporting data.

The Director of Student Success may consult with institutional leadership, as needed, to review and resolve accommodation requests involving academic adjustments.

Determination and Implementation of Accommodations

Upon review of the submitted documentation, the Director of Student Success will issue a written Accommodation Notification Letter outlining the approved accommodations. With the student's authorization, the Director of Student Success will notify the student's instructors of the approved adjustments.

If approved accommodations are not effective or require modification, students are responsible for promptly notifying the Director of Student Success to allow for timely review and adjustment.

Examples of Reasonable Accommodations

DRU provides reasonable accommodations and auxiliary aids based on individual need. These may include, but are not limited to:

- Testing accommodations (including extended time, when approved)
- Alternative examination arrangements coordinated with course instructors
- Registration assistance
- Reduced course load approval, when appropriate

- Letters to instructors outlining approved accommodations
- Note-taking support
- Classroom, instructional, or facility accessibility adjustments
- Assistance with accessibility-related issues in online or instructional environments

Students should allow **two to three weeks** for the processing of requests involving additional aids or specialized materials.

Academic Standards and Responsibilities

Accommodations are intended to support students in meeting course requirements and academic standards. They do not alter essential program requirements or serve as justification for missed assignments or unfulfilled academic responsibilities.

All students retain the right to appeal grades in accordance with DRU policies.

Grievance and Appeal Process

Students who are not satisfied with the outcome of an accommodation request or grievance may pursue institutional appeal procedures. A student may appeal any decision related to a requested accommodation or auxiliary aid by submitting a written appeal to the Director of Student Success. The appeal must be filed **within ten (10) days** of the University's decision regarding the requested accommodation or auxiliary aid.

All supporting materials that the student wishes to have considered—such as position statements, medical documentation, or other relevant written information—must be submitted at the time the appeal is filed.

Upon receipt of the appeal, the Director of Student Success will review the request, conduct any necessary investigation, and issue a written response. The response will include the decision and a clear explanation of the reasons for affirming or modifying the original determination regarding the accommodation or auxiliary aid.

If concerns remain unresolved, students may file a complaint with the:

Florida Commission for Independent Education

Florida Department of Education

325 W. Gaines Street, Suite 1414

Tallahassee, FL 32399-0400

Toll-Free: (888) 224-6684

7.4 Office of the Registrar

The Office of the Registrar is responsible for maintaining all official academic records for students enrolled at **Dionisio Romero University (DRU)**.

Registrar office hours are **Monday through Friday, from 9:00 a.m. to 5:00 p.m. (Eastern Time)**. Inquiries may be submitted via email at **registrar@dionisioromerouniversity.edu** or by phone at **(305) 721-3000**.

DRU maintains academic records **in perpetuity** for each enrolled student. These records include, but are not limited to, courses completed at the University, grades earned, academic advising documentation, and relevant employment or experiential learning data, where applicable.

Official transcripts are available upon written request and payment of the applicable processing fee. All student records are considered confidential and will not be released without the student's written authorization, except as permitted or required by law.

7.5 Technical Support

Dionisio Romero University's (DRU) technology tools are user-friendly, secure, and accessible 24/7, supporting a fully online learning environment. To assist students, faculty, and staff with technical issues, the University provides a dedicated **Technical Support Service**.

Technical support is available via email at **itsupport@dionisioromerouniversity.edu**, with a standard response time of within 24 hours. Students are encouraged to first consult the Frequently Asked

Questions (FAQ) section on the University's website for assistance with common technical issues.

Additionally, technical support may be accessed by phone by contacting DRU staff at **(305) 721-3000, Monday through Friday, from 9:00 a.m. to 5:00 p.m. (Eastern Time).**

7.6 Online Library Resources

Dionisio Romero University (DRU) provides students with access to extensive academic library resources through its membership in the Library and Information Resources Network (LIRN®). LIRN® is a nonprofit 501(c)(3) consortium, established in 1996, composed of accredited educational institutions that collaborate to share high-quality academic information resources.

Through this partnership, DRU students benefit from:

- Centralized authentication and on- and off-campus access
- Group-purchased academic databases
- Hosted proxy services
- A federated search platform
- Access to consortium librarian support services

The LIRN® collection offers millions of peer-reviewed and full-text resources, including journal articles, magazines, newspapers, e-books, podcasts, audio, and video materials. These resources support coursework and research across disciplines such as General Education, Business, Technology, and Health-related fields. Content is provided through leading academic publishers and platforms, including ProQuest and Gale Cengage, among others.

Additional information about LIRN® is available at:

<http://icolc.net/consortia/273>

Library Support Services

These resources provide both subscription-based and open-access academic materials to support student learning and research. Dionisio Romero University maintains dedicated library support to ensure the availability, relevance, and effective use of academic resources.

In addition to subscription databases, the University curates an index of major open-access academic databases to further support student research and scholarly inquiry.

Library support is available to students, faculty, and staff via email. Assistance with research, assignments, and database navigation may be requested by contacting: library@dromerouniversity.com.

7.7 Career Services

Dionisio Romero University (DRU) is committed to supporting the academic, professional, and career success of its students and graduates. The University's Academic Department provides career development support through the **Career Center**, which offers a range of services and resources designed to prepare students for career advancement and lifelong professional growth.

The Career Center provides students and alumni with access to career-related services, information, and professional development opportunities, including:

- Career coaching aligned with the degree programs offered by the University
- Assistance with the development of career tools, such as résumés, cover letters, LinkedIn profiles, and interview preparation
- Career planning resources and guidance related to employment pathways and professional growth
- Employment readiness support, including job search strategies and career exploration resources

In addition, the Career Center website features a calendar of workshops, networking events, panel discussions, and webinars, which students and alumni may access to enhance professional skills, expand industry knowledge, and build professional networks.

