



Massachusetts Maritime Academy

Massachusetts Maritime 2025-2026 Catalog

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Institutional Information

Accreditation

The Academy is a state university, one of twenty-nine public colleges and universities supported by the Commonwealth of Massachusetts.

Regionally, Massachusetts Maritime Academy is accredited by the New England Commission of Higher Education (NECHE).

Accreditation of an institution of higher education by the New England Commission of Higher Education indicates that it meets or exceeds criteria for the assessment of institutional quality periodically applied through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation.

Accreditation by the New England Commission of Higher Education is not partial but applies to the institution as a whole. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution. Inquiries regarding the accreditation status by the New England Commission of Higher Education should be directed to the administrative staff of the institution. Individuals may also contact:

New England Commission of Higher Education

3 Burlington Woods Drive, Burlington, MA 01803-4514

(781) 425-7785 E-Mail: info@neche.org

The Academy receives additional support from the United States Department of Transportation's Maritime Administration (MARAD) and the Department of the Navy, which provide legal authorization and support for its maritime programs. The Code of Federal Regulations (46 CFR Part 310) identifies Massachusetts Maritime Academy as one of the six state maritime colleges approved by MARAD to prepare graduates for federal license examination as third mate, ocean vessels, unlimited tons, or third assistant engineer, steam, gas turbine, and motor, unlimited horsepower.

The Academy is federally recognized by MARAD in accordance with curriculum standards as directed by

Section 1304(f)(1)(B) of the Maritime Education and Training Act of 1980 (Public Law 96-453). The Academy is subject to review every five years by the USCG/MARAD.

The Academy's bachelor of science degree program in International Maritime Business is accredited by the International Accreditation Council for Business Education (IACBE), <http://www.iacbe.org>.

The Energy Systems Engineering bachelor degree program at Massachusetts Maritime Academy is accredited by the Accreditation Board for Engineering and Technology (ABET), <http://www.abet.org>.

Mission Statement

Mission Statement

The mission of the Massachusetts Maritime Academy is to provide a quality education for graduates serving in the merchant marine, the military services, and those who serve the interests of the Commonwealth, Nation and global marketplace. The Academy does so by combining a rigorous academic program with a regimented lifestyle that instills honor, responsibility, discipline, and leadership.

Institutional Information

Policy on Open Educational Resources

Policy on Open Educational Resources

The Massachusetts Maritime Academy (MMA) community recognizes the need for the adoption, use, and development of Open Educational Resources (OER) at MMA. OER use by our faculty is an effective means of adhering to MMA's mission to provide a quality education and maintain rigorous academic standards. Further, OER can enhance teaching efficiency and effectiveness through the ability to focus, analyze, augment, and evolve course materials. Likewise, OER often improve student retention and educational equity through affordability and increased access. We encourage their inclusion, adoption, and development across all areas of MMA's curricula.

Institutional Information

Board of Trustees

Board of Trustees

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FERPA

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. **These rights transfer to the student when they reach the age of 18 or attends a school beyond the high school level.** Students to whom the rights have transferred are "eligible students."

Eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for eligible students to review the records. Schools may charge a fee for copies.

Eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

MMA must have written permission from the eligible student in order to release any information from a student's education record, even to the student's parents. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

School officials with legitimate educational interest; Other schools to which a student is transferring; Specified officials for audit or evaluation purposes; Appropriate parties in connection with financial aid to a student; Organizations conducting certain studies for or on behalf of the school; Accrediting organizations; To comply with a judicial order or lawfully issued subpoena; Appropriate officials in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information," which MMA defines as follows: student's name, hometown and state, major field of study, dates of attendance, degrees and awards, licenses and certificates, participation in officially recognized sports and activities, weight and height of athletic team members, most recent previous school attended, and a photograph. However, schools must tell eligible students about directory information and allow students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

History

History

From modest beginnings as a Boston-based floating maritime trade school aboard a borrowed U.S. Navy ship, to today's state-of-the-art campus at Taylor's Point with a purpose-built training ship, Massachusetts Maritime Academy (MMA) has forged an impressive record of service, progress, and achievement. It holds the distinction of being the longest continuously operating maritime academy in North America.

Founded as the Massachusetts Nautical Training School in 1891 to train deck and engineering officers for America's rapidly growing mercantile fleet, the Academy has retained its core mission and identity while successfully adapting to 21st century educational needs. From the original cohort of 40 male cadets studying two majors, MMA has evolved into a fully accredited college with a diverse and international student body and now offers Bachelor of Science degrees in seven programs and Master of Science degrees in three disciplines. Graduates of the Academy's two oldest majors, Marine Transportation and Marine Engineering, receive their professional US Coast Guard Merchant Mariner License as a Third Mate or Third Assistant Engineer along with their Bachelor of Science degree.

When entering its second century, the Academy broadened its academic offerings with the launch of a new Facilities Engineering program, followed by the introduction of the Marine Safety, Science and Environmental Protection major, designed for students interested in issues of marine biology and safety related to the maritime realm. The next two decades featured the inception of three additional majors: International Maritime Business in 2000, Emergency Management in 2005, and Energy Systems Engineering in 2012. These years of growth also saw the conferral of the Academy's inaugural Master of Science in Facilities Management and Master of Science in Emergency Management degrees. Most recently, a Master of Science in Maritime Business Management degree was instituted in 2020.

To meet the demands of its unique educational mission, the Academy has continued to focus on upgrades to the campus and its facilities, both onshore and afloat. The recently completed Maritime Conference Center has already hosted two large events: the 12th annual "Women on the Water" Conference and the International Association of Maritime Universities (IAMU) Annual 2024 General Assembly last October. Events like these offer cadets, faculty, and industry professionals, opportunities to connect on current maritime issues and develop their professional networks. In addition to accommodating significant gatherings, the conference center's meeting spaces, hospitality facilities and presentation capabilities provide the Academy with needed flexibility throughout the academic year.

Coinciding with the IAMU conference, the Academy accepted delivery in October 2024 of its first-ever purpose-built training vessel, Patriot State II. Sponsored by U.S. Maritime Administration (MARAD), this National Security Multimission Vessel completed its maiden voyage during the Winter Sea Term, providing Marine Transportation and Marine Engineering majors an advanced learning platform for navigation and engineering training.

Back ashore, MMA broke ground on a new \$61 million Science and Technology building, which will open in Fall 2026. The new building will contain classrooms and lab space for Facilities Engineering, Energy Systems Engineering and Science and Mathematics.

Finally, the Academy is proud to be the home of the historic sailing vessel, SSV Ernestina-Morrissey, a gaff-rigged schooner launched from Essex, MA in 1894. After a working career of over a century in many different roles – as a Grand Banks fisherman, Arctic explorer, WWII survey and supply vessel, and finally carrying passengers from Cape Verde to the U.S. - Ernestina-Morrissey recently completed an exhaustive eight-year restoration. At the Academy she is now used for undergraduate sail-training and leadership training for cadets, STEM programming, and community outreach and awareness.

Massachusetts Maritime Academy is committed to providing an educational program of the highest quality, underpinned by a robust Regimental system that fosters discipline, knowledge, and leadership. Collectively, these elements contribute to the success of our graduates in various industries worldwide. US News and World Report and Money Magazine have consistently ranked Massachusetts Maritime Academy as a “best return-on-investment” placing the school among the top 35, top 1% of colleges in the United States. Our Learn, Do, Lead philosophy has earned the Academy Money Magazine designation of “a most transformative college” and it is the only Maritime University to be ranked 5 stars. Today’s Academy enrolls over 1,500 students, making it the largest uniformed maritime academy in America. As ever since its founding, MMA remains...“full speed ahead!”

Institutional Information

Notice

NOTICE

The rules, regulations, policies, fees and other charges, courses of study, and academic requirements that appear in this catalog were in effect at the time of its publication. This catalog is published for informational purposes only and does not constitute a contract between the Academy and any student, applicant for admission, or other person. The Academy reserves the right to introduce, change, or eliminate rules, regulations, policies, fees and other charges, courses of study, and academic requirements. The Academy will give as much advance notice as it considers feasible or appropriate, but it reserves the right in all cases to do so without notice. It is the policy of Massachusetts Maritime Academy not to discriminate on the basis of race, creed, religion, color, gender, sexual orientation, age, disability, veteran status, marital status or national origin in its admissions, employment, and other activities. Massachusetts Maritime Academy policies can be accessed at the [Consumer Information webpage](#).

This catalog was published in September 2025.

Massachusetts Maritime Academy
101 Academy Drive
Buzzards Bay, MA 02532

Admissions

Requirements

To be considered for admission to Massachusetts Maritime Academy, candidates must be capable of college-level study and have successfully completed high school courses in the following six subject areas.

Mathematics: Four courses in mathematics, (Algebra I, Algebra II, and Geometry and Precalculus/ Trigonometry, strongly recommended), including mathematics taken during the final year of high school.

English: Four courses in English, including grammar, composition, writing skills, and literature.

Foreign Language: Two sequential, one-year courses in either a classical or modern foreign language.

Social Science: Two courses in social science, including one in United States history.

Science : Three courses from natural science and/or physical science and/or technology/ engineering, including three courses with laboratory work. Technology/engineering courses must be designated as science courses (taken for science credit) by the high school; chemistry and physics are strongly recommended.

Elective Courses: At least two other elective courses from the above subjects or from the Arts and Humanities or Computer Science.

Admissions Committee

The Office of Admissions begins to review applications in early fall. November 1 is the early action deadline. Students who submit their application and all supporting documents on or prior to November 1 will be notified of a decision before the end of December. At that time, students will either be accepted or moved to rolling admission. Rolling admission review (accept, deny, or wait list) will begin on a regular basis at the conclusion of early action review when practicable, and no later than December 15, until the class is filled.

Licensed Track majors: Applicants applying for **Marine Engineering and Marine Transportation** must submit their application by December 15 for consideration due to space limitations for these highly competitive majors.

Admission to the Academy is based upon a complete evaluation of a candidate's academic record, testing information (including optional SAT or ACT scores), letter of recommendation, extracurricular and community activities, and leadership potential. A personal interview is recommended but not required as part of the admission process. All information regarding interviews, tours, and admission to the Academy, including details of all requirements and application forms, may be obtained by visiting the MMA website or calling the Office of Admissions at (800) 544-3411.

Physical Examination

Participation in the Regiment of Cadets is physically and mentally demanding. Enrollment in some programs is therefore contingent on the applicant being physically and mentally qualified. In general, illnesses or physical problems that would render the applicant unable to perform the regular duties of an officer of a ship at sea as determined by USCG standards disqualify students from the Marine Transportation or Marine Engineering major. Any questions regarding potential eligibility for USCG licensure based on a physical or mental condition may be discussed with Health Services by calling (508) 830-5048 or by emailing healthservices@maritime.edu . Accepted candidates are required to complete a physical examination by a physician of their choice and at their own expense. They must submit proof of compliance with the vaccination requirements of the Academy. Massachusetts Maritime Academy is a drug-free and smoke-free campus. Upon entry, all cadets are subject to random chemical screening. Candidates interested in serving as commissioned officers in the United States uniformed services are subject to certain minimum physical requirements. Additionally, candidates wishing to serve as officers in the United States Merchant Marine are subject to certain minimum physical requirements prescribed by the United States Coast Guard for licensing eligibility. U.S. Coast Guard regulations concerning the original licensing of Merchant Marine Officers require applicants to meet specific vision requirements. Deck officers must have vision correctable to at least 20/40 in one eye and be able to pass a U.S. Coast Guard approved color vision test. Engineering officers must have vision correctable to at least 20/50 in one eye and be able to distinguish red, green, blue, and yellow as determined by a medical professional. Uncorrected vision of greater than 20/200 may be subjected to the U.S. Coast Guard waiver process. Inadequate color perception will disqualify an applicant for licensure. Students in U.S. Coast Guard license-track programs (Marine Transportation or Marine Engineering) must satisfy U.S. Merchant Marine medical requirements (719K) within nine months of beginning the program.

Students with Disabilities

Massachusetts Maritime Academy is committed to providing reasonable accommodations for students with documented disabilities. The Academic Accommodations Coordinator works with the faculty and campus departments to provide support for students with disabilities in compliance with the mandates of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act of 2009. At the post-secondary school level, a student must disclose their learning differences in order to receive reasonable academic accommodations. A student must submit documentation to Academic Accessibility Services (ADAAcompliance@maritime.edu) from a qualified professional stating the nature of the disability and its impact on the student's learning in the college environment. This evaluation documentation must have been completed within three years of enrollment at MMA and must include recommendations from the evaluator that address the specific learning disability. An individualized education plan (I.E.P.) or 504 plan without underlying assessment documentation is not acceptable. The required documentation criteria are also available for download on the [MMA web site](#). Once documentation is received and reviewed by the Academic Accommodations Coordinator, a support services plan is developed with the student. Depending upon the nature of the disability, students may be eligible for one or more of the allowing accommodations, among others:

- extended time for quizzes and tests (not to exceed time and one-half),
- preferential seating,
- reduced-distraction room for testing,
- priority registration,
- word processor use,
- use of tape recorder for lectures,
- textbooks on electronic media.

Reasonable accommodations will be arranged for a student, provided the accommodations do not substantially alter the fundamental nature of the academic class or program.

Academic Accessibility Services, part of the Academic Resource Center, is located on the third floor of the ABSIC Building. For questions or concerns about documentation guidelines or the accommodation process, please visit the Academic Accessibility Services link on our website or call the Academic Accommodations Coordinator at (508) 830-5350 or by email at: ADAAcompliance@maritime.edu.

Priority enrollment is given to Veterans of the U.S. Armed Forces who meet the admissions standards.

Admissions

International Students

International Students

The Academy encourages applicants from all over the world to join the growing number of international cadets who have chosen to study within Massachusetts Maritime Academy's unique higher education setting. At the Academy, international students are not only immersed in American culture, but they also experience the distinctive

discipline, knowledge, and leadership taught by the Regiment of Cadets. Although the application requirements for international students are similar to those of traditional students, there are important differences that an international applicant must consider, including the following:

- Students who previously attended another higher education institution after secondary school--either in the United States or abroad--must comply with transfer student requirements and meet requirements specific to international students.
- The Academy does not offer financial aid to incoming international students, but they may qualify for merit-based scholarships. In subsequent years, they may apply for additional Academy funded scholarships.
- During the admission process, international students are required to submit an F1 Affidavit of Financial Support, along with supporting documentation demonstrating that they are able to fund their four years of study through a combination of their own funds and/or any other source of financial assistance.
- International students may be required to submit TOEFL, IELTS, or Duolingo scores and SAT or ACT scores as part of their application packet. All other English proficiency exams may be reviewed on an individual basis. These scores may be waived if the student has proper documentation to substitute for the aforementioned requirements.
- Prospective international students may submit application documents (e.g., diplomas, transcripts, immunization records, etc.), translated and evaluated by a third-party provider, electronically. If documents must be sent as hard copies, students are strongly encouraged to do so well in advance of application deadlines.
- Admission standards are identical for all applicants, regardless of citizenship, and all applications are evaluated based upon the same admissions criteria.