While Dionisio Romero University does not guarantee job placement, the Career Center is dedicated to equipping students with the skills, resources, and guidance needed to pursue meaningful and successful careers.

7.8 Financial Information

Tuition and Fees

Dionisio Romero University (DRU) employs a tuition model designed to align with local learning markets, ensuring affordability for students worldwide. Tuition is assessed per academic credit rather than per course. The payment schedule for the United States and Latin America is detailed in the tables below.

All students enrolled in Dionisio Romero University's academic programs are required to take a minimum of one course (or three credit hours) during their first term. Upon successful completion, they may enroll in up to three courses per term, if they meet the university's SAP policy. While DRU encourages students to make steady academic progress, it also advises them to carefully consider the demands of their coursework. Enrolling in multiple courses may be manageable for some students but may pose significant academic and time-management challenges for others.

The optimal enrollment strategy balances financial considerations with personal academic goals and time-management capabilities. This strategy is dynamic, evolving as students become more familiar with Dionisio Romero University's online learning environment and as their personal and professional circumstances change.

Tuition

In the United States (and Latin America), tuition cost is calculated as follows:

- a. Undergraduate Degrees (Bachelor's and Associate's) = \$280 USD/ credit
- b. Graduate Degrees (Master's) = \$320 USD / credit

The following is a summary of total approximate costs per academic program:

Master of Science in Digital Business Strategy and Organizational Transformation

Credit Hours: 36 \$11,520.00

Total per Credit Hour: \$320.00

One Time Application Fee: \$100.00 (Non-Refundable)

Graduation Fee: \$200.00

Total: \$11,820.00

Master of Science in Artificial Intelligence and Strategic Decision-Making

Credit Hours: 36 \$11,520.00

Total per Credit Hour: \$320.00

One Time Application Fee: \$100.00 (Non-Refundable)

Graduation Fee: \$200.00

Total: \$11,820.00

Executive Master of Business Administration in Innovation and Technology Entrepreneurship

Credit Hours: 36 \$11,520.00

Total per Credit Hour: \$320.00

One Time Application Fee: \$100.00 (Non-Refundable)

Graduation Fee: \$200.00

Total: \$11,820.00

Bachelor of Science in Business Administration in Digital Business Innovation

Credit Hours: 120 \$33,600.00

Total per Credit Hour: (Non-Refundable) \$280.00

One Time Application Fee: \$100.00 (Non-Refundable)

Graduation Fee: \$200.00

Total: \$33,900.00

Bachelor of Science in Data Analytics and Business Strategy

Credit Hours: 120 \$33,600.00

Total per Credit Hour: (Non-Refundable) \$280.00

One Time Application Fee: \$100.00 (Non-Refundable)

Graduation Fee: \$200.00

Total: \$33,900.00

Associate of Science in Digital Marketing and Business Strategies

Credit Hours: 60 \$16,800.00

Total per Credit Hour: \$280.00

One Time Application Fee: \$100.00 (Non-Refundable)

Graduation Fee: \$200.00

Total: \$17,100.00

Payment Periods

Enrolled and active students are eligible for full payment prior to term start or a monthly payment plan, arranged through the University's Billings Office, and it is strictly based on course load. Dionisio University does not charge interest when the student chooses a monthly payment plan.

Late or Missing Payments

If a student's payment is not received on time, DRU will notify the student via his/her registered email address. If any outstanding balances are not successfully paid within the first five days of course enrollment, by credit card or through some alternative means, he or she will be provisionally withdrawn from Dionisio Romero University.

Application Fee

Applicants to any Dionisio Romero University academic program are required to submit a non-refundable \$100 Application Fee along with their application. This fee covers the administrative costs of processing applications and reviewing supporting documentation.

If an application is not approved, the applicant will receive a written notification detailing the reason for the rejection, the necessary steps for reapplying, and the timeframe for resubmission. The reapplication period varies based on the reason for the initial denial but will not exceed two months from the original submission date.

Applicants who choose to reapply do not need to complete a new application form; however, they must provide updated supporting documentation and submit a new application fee. This application fee is non-refundable.

Term Registration Cancellation for Non-Payment

Failure to pay tuition in full, or the installment amount due by the payment due dates set forth by Dionisio Romero University (within the first 5 days of the month) will result in the University's cancellation of the student's registration for that semester and provisional withdrawal from the university.

Withdrawal Refund Policy

Students whose registration is cancelled for non-payment, may: (i) request a refund of all partial payments made to the University according to the withdrawal schedule below; or (ii) the student may petition for reinstatement. For more information regarding reinstatement please contact the Registration Department.

For those students who elect the Payment Plan, failure to make timely payments on the Installment Due Dates in one semester will result in the reduction of the number of installments the student will be eligible for by one installment for any subsequent semester that the student elects the Payment Plan.

Cancellation and Refund Policy

A student's enrollment agreement may be canceled within five (5) calendar days after the date of signing provided that the school is notified of the cancellation in writing. If such cancellation is made, the school will promptly refund in full all tuition and fees paid pursuant to the enrollment agreement, and the refund shall be made no later than thirty days after cancellation. This provision shall not apply if the student has already started academic classes.

Refund Policy

The student understands that if he/she chooses to make monthly tuition payments, he/she must complete payments for the entire semester prior to subsequent registrations being accepted. Should the student either drop a course(s) or withdraw from all courses, he/she is required to notify the Registrar's Office (registrar@dionisioromerouniversity.com).

Should the student's enrollment and registration be terminated or cancelled, for any reason, all refunds will be made according to the following refund schedule:

1. All monies paid by the applicant will be refunded if the cancellation takes place within five (5) calendar days after signing an Enrollment Agreement and making an initial payment.
2. Cancellation after the third (3rd) business day, but before the first day of class, will result in a refund of all monies paid except for the registration fee.
3. Cancellation of the contract by the student must be made by certified mail or in person and in writing.
4. The college will refund:
 - 100% of tuition charges if the student withdrawal takes place within five (5) calendar days after signing an Enrollment Agreement and making an initial payment.
 - The Drop/Add period is the first five days of classes (Monday through Friday) close of business. There will be a refund if the student withdraws "on" or during the drop/add week. There will be no refund after the drop/add week.
5. If the college does not accept the enrollment, all monies paid by the student to the college shall be refunded and the student and college shall be released from further obligation.
6. If a student is withdrawn from a class due to a class cancellation, the student is entitled to a full refund.
7. Refunds will be made within 30 days of termination or receipt of cancellation notice.
8. Subject to the date of official withdrawal, tuition and fees will be refunded according to the schedule above. Should disciplinary measures that require the withdrawal of a student the above refund schedule will apply.

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

Refund Schedule

Week 1: Through the end of the drop/add period (5 days after beginning of classes): 100% tuition, except for the \$100 registration fee

Week 2: 75% tuition refunded, no fees refunded

Week 3: 50% tuition refunded, no fees refunded

Week 4: 25% tuition refunded, no fees refunded

Week 5: 0% tuition refunded, all students who withdraw will be charged a \$75 withdrawal fee

Please note,

1. Cancellation must be made in writing
2. The termination date for refund computation purposes is the last date of actual attendance by the student.
3. If a student is withdrawn from a class due to a class cancellation, the student is entitled to a full refund, including the \$100 registration fee.
4. Refunds will be made within 30 days of termination or receipt of cancellation notice.

Transcript Requests

Provided no academic or financial hold exists, a student may request an official or unofficial transcript by submitting a completed transcript request form to the Registration Department.

Transcript requests may be submitted **in person or by mail**. Upon receipt of a valid request, Dionisio Romero University will process and release the transcript to the student or to an authorized third party, as specified on the request form.

The following transcript fees apply:

- **Official transcript:** \$25.00 per copy
- **Unofficial transcript:** \$5.00 per copy

Processing time for both official and unofficial transcript requests is approximately **five (5) to ten (10) business days**, excluding holidays and periods of peak demand.

All transcript requests are subject to DRU policies regarding record holds and identity verification, in compliance with applicable federal and state regulations.

Scholarships

Dionisio Romero University (DRU) awards up to **100 scholarships or grants per academic term** to eligible, enrolled students to cover up to 50% of tuition and fees, depending on student qualifications.

To apply, students must submit an online application including their personal information and a brief statement explaining why they believe they qualify. Selection criteria include academic merit, financial need, and previous affiliation with Dionisio Romero University or its partners.

Interested students should consult the Admissions Department for current availability and support throughout the application process. The University reserves the right to modify, suspend, or cancel these programs at its sole discretion, without guarantee of future availability.

8. Course Descriptions

General Education & Undergraduate Courses

Semester One (General Education)

GNED101 – English Composition I

This course introduces the fundamentals of academic writing with emphasis on clarity, structure, and argumentation. Students develop critical reading and analytical skills to support effective written communication. The course emphasizes thesis development, organization, and revision techniques, as well as foundational research skills, including source evaluation and citation methods. By the end of the course, students produce a range of essays and formal academic papers.

GNED102 – Math I

This course covers essential algebraic concepts and problem-solving techniques. Topics include linear equations, inequalities, functions, and introductory statistics. Students apply mathematical reasoning to real-world scenarios and develop a foundation for future quantitative coursework. Emphasis is placed on logical thinking and effective problem-solving strategies.

GNED103 – Psychology I

This course provides an overview of core psychological principles, theories, and research methods. Students explore topics such as human development, cognition, motivation, personality, and psychological disorders. Emphasis is placed on applying psychological concepts to everyday life and interpreting human behavior through a scientific lens. Students strengthen critical thinking through discussion and analysis.

GNED104 – Environmental Science

This course examines the relationships between humans and the natural environment. Students explore topics such as ecosystems, biodiversity, sustainability, and climate change. Emphasis is placed on scientific reasoning, research, and problem-solving approaches to environmental challenges. Case studies and applied learning activities support students in evaluating and proposing solutions to real-world environmental issues.

GNED105 – World History

This course surveys major events, civilizations, and movements that have shaped world history from ancient times to the modern era. Students analyze political, economic, and social transformations across regions and time periods. Emphasis is placed on global interconnections, historical perspectives, and primary source analysis. The course supports critical evaluation of how historical developments influence contemporary issues.

Semester Two (General Education)

GNED106 – English Composition II

This course builds on English Composition I with emphasis on advanced academic writing, research, and argumentation. Students analyze complex texts and construct well-supported arguments using multiple sources. Emphasis is placed on synthesis, logical reasoning, and adherence to research conventions. Peer review and writing workshops strengthen drafting, revision, and communication skills.

GNED107 – Math II

This course builds on Math I by introducing more advanced algebraic concepts and foundational calculus topics. Students study quadratic equations,

polynomials, logarithms, and introductory differentiation. Emphasis is placed on mathematical modeling, analytical reasoning, and problem-solving. The course prepares students for further study in mathematics and related fields.