Admissions

Transfer Admissions

Transfer Admissions

The Academy honors the Department of Higher Education's Commonwealth Commitment Compact for the following undergraduate programs: Emergency Management, Energy Systems Engineering, Facilities Engineering, International Maritime Business, and Marine Science, Safety and Environmental Protection. Admission applications from students wishing to transfer to the Academy from accredited institutions of higher education will be given full consideration. Transfer credit will be evaluated by the Registrar. The amount of credit awarded will be on a course-by-course basis depending on applicability to the Academy curriculum. Students considering a transfer to the Academy should obtain information on the process from the [Transfer Applicants webpage](#). The Academy maintains a transfer course policy that includes but is not limited to the following criteria:

1. The transferred course must be offered at an accredited institution;
2. Transfer credit(s) are reviewed by the Registrar's Office and granted or denied with the advice and consent of the respective chairperson of the academic department in which the course is offered at the Academy;

3. A minimum grade of “C” (2.0 or higher) must be obtained in the course for it to be deemed successfully completed. A grade of “P” or its equivalent received during the Spring 2020 semester will also be deemed to be successfully completed. The grade received for the course transferred will not be included in calculating the student’s CGPA and will not appear on the transcript;

4. An official transcript showing completion of the course must be sent to the Office of Admissions as soon as possible. Credit for the course will not be awarded until after the official transcript is received;

5. Students transferring into the Regiment in spring semester must meet the Massachusetts Department of Higher Education transfer guidelines. They are also required to participate in freshman orientation.

6. Students intending to major in Marine Transportation or Marine Engineering must anticipate spending at least three full years at the Academy, regardless of the number of transfer credits accepted, in order to fulfill the course and license requirements of the degree/ license programs. Students in these programs must fulfill federal and international regulations, including the Merchant Marine Training and Education Act of 1980; the United States Coast Guard regulations for obtaining a Merchant Marine Officer’s license; the Maritime Administration’s regulations for State Maritime Academies found in Title 46 of the Code of Federal Regulations; and the Standards of Training, Certification, and Watchkeeping for Seafarers (STCW) promulgated by the International Maritime Organization (IMO).

Admissions

Tuition Policy

Tuition Policy

All Massachusetts residents will be subject to in-state tuition. All New England (Connecticut, Maine, New Hampshire, Rhode Island, and Vermont) residents will be subject to New England regional tuition. Residents of all other states and international students will be subject to out-of-state-tuition. Students who have a break in enrollment at the Academy will be subject to the tuition rates in place at the time of re-admission. Out-of-state veterans and their dependents who will be receiving federal benefits while attending the Academy will be charged the in-state tuition rate.

Residency

An initial determination of a student’s state of residency is made by the Office of Admissions at the time of application. Requests to change a student’s state of residency are carefully considered on a case-by- case basis and must be made in accordance with Academy policy. Residency decisions will be based on the student’s dependency status as defined by the Free Application for State Aid (FAFSA). If the student is under the age of 24, residency is based on the parent’s legal state of residence.

Residency Policy Regulations Governing the Classification of Students for Tuition and Fee Purposes for Military/Veterans/ National Guard

Active members of the Armed Forces of the United States, including their spouses and dependent children, who are stationed in Massachusetts in connection with military service, are eligible for Massachusetts residency status immediately upon being assigned to Massachusetts. Eligibility* will continue as long as the student maintains

continuous enrollment. Veterans and their dependents who are receiving educational benefits through the GI Bill® are eligible for Massachusetts Residency for tuition and fee purposes immediately upon proof of veteran benefit eligibility for the student with a Certificate of Eligibility from the VA.

*Eligibility to be defined under the current GI Bill®.

GI Bill® is a registered trademark of the US Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official US government website at <https://www.benefits.va.gov/gibill>

Financial Information

Fees

Massachusetts Maritime Academy reserves the right to adjust the charges at any time before the charges are incurred by the student. Unless otherwise specified, all charges are annual.

General Charges

Application for admission (non-refundable)

Application	\$ 50
Enrollment Deposit	\$ 400
Books and supplies (estimated)	\$1,500

RESIDENCY	TUITION AND FEES	ROOM AND BOARD	ANNUAL TOTAL
In State*	\$11,801	\$15,364	\$27,165
New England Regional (CT, ME, NH, RI, VT)	\$17,847	\$15,364	\$33,211
Out-of-State & International	\$24,471	\$15,364	\$39,835

Additional Fees (to be added to above costs)

Orientation (first year only)	\$1,915
Program Fees (Facilities Engineering & Energy Systems Engineering)	\$1,442
Program Fees (Marine Engineering & Marine Transportation)	\$2,034
Seabag (first year only)	\$2,775
Health Insurance (if not covered by outside plan and waived online; estimate)	\$4,721

Summer and Winter Fees

Continuing Education Courses (winter/summer)	\$350/credit
Training Cruise (Facilities Engineering, Marine Engineering, & Marine Transportation)	\$5,691
Training Cruise (Non-matriculated, visiting students)	\$10,225
Experiential Learning (Emergency Management)	\$3,974
Experiential Learning (Marine Science, Safety & Environmental Protection)	\$5,281
Experiential Learning (International Maritime Business during 2nd year of study)	\$5,926
Experiential Learning (Energy Systems Engineering, optional)	\$5,563
Commercial Shipping	\$3,569
Co-op (6 credits)	\$3,569
Co-op (6 credits Guatemala)	\$6,850
Co-op (3 credits)	\$1,785

Other Charges (Non-refundable)

The following fees are paid only by students to whom the specified conditions apply:

Late registration fee	\$100
Late payment fee: 1-29 days late	\$100
30 or more days late (additional fee)	\$150
Returned check/payment fee	\$50

*In-state tuition also applies to the following students:

- A veteran using educational assistance under either Chapter 30 (Montgomery GI Bill ® - Active Duty Program), Chapter 31 (Vocational Rehabilitation), Chapter 33 (Post-9/11 GI Bill®), or Chapter 1606 regardless of their formal state of residence.
- Anyone using transferred Post-9/11 GI Bill® benefits (38 U.S.C. § 3319), regardless of their formal state of residence.
- Anyone described above while he or she remains continuously enrolled (other than during regularly scheduled breaks between courses, semesters, or terms) at MMA.
- Anyone using benefits under the Marine Gunnery Sergeant John David Fry Scholarship, regardless of their formal state of residence.

Based on the Veteran's Access, Choice, and Accountability Act of 2014, qualifying Veterans, dependents, and other eligible individuals who qualify for benefits under Chapter 31 and Chapter 33, who do not meet the standard definition of an in-state student, but who are currently living in Massachusetts, regardless of permanent residency, will be charged the in-state tuition rate.

Financial Information

Payment Policies

Payment Policies

Registration and confirmation of class assignments are not complete until financial clearance is received, indicating full payment or partial payment in accordance with the payment plan policies described below. In the event that the student fails to attend class or leaves the Academy for any reason, the student must formally withdraw through the Registrar's Office. Failure to complete this withdrawal process will result in continued obligation for tuition and other charges. No student may return after withdrawing from the Academy in good standing or graduate unless all current obligations to the Academy are paid in full.

Based on the Veterans Benefits and Transitions Act of 2018, MMA will not impose any penalty on any individual who is entitled to educational assistance under Chapter 31, Vocational Rehabilitation and Employment, or Chapter 33, Post-9/11 GI Bill ® benefits ('covered individual'). Students will be considered 'covered individuals' as soon as they submit their VA eligibility paperwork to the Office of Student Financial Services.

These covered individuals will not be assessed late fees, will not be denied access to classes, libraries, or other institutional facilities, or be required to borrow additional funds, because of the individual's inability to meet their financial obligations to the Academy due to the delayed disbursement funding from VA under Chapter 31 or 33. These students will be permitted to attend or participate in the course of education during the period beginning on the date on which the individual provides MMA a certificate of eligibility for entitlement to educational assistance under Chapter 31 or 33. A "certificate of eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' (VA) website (e-Benefits, or a VA 28-1905 form for Chapter 31 authorization purposes) and ending on the earlier of the following dates:

The date on which payment from the VA is made to the institution; 90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

Expenses not covered by the VA must be settled by the due date on the billing statement.

GI Bill ® is a registered trademark of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official US government website at <https://www.benefits.va.gov/gibill>.

How to Pay

The Academy uses a paperless e-billing/e-refund system, which provides fast and efficient delivery of tuition bills, refunds, and online account management. The Student Finance link in the Self-Service portal is available for student account management. Students can add other individuals as additional payers who will receive their own log-in credentials and can access the student's billing information through the Parent Payment Portal found on the MMA website.

Payment for tuition and fees is due well before the start of each term. Secure payments can be made through Self Service via credit card, debit card, or automatic withdrawal from checking or savings accounts. This service is available 24/7, account updates are available in real time under the View Activity Details in Self-Service Student Finance, and participants will receive e-mail confirmation when a payment is submitted. Credit/Debit card payments are assessed a 2.95% convenience fee by the credit card processor. Non-US credit cards are assessed a 4.25% fee.

MMA accepts payment by check via mail and by check at the Office of Student Financial Services in Flanagan Hall. Checks should be made payable to Massachusetts Maritime Academy and should include the student's name and ID number. Books and supplies are purchased directly from the Academy's bookstore, operated by Follett, Inc. Accordingly, these items require a separate check or credit card payment to the bookstore. All correspondence mailed to the office should be addressed to the attention of the Office of Student Financial Services.

Course Overloads and Reduced Loads

Full-time undergraduate tuition and fees are fixed, per-semester charges and include the cost of a student's normal academic curriculum requirements for the semester. They apply to credit loads between (and inclusive of) 12 and 20. Part-time tuition and fees apply for reduced credit loads under 12, and overload tuition and fees apply for credits taken in excess of 20. The part-time tuition and fees are pro-rated and based on residency status. The overload tuition and fees are in addition to the full-time tuition and fees and billed per credit hour over 20 at the current in-state tuition and fee cost per credit (waived for approved dual majors). A breakdown of part-time costs can be found on our website.

Tuition Reimbursement

Many companies reimburse a student or employee upon successful completion of courses. In these instances, students are responsible for paying their bills by the due date on the billing statement in Self Service Student Finance. Tuition may not be left unpaid pending reimbursement by an employer.

Change of Address

Students must inform the Registrar's Office of any billing address changes and should update this information through the Self-Service portal.

Financial Information

It is the Academy's policy to withhold all diplomas, degrees, and other official recognition of work done at the Academy from students with any outstanding debts to the Academy.

Students must pay fees in full before their registration for subsequent semesters. Payments may be made by credit card, personal check, certified check, money order, or autopayment through Self-Service Student Finance.

Payment by Outside Agencies

If a student's charges are to be paid by an outside agency, a payment authorization from that agency must be received by the Office of Student Financial Services prior to the bill due date. It is the student's responsibility to ensure that all necessary information is submitted and that payment is made by the due date. This does not include outside scholarships. Outside scholarships will be credited to a student's account once the funds are received by MMA and can not be subtracted from the bill until the funds have arrived.

Waivers

Anyone eligible for course tuition or fee waivers must submit documentation to the Office of Student Financial Services. Waivers cannot be applied retroactively.

Billing Problems

Any discrepancies in a bill should be brought to the attention of the Office of Student Financial Services. In case of a billing dispute, the undisputed portion of the bill must be paid by the due date to avoid incurring late fees.

MMA Payment Plan

The Academy offers an optional payment program for those who wish to pay on a monthly basis. This program establishes a contract whereby a fixed amount is paid monthly to the Academy by ACH or credit card. The cost of books, supplies, and escrow deposits are excluded. Interest is not charged on the unpaid balance.

Financial Information

Refund Policies

Refund Policies

The MMA refund policy complies with state and federal guidelines and applies to all tuition, fees, room, and board. A copy of the refund policy is included in the Academic Standards Manual provided to each student. The refund policy is also available on the Massachusetts Maritime Academy web site.

Academy operating expenses and student charges are predetermined on an annual basis. The refund policies have been established both in recognition of the Academy's advance commitment to operating expenses and in a spirit of fairness to students who withdraw from the Academy.

Tuition

Consideration for refund of tuition and fees requires written notice to the Registrar's Office of the student's intention to drop a course or withdraw from the Academy. The date this notice is received by the Registrar's Office is the effective date for determining the refund amount according to the following schedule.

Maritime Academy Preparatory Seminar (MAPS)

There is no refund of MAPS fees after the first day of classes (50% refund before the end of the first day).

Orientation Fee + Seabag

There is no refund of orientation fees after arrival for orientation. There is no refund of the seabag fee after the student takes possession of their seabag.

Academic Semesters

Withdrawal prior to first day of classes: *Full refund of tuition, fees, room, and board charges*

Withdrawal during first week of classes: *80% refund of tuition and fees. No refund for room and board charges*

Withdrawal during second week of classes: *50% refund of tuition and fees. No refund for room and board charges*

Withdrawal during third week of classes: *20% refund of tuition and fees. No refund for room and board charges*

Withdrawal after the third week of classes: No refund

Withdrawal from the training cruise, cooperative education, commercial shipping, or experiential learning on or after the first day: No refund

Room and Board

In accordance with the MMA refund policy, there will be no refund of room and board charges after the start of each semester.

Other Charges

All other fees and charges are non-refundable unless specifically stated in this catalog.

Refund Payments

Refund payments of credit balances will not be made until the student's scholarships, loans, and grants are received and credited to the student's account. The refund process generally begins after the end of the drop period each semester.

Students should consult with the Office of Student Financial Services and review the Financial Aid section for information on the effect of withdrawal or change in course load on financial aid. The student must pay all charges owed at the time of withdrawal or dismissal.

Financial Information

Financial Aid

Financial Aid

In compliance with federal and state regulations, financial aid is offered to students with demonstrated need as determined by the FAFSA. To make a college education affordable, it is the Academy's policy to give students with the greatest demonstrated need the highest level of grant aid. Self help aid, such as loans and Federal work-study, is equally apportioned to all students with need as funding allows.

A student must demonstrate financial need, which is the difference between a student's educational costs and the amount that the student and their parents are expected to provide as determined by an evaluation of the family's financial information provided on the Free Application for Federal Student Aid (FAFSA).