GNED108 – Sociology

This course introduces the scientific study of society, culture, and social behavior. Topics include social institutions, group dynamics, inequality, and social change. Students examine how sociologists analyze social structures and contemporary issues. Emphasis is placed on critical thinking, research awareness, and real-world applications of sociological concepts.

GNED109 – Statistics for Business

This course introduces statistical concepts and methods used in business decision-making. Topics include probability, hypothesis testing, regression analysis, and data interpretation. Students apply statistical reasoning to business scenarios and learn to communicate findings effectively. Emphasis is placed on data visualization and the use of statistical tools to support evidence-based decisions.

GNED110 – Public Speaking

This course develops effective oral communication skills for academic and professional settings. Students learn to research, organize, and deliver speeches with clarity and confidence. The course covers informative, persuasive, and impromptu speaking, as well as strategies for managing speaking anxiety and engaging audiences. Feedback and practice support continuous improvement.

Semester Three

BUSI201 – Financial Management

This course introduces financial principles related to budgeting, corporate decision-making, and risk management. Students examine financial statements, capital budgeting, and investment analysis, and learn to evaluate organizational financial health. Emphasis is placed on using financial data to support decision-making. Case studies connect theory to real-world financial scenarios.

BUSI202 – Marketing Management

This course examines marketing principles and practices used to build customer relationships and drive growth. Topics include market research, product development, pricing, distribution, and promotion. Students analyze consumer behavior and explore digital marketing trends. Emphasis is placed on ethical and global considerations, supported through projects and case studies.

BUSI203 – Organizational Behavior

This course explores individual and group behavior in organizations and its impact on performance. Topics include motivation, leadership, team dynamics, communication, and organizational culture. Students apply behavioral science concepts to workplace challenges through case studies and interactive activities. Emphasis is placed on improving organizational effectiveness and professional collaboration.

BUSI204 – Strategic Management

This course focuses on strategy formulation and implementation to achieve organizational objectives. Students analyze internal and external environments to identify opportunities, threats, and competitive positioning. Emphasis is placed on innovation, leadership, and sustainability in decision-making. Case studies and simulations develop practical strategic thinking skills.

BUSI205 – Digital Business and Innovation

This course explores how digital technologies transform business models and innovation processes. Topics include digital transformation, e-commerce, emerging technologies, and competitive advantage in digital markets. Students analyze case studies of organizations leveraging digital tools for growth and adaptation. Applied projects emphasize designing digital solutions aligned with business objectives.

Semester Four

BUSI206 – Digital Business Strategy

This course examines how organizations integrate digital tools and strategies to gain competitive advantage. Topics include digital value creation, platform ecosystems, and strategic decision-making informed by data analytics.

Students analyze business models adapted for the digital economy and evaluate digital initiatives for alignment with organizational strategy. Case studies provide insight into effective digital strategy execution.

BUSI207 – Digital Marketing and Communications

This course explores digital marketing strategies and tools used to build brand presence and engage target audiences. Topics include SEO, social media marketing, content strategy, online advertising, and analytics. Students learn to develop integrated marketing campaigns and evaluate performance using data. Applied projects provide hands-on experience in campaign planning and execution.

BUSI208 – Business Analytics and Performance Measurement

This course develops skills in measuring and improving business performance through data analytics. Topics include key performance indicators (KPIs), data visualization, predictive analytics, and business intelligence tools. Students learn to interpret data and communicate insights to support strategic decision-making. Projects and case studies emphasize real-world application across industries.

BUSI209 – Innovation and Design Thinking

This course introduces design thinking frameworks and creative problem-solving methods used in business innovation. Students learn to identify user needs, generate ideas, prototype solutions, and test improvements through iterative development. Emphasis is placed on human-centered design, collaboration, and agile approaches. Students apply design thinking to real-world challenges through hands-on projects.

BUSI210 – Digital Entrepreneurship

This course examines the process of launching and scaling digital ventures. Topics include e-commerce models, digital revenue streams, customer acquisition, branding, and fundraising strategies. Students develop business plans and evaluate risks and opportunities in digital markets. Case studies of successful digital entrepreneurs provide practical insight into venture development and growth.

Semester Five

BUSI301 – Artificial Intelligence Applications

This course explores practical applications of artificial intelligence across industries such as business, healthcare, finance, and technology. Topics include machine learning, natural language processing, and automation. Emphasis is placed on real-world impact, ethical considerations, and implementation challenges. Hands-on activities allow students to evaluate AI tools and applied use cases.

BUSI302 – Artificial Intelligence for Business Innovations

This course focuses on how organizations use AI to drive innovation, efficiency, and competitive advantage. Topics include AI-driven marketing, operations optimization, predictive modeling, and customer insights. Students analyze case studies of AI-enabled business models and explore emerging trends shaping the future of work. Project-based learning supports applied understanding of strategic implementation.

BUSI303 – Cybersecurity and Risk Management

This course introduces foundational cybersecurity concepts and risk management strategies in organizational settings. Topics include threat identification, vulnerability assessment, encryption, network security, incident response, and regulatory compliance. Students learn to evaluate risk and recommend mitigation strategies using real-world case studies.

BUSI304 – Global Business

This course examines opportunities and challenges in global business environments. Topics include international trade, cross-cultural management, global finance, supply chains, and regulatory considerations. Students analyze case studies of multinational organizations and emerging markets. Emphasis is placed on adapting strategies for diverse economic and cultural contexts.

BUSI305 – Digital Supply Chain Management

This course explores how digital technologies improve supply chain performance and resilience. Topics include real-time tracking, automation, predictive analytics, logistics optimization, and supplier management. Emphasis is placed

on sustainability and efficiency in modern supply chains. Applied projects provide experience with tools and strategies used in digital supply chain operations.

Semester Six

BUSI306 – International Business Strategy

This course develops strategic thinking for organizations operating in global markets. Topics include market entry strategies, competitive positioning, international trade policies, cross-cultural leadership, and risk management. Students analyze case studies of multinational organizations to evaluate strategic decisions across regions and industries.

BUSI307 – Data Mining, Coding, and Text Analytics

This course introduces students to data mining techniques, text analytics, and foundational coding skills used to generate insights from large datasets. Students work with tools such as Python, R, and SQL to extract patterns and interpret structured and unstructured data. Projects apply methods to business intelligence, market research, and customer insights.

BDI307 – Business Performance Data Innovations

This course focuses on leveraging analytics and data innovation to improve organizational performance. Topics include dashboards, performance metrics, predictive modeling, and continuous improvement strategies. Students evaluate how data supports decision-making across business functions. Case studies and applied activities develop skill in using analytics as a strategic asset.

Semester Seven

BUSI409 – Data Mining and Business Intelligence

This course develops skills in data mining and business intelligence to support strategic decision-making. Topics include data preprocessing, clustering, classification, anomaly detection, and BI reporting. Students apply statistical and machine learning techniques to real-world business problems. Emphasis is placed on using BI tools to translate analysis into actionable recommendations.

BUSI410 – Statistical Analysis and Modeling

This course provides advanced study of statistical techniques used for business modeling and analysis. Topics include probability distributions, regression, hypothesis testing, and predictive modeling. Students apply statistical software to analyze and interpret data. Case studies demonstrate the role of statistical methods in organizational decision-making.

BUSI411 – Data Visualization and Communication

This course focuses on communicating insights through effective data visualization and data storytelling. Topics include dashboard design, visual analytics, and interactive reporting. Students use tools such as Tableau, Power BI, and/or Python libraries to create visual reports. Emphasis is placed on communicating findings to technical and non-technical audiences.

BUSI412 – Analytics of Data-Driven Indicators

This course examines the use of key performance indicators (KPIs) and metrics in business analytics. Students learn to define, track, and interpret indicators across functions such as customer analytics, finance, and operations. Emphasis is placed on using analytics tools to evaluate performance and optimize strategy. Case studies support applied interpretation of data-driven indicators.

BUSI413 – Business Natural Language Systems Processing

This course introduces natural language processing (NLP) methods used in business applications. Topics include sentiment analysis, text classification, chatbots, automated reporting, and insight extraction from unstructured text. Students complete hands-on projects using NLP tools and techniques to support business intelligence and decision-making.

Semester Eight

BUSI414 – Big Data Analytics

This course examines tools and techniques for analyzing large and complex datasets to generate meaningful business insights. Topics may include data warehousing, Hadoop, Spark, predictive analytics, machine learning applications, and data governance. Students develop hands-on skills using big data

frameworks. Case studies highlight how organizations leverage big data for competitive advantage.

BUSI415 – Business Data Visualization and Communication

This course builds advanced competencies in data visualization and communication for business decision-making. Students explore best practices for designing impactful dashboards and visual reports, including interactive and real-time visualization approaches. Emphasis is placed on data storytelling and presenting insights effectively to stakeholders. Projects require learners to produce professional-quality reporting outputs.

BUSI416 – Advanced Business Marketing Data Science

This course applies data science techniques to marketing analytics and consumer behavior. Students learn to segment audiences, optimize marketing campaigns, and predict customer trends using data-driven models. Topics may include A/B testing, recommendation systems, and customer lifetime value analysis. Projects use real or simulated marketing datasets to support applied learning.

CAP402 – Capstone Project

This final course integrates program learning into a comprehensive applied project. Students identify a real-world business problem, apply appropriate analytical or strategic methods, and present evidence-based solutions. Emphasis is placed on research, critical thinking, project management, and professional communication. Final deliverables demonstrate mastery of program competencies and readiness for professional practice.

Graduate & Advanced Courses

BUSI501 – Digital Business Strategy

This course examines the strategic integration of digital technologies to create competitive advantage and drive business growth. Students explore frameworks for digital transformation, innovation, and platform-based ecosystems, with an emphasis on aligning technology initiatives with organizational goals. Through real-world case studies, learners analyze how organizations respond to evolving

market dynamics. Upon completion, students are prepared to lead digital initiatives with strategic clarity and foresight.

BUSI502 – Organizational Transformation

This course explores the complexities of organizational change in the digital era. Students examine transformation frameworks, organizational culture, and leadership approaches essential for sustainable progress. Through case studies and simulations, learners analyze how organizations navigate disruption, build resilience, and align strategy, people, and technology. Graduates are prepared to lead transformation initiatives with confidence and strategic insight.

BUSI503 – Leadership and Change Management

This course develops leadership competencies required to guide organizations through change and uncertainty. Topics include transformational leadership, change management frameworks, and stakeholder engagement strategies. Emphasis is placed on emotional intelligence, resilience, and ethical decision-making. Through real-world scenarios, students refine their leadership approach and gain tools to inspire change and drive organizational success.

BUSI504 – Digital Innovation and Entrepreneurship

This course focuses on leveraging digital technologies to foster innovation and entrepreneurial ventures. Students explore ideation, product development, and market entry strategies within the digital economy. Emphasis is placed on agile methodologies, lean startup principles, and venture scaling. Case studies of successful digital enterprises provide practical insights into transforming innovative ideas into viable business models.