Eligibility for federal, state, and institutional funds will be based on family financial information and formulas legislated by Congress. These calculations yield an equitable and reasonable assessment of a family's ability to contribute to educational expenses. Priority is given to those students who submit all required application materials by May 1st.

The FAFSA must be completed each year to apply for all federal, state, and institutional financial aid. This is also a requirement for the John and Abigail Adams Scholarship, the Stanley Koplick Tuition Waiver, tuition and fee waivers from the MA Department of Children and Families, and the Valedictorian Tuition Waiver.

Financial Aid Eligibility

To be eligible for federal, state, and institutional financial aid, the student must

- be a U.S. citizen or permanent resident;
- be accepted for admission to the Academy;
- be enrolled in good standing;
- maintain satisfactory academic progress;
- not be in default on any Title IV loans or owe a repayment on any Title IV grant (Pell or FSEOG).

Financial Assistance Offered by Branches of the U.S. Armed Forces

Optional military service is an entirely voluntary source of financial aid for individuals who choose to enlist or commission in one of the following branches of the United States military service: the United States Air Force, United States Army, United States Coast Guard, United States Marine Corps, United States Navy, Massachusetts National Guard, or Army ROTC, each of which may provide its own student financial assistance plan. Recruiters can provide more details on this kind of financial assistance.

The Massachusetts National Guard provides tuition and fee assistance to active members. Students interested in the tuition and fee benefit should speak directly with their Massachusetts National Guard education liaison.

Veterans (and dependents of veterans) may qualify for certain educational benefits. Interested individuals should contact the Veterans Administration or visit their web site at www.gibill.va.gov.

U.S. Army Reserve Officer Training Corps (ROTC) Financial Assistance

U.S. Army ROTC financial assistance programs include four-, three-, and two-year scholarships, depending on availability; monthly stipend awards for selected sophomore, junior, and senior cadets; and the opportunity to earn tuition/fee benefits by joining the Army National Guard or Army Reserve while in ROTC.

Scholarships

First year student scholarships are awarded by the Admissions Office in accordance with the specific criteria for each scholarship and are distributed by the Office of Student Financial Services. A separate application is not necessary. All eligible students will be considered for scholarships for which they qualify at the time of their admission and will be notified by the Admissions Office.

In September, enrolled students may apply for additional available scholarships for the winter term, and in March they can apply for scholarships for the following academic year. The application is available online during the application period, and students are notified of the application period and deadline date via email. These scholarships have varied criteria and are available to all majors, but emphasis is placed on need after completion of a Free Application for Federal Student Aid (FAFSA).

Several agencies offer privately administered scholarship opportunities through the MMA Office of Student Financial Services. Information about such opportunities is available on the Cost and Financial Services web page, under the Types of Aid link. Application dates are announced to students through email as they become available.

Financial Aid from Outside Sources

Receipt of outside funding may affect the student's financial aid offer. Students receiving scholarships or other resources from outside agencies must notify the Office of Student Financial Services. In most cases, such scholarship funds must be received by the Academy to be used as credit on the bill. If scholarship funds are given directly to the student, the student must still report the scholarship to the Office of Student Financial Services.

Financial Aid Withdrawal Process

Students who receive any financial aid, including grants, scholarships, and federal loans, are subject to the Federal Return of Title IV Funds requirement, which provides a formula to determine the amount of financial aid a withdrawn student may retain. The requirement applies to all students who withdraw from the Academy, including students who do not follow the official withdrawal process and students who are dismissed by the Academy.

The requirement remains in effect through the 60% point of the semester, after which the student is entitled to all aid awarded for the semester provided the student continued to attend classes through the 60% point. MMA applies the same formula to state and institutional scholarships when a student withdraws, whether officially or unofficially, and when a student is dismissed for any reason.

In accordance with these guidelines, the student may retain only a pro-rated portion of the financial aid awarded, regardless of whether the student qualifies for a tuition and fee refund. Based on the student's length of enrollment, MMA must return grants, scholarships, and loans to the federal, state or institutional agency that made the award. If a student completes 45% of a semester, for example, that student is eligible for only 45% of the offered financial aid for the semester. MMA will return the remaining 55% to the awarding agency or institution. In most cases, the student will end up with a balance due to the Academy.

If the student received a cash disbursement of federal aid in the form of refund, or used anticipated aid in the campus bookstore, he or she may owe a repayment to either the Academy or the federal government. A student who withdraws may owe a repayment to the Academy or to the federal or state agency providing the financial aid.

Financial Information

Satisfactory Academic Progress

Financial Aid and Satisfactory Academic Progress

In Accordance with federal and state regulations, all students who apply for federal, state, and institutional financial assistance, including student loans, parent PLUS loans and Veterans Benefits must maintain satisfactory academic progress. A large number of private, credit-based loans also require that the student maintain satisfactory academic progress. Satisfactory academic progress standards for cumulative grade point average (CGPA) and successfully completed credits since beginning at MMA are evaluated at the end of each academic year, following the close of the spring semester. After evaluation, aid applicants will be notified via email if they do not meet the standards to qualify for aid in the coming year.

Student who do not apply for financial aid at the time of review will be evaluated when a financial aid application is received.

Massachusetts Maritime Academy Policy: In accordance with applicable federal regulations, the MMA satisfactory academic progress policy requires that students meet both qualitative and quantitative standards for maintaining satisfactory academic progress for financial aid.

Qualitative Measure: Students must have a financial aid calculated cumulative grade point average on a 4.0 basis, according to the following schedule:

ATTEMPTED CREDITS	MINIMUM CUMULATIVE GPA
0 - 12	1.50
12.01 - 36	1.80
Greater than 36	2.0

Quantitative Measure (Maintenance of Effort): The student's entire MMA academic record is reviewed, and the student must successfully complete (pass) at least 67% of all attempted credits. Attempted credits include all credits for which a passing grade, a failing grade, an incomplete grade, or a withdrawal are recorded. The majority of students who fail to meet the completion rate requirement are students who withdraw, for any reason, during a semester and those students who fail multiple courses.

Any student who does not meet these standards is not eligible for financial aid. Any aid awarded prior to the determination of unsatisfactory academic progress will be cancelled.

Students have the right to appeal the determination of unsatisfactory academic progress if extremely unusual circumstances (e.g. accident, prolonged illness, death in the immediate family) contributed to the student's failure to maintain satisfactory academic progress. Students not meeting the satisfactory academic progress standards are sent an email outlining their deficiencies, along with an appeal form. The instructions on this form must be followed when submitting an appeal.

All appeals must be submitted in writing to the Director of Student Financial Services. Appeals can be e-mailed, but are only accepted if sent from the student's MMA e-mail address. Appeals that do not address all of the points required on the appeal form will automatically be denied.

If the appeal is granted, a written plan developed in conjunction with the Director of Student Financial Services and signed by the student must be submitted to the Office of Student Financial Services no later than one week prior to the start of the semester. The agreement must outline the student's specific academic expectations to ensure that the student will be in compliance with the satisfactory academic progress policy by the end of the term specified in the agreement. At a minimum, the plan must include the number of credits the student will take each semester and the minimum grade point average the student must maintain each semester specified in the agreement. For some students, the agreement may be only one semester in length; for others, it may encompass multiple semesters, depending upon how close the student is to being in compliance with the policy.

Student Incentive Payment (SIP)

SIP is a Department of Transportation (DOT)/MARAD incentive payment program that is offered to Midshipmen in the Strategic Sealift Midshipman Program (SSMP). The SIP Program is governed under 46 CFR 310.7 and is a voluntary program designed to assist cadets in defraying the cost of tuition, uniforms, books, and subsistence in return for a specific service obligation by the cadet.

As an incentive to become licensed officers in the United States Merchant Marine, the U.S. Department of Transportation's (DOT) Maritime Administration (MARAD) provides a limited number of Student Incentive Payment (SIP) Program allocations to each of the six state maritime academies (SMA). Those eligible to receive SIP may be awarded Federal funding of up to \$32,000 in accordance with the following payment structure:

Freshman applicants enrolled in a four-year degree program:

- Year 1: \$4,000
- Year 2: \$4,000
- Year 3: \$12,000
- Year 4: \$12,000

Sophomore applicants enrolled in a four-year degree program:

- Year 1: \$4,000
- Year 2: \$14,000
- Year 3: \$14,000

Junior applicants enrolled in a four-year degree program:

- Year 1: \$16,000
- Year 2: \$16,000

Service Obligation

SIP incurs a separate service obligation to MARAD, under the Department of Transportation. The MARAD service obligation is in addition to and concurrent with the service obligation to the Navy. If you apply and are selected by a SMA to participate in the SIP Program, you must sign a Service Obligation Contract (SOC) MA Form 890, and it must be approved by MARAD. If you are under 18 years old, your parent or guardian must sign your contract also. When you reach 18 years old, you will sign the SOC again without a parent or guardian's signature.

Note: All SIP related requests and inquiries should be routed through the MMA SIP Coordinator.

Student Life

Student Services provides a full range of activities and support services to assist each student in developing his or her full potential.

Student Services Division personnel strive to maintain a cultural, social, and spiritual environment at the Academy that stimulates student growth according to the “whole- person” concept.

Standards of Conduct

All students at the Academy are required to abide by the high standards of ethical behavior expected from professionals. A student administered honor code states simply that Massachusetts Maritime Academy cadets and students will not lie, cheat, or steal, nor do they tolerate these acts from others.

Personal conduct, both on campus and off campus, is governed by the regulations and standards of the Regiment of Cadets. Hazing, or any abuse of power, is a serious violation of state law and Academy regulations. It will not be tolerated.

Regiment of Cadets

The Academy seeks young men and women with developing maturity, strong academic motivation, self-discipline, and leadership potential. Providing a direct, practical leadership experience, the Regiment of Cadets is central to a student’s college experience as he or she prepares to assume a responsible leadership role at sea or ashore.

Unless they volunteer for a military commissioning program, cadets do not have a military obligation at Massachusetts Maritime Academy, and there is none after graduation.

All residential students must belong to the Regiment of Cadets, a program designed to enhance the character and abilities of each student. In choosing and being accepted by Massachusetts Maritime Academy, a student understands that he or she is enrolling in a unique and select college. The Academy provides a superb education and support structure for a cadet’s growth, and standards of conduct are necessarily high. Cadets meet a demand for academic excellence and adhere to rules and regulations designed to develop accountability, responsibility, and self-discipline. The principles of honor, personal integrity, and loyalty have traditionally characterized the professional officer. The Academy’s requirements, involving fortitude, honor, and integrity, are stringent in order to prepare the graduate for a successful professional career.

In addition to their pursuits in academic studies, cadets are trained as leaders. Within the Regiment, cadets practice leadership and management by supervising other cadets in a broad variety of activities, including the orientation of freshmen, room inspections, sea term planning, shipboard responsibilities, and competitive athletics. Cadets also apply professional knowledge and leadership while on annual sea terms on the USTS Patriot State II, while at cooperative education placements, and while undergoing training on Academy small craft.

The professional staff of Academy officers assigned to the Commandant of Cadets guide cadets in their leadership training and professional growth.

Specific rules and regulations involving student conduct may be found in the Regimental Manual, Chapter 3, sections 100-300. The Regimental Manual may be found online at <https://www.maritime.edu/regiment>. The appeals process, warning system, and means of improving behavior are also covered.

The Commandant of Cadets staff oversees all dorm room assignments and will restrict the age difference between roommates to no more than 10 years. Unless a cadet submits a change of gender identity request, the cadet will be assigned berthing (dorm rooms) and will use the facilities associated with the gender identification on record. A cadet may request to change the recorded gender identification at any time by presenting a request to the Office of the Commandant (after admission) or to the Admissions Department (during the application process).

Uniforms

Upon entering the Academy, all regimental students are required to purchase and maintain uniforms. Other clothing may be worn only as authorized by the Commandant of Cadets. Uniforms and equipment become the property of the student and may not be returned to the Academy.

Orientation Program

Immediately upon arrival at the Academy in mid-August, all cadet candidates receive indoctrination to the cadet way of life through a two-week orientation program. This program prepares the student to enter the Regiment equipped with the basic knowledge and skills necessary for the Academy's regimental lifestyle. Emphasis is placed on military drill, physical fitness, familiarization with the training ship and equipment, instruction in cadet watch standing, wearing and stowage of uniforms and equipment, and mental conditioning to inculcate a sense of honor and duty towards academic studies and professional training. The fast, disciplined pace of orientation is a significant transition for most cadets. The pressures involved in the program teach teamwork, discipline, and self-control, as well as time management skills and effective performance under stress. Cadets must be mentally and physically prepared to successfully complete the demanding regimen of orientation before they can enroll at the Academy.

Student Life and Activities

Residential vs. Commuter Status

Residential vs. Commuter Status

The following guidelines regarding student status apply to all current and prospective students. They outline the requirements and circumstances under which a student may request commuter status.

Regimental Commuter Student Status

To be considered for enrollment as a regimental commuter, a student must petition the Commandant of Cadets in writing at least 30 days prior to the start of the semester and meet one of the following criteria:

- have successfully completed eight semesters in the Regiment, or
- qualify as a non-traditional cadet by being married and/or having children, or
- qualify through military status, such as by being a combat veteran, a disabled veteran, or a veteran who has served on active duty for a period of at least two years and who has been discharged under honorable conditions, or
- have a documented medical reason approved through MMA Health Services, or
 - Be at least 24 years of age at the time of first enrolling, or

- have commuter status deemed prudent and necessary by the Commandant of Cadets.

Regimental commuters must comply with all rules and regulations as outlined in the Regimental Manual, including undergoing random drug testing selection, observing uniform and grooming standards, and participating in change of command, watch standing, and mast hearings.

Note: When applying for regimental commuter status as outlined above, adverse factors relating to discipline or academic history could disqualify a cadet.

Non-Regimental Commuter Student Status

Massachusetts Maritime Academy is not a commuter college. On rare occasions, a prospective student is allowed to apply for non-regimental commuter status or a matriculated student is allowed to apply to transfer from the Regiment of Cadets to non-regimental status, but only for the good of the Academy or for some unforeseen reason. Simply applying for non-regimental commuter status does not guarantee that the status will be granted.

Any student intending to complete a degree in a license-track program must remain in the Regiment of Cadets throughout that program.

Students with non-regimental status are not permitted to wear or graduate in the MMA uniform. Non-regimental students will not receive the Regimental Certificate.

Students wishing to leave the Regiment of Cadets shall not have any pending discipline issues, must have completed all extra-duty and/or restriction obligations, and must have fulfilled all other obligations (e.g., associated watches, shipboard maintenance). Additionally, students applying for non-regimental commuter status must be in good academic standing. If a cadet is approved to leave the Regiment of Cadets, they are not able to return to the Regiment.