BUSI505 – Data-Driven Decision Making

This course prepares students to use data analytics to support strategic decision-making. Topics include data collection, analysis, and visualization techniques for generating actionable insights. Emphasis is placed on ethical data use, critical thinking, and evidence-based leadership. Through applied projects, students gain hands-on experience with modern analytical tools used in business environments.

BUSI506 – Digital Marketing and Communications

This course examines contemporary digital marketing strategies and communication practices. Students learn to design and evaluate campaigns using social media, content marketing, search engine optimization, and analytics. Emphasis is placed on audience engagement, brand storytelling, and performance measurement. Practical projects allow students to apply strategies across multiple digital platforms.

Management & Core Business Courses

BUSI601 – Financial Management

This course provides an in-depth examination of corporate finance principles and practices. Students explore financial planning, capital structure, risk management, and performance analysis. Emphasis is placed on strategic decision-making, investment evaluation, and value creation. Real-world case studies help students develop the skills needed to address complex financial challenges.

BUSI602 – Marketing Management

This course offers an advanced study of marketing strategy, consumer behavior, and brand management. Students develop competencies in market segmentation, product positioning, and campaign execution. Emphasis is placed on data-driven decision-making, innovation, and sustainable marketing practices. Case studies and applied projects prepare students to lead impactful marketing initiatives.

BUSI603 – Operations Management

This course examines the principles and practices of effective business operations. Topics include process optimization, supply chain management, and quality control. Emphasis is placed on strategic planning, resource allocation, and continuous improvement. Case studies provide insight into real-world operational challenges and solutions.

BUSI604 – Entrepreneurial Finance

This course equips students with the financial skills necessary to launch, scale, and sustain entrepreneurial ventures. Topics include startup financing, venture capital, valuation, and financial forecasting. Emphasis is placed on risk assessment and strategic resource allocation. Simulations and case studies provide practical experience in entrepreneurial finance.

BUSI605 – Business Model Innovation

This course explores the design and transformation of business models to drive innovation and growth. Students examine emerging trends, disruptive technologies, and customer-centric strategies. Emphasis is placed on agile methodologies, ecosystem thinking, and sustainable innovation. Through applied projects, students develop resilient and future-ready business models.

CAP601 – Capstone Project

This culminating course requires students to apply their knowledge and skills to a comprehensive, real-world business project. Students identify complex problems, develop strategic solutions, and present actionable recommendations. Emphasis is placed on critical thinking, innovation, and professional communication. Faculty mentorship supports a rigorous and integrative learning experience.

Artificial Intelligence & Data Analytics

BUSI606 – AI and Business Applications

This course explores how artificial intelligence is transforming modern business practices. Students examine AI applications across operations, marketing, finance, and customer experience. Real-world case studies highlight how organizations leverage AI to enhance efficiency and decision-making. Emphasis is placed on understanding AI tools and their strategic implementation.

BUSI607 – AI Ethics and Governance

This course addresses ethical challenges and governance frameworks related to artificial intelligence. Topics include bias, privacy, accountability, and transparency in AI systems. Students examine responsible AI development and ethical decision-making through case studies and applied discussions, preparing them to navigate the ethical dimensions of AI adoption.

BUSI608 – Business Strategy and Innovation

This course examines how organizations develop and implement innovative strategies to achieve sustainable growth. Students explore strategic planning frameworks, competitive positioning, and innovation management. Emphasis is placed on leveraging emerging technologies and market trends to drive transformation.

BUSI609 – Data Analytics and Business Intelligence

This course develops skills in data analytics and business intelligence to support informed decision-making. Students explore data collection, visualization, predictive analytics, and BI platforms. Emphasis is placed on transforming data into actionable strategies through hands-on projects and ethical data practices.

BUSI610 – Artificial Intelligence and Machine Learning

This course introduces core concepts and applications of artificial intelligence and machine learning. Topics include supervised and unsupervised learning, neural networks, and natural language processing. Through applied projects, students develop practical skills in model development and evaluation for real-world business problems.

9. Academic Calendar

Academic Year Start: March 30, 2026 (Weeks: Monday – Sunday)

Period	Beginning (Mon)	Ends (Sun)	Add/Drop (Mon of Week 2)
Spring A	Mon Mar 30, 2026	Sun May 24, 2026	Mon Apr 6, 2026
Recess	Mon May 25, 2026	Sun May 31, 2026	—
Spring B	Mon Jun 1, 2026	Sun Jul 26, 2026	Mon Jun 8, 2026
Recess	Mon Jul 27, 2026	Sun Aug 2, 2026	—
Summer A	Mon Aug 3, 2026	Sun Sep 27, 2026	Mon Aug 10, 2026
Recess	Mon Sep 28, 2026	Sun Oct 4, 2026	—
Summer B	Mon Oct 5, 2026	Sun Nov 29, 2026	Mon Oct 12, 2026
Recess	Mon Nov 30, 2026	Sun Dec 6, 2026	—
Autumn A (Adjusted for Holiday Break: Dec 21 – Jan 3)	Mon Dec 7, 2026	Sun Feb 14, 2027	Mon Dec 14, 2026

Academic Year Start: January 4, 2027 (Weeks: Monday – Sunday)

Period	Beginning (Mon)	Ends (Sun)	Add/Drop (Mon of Week 2)
Spring A	Mon Jan 4, 2027	Sun Feb 28, 2027	Mon Jan 11, 2027
Recess	Mon Mar 1, 2027	Sun Mar 7, 2027	—
Spring B	Mon Mar 8, 2027	Sun May 2, 2027	Mon Mar 15, 2027
Recess	Mon May 3, 2027	Sun May 9, 2027	—
Summer A	Mon May 10, 2027	Sun Jul 4, 2027	Mon May 17, 2027
Recess	Mon Jul 5, 2027	Sun Jul 11, 2027	—
Summer B	Mon Jul 12, 2027	Sun Sep 5, 2027	Mon Jul 19, 2027
Recess	Mon Sep 6, 2027	Sun Sep 12, 2027	—
Autumn A	Mon Sep 13, 2027	Sun Nov 7, 2027	Mon Sep 20, 2027
Recess	Mon Nov 8, 2027	Sun Nov 14, 2027	—
Autumn B (Adjusted for Holiday Break: Dec 20 – Jan 2)	Mon Nov 15, 2027	Sun Jan 23, 2028	Mon Nov 22, 2027

10. Holidays

	2026	2027	2028
Martin Luther King Day	Mon 19 Jan	Mon 18 Jan	Mon 17 Jan
Presidents' Day	Mon 16 Feb	Mon 15 Feb	Mon 21 Feb
Good Friday	Fri 03 Apr	Fri 26 Mar	Fri 14 Apr
Memorial Day	Mon 25 May	Mon 31 May	Mon 29 May
Independence Day	Sat 04 Jul	Sun 04 Jul	Tue 04 Jul
Labor Day	Mon 07 Sep	Mon 06 Sep	Mon 04 Sep
Veterans Day	Wed 11 Nov	Thu 11 Nov	Sat 11 Nov
Thanksgiving Day	Thu 26 Nov	Thu 25 Nov	Thu 23 Nov
Christmas and New Year's Eve Holidays	Mon 21 Dec	Sun 19 Dec	Mon 18 Dec
	Sun 04 Jan 2027	Sun 02 Jan 2028	Wed 03 Jan 2029

11. Appendices

Glossary

DRU

It's your university. 100% online, focused on preparing you for the real world with practical, applicable skills. DRU demands autonomy. You are responsible for:

- Checking your institutional email
- Meet dates
- Deliver Activities

DRUer

/ˈdru:ər/

Member of **The DRU Community** that transforms knowledge into global impact through technology, action and constant evolution.

A DRUer is not defined just by being enrolled in or collaborating with DRU. It is defined by a way of acting: it learns by doing, thinks globally, uses technology with purpose and takes responsibility for its own growth.

The DRU Community

It is the institutional community of DRU. It integrates students, faculty, staff, graduates and allies under the same cultural identity.

It's not just a hearing. It is a community designed to connect learning, technology, action, and global impact.

The DRUer Standard

It is the cultural framework that defines how a DRUer thinks, acts, and constructs.

Catalog

It is the document that encompasses and defines all the guidelines, rules, key procedures, conditions, etc. of the university. All students, faculty and administrative staff should read the catalog to be familiar with the operation of the university.

Onboarding

This is your first approach to DRU. Here you understand how everything works before you start classes.

Academic Calendar

Defines key dates, course duration (8 weeks), and the start dates for each academic cycle. Set your pace.

LMS Plataform

It's your virtual campus. Here you view content, turn in assignments, and review grades.

Technical Support

Helps you when you have problems with the platform or access.

Teacher

Guides your learning within the course, evaluates your work, and gives you feedback.

Tutor

Supports you if you need extra help understanding or moving forward.

Asynchronous

Most of the learning is on your own schedule, within set dates.

Synchronous

Live sessions (e.g., Zoom). These can complement your learning, but they are not always mandatory.

Student Success

Is with you from your entry to your advancement in the program. It supports in doubts, follow-up and general experience.

DRU Flow

Is the learning model: you explore, connect, co-create, and demonstrate. You learn by applying.

Course

Each subject you take. It lasts 8 weeks and are designed for practical application.

Credits

The measure your academic progress. Each course carries credits that involve hours of study on and off the platform.

Module

These are the parts within a course. They organize the content step by step.

Assessment

The way in which your learning is measured. It can be projects, cases or activities.

Deliverables

These are the evidence that you upload: tasks, projects or activities. Here you demonstrate what you have learned.

Add/Drop

First week where you can change or cancel courses without academic impact.

Support

It is measured by the delivery of activities in time. Failure to comply implies risk of failure.

GPA (Average)

It's your cumulative rating. In undergraduate you must maintain at least 2.0 to advance.

SAP (Satisfactory Academic Progress)

Define whether you can continue. Evaluate your GPA, progress and time spent.

FERPA

It is the law that protects your academic and personal information, the university cannot share your data without your authorization (with some legal exceptions).

ADA

Academic supports for students with disabilities. They require formal application, documentation, and approval.

They do not modify the academic requirements.

Institutional Mail

It is the official channel of communication. Everything important arrives there. It's your responsibility to review it.

Academic Integrity

It involves doing your own work. Plagiarism or fraud can lead to suspension or expulsion.

Enrollment Agreement

It is the document that formalizes your registration.

Digital Library

It's where you access books, articles, and academic resources for your activities.

Office hours

Defined schedules that happen once a week virtually in which you can have a meeting with your teacher and your classmates.

Master Class

Sessions recorded by the teacher, with current cases, trending topics or exchange of ideas with a guest. Available in weeks 3, 4, 5 and 6 of the courses, with a duration of 5 to 15 minutes.

LBI (Leading Business Instructor)

They are instructors with real experience in the professional world. They not only teach theory, but application in real contexts.

12. Institutional Language

Applicant

A person who has formally initiated their admissions process and has submitted an application to be considered for admission to DRU.

Status: Not yet admitted or enrolled.