To apply, current cadets must request the status change in writing at least 30 days prior to the start of the semester. Acceptance will be determined by a committee comprising the Registrar, Dean of Students, and Dean of Undergraduate Studies, or their designees.

A prospective student who intends to request non-regimental commuter status must do so at the time of application; major in any program except for Marine Engineering or Marine Transportation, and meet one of the criteria listed below:

- have a prior degree (associate's degree or higher) or a minimum of 60 transferable credits from an institution of higher education other than MMA
- be at least 24 years of age
- have prior military service (honorably discharged veteran)
- be legally married and/or have dependent children
- have a documented and valid health-related reason
- have commuter status deemed prudent and necessary by the Commandant of Cadets.

Part-Time Student Status

Part-Time Student Status

A student taking fewer than 12 credits in a semester will be designated a part-time student. A part-time student is not allowed to participate in varsity athletics and will be billed on a per-credit basis.

Student Life and Activities

Leave and Liberty Policy

Leave and Liberty Policy

Cadets receive liberty privileges proportional to their seniority, their position, and their responsibility in the regimental organization. Normally, cadets are granted liberty from Friday after classes until 1800 Sunday evening for fourth-class cadets and until 0700 on Monday for upper-class cadets. Leave is granted for weekend military reserve duty.

Cadets are not entitled to liberty when they are

- (a) under conduct restriction, or
- (b) a member of a duty detail for watch standing or maintenance.

Duty obligations will be assigned by the Regimental Staff, overseen by the Commandant of Cadets. Frequency will be determined by Class and Major. Requests for special liberty may be considered for:

- (a) official Academy business,
- (b) medical or dental consultation or treatment, or
- (c) death or illness of an immediate member of the family.
- (d) at the discretion of the Commandant.

Student Life and Activities

Career and Professional Services

Career and Professional Services

The Department of Career and Professional Services engages with students from their freshman year to their senior year and beyond. The department provides career preparation services, cooperative education placement, and commercial shipping placement.

Career preparation provides students with basic tools to begin the job search. The department hosts a series of workshops on such topics as resume and cover letter writing, interviewing skills, networking, and social media. The department also offers panel discussions and mock interviews with professionals in the field.

All students enrolled at the Academy participate in a unique educational process that blends classroom instruction with hands-on learning. Termed "Learn-Do-Learn", this pedagogical approach allows students to gain practical experience and on-the-job training in real-world settings. The confidence and knowledge developed during sea terms, cooperative education, and experiential learning opportunities contribute to the employment value of the Academy's graduates.

The focus of senior year is the job search. The department invites employers to campus throughout the year for two career fairs, presentations, interviews, meetings, panels and workshops in which students get to meet and interact with professionals and alumni working in the field.

The Office of Career and Professional Services continues to assist students after graduation, offering an electronic job board accessible via the Academy's home page. Traditionally, graduates find that their cooperative education placement and commercial shipping experiences enhance their employment opportunities.

Cooperative Education

The Academy's dynamic cooperative education programs function to enrich our students' practical educational experiences. Students in Facilities Engineering, Marine Science, Safety and Environmental Protection, Emergency Management, International maritime Business or Energy Systems Engineering are required to work and study within companies and organizations in fields corresponding to the majors. The cooperative education placements are designed to

- combine relevant work experience with academic studies while offering the best opportunities for personal and career development;
- develop a broader, more practical knowledge based on both academic and professional environments;
- improve confidence in career choices and aspirations;
- enrich both industry and the Academy education programs through an ongoing exchange of people and ideas, providing direct input from participating employers on the quality of student preparedness and curricula development;
- provide students with an opportunity to begin developing a network of professional contacts.

Cooperative education placements are available during Winter and Summer sessions. Employers provide outcome assessments on the students and the study programs. Eligibility standards exist for participation, and students complete a comprehensive project upon returning to school. Upon successful completion, students receive 3 credit hours for their cooperative education placement.

Commercial Shipping Program

Massachusetts Maritime Academy cadets and graduates have earned the respect of the world's largest and most successful shipping companies. Our cadets who major in either Marine Transportation or Marine Engineering spend approximately two months during the junior year aboard merchant ships in locations throughout the world, working, studying, and applying newly acquired skills. These commercial shipping experiences provide confidence-building opportunities that classrooms or academic laboratories cannot duplicate. As an added benefit, these challenging assignments often lead to gainful employment at graduation. Program participation is dependent upon proper academic performance and aptitude. Students should complete all commercial shipping prerequisite courses at least one full semester prior to a commercial shipping billet. Any student enrolled in any commercial shipping prerequisite courses the semester immediately prior to a billet, and who receives a mid-term deficiency

in the prerequisite course(s) will be immediately removed from the upcoming commercial shipping billet. Students must complete comprehensive projects prepared by the appropriate academic department and receive credit for completion.

Student Life and Activities

Mariner Credentialing Department

Mariner Credentialing Department

The Mariner Credentialing Department implements policies established by the U.S. Coast Guard for Marine Transportation and Marine Engineering (license-track) students and ensures that students in both majors meet the established requirements. The department assists students with this process beginning in the freshman year with cadet credentialing and medical approval and continuing through the senior year with professional licensure. The department also provides professional training required of license-track students by the Standards for Training, Certification and Watchkeeping for Seafarers (STCW), including training in medical first aid, firefighting, survival craft and rescue boats.

Policies relating to credentialing for the Marine Transportation and Marine Engineering programs can be accessed at the [department's web page](#).

Student Life and Activities

The Captain Paul Cuffe Global Institute

The Captain Paul Cuffe Global Institute

The Captain Paul Cuffe Global Institute's mission is to cultivate global perspectives through transformative experiences. Through engagement of programs and initiatives, we foster global awareness on campus and beyond by bridging cultures and forging connections to support intercultural understanding.

[Visit the Captain Paul Cuffe Center](#) webpage for more information.

Global Citizenship and Intercultural Learning

The CAPT Paul Cuffe Institute promotes the development of Global Citizenship through programs and initiatives such as:

- Student Exchange Programs
- Support for faculty-led international experiential learning programs
- International Student Support
- Intercultural awareness

Overseas Program Advisory Council

Education abroad and global learning are essential to cadet learning and the internationalization of our campus community. Experiential Learning, study abroad, and international co-ops all play a vital role in promoting intercultural awareness, global sensitivity, and job-readiness in a 21st century global workplace.

The CAPT Paul Cuffe Global Institute coordinates and co-chairs the Overseas Program Advisory Council in collaboration with Academic Affairs. The goal of the Council is to come together to discuss best practices in education abroad and international programs, while supporting the safety and effectiveness of our overseas experiences.

Student Support

The Cuffe Institute's Supportive Approaches to Learning Together (SALT) program provides comprehensive services to support student success. The program is designed to allow first-generation, Pell-eligible/recipient and/or students with learning differences to explore and engage their educational and personal goals within a learning community through receiving academic coaching and mentoring.

Women's Coalition

The function of the Women's Coalition is to promote wellness, empowerment, and networking for women on campus. This is a working group of primarily faculty and staff to discuss opportunities and further programming for the experience of women on campus. We look forward to working with student clubs, and other campus-wide programs and initiatives toward a shared mission.

Student Life and Activities

Athletics

Athletics

Varsity athletics play a major role in cadet life at the Academy. With well over one-third of students participating in at least one intercollegiate sport, the facilities on campus and the waters surrounding it are alive with activity on a daily basis.

As participants at an NCAA Division III member institution, student athletes play for the true love of the sport, succeeding both in athletic competition and academic pursuits. Though the Academy does not award athletic scholarships for its 15 varsity programs, it does provide the best competition around as a proud member of the Massachusetts State Collegiate Athletic Conference (MASCAC), Little East Conference (LEC), New England Intercollegiate Sailing Association (NEISA), and New England Interscholastic Rowing Association (NEIRA).

The Academy takes great pride in its tradition of athletic success, which includes conference and regional championships, numerous All America and Academic All-America citations, and accolades earned by cadets who have achieved all around success as scholar-athletes.

MMA Athletics supports the mission of the Academy by providing all student-athletes with an equal opportunity to enhance and develop values that foster leadership, sportsmanship, inclusion, and teamwork.

The men's varsity athletic program comprises baseball, crew, cross country, football, lacrosse, soccer, and track and field, while the women's varsity athletic program comprises crew, cross country, lacrosse, soccer, softball, track and field, and volleyball. The Academy also sponsors a co-ed varsity program in sailing.

For more information on Buccaneer Varsity Athletics, please visit <https://www.mmabucs.com>

Student Life and Activities

Student Clubs, Organizations, and Activities

Student Clubs, Organizations, and Activities

Students at the Academy are offered a wide variety of extracurricular activities, listed below.

Many of the clubs on campus are organized by cadet special-interest groups and obtain their charters through the Student Government Association. There are over 30 active clubs. Some of the more popular clubs appear below.

Asian Student Association: We are an inclusive organization and welcome cadets of all backgrounds. Anyone who wants to be a part of recognizing and embracing Asian culture on campus is encouraged to come!

Association of Student Engineers (ASE): The MMA ASE is affiliated with and sponsored by four professional organizations: the Association for Facilities Engineering (AFE); the American Society of Heating, Refrigerating, and Air-conditioning Engineers (ASHRAE); the Association of Energy Engineers (AEE); and the International Society for Pharmaceutical Engineering (ISPE). The ASE meets on a regular basis, coordinates guest speakers and facility tours, and introduces students to industry scholarship and networking opportunities.

Band and Chorus: The Academy's Regimental Band and Chorus is its premier musical organization. It performs music at Academy events and participates in Academy formations and ceremonies, change of command, military retirement ceremonies, and funerals at the Massachusetts National Cemetery. It also supports the Academy's mission by providing music for community events around the New England, Middle Atlantic, and Southeast Regions.

Black Student Union: The BSU is a nationwide organization that advocates the needs of students at colleges across America while empowering, teaching, discussing, and exploring the Black experience. Our mission is to strengthen connections with prospective students, current students, alumni, and all interested in supporting the Black community on campus.

Boxing Club: The boxing club trains at a local gym and attends local boxing events.

Climbing Club: Participates in climbing instruction and events at a local climbing course.

Community Service: All first-year and most upper-class cadets participate in local community services, such as blood drives, food pantries, Children of Military Families, the Department of Children and Families, Big Brother/ Big Sister, coaching in local middle schools, and mentoring disadvantaged youths.

Commuter Club: Meets monthly and is open to all students interested in supporting the increasing commuter population on campus. The mission of the Commuter Club is to advocate for commuting students who attend MMA, as well as to provide a network of support.

CrossFit Club: The CrossFit club trains at a local gym on a weekly basis.

Drill Team: The Academy's drill team is a precision drill platoon. Their primary mission is showcasing the discipline of Massachusetts Maritime Academy, both regionally and nationally, through solid routines displaying "discipline, knowledge, and leadership."

Empowered 5: Providing Networking, Mentoring, Growth & Support for all women at MMA- now & forever!

Golf Club: The Golf Club meets on a weekly basis and plays golf at a local golf course.

Hispanic Student Association: Our mission is to strengthen connections with prospective students, current students, alumni, and all interested in supporting the Hispanic community on campus. We strive to provide a more welcoming environment for those who may feel overwhelmed at the academy by providing fun events, a place to talk, and creating a stronger community within campus.

Hockey Club: Intercollegiate ACHA D3 Hockey. The club offers competitive options for players to compete against other college programs. The team plays a competitive 25-30 game schedule. Tryouts are required.

Honor Guard: The Academy's Honor Guard is a precision drill team and marching unit that performs in many regional events and parades.

International Association of Emergency Managers: The IAEM is involved in networking, résumé building, and attending emergency management conferences and events.

Intramurals: The intramural program provides an opportunity for all students to compete in a wide variety of team and individual sports. Each company of the Regiment is represented by teams and individuals in inter-company competition. This competition culminates each spring with the awarding of the Commandant's Cup Intramural Championship Trophy to the company winning the most points in the annual competition. The variety of intramural sports offered each year may vary according to student interests, but it usually consists of the following: hockey, soccer (indoor and outdoor), road racing, bicycle racing and touring, weight lifting, swimming, softball, speedball, street hockey, basketball, and volleyball.

Investment Club: This club offers cadets the opportunity to learn from investment professionals, discuss current trends and issues, and track markets. Under guidance of the faculty advisor, cadet teams gain valuable hands-on investing experience in analyzing securities. Using the resources of the Riccardi Cadet Investment Center, including access to Reuters' financial database and state-of-the-art trading wall with real-time stock tickers and information, cadet teams prepare portfolio recommendations that will be presented to an advisory board and used to invest a portion of the Academy's endowment.

Multicultural Club: The multicultural club brings together people of all cultures by hosting and participating in numerous events throughout the year and conducting festivals that celebrate culture through food, drink, and music.

North American Marine Environmental Protection Association: The NAMEPA is involved in networking and matters related to the industry.

Propeller Club, Port of MMA: The Propeller Club is chartered by the national organization of the same name. Its purpose is to introduce cadets to the nature of the maritime industry.

Rugby Club: With an exciting intercollegiate schedule and international competition during training cruises, the Rugby Club enjoys popular support from the student body.

Semper Fi Society: Established by cadets in the Marine Corps platoon leaders course.

Sexuality and Gender Alliance: Our goal as a student run board and club is to better the lives for LGBTQ+ students on campus and destigmatize the community in the maritime world.

Society of Naval Architects and Marine Engineers SNAME is a group of cadets interested in advancing naval architecture and marine engineering by hosting working groups, guest speakers, and field trips.

Student Government Association (SGA): All students belong to the SGA, which aims “to foster self-government among its members and promote student activities for the . best interests of the cadets at the Academy.” The SGA officers include a President, Vice-President, Secretary, and Treasurer. Each of the four classes also elects a President, Vice-President, Secretary, and Treasurer, who organize specific class activities and serve jointly as a general assembly for the Association.

U.S. Coast Guard Auxiliary: The USCG Auxiliary meets to discuss recent events involving the Coast Guard and provides auxiliary support to the USCG on an as-needed basis.

Weekend Warriors: A group of cadets who meet to discuss and program on- and off campus weekend activities.

Wrestling Club: Holds training and matches at a local gymnasium.

Yoga Club: The yoga club conducts multiple yoga sessions each morning at both beginning and advanced levels.

Student Life and Activities

Health Services

Health Services

The Health Services medical clinic, located in Fourth Company, is a full service health center that provides evaluation and treatment of illnesses and injuries, laboratory testing, office-based procedures, United States Coast Guard and “fit for duty” physical examinations, travel vaccinations and health education to all cadets. The clinical staff includes a board certified physician and two board certified nurse practitioners. Health Services is open Monday through Friday for appointments. Health Services also provides a full range of medical care on board the Patriot State during sea term. The cadet’s health insurance will be billed for services, but no co-payments or deductibles will be collected.

Counseling Services

Our on-campus counselor is a licensed mental health professional who provides supportive interventions for a range of issues related to adjustment, development, and social and emotional wellness. Services provided are individual counseling, crisis assessment, prevention programming, community referrals, and consultation to staff and faculty regarding students of concern.

Confidentiality

Professional standards of confidentiality are maintained by all staff members. By Federal and Massachusetts law, information cannot be disclosed, even to parents of cadets over the age of 18 years, without written permission from the student. Our Confidentiality Policy and more information may be found on our web site at www.maritime.edu/health-safety.

Care and Action for Students Team (CAST)

The focus of Massachusetts Maritime Academy's Care and Action for Students Team (CAST) is the care and concern for students who may be in distress. The team's aim is to connect identified students with the resources and support needed to facilitate achievement of their personal and academic potential while at the Academy.

Family members and members of the MMA community may refer students of concern to CAST by submitting an online referral or by contacting any member of the team.

Health Insurance

Within the Commonwealth of Massachusetts, all students enrolled in institutions of higher education are required to participate in a health insurance program. The Academy sponsors an appropriate plan for those who do not have their own insurance. If a student is currently enrolled in an approved private or group insurance plan, the plan should be reviewed to ensure proper coverage. In some cases, the coverage ends when the individual reaches a certain age or does not apply when a student resides outside the home or abroad. Most insurance companies require annual verification of a student's enrollment, which can be obtained from the Registrar.

Student Life and Activities

Disability Resources

Disability Resources

Massachusetts Maritime Academy is committed to providing reasonable accommodations for students with documented disabilities. The ADA Coordinator works in collaboration with faculty and other campus departments to provide support for students with disabilities and to ensure equal access to all college programs. This coordination of efforts complies with the mandates of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the ADA Amendments Act of 2009.

For questions or concerns about documentation, guidelines or the accommodations process, please call the ADA Coordinator at (508) 830-5350, or visit the [Academic Accessibility Services webpage](#).

Student Life and Activities

Campus Police

Campus Police

Although the Academy is located in a safe area less than two miles from the local police and fire stations, campus safety is a vital concern. The Official Guide to Campus Safety and Law Enforcement includes information concerning campus police and personal safety and provides advice regarding crime prevention strategies. It also details the law enforcement authority of campus police officers and includes pertinent policies concerning the reporting of crimes that may occur on campus. Also contained in the report are crime statistics for the most recent three-year period and campus disciplinary procedures. Copies of this security information report may be requested from the Campus Public Safety Department or at the [public safety web page](#).

Parking Regulations

Parking regulations are in effect 24 hours a day, seven days a week. All vehicles parked on campus or in an MMA off-campus parking lot must have a valid, properly displayed decal or a temporary parking pass issued by MMA Campus Police. All parking decals must be permanently affixed to the vehicle to which it is registered. Student parking permits are valid only for one year.

Cadet vehicles are prohibited from parking in any staff parking area, with the exception of the Cape Cod Canal parking area outside those hours posted for staff only. Staff parking areas include the Beachmoor lot, along the Cape Cod Canal (Academy Drive during hours posted), 3rd Company Circle, the Harrington Lot, the ship's crew area, the side lot of Bresnahan Hall, Flanagan Parking lot (building side), and the Mess Deck lot.

First Class Cadet Officers (IV bars and up)

First class cadet officers are permitted to park in the following areas: Along the parade field across from Flanagan Hall, the gymnasium parking lot, the baseball field apron, Lot C on Academy Drive, the Kendall Rae lot on Perry Avenue, or the Mariners Inn (in designated areas). First Class Cadets First class cadets are permitted to park in the following areas: the gymnasium parking lot, the baseball field apron, Lot C on Academy Drive, the Kendall Rae lot on Perry Avenue, or the Mariners Inn (in designated areas).

Second Class Cadets

Second class cadets are permitted to park in the following areas: Lot C on Academy Drive or Kendall Rae on Perry Avenue.

Third Class Cadets

Third class cadets are permitted to park in the following area: Kendall Rae on Perry Avenue.

Commuter Students

Commuter students are permitted to park in the gymnasium parking lot.

Personal Property

The Academy cannot assume responsibility for loss or damage to personal property through fire, theft, or other causes. Persons desiring such protection should purchase an appropriate insurance policy from a private vendor of their choice.

Automated Teller Machine

There is one cash dispensing machine on campus, located in the dormitory complex.

Technology and Library Services

Library Services

Hours

The MMA Library, located on the first and second floors of the ABS Information Commons, opens at 0700, Monday through Friday. Daily, weekend, and special hours of operation can be found on the [Library web page](#).

Collections

The library maintains an outstanding collection of print and electronic books, journals, newspapers, media and online databases. Remote access to the digital collection is available 24x7 for students and faculty. The collection contains more than 470,000 books and ebooks; over 78,000 journals, and over 45,000 streaming videos. The library is fully integrated within a library network, affording access to millions of volumes by courier and inter-library loan services. Materials required for license examinations are loaned to students for the semester. Professional staff are available to assist with research using scholarly resources and the Academy Archives.

Computing

Students can bring their personal laptops and use the wireless system or utilize computers located throughout the ABS building that are connected to the campus-wide network and Internet. Laptops and tablets are also available to students on a short-term loan basis from the IT Service Desk.

Course Support

Faculty can request library support that is tailored to their courses. Librarians are available for in-class research sessions, and the library offers dozens of subject-specific online research guides and tutorials. Faculty can also request that books or other research materials be placed on reserve for their courses; these are available for short-term borrowing by students.

Service Desk

The IT Service Desk is located at the library's circulation counter. Students, faculty, and staff are welcome to ask for IT- and library-related assistance in person, by telephone at (508-830-5308), via e-mail to servicedesk@maritime.edu, or via the online ticketing system at helpdesk.maritime.edu. The IT Service Desk offers assistance with any technology-related issues, including user accounts, access to Academy systems and computer equipment loans.

Simulation Technology

The Academy now maintains nine simulators that form an integral part of student education.

Ship Handling

The Maersk McKinney Moeller Ship's Simulation Center is a state-of-the-art navigation and full-mission simulator with a 360-degree horizontal field of view, and is only one of nine such simulators in the world. It enables trainees to be fully immersed in the virtual environment, thus increasing training realism. The simulator can be fully integrated with the Tugboat and ENL simulators, and it is highly configurable. Instructors can manipulate everything from the number of ships in the channel and the weather to the time of day and the current.

Liquid Cargo Handling

The George P. Livanos Dangerous Liquid Cargo Handling Simulator (LCHS) is designed to train and certify crew members of liquid cargo tankers, gas carriers, and terminals, and it is used to train other staff responsible for safe cargo handling and the operation of auxiliary equipment.

Electronic Navigation

The Electronic Navigation Lab (ENL) is a computer-based navigation system compliant with International Maritime Organization (IMO) regulations and can be used as an alternative to paper nautical charts. The lab consists of eight student stations, each station being itself a stand-alone full mission simulator.

Engine Room Operations

The Engine Room Operations Simulator provides our Marine Engineering students with basic to advanced training in engine room operations. The simulator provides three different ship models: a turbo-generated tanker, a medium speed diesel ferry, and a diesel electric passenger ship. Included in this simulator are teaching assessments to ensure that students meet the STCW requirements in engine room operations.

Gas Turbine Operations

Used by the Marine Engineering students, the Gas Turbine Operations Simulator is built on a Navy propulsion model. This simulator focuses on operating routines, integrated checklists, and corrective actions when faults occur.

Global Maritime Distress and Safety System

The Global Maritime Distress and Safety System Lab (GMDSS) includes all equipment required to carry out advanced exercises in all aspects of GMDSS/SAR training. The equipment is realistically emulated to simulate the various types of radio equipment most commonly used onboard ships.

Integrated Navigation

The Integrated Navigation Lab (INL) uniquely combines radar information, navigational charts, ENC safety parameters, targets, user-maps, routes, and tools for decision support, which all ensure safer navigation.

Mate of Towing Operations

The Towing Simulator is a state-of-the-art navigation and full bridge simulator dedicated to tug and towboat operations. The simulator offers a 270-degree horizontal field of view allowing the trainee to be fully immersed in realistic tug operations such as towing barges astern, pushing ahead, ship docking, escort operations, and inland

waters and river towboat operations. The towing simulator allows students to complete many of the Towing Officers Maneuvering Assessments and provides 15 days of creditable sea time towards the Mate of Towing License Endorsement required by the USCG to operate as a licensed officer aboard tugs.

Emergency Management

The Clean Harbors Emergency Management Operations Training Center includes an Emergency Operations Center and Incident Command Post that can integrate and display both legacy and emergent technologies to simulate command and control in a realistic environment, facilitating development of tactical and strategic decision-making modeled after real-world scenarios.

Infrastructure Technology

Infrastructure Technology (IT) provides network and computing infrastructure that allows faculty and students access to information and services that are important for academic success. The department provides wired and wireless network services, along with desktop resources and applications, printing services, and cloud-based application suites. Working in conjunction with the IT Service Desk, IT responds to technical issues and also works to identify new and improved technologies that would benefit the campus. Students are required to bring their own computing devices to MMA. IT determines the minimum specifications for the student's personal device. These specifications can be found on the Academy web site.

There are many instructional technology resources available for students and faculty, including projection and sound systems, computers, document cameras, and DVD players. Online resources and cloud-based systems are available for learning management, training, and skills development. Tools and support for the development of online courses are also provided to the faculty.

President and Senior Staff

Francis X. McDonald (1994); RADM, USMS

President; B.S., Massachusetts Maritime Academy; M.S., Rensselaer Polytechnic Institute; L.P.D., Northeastern University

Brigid M. Pavilonis (2019); CDRE, MMA; CAPT, USCG (Ret.)

Senior Vice President of Academic Affairs; B.S., United States Coast Guard Academy; M.A., Tufts University; Ph.D., Tufts University.

Rose Marie Cass (1998)

Vice-President, Finance; A.S., Cape Cod Community College; B.S., University of Massachusetts, Dartmouth; M.B.A., Suffolk University.

Elizabeth Simmons (2002); CAPT, MMA

Vice-President of External Affairs; B.S., M.S.F.M., Massachusetts Maritime Academy; L.P.D., Northeastern University.

Anne Marie Fallon (2013)

Vice-President and Chief Information Officer; B.S., Boston College; M.S., University of Baltimore.

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Vice-President of Operations; B.S., Massachusetts Maritime Academy; ServiceMaster GRAD Certification; ISSA CIMS Certification Expert.

Christine McCarey (2024); CDR, MMA

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Dean of Graduate Studies and Continuing Education; B.S., Massachusetts Maritime Academy; M.B.A., University of Chicago; Ed.D., University of Massachusetts Boston; Marine License: Chief Engineer, Steam and Motor, Unlimited Horsepower.

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Dean; Chief Belongings Officer; B.S., Springfield College; M.Ed., Northeastern University; CAGS, Johnson and Wales University.

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Dean of Undergraduate Studies; B.S., Boston College; Ph.D., University of Rhode Island.

Melissa M. Woods (2025)

Dean of Human Resources, Title IX Coordinator, Public Records Access Officer; B.A., University of Massachusetts, Dartmouth; M.B.A., Fitchburg State University.

Senior Staff and Faculty

Academic Division Faculty

Emergency Management Department

Thomas F. Lennon (2010); CAPT, USCG (Ret.)

Professor; Department Chairperson; B.S., Suffolk University; J.D., Suffolk University Law School.

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Assistant Professor; B.A., Simmons College; M.P.A./M.S., Suffolk University; Ph.D. Capitol Technology University.

George Cadwalader (2014); LTCOL, USMC (Ret.)

Professor; B.A., University of Wisconsin; M.A., Naval War College; J.D., University of Wisconsin.

Wesley Cheek (2023)

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Samantha A. Coonan (2019)

Associate Professor; B.S., United States Coast Guard Academy; M.A., Northeastern University.

Samantha Montano (2020)

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Associate Professor; B.A., Bridgewater State University; M.A., University of Massachusetts; Ph.D., University of Connecticut.

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Rachel P. Fleck (2022)

Staff Associate/Simulator Specialist; B.S., Gordon College; M.A., Lesley University.

Cassie Kitchen (2025)

Instructor; B.A., University of Florida; JD, Roger Williams University School of Law; M.A., St. Mary's College of California; M.A. Naval War College.

Humanities Department

Caleb Pendency (2019)

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Anton L. Smith (2016)

Professor; B.A., University of Virginia; M.A., University of California, Los Angeles; Ph.D., University of Southern California.

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Assistant Professor; B.S., M.S., University of Massachusetts, Dartmouth; Ph.D., East Carolina University.

Christopher Maggio (2023)

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International Maritime Business Department

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Professor; Department Chairperson; B.A., M.A., Jadavpur University, Calcutta, India; Ph.D., Victoria University, Melbourne, Australia.

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Professor; B.S., St. Xavier's College; M.S., Indian Statistical Institute; Ph.D., Princeton University.

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Associate Professor; M.S., Erasmus University; Ph.D., Memorial University; Master Mariner, India.

Paul S. Szwed (2012); CAPT, USCG (Ret.)

Professor; B.S., U.S. Coast Guard Academy; M.S., University of San Francisco; M.Eng., M.S., University of California, Berkeley; D.Sc., George Washington University.

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Associate Professor; B.S., Shandong University; M.S., Sam Houston State University; M.S., Ph.D., University of New Orleans.

Michael Bellissimo (2025)

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Marine Science, Safety and Environmental Protection Department

Heather Burton (2012)

Professor; Department Chairperson; B.A., Hamilton College; Ph.D., University of Rhode Island.

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Marine Transportation Department

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Patrick E. Cunningham (2014); LCDR, MMA

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James J. Fitzpatrick (1997); CDR, MMA

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Naval Science Department

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Science and Mathematics Department

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Raúl Aguilar (2004)

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Social Science Department

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School of Engineering

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Facilities Engineering Department

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Marine Engineering Department

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Olivia Humphrey (2011); LT, MMA

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Paul Mendez (2023)

Staff Assistant /Instructional Specialist; A.S., Fitchburg State College.

Carlos Montanez (2010); CDR, MMA

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Donald E. Trudeau (2015); LCDR, USNR (Ret.)

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Daniel Lindberg (2024); LT, MMA

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John Behm (2025)

Instructor; B.S. Massachusetts Maritime Academy; Chief Engineer of Motor and Gas Turbine, Unlimited Horsepower, Second Assistant Engineer of Steam Vessels Unlimited Horsepower, Chief Engineer.

Lana Nguyen (2025)

Instructor; B.S. Massachusetts Maritime Academy; Unlimited Second Assistant Engineer Steam and Motors, Unlimited Third Assistant Engineer Gas Turbines.

Matthew Romanuski (2025)

Instructor; B.S. SUNY Maritime; Second Assistant Engineer Unlimited Horsepower(Motor and Gas Turbines); Third Assistant Engineer Unlimited Horsepower (Steam).

Glossary of Abbreviations and Acronyms

1/C..... First-class cadet

2/C..... Second-class cadet

3/C..... Third-class cadet

4/C..... Fourth-class cadet

ABS..... American Bureau of Shipping

ACT..... American College Test

ADA..... Americans with Disabilities Act

ADM..... Admiral

APC..... Academic Policies Committee

ARPA..... Automatic Radar Plotting Aids

AUC..... All University Committee

CAD..... Computer-Aided Design

CAPT..... Captain

CC..... Curriculum Committee

CDR..... Commander

CDRE..... Commodore

CFR..... Code of Federal Regulations

CGPA..... Cumulative Grade Point Average

COLREGS..... International Regulations for the Prevention of Collisions at Sea

CZM..... Coastal Zone Management

DGCE..... Division of Graduate and Continuing Education

ECDIS.....	Electronic Chart Display Information System
EM.....	Emergency Management
ESE.....	Energy Systems Engineering
DHE.....	Massachusetts Department of Higher Education
DRO.....	Disability Resource Office
ECAC.....	Eastern College Athletic Conference
FAFSA.....	Free Application for Federal Student Aid
FE.....	Facilities Engineering
FERPA.....	Family Educational Rights and Privacy Act
GEC.....	Graduate Education Council
GEHU.....	General Education Humanities
GESS.....	General Education Social Science
GESM.....	General Education Science and Mathematics
GMAT.....	Graduate Management Administration Test
GMDSS.....	Global Maritime Distress and Safety System
GPA.....	Grade Point Average
GRE.....	Graduate Record Examination
IELTS.....	International English Language Testing System
IEP.....	Individual Education Plan
IMB.....	International Maritime Business
IMO.....	International Maritime Organization
ISM.....	International Ship Safety Management Code
LCDR.....	Lieutenant Commander
LEED.....	Leadership in Energy and Environmental Design
LT.....	Lieutenant
LTJG.....	Lieutenant Junior Grade
MAPS.....	Maritime Academy Preparatory Seminar

Massachusetts Maritime Academy

MARAD.....	United States Maritime Administration
MMA.....	Massachusetts Maritime Academy
MMC.....	Merchant Mariner's Credential
MSEM.....	Master of Science in Emergency Management
MSMB.....	Master of Science in Maritime Business Management
MSSEP.....	Marine Science, Safety and Environmental Protection
MSFM.....	Master of Science in Facilities Management
MT.....	Marine Transportation
NCAA.....	National Collegiate Athletic Association
NECHE.....	New England Commission of Higher Education
OPA 90.....	Oil Pollution Act of 1990
PIC.....	Person-in-Charge
POW.....	Plan of the Week
RADM.....	Rear Admiral
ROP.....	Reserve Officer Program
ROTC.....	Reserve Officer Training Corps
SAC.....	Student Affairs Committee
SAT.....	Scholastic Aptitude Test
SGA.....	Student Government Association
SIP.....	Student Incentive Program
SOLAS.....	Safety of Life at Sea
STC.....	Sea Term Council
STCW.....	Standards of Training, Certification and Watchkeeping for Seafarers SSO Strategic Sealift Officer
SSMP.....	Strategic Sealift Midshipman Program
SSOP.....	Strategic Sealift Officer Program
TOEFL.....	Test of English as a Foreign Language
TWIC.....	Transportation Worker Identification Credential

USCG..... United States Coast Guard

USMC..... United States Marine Corps

USN..... United States Navy

USNR..... United States Naval Reserve

USS..... United States Ship

USTS..... United States Training Ship

WPE..... Writing Proficiency Examination

Academic Calendar

2025 FALL TERM (72 INSTRUCTIONAL DAYS)			
Monday	01 September	Labor Day No Classes	
Tuesday	02 September	Faculty Orientation	
Wednesday	03 September	Commence Fall Classes	
Wednesday	10 September	Last Day to Add Courses	
Tuesday	23 September	Last Day to Drop Courses	
Monday	13 October	Columbus Day/Indigenous Peoples Day No Classes	
Wednesday	22 October	Mid-Term Deficiencies Due by End of the Day	
Tuesday	11 November	Veterans Day Observed – No Classes	
Wednesday	12 November	Last Day to Withdraw from a Course	
Tuesday	25 November	Commence Thanksgiving Break after last class	
Monday	01 December	Resume Classes	
Friday	12 December	Last Day of Classes	
Monday	15 December	Begin Final Examinations	
Thursday	18 December	Final Examinations End, End of Fall Semester	
Friday	19 December	Final Grades Due by end of day	
Tuesday	30 December	Academic Review Board Meets	

2026 WINTER SEA TERM (51 SEA DAYS)		
Monday	05 January	Winter Sea Term Begins, Sea Term alongside week
Saturday	10 January	Ship Departs
Sunday	22 February	Ship Arrives Buzzards Bay
Monday	23 February	STCW Make-up, as necessary
Tuesday	24 February	STCW Make-up, as necessary / End of Winter Sea Term at 1600
Thursday	26 February	Winter Sea Term Grades Due to End of Day
2026 DCGE WINTER TERM		
Monday	12 January	Commence Winter Classes
Monday	19 January	Martin Luther King Jr Day - No Classes
Monday	16 February	Presidents' Day - No Classes
Wednesday	18 February	End Winter Classes
Thurs-Fri	19-20 February	Winter Final Exams
Tuesday	24 February	Winter Class Grades Due by End of Day
Thursday	26 February	End of Winter Cooperative, End of Winter Term
2026 SPRING TERM (71 INSTRUCTIONAL DAYS)		
Tuesday	3 March	Faculty Orientation
Wednesday	3 March	Commence Spring Classes
Tuesday	10 March	Last Day to Add Courses
Monday	23 March	Last Day to Drop Classes
Thursday	16 April	Commence Spring Pause after Last Class
Tuesday	21 April	Resume Classes
Wednesday	22 April	Mid-Term Deficiencies due by End of Day
Monday-Thursday	11-14 May	License Examinations - (2026 License Candidates Excused from Classes)
Tuesday	12 May	Last Day to Withdraw from a Course

2026 WINTER SEA TERM (51 SEA DAYS)		
Wednesday	20 May	Change of Command, Classes Dismissed at 1600 and Resumed at 1800
Monday	25 May	Memorial Day- No Classes
Tuesday	26 May	Observe Monday Academic Schedule
Monday	8 June	Last Day of Classes
Tuesday	09 June	Begin Final Examinations
Friday	12 June	Final Examinations End, End of Spring Semester
Monday	15 June	Final Grades Due by End of Day
Saturday	20 June	Graduation, Class of 2026
Tuesday- Wednesday	23/24 June	Academic Review Board Meets (Scheduled by Department)
2026 SUMMER TERM		
Monday	29 June	Summer Term Begins, Commence Summer Classes
Friday	3 July	4th of July – No Classes
Friday	07 August	Summer Final Exams
Tuesday	11 August	Summer Class Grades Due by End of Day

Academic Program Information

Massachusetts Maritime Academy is a four-year, residential college accredited by the New England Commission of Higher Education and a member of the Massachusetts State University system. The Academy awards a Bachelor of Science degree in seven undergraduate programs and a Master of Science degree in three graduate programs.

The seven undergraduate degree programs are:

- [Emergency Management](#)
- [Energy Systems Engineering](#)
- [Facilities Engineering](#)
- [International Maritime Business](#)
- [Marine Engineering with USCG License](#)
- [Marine Science, Safety and Environmental Protection](#)
- [Marine Transportation with USCG License](#)

The three graduate degree programs are:

- [Master of Science in Emergency Management](#)
- [Master of Science in Facilities Management](#)
- [Master of Science Maritime Business Management](#)

The Academy's curricula are continually evolving in response to changes in the industries served by its programs. The Academy provides an exceptionally high level of academic support for an excellent instructional program. Course requirements and offerings are routinely evaluated and revised by departmental committees, the All University Committee, the Curriculum Committee, and the Graduate Education Council.

Academic Credit Hour Definition

In accordance with federal guidelines, Massachusetts Maritime Academy defines the credit hour to reasonably approximate the following:

- A credit hour for a class is one hour of classroom or direct faculty instruction and two hours of out-of-class student work per week over a semester;
- A credit hour for laboratories is two hours of lab time and two hours of out-of-class student work per week over a semester;
- A credit hour for an online class is one hour of direct synchronous or asynchronous instruction and two hours of out-of-class student work per week over a semester.
- A credit hour for cooperative education placements or experiential learning opportunities is a minimum of 40 contact hours, plus 5 hours of independent student project work if a project is required.

Note: in accordance with federal guidelines, MMA operates on a 50-minute hour for definition of a credit hour and defines a typical workday as eight contact hours.

Undergraduate Programs

Incoming students must declare a major as part of the admissions process. The academic year consists of two academic semesters of approximately fifteen weeks each and an intersession period during which qualified students are expected to complete one or more of the following: sea term, cooperative education placements, experiential learning opportunities, commercial shipping, or courses through continuing education.

Normally, each student is enrolled in five or six three-credit academic courses per semester. However, a student can retain full-time status by maintaining a minimum course load of twelve credit hours each academic semester. Students who do not successfully complete all of the courses designated during the appropriate semesters in the curriculum for their major must understand that such failure may affect their class designation, their expected date of graduation, their eligibility for financial aid, and their academic standing.

To carry a semester course load in excess of 19.5 credits, a student must first consult with his or her academic advisor and then obtain permission from the Dean of Undergraduate Studies or his/her designee. Note: overload tuition and fees apply for credits taken in excess of 20.0 (see [Payment Policies](#) page).

The curriculum for each major is designed to be completed in a systematic and sequential manner. Each semester, students are expected to enroll in courses appropriate to their academic standing and class designation.

Graduate Programs

Master of Science Degrees

All graduate classes are held synchronously online.

Courses meet virtually on alternating week ends on Friday evenings from 5:00 p.m.–10:00 p.m. and on Saturdays from 8:00 a.m.–6:00 p.m. The alternating weekend format provides students the opportunity to conduct research, meet with student teams, and satisfy classroom objectives for the next class meeting. The program begins with a one-day orientation. Each entering class comprises approximately 24 students, who progress through the program as a cohort.

Admission Requirements

The minimum requirements for admission to an MMA graduate program are as follows:

- candidate must possess a bachelor's degree; a minimum of two years professional work experience, though recent college graduates will be considered;
- candidate must provide two professional recommendations;
- candidate must provide official college transcripts from each college attended;
- candidate must provide a current résumé;
- candidate must provide a written statement of professional objectives, both long- and short-term, indicating how the graduate program will help the individual achieve these objectives.

For more information, contact Graduate Programs at (508) 830-5096.

Academic Information and Support Services

Minors & Concentrations

Undergraduate Minors

A minor is a program of study of at least 18 credits outside the student's major that typically begins in the junior year with courses taken between semesters five through eight. With departmental permission, students with a 2.5 or higher cumulative grade point average (CGPA) may declare a minor. To declare a minor prior to the junior year, a student must also have completed either Calculus I or Applied Calculus.

Minor classes must be taken at the Academy. With the exception of electives or free electives for each major, a course cannot be counted twice; that is, it cannot fulfill both a requirement for the major and a requirement for the minor.

The Academy offers the following undergraduate minors:

- [Energy Management Minor](#)
- [Environmental Health & Safety Minor](#)
- [Facilities Operations Minor](#)

- [Homeland Security Minor](#)
- [International Maritime Business Minor](#)
- [Marine Biology Minor](#)
- [Marine Construction Minor](#)
- [Marine Science, Safety and Environmental Protection Minor](#)

Undergraduate Concentrations

With departmental permission, students with a minimum CGPA of 2.5 may enroll in a concentration of study. A concentration is a program of study with at least 12 credits within the student's major field but not prescribed in the major program. These courses are typically taken during semesters five through eight.

Concentration courses must be taken at the Academy. With the exception of electives or free electives for each major, a course cannot be counted twice; that is, it cannot fulfill both a requirement for the major and a requirement for the concentration.

The Academy offers the following undergraduate concentrations:

- [Environmental Health & Safety Concentration](#)
- [Homeland Security Concentration](#)
- [Marine Biology Concentration](#)
- [Project Management Concentration](#)
- [Shipboard Environmental Health and Safety Officer Concentration](#)

Academic Information and Support Services

Dual Degree and 4+1 Programs

Dual Degree

Students with a minimum cumulative grade point average of 3.0 may enroll in a dual-degree program with the permission of the department chairperson of each program. Interested students may pursue dual degree combinations by presenting their proposals for approval by the chairperson of each department.

In order to officially declare a dual major before the end of the third semester, a student must have completed either Calculus I or Applied Calculus.

4+1 Program at MMA

The MMA 4+1 program is aimed at the eligible, high-achieving cadet who is prepared to launch his or her graduate education in the senior year of undergraduate studies. Motivated students from any of the seven MMA undergraduate degree programs can apply to any of the three graduate degree programs in the spring semester of the junior year. Accepted students would begin taking master's-level classes in the fall semester of the senior year alongside their graduate classmates, a student body comprised of working professionals. The graduate program is offered in a synchronous online format.

4+1 students complete five of their master's classes during their senior year. Optimally, these students will have found a job upon graduating from their undergraduate program and will complete the remaining master's-level courses during their first year of employment. Such employment is not required but is strongly encouraged.

The first five courses of the 4+1 program will be offered at a highly discounted rate to accepted undergraduate students. In addition, with department chair approval an accepted student may use two of the five graduate classes taken in the first three semesters to fulfill undergraduate electives, assisting students with time management while dual-enrolled.

Note: Students cannot reside on Campus following graduation from an undergraduate degree program.

4+1 MMA Degree Programs

Each of the three Master's degrees offers a specialized management curriculum.

Emergency Management

The graduate program in Emergency Management comprises 31 credits. Its mission is to provide graduates with the knowledge, skills and tools necessary to implement both proactive and reactive strategies to reduce the cost of a disaster in life and property and thus to be successful emergency managers and leaders in both the public and private sectors.

Facilities Management

The graduate program in Facilities Management comprises 31 credits. Its mission is to challenge students to think and act on a broader and higher plane. These skills should directly help them to succeed in their personal and professional careers.

Maritime Business Management

The graduate program in Maritime Business Management comprises 31 credits. Its mission is to produce highly skilled maritime business managers by providing students with the knowledge and tools necessary to become creative problem solvers, leading to success in senior maritime business management and leadership positions.

4 + 1 MMA Admissions Criteria

Students interested in the 4+1 program must have a minimum GPA of 3.0 for MMA programs and submit the following to apply:

1. a complete online application;
2. two recommendations;
3. a written statement of professional objectives that includes both long- and short-term professional goals and indicates how the graduate program will help the student achieve these goals;
4. a current résumé.

For more information on the program, please visit www.maritime.edu/graduate-studies or contact Graduate Programs at 508-830-5096 or at graduate@maritime.edu.

4+1 Program through UMass Dartmouth

MMA and UMass Dartmouth have established a partnership to provide students a unique opportunity to successfully complete their academic goals, an Accelerated Pathway for a MMA undergraduate student to earn a Professional Science Master's (PSM) degree at UMass Dartmouth.

Coastal and Ocean Administration; Science and Technology Professional Science Master's (COAST PSM) Program at UMass Dartmouth

Coordinator: Professor Heather Burton

Apply to PSM program at UMass D in the spring semester of junior year at MMA. A 3.2 or better GPA overall after completion of the fall semester of junior year. MSSEP students may opt to complete up to 9 credits of graduate-level courses at UMass D prior to matriculation into PSM.

Academic Information and Support Services

Military Information and Commissioning Opportunities

In recent years, MMA students have been commissioned upon graduation as officers in the National Guard, U.S. Army, U.S. Coast Guard, U.S. Marine Corps, U.S. Navy, and U.S. Navy Reserve.

Navy Strategic Sealift Midshipman Program (SSMP)

The Department of Naval Science administers the Strategic Sealift Midshipman Program (SSMP).

The SSMP is a unique type of NROTC Unit that is only offered at the seven maritime schools, and it differs in several key ways. Upon graduation, the SSMP allows students earning a Coast Guard License to be directly commissioned as officers into the Strategic Sealift Officer Program (SSOP), a specialized component of the Navy Reserve. Formerly known as the Merchant Marine Reserve, the SSOP is a cadre of naval officers who are licensed merchant mariners with sealift, maritime operations, and logistics subject matter expertise. The SSOP is called upon to provide integrated sealift operations in support of National Defense.

SSMP Midshipmen who commission into the Navy Reserve will have an eight-year military service obligation. The program also offers a limited number of opportunities to pursue an Active Duty commission. This limited number of billets is based upon the current needs of the Navy and is not guaranteed. If selected for active duty, an individual incurs a military obligation that is dependent upon the community.

Once commissioned into the Navy Reserve, SSOP Officers serve in an Active Reserve status as either Individual Ready Reserve (IRR) or Selected Reserve (SELRES), with the majority of members falling under the IRR. Strategic Sealift Officers are reservists who serve on periods of active duty to support both afloat and shore-side military and reserve fleet operations that call for the training and experience of Merchant Marine Officers. While most members of the SSOP work in the maritime industry in their civilian careers, doing so is not a requirement of the program.

U.S. Army Reserve Officer Training Corps(ROTC)

Army ROTC is a mentally and physically challenging opportunity available to cadets who are interested in serving their country as officers in the nation's most senior service, who are ready to achieve an unparalleled level of confidence and excellence as leaders, and who are committed to scholarship and physical fitness. The program

includes weekly classes in leadership, customs and traditions, and other subjects, and it incorporates hands-on, practical training. Cadets in the program undergo physical training twice each week and field training exercises once each semester.

Army ROTC cadets in the program also participate in various social events, benefit from affiliation with prestige organizations, and have the opportunity to attend, as cadets, such elite schools as Airborne and Air Assault. Freshmen attend ROTC classes at the Academy, while sophomores, juniors, and seniors attend classes at nearby Stonehill College.

Additional Information for MMA Students Who Are Members of the Armed Forces

Leaves: Students who are serving in the Armed Forces, including reserve components and National Guard, will be readmitted to MMA if such members are temporarily unavailable or must suspend enrollment by reason of serving in the Armed Forces. In addition, MMA will make efforts to accommodate short absences for services in the Armed Forces; requests for short absences should be directed to the Dean of Undergraduate Studies.

Grades: Any grade that does not affect GPA is not eligible for VA education benefits. Such grades include incomplete, audited, and non-credit courses.

Academic Information and Support Services

Academic Support

Academic Resource Center

The Academy is firmly committed to assisting students in maintaining satisfactory progress in their degree programs by providing first-year programming, tutoring, disability services, and supplemental advising resources through its Academic Resource Center (ARC), located on the third floor of the ABS Information Commons.

The ARC comprises five academic support units, each of which provides critical support in a particular area.

The *Learning Support Center* offers faculty and peer tutoring in science, technology, engineering, mathematics, business, and a host of other subjects.

The *Writing Center* offers tutoring in written and verbal communication to support literature and composition courses as well as other courses with an oral or written communication component. The Writing Center also assists students with professional correspondence relevant to their future careers.

The *Testing Center* administers standard assessment instruments for placement and to evaluate student proficiencies.

The *Advising Office* offers academic advising services and provides resources for college skills and success.

ADA Compliance is administered by the Assistant Dean of Academic Resources and the Director of Student Academic Support. Students with learning differences can contact the office at x5120 or by email at ADAAcompliance@maritime.edu.

The ARC provides tutoring and other services and resources throughout the academic year at no cost to students. Services are offered in a supportive, accommodating learning environment by appointment and on a drop-in basis. Students are strongly advised to utilize these services and resources, which impart valuable skills for success in college and beyond.

Academic Faculty Advising

The academic advising system is an integral part of the student experience at MMA. Students are able to rely on the experience of the faculty and the up-to-date information faculty provide in order to facilitate their studies.

Advisors are available to assist students in developing their educational plan; in selecting a major, minor, or concentration; and in registering for courses. The advisor may provide guidance regarding academic alerts, mid-term deficiency reports, and academic probation. Most importantly, advisors are available to students seeking assistance concerning course material. In short, the academic advisor's knowledge and experience can be valuable resources for students.

Academic Information and Support Services

Undergraduate Major Program Requirements

Major Program Requirements

A major program at Massachusetts Maritime Academy includes approximately 128 credits of academic semester courses plus sea terms, cooperative education placements, and/or experiential learning opportunities. Curriculum requirements for each program can be found within the [Academic Programs Section](#) of this catalog. Within each program, the academic courses are designated in the categories of Major courses, General Education courses, and Support courses. Each major program includes at least two free electives. Students may choose to add more free elective courses, a concentration, or a minor.

Major Courses

Approximately sixty credits in each degree program are designated as Major courses. These courses are related specifically to the degrees offered and usually offered by the department of the degree program.

General Education Courses

Certain required courses in the Humanities Department, the Social Science Department, and the Science and Mathematics Department are designated as General Education courses. Some of these courses are specified, and some are selected by the student. Additional information is included in the "General Education Requirements" section.

Support Courses

Courses that are outside of those designated as Major courses or General Education courses but required by a degree program are designated as Support courses.

Sea Terms and Commercial Shipping

Students in the Marine Transportation or Marine Engineering program must complete sea service, satisfying STCW and U.S. Coast Guard license criteria. Sea service is accrued by sailing on USTS Patriot State II and by sailing on commercial ships. At least three experiences will be aboard the USTS Patriot State II. Students who meet the necessary requirements typically participate in a commercial ship experience during their junior year. Commercial shipping experiences must comply with USCG and MARAD requirements. Equivalent sea time calculations are in compliance with USCG program approval. Students must complete all sea time as a prerequisite for taking the USCG license examinations.

Cooperative Education Placements

Depending upon the major, students completing a shore-side degree program must participate in up to three cooperative education placements. The Office of Career and Professional Services will assist students in locating and setting up cooperative education placements. Three or six credits are earned for successful completion of cooperative education placement and required academic work.

Experiential Learning Opportunities

Depending upon the major, students completing a non-license degree program may be required to complete experiential learning opportunities. These opportunities introduce students to working environments related to a specific program of study. Through instruction and practice, the experiences reinforce core concepts learned within the degree major. Students earn academic credit for successfully completing experiential learning opportunities. The length of such opportunities varies.

Civic Engagement

Civic engagement is an essential component of the academic programs and student life at the Academy. Part of the educational goal of the Academy is to expose students to ideas about civic rights and responsibilities and to encourage students to become active participants in the civic society of our state and nation. At MMA, an array of courses include components of civic learning and civic engagement. The campus also offers many opportunities for students to participate in civic activities. All cadets within the Regiment of Cadets are exposed to leadership development with an emphasis on duty, responsibility, and accountability, which prepares them to become active citizens. In addition, most students volunteer in service programs and outreach activities in the community.

Academic Programs

UNDERGRADUATE DEGREES: BACHELOR OF SCIENCE
<u>Emergency Management</u>
<u>Energy Systems Engineering</u>
<u>Facilities Engineering</u>
<u>International Maritime Business</u>
<u>Marine Engineering</u>
<u>Marine Science, Safety and Environmental Protection</u>
<u>Marine Transportation</u>
UNDERGRADUATE MINORS
<u>Energy Management Minor</u>
<u>Environmental Health & Safety Minor</u>
<u>Facilities Operations Minor</u>
<u>Homeland Security Minor</u>
<u>International Maritime Business Minor</u>
<u>Marine Biology Minor</u>
<u>Marine Construction Minor</u>
<u>Marine Science, Safety and Environmental Protection Minor</u>
UNDERGRADUATE CONCENTRATIONS
<u>Environmental Health & Safety Concentration</u>
<u>Homeland Security Concentration</u>
<u>Marine Biology Concentration</u>
<u>Project Management Concentration</u>
<u>Shipboard Environmental Health and Safety Officer Concentration</u>
GRADUATE DEGREES: MASTER OF SCIENCE
<u>Master of Science in Emergency Management</u>
<u>Master of Science in Facilities Management</u>

UNDERGRADUATE DEGREES: BACHELOR OF SCIENCE

Master of Science Maritime Business Management

General Education Requirements

Students at Massachusetts Maritime Academy participate in the General Education curriculum in order to obtain the full benefits of a college education and the skills and knowledge for success in their future education and careers. Moving beyond the bounds of the major requirements, students are encouraged to become lifelong learners through a balanced variety of courses.

These courses contain enough depth and breadth in the areas of humanities, social science, mathematics, and science to provide the student with the skills necessary to succeed in an increasingly complex world. These fields of knowledge foster the aesthetic appreciation, quantitative reasoning, critical thinking, ethical analysis and evaluation, citizenship, and strong communication skills necessary for further self-development and personal inquiry.

As part of the General Education requirements, students must also complete the writing proficiency requirements, including the writing proficiency examination (WPE), which is taken at the end of College Writing ([HU1110 Intro. to College Writing](#), [HU1111 College Writing](#), or [HU1112 Adv College Writing](#)). Students who do not pass the WPE will be required to take Applied Writing ([HU6062 Applied Writing](#)) before or concurrently with Writing About Literature ([HU1222 Writing About Literature](#)).

Missing the WPE exam is considered failure unless evidence of extenuating circumstances is provided to and accepted by the WPE Coordinator.

Humanities

The required courses in the Humanities Department build skills in reading, writing, critical thinking, and communication; aesthetic and cultural awareness; and humanistic inquiry.

In the first semester, students take a college writing course that focuses on the skills necessary for logical presentation of thoughts and ideas in clear, concise language. In the second semester, students take *Writing About Literature*, where they read, analyze, and interpret fiction, poetry, and drama for meaning, technique, cultural and historical context, and significance as literary art.

Students are then required to select two electives in the Humanities: a literature course (Group I) chosen from a variety of genres, historical periods, and subject matter, followed by either another literature course or a non-literature course (Group II) chosen from a broad range of offerings within the department.

[HU1110 Intro. to College Writing](#) *Introduction to College Writing*, [HU1111 College Writing](#) *College Writing* or [HU1112 Adv College Writing](#) *Advanced College Writing*

[HU1222 Writing About Literature](#) *Writing About Literature*

One course from [Humanities Group I](#)

One course from either [Humanities Group I](#) or [II](#)

Social Science

The courses from the Social Science Department strive to make students aware of the richness of their civilization and society and to prepare them to think critically about their world. They also strengthen their skills in written and oral expression. Students first study the social, intellectual, political, and economic history of the modern era in Western Civilization and then explore the nature of American political culture in American Government.

After taking two courses as a base, students take three additional courses from the Social Science Department. They will take one course in each of three groupings, which will further broaden their critical thinking and writing skills.

The underlying principles of our economic system, the dynamics of capitalism, and the fundamentals of the international economy are studied in Group I courses, where the students choose either Microeconomics or Macroeconomics.

To acquire a clear understanding of the legal regulations and legal dynamics of the fields they are entering, students take one course from Group II.

Finally, to develop a well-rounded education, students select one additional course from the Social Science Department's Group III electives, which provide a wide range of offerings in history, geography, sociology, psychology, anthropology, behavioral science, economics and economic policy, and military affairs.

SS1211 Western Civilization *Western Civilization*

SS2121 American Government *American Government*

One course from Social Science Group I

One course from Social Science Group II

One course from Social Science Group III

Science and Mathematics

The required courses from the Science and Mathematics Department enhance the ability to think quantitatively, critically, and logically, and they illustrate the manner in which problems of a quantitative nature are solved through the use of algorithms and logical thought.

Students study fundamental mathematical functions in Precalculus with Trigonometry and explore the basic concepts of analysis in either Calculus I or Applied Calculus, depending on their major. Then students take one additional mathematics course with a Calculus I or Applied Calculus prerequisite. Thus, students learn to use mathematics, including calculus, in problem solving; to use technology appropriately in this process; and to apply mathematics to problems arising in other disciplines.

In the required science courses, students apply the scientific method in a variety of classroom and laboratory settings. In so doing, they develop the ability to carefully collect, organize, and analyze data for the purpose of synthesizing a model for better understanding or problem solving.

Basic concepts of matter are explored in Chemistry I to increase students' understanding of technology, health, and environmental issues.

Students study the laws of nature in College Physics I or Engineering Physics I in order to develop a method of reasoning that will enable them to interpret physical events in a rational manner. To add necessary depth to their study of natural science, students also select a sequential laboratory science course in either chemistry or physics.

SM1111 Precalculus with Trigonometry *Precalculus with Trigonometry*

SM1131 Chemistry I *Chemistry I*

SM1212 Calculus I *Calculus I* or SM1214 Applied Calculus *Applied Calculus*

One course from Science & Math Group I

One course from Science & Math Group II

One course from Science & Math Group III

General Education Requirements

Humanities Group I

HUMANITIES GROUP I

HU5021 Literature of the Sea *Literature of the Sea*

HU5022 Literature and Film *Literature and Film*

HU5025 Short Stories *Short Stories*

HU5026 Literature and Mythology *Literature and Mythology*

HU5027 Literature of the Supernatural *Literature of the Supernatural*

HU5029 Contemporary Literature *Contemporary Literature*

HU5030 Poetry *Poetry*

HU5034 Writers of the American South *Writers of the American South*

HU5035 American Theater *American Theater*

HU5036 Survival Literature *Survival Literature*

HU5040 Graphic Novel *The Graphic Novel*

HU5041 Afr/Am Lit. Preharlem Renaissa *African American Literature: Pre-Harlem Renaissance*

HU5042 AF/AM Lit Through Blues *African American Literature Through the Blues*

HU5043 Af/Am Lit Post-Harlem *African American Literature: Post-Harlem Renaissance*

HU5057 Science Fiction *Science Fiction*

HU5090 Spec. Topics-Humanities Gr I *Special Topics: Humanities Group I*

General Education Requirements

Humanities Group II

HUMANITIES GROUP II

HU2141 Spanish I *Spanish I*

HU2341 Elementary Chinese I *Elementary Chinese I*

HU6045 Environmental Writing *Environmental Writing*

HU6051 Philosophy *Philosophy*

HU6054 Ethics *Ethics*

HU6055 World Religions *Introduction to World Religions*

HU6058 Appalachian Cultures *Appalachian Cultures*

HU6060 Creative Writing: Poetry *Creative Writing: Poetry*

HU6061 Creative Writing: Fiction *Creative Writing: Fiction*

HU6065 Creative Writing: Non Fiction *Creative Writing: Nonfiction*

HU6071 Public Speaking *Public Speaking*

HU6072 Business Communication *Business Communications*

HU6073 Technical Writing *Technical Writing*

HU6080 Intro. to Art *Introduction to Art*

HU6090 Special Topics: Humanities *Special Topics: Humanities Group II*

General Education Requirements

Social Science Group I

SOCIAL SCIENCE GROUP I

SS2131 Microeconomics *Microeconomics*

SS2231 Macroeconomics *Macroeconomics*

General Education Requirements

Social Science Group II

SOCIAL SCIENCE GROUP II

MS3142 Environmental Law *Environmental Law*

SS3221 Business Law *Business Law*

SS3225 Admiralty and Maritime Law *Admiralty & Maritime Law*

SS4123 Legislative Compliance *International Law & Legislative Compliance for Mariners*

SS4132 Legal Issues in Emer. Mgt. *Legal Issues in Emergency Management*

General Education Requirements

Social Science Group III

SOCIAL SCIENCE GROUP III

SS2232 World Economic Geography *World Economic Geography*

SS2233 Political Geography *Political Geography*

SS3141 Introduction to Psychology *Introduction to Psychology*

SS3211 American Maritime History *American Maritime History*

SS3212 U.S. Foreign Policy Since 1945 *U.S. Foreign Policy since 1945*

SS3213 Seapower in World History *Sea Power in World History*

SS3214 Europe in the Middle Ages *Europe in the Middle Ages*

SS3216 Ancient History Seminar *Ancient History Seminar*

SS3217 Vietnam & United States Policy *Vietnam and U.S. Policy*

SS3218 Civil War and Reconstruction *Civil War and Reconstruction*

SS3219 American History I *American History I: Origins to 1865*

SS3220 American History II *American History II: 1865 to the Present*

SS3242 Ancient Greece Seminar *Ancient Greece*

SS3243 Ancient Rome Seminar *Ancient Rome*

SS3246 US Energy Policy *U.S. Energy Policy: Both Global & Domestic*

SS3247 Modern Irish History *Modern Irish History*

SS3250 Settling Mars: Lessons From Ru *Settling Mars: Lessons from Russian America*

SS3248 New England History *New England History*

SS4211 American Maritime History II *American Maritime Hist. II*

SS4311 20th Century History *20th-Century History*

SS4317 Intelligence and National Security *Intelligence and National Security Policy*

General Education Requirements

Science & Math Group I

SCIENCE AND MATHEMATICS GROUP I

SM2113 Calculus II *Calculus II*

SM2115 Applied Environmental Math *Applied Environmental Mathematics*

SM2117 Quantitative Meth. for Mgmt. *Quantitative Methods for Management*

SM2119 Applied Mathematics *Applied Mathematics for Deck Officers*

SM2218 Statistics *Statistics*

General Education Requirements

Science & Math Group II

SCIENCE AND MATHEMATICS GROUP II

SM2121 College Physics I *College Physics I*

SM2123 Engineering Physics I *Engineering Physics I*

General Education Requirements

Science & Math Group III

SCIENCE AND MATHEMATICS GROUP III

SM1232 Chemistry II *Chemistry II*

SM2222 Coll. Physics II *College Physics II*

SM2224 Eng. Physics II *Engineering Physics II*

SM2233 Organic/Hazmat Chemistry *Organic/Hazardous Materials Chemistry*

Academic Policies and Standards

Grading Standards

Letter grades are assigned to students according to a 4.0 GPA scale (see table for letter grades and corresponding GPA equivalency).

A single, alphabetical grade certified by the instructor within the deadline published on the academic calendar is assigned to each student and submitted to the Registrar.

Students questioning a grade awarded must follow the Grade Appeal Process section of this chapter.

Grade changes must be submitted in writing to the Registrar by the instructor within two weeks after the start of the term immediately following the term in which the grade was given. An extension of the two week period may only be allowed upon special arrangement by the instructor with the Dean of Undergraduate Studies.

Pass-Fail

Eligibility: No course required for a major degree may be taken as a pass/fail option. Permission to take an eligible course for a pass/fail grade is granted at the sole discretion of the instructor. To request the pass/fail course option, a student must have a current academic standing of junior or senior status and a minimum cumulative grade point average (CGPA) of 2.5. The student must submit a fully completed request form to the Registrar prior to the end of the add/drop period; otherwise, the student will be graded according to the existing Academic Grading Standards. A student may take no more than one pass-fail course in a given semester and no more than two pass-fail courses as part of their overall curriculum.

Grading: The student's grade shall be calculated on the same basis as that used for all other students taking the course. The student shall receive a 'P' for a grade that exceeds the instructor's established passing benchmark. The student shall receive an 'F' for a grade that falls below the instructor's established passing benchmark. A passing grade of 'P' will not affect the student's cumulative grade point average (CGPA) and will be excluded from any GPA calculations. However, a failing grade of 'F' will negatively affect the student's CGPA by the applicable course credit being included in the calculation of the semester grade point average and the CGPA.

Incomplete

At the student's request, an instructor may agree to award an incomplete grade ('I') at the end of an academic term if the student has failed to meet a course requirement due to illness or other reasons beyond their control.

Students are authorized a maximum of two weeks into the following semester to rectify a grade of incomplete. If the incomplete is not rectified within that period, the incomplete is automatically converted to a failure ('F').

An extended period to submit a final grade may be allowed by the instructor upon approval of the Dean of Undergraduate Studies. The instructor shall submit a recommended grade to the Registrar within 48 hours of the extended period allowed above.

Alphabetical Grade	GPA Equivalent
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.00
P (Pass)	—
I (Incomplete)	—
X (Exempt)	—
W (Withdrawn)	—

Coursework Policies

Coursework Policies

Add/Drop Period

A student may add courses, consistent with other requirements, up to six business days into the semester. A student may drop a course, consistent with other requirements, up to 15 business days into the semester.

Note: Full-time status is considered to be twelve credits or more. Add/ drop changes could affect this status.

Withdrawal Policy

If a student wishes to withdraw from a course after the add/drop period, he or she must obtain written acknowledgment from the instructor, the student's academic advisor, and the Registrar. It must be understood that such withdrawal may affect the student's date of graduation, eligibility for financial aid, and anticipated graduation date. Students may withdraw from no more than one course per semester. No student may withdraw from a course after the 10th week of classes.

Students may not withdraw from a course previously failed or from SM1111 Precalculus with Trigonometry. No student may withdraw from the same course more than once. A "W" will appear on the student's transcript.

Course Exemption

An exemption is awarded to a student who has been authorized by the Dean of Undergraduate Studies or designee to omit taking a course. Exemptions apply only to the following:

- Through Advanced Placement examination, with a grade of 3 or better, the student has been determined to be proficient in course subject matter (prior to admittance only);
- Through transfer credit awarded for International Baccalaureate (IB) higher-level courses in which the student has earned a score of 4 or higher. Credit is not awarded for standard level courses. All decisions regarding transfer credit for IB courses will be made by the Registrar in consultation with the appropriate department chairperson (prior to admittance only);
- Through validation of grades received at another accredited institution of higher education with a grade of 'C' or better;
- Through validation of certified professional licenses or transcripts of grades by the Dean of Undergraduate Studies or designee;
- Through the College Level Examination Program (CLEP) with a score of 50 or higher with the approval of the Dean of Undergraduate Studies or designee (prior to admittance only).

Transfer Credits

In order for a student enrolled at the Academy to receive credit for a course taken at another institution, the following conditions must be met:

- The transfer course must be offered at an accredited institution;

- The catalog description of the course must be substantially similar to that of the corresponding Academy course and be of equal or greater credit hours;
- A request for approval to take the course for transfer credit must be submitted to the appropriate department chairperson at least two weeks prior to the start of the course;
- A student who requests a transfer course while enrolled during a semester at the Academy as a full-time student will have their course load reviewed specifically to determine whether the transfer course will constitute an overload or excessive load for the semester;
- Authorization to take the course for transfer credit will be granted or denied at the discretion of the Dean of Undergraduate Studies with the advice and consent of the respective chairperson of the academic department in which the course is offered at the Academy;
- A grade of 'C' or better (2.0 or higher) must be obtained in the course for it to be deemed successfully completed. The grade received for the course transferred will not be included in calculating the student's CGPA and will not appear on the transcript;
- An official transcript showing completion of the course must be sent to the Registrar's office no later than six weeks after the course completion. Credit for the course will be awarded once the official transcript is received;
- No Standards of Training, Certification and Watchkeeping (STCW) course may be taken online;
- A student must be in academic good standing in accordance with MMA policy at the time of their request to take an online course.

VALOR Act

The Registrar or designee shall serve as the contact point for evaluation of student military occupation, training, coursework, and experience. The Registrar will evaluate the prospective student's official transcripts, using the ACE Guide as a key reference for course descriptions and equivalencies.

Courses must carry the equivalent of three or more credits for transfer, and the students must have earned the equivalent of a "C" grade (75%) or better. Accepted coursework will appear on the student's transcript as transfer courses.

As per Academy policy, only the credits will transfer, not the grades. When necessary, the Registrar will consult with the appropriate department chairperson to determine transferability.

The Registrar will accept CLEP and/ or DANTES exam scores based on Academy policy and the recommended guidelines of these programs.

STCW courses, whether knowledge- or practical-based, will not be replaced by military coursework, training, or experience.

Cooperative Education Credit for Military Service

With appropriate documentation, credit for one, six-credit cooperative education placement may be awarded to students who meet one of the following eligibility requirements for military service in the U.S. Armed Forces or State National Guard:

- at least one year of fulltime, active duty within the preceding five years;
 - at least one year of active reserve service within the preceding five years;
 - at least 40 days of active service in a single calendar year while enrolled as a fulltime student at the Academy;
 - fulfillment of the calendar year active reserve commitment while a full-time student at the Academy.
- Note: Under the MARAD approved 310 Programs, sea service accrued as part of active or reserve military service cannot be substituted for or credited as sea service toward a USCG license.

STCW Compliance

The international convention on Standards of Training, Certification and Watchkeeping for Seafarers (STCW) is an international treaty that established minimum curriculum standards and performance measures for maritime training programs. Certain courses, as noted in the course descriptions, are designated as containing STCW knowledge and/or practical elements.

All students, regardless of major, must earn a grade of C- or better to pass any course containing STCW knowledge components and must successfully complete all practical demonstrations in any course containing STCW practical elements. Any STCW course serving as a prerequisite for another course must be passed with a grade of C- or better to satisfy the prerequisite.

In addition, students majoring in Marine Engineering or Marine Transportation must complete all U.S. Coast Guard required trainings and assessments for issuance of the appropriate U. S. Coast Guard merchant marine officer's license.

Academic Evaluation

Faculty have several tools in addition to the semester grading to measure a student's progress towards successful completion of a course. A member of the faculty may opt to use the academic alert system and/or mid-term deficiencies as a means of informing a student that they are not performing at a level necessary to pass the course. When a faculty member uses either of these tools, the information is disseminated to the student and to their academic advisor, and, if applicable, their company officer.

Academic Deficiency, Mid-term

A student found deficient at midterm will be notified by the Registrar of their deficiency. The student's academic advisor will be notified by the Registrar at that time, and, if applicable, the student's company officer.

Course Failures

A student must receive a passing grade (D- or better), unless otherwise indicated in the course description, to receive credit for a course. A student who fails a course has two options:

1. Repeat the failed course on campus. The repeated course grade and credit hours (see "Forgiveness of One" policy) will be used in calculating the term grade point average of the term in which the course is repeated. The cumulative grade point average will include the repeated grade and credit hours only;

2. Repeat the failed course, or equivalent, at another accredited institution. A minimum grade of 'C' (2.00) will be required for the course to be deemed successfully completed. Transfer grades will not be used in calculating the CGPA (see "Transfer Credits" section).

"Forgiveness of One" Policy

This policy allows a student to replace a failing grade with a higher grade for the purpose of calculating the Cumulative Grade Point Average. If a student were to fail a course on multiple attempts, all but the first failure would be calculated in the student's CGPA. Note: All grades will continue to be shown on the transcript.

Repeated Courses

A student may repeat a course previously passed (but never failed) once within one year of the original grade. The repeated course grade and credit hours will be used in calculating the term grade point average of the term in which the course is repeated. The cumulative grade point average will be calculated using the higher of the two grades and credit hours.

Grade Appeal Process

The grade appeal policy is designed to resolve a student's specific concerns with regard to a final course grade. If such a concern exists, the student is encouraged to initiate this process, mindful that no adverse consequences will result from making an informal or formal appeal.

If a student feels that a final course grade is inappropriate, the student must make an appointment