Application Fee (Costo de Aplicación)

Non-refundable fee that covers the review of the application for admission and the evaluation of the documentation submitted.

In DRU: USD \$100.

Important: Payment of this fee does not guarantee admission.

Admitted Student (Estudiante Admitido)

An individual whose application has been evaluated and approved by DRU Admissions for entry into an academic program.

Status: Admitted, but not yet necessarily enrolled.

Enrollment Agreement (Acuerdo de Matrícula)

Formal contract between the student and DRU that establishes rights, academic and financial obligations, institutional policies and conditions of permanence.

Enrollment

Process by which an admitted student formalizes his/her admission to Dionisio Romero University (DRU) by signing the Enrollment Agreement and complying with the applicable academic, administrative, financial, and documentary requirements.

Enrollment is considered official once the University verifies the student's eligibility, receives the required documentation, executes the enrollment agreement, and complies with the required institutional policies. This process establishes a formal relationship between the student and the University, granting them access to the corresponding academic services and resources.

Enrolled Student (Estudiante Matriculado)

A student who has been admitted, has signed their Enrollment Agreement, and has completed the requirements necessary to join an academic program.

Status: You have an active academic relationship with the university. And it is shown in SIS as an "Active" student

Tuition per Credit (Costo por Crédito)

Monetary value assigned to each academic credit.

DRU:

- Undergraduate: USD \$280 per credit.
- Graduate (Master): USD \$320 per credit.

Total Program Cost (Costo Total del Programa)

Total academic cost calculated considering all credits required to complete a program.

It can be modified in cases of:

- transfer/homologation of credits,
- scholarships,
- readmissions,
- Authorized adjustments.

Scholarship

Institutional economic benefit or by strategic alliance with companies, granted to the student that partially or totally reduces the official cost of the program.

Important: The scholarship does not modify the official published cost of the program; Modifies the amount the student must pay.

Payment Plan (Plan de Pagos)

Financial calendar that distributes the payment of the program in periodic installments.

Monthly Payment

Scheduled payment that is part of the student's Payment Plan.

In DRU: It must be done within the first five (5) days of each month. It occurs every 30 days from the down payment.

Active Student (Estudiante Activo)

Enrolled student who maintains current academic participation, in good academic standing (i.e., meets all SAP requirements and is in "good academic standing") and active access to institutional resources.

Typically:

- you are enrolled in courses,
- Complies with SAP policy,
- You do not have an open case (violation of academic honesty policy, code of conduct violation, etc.)
- has access to the LMS,
- maintains their regular academic status.

Re-entry

Process by which a student who previously withdrew or dropped out requests to return to DRU to continue their studies.

Alumni

A graduate or official graduate of DRU who has satisfactorily completed his or her academic program and has received his or her corresponding credential. It only applies to students of formal education (Bachelor's and Master's programs).

Academic Program

An academic program is a structured set of courses and learning experiences designed for students to develop the knowledge, skills, and competencies necessary to achieve specific learning outcomes in a discipline and earn an academic credential.

At Dionisio Romero University (DRU), academic programs are offered at three levels:

Associate Degree

It provides fundamental knowledge and introductory skills for employment or further study. Students develop core competencies to understand and apply concepts and solve structured problems. This program consists of 60 credits.

Bachelor's Degree

It offers broader and deeper training in a specific discipline. Students develop critical thinking, analytical ability, and skills to apply knowledge to complex, real-world situations. This program consists of 120 credits.

Master's Degree

It provides specialized and advanced knowledge oriented to leadership, strategic decision-making, and complex problem solving. Students must analyze, evaluate, synthesize information, and design innovative, evidence-based solutions. This program consists of 36 credits.

Credit

An academic credit is the unit that measures the amount of learning and academic work required to achieve the learning outcomes of a course.

According to higher education practices in the United States, one academic credit is equivalent to approximately 45 hours of student learning, including participation in learning activities, independent study, readings, research, projects, assessments, and other academic activities necessary to achieve course objectives.

DRU courses are taught in an eight-week accelerated format. Consequently, a 3-credit course requires approximately 135 hours of total academic work, spread over the academic period.

The allocation of credits in DRU is based on the amount of learning expected and the achievement of the learning outcomes established for each course and academic program.

E-Learning en DRU (Dionisio Romero University)

Dionisio Romero University (DRU) offers its academic programs through a 100% online learning environment, designed to provide a flexible, accessible, and student-centered educational experience. Using Canvas LMS as the official virtual campus and the DRU Flow academic model, students participate in structured learning experiences that promote exploration, collaboration, practical application of knowledge, and demonstration of competencies.

The learning environment integrates digital content, interactive activities, authentic assessments, continuous feedback and personalized academic support, allowing students to advance in their training with high standards of quality, academic rigor and professional relevance.

Minimum Technology Requirements

To successfully participate in DRU's academic programs, students must have:

- A laptop or desktop computer with an up-to-date operating system (Windows 10 or higher, macOS 12 or higher, or equivalent).
- Reliable broadband internet access with a minimum recommended speed of 10 Mbps.
- An up-to-date web browser, such as Google Chrome, Mozilla Firefox, Microsoft Edge, or Safari.
- Ability to view PDF documents and use productivity applications such as word processors, spreadsheets, and presentation software.
- Functional webcam and microphone for academic activities that require virtual interaction, presentations, or synchronous meetings.
- An active email address (institutional DRU or personal email) to receive institutional communications.
- Access to online video conferencing and collaboration tools when required by the course.

Students are responsible for maintaining access to the technology needed throughout their academic journey to ensure effective participation in learning and assessment activities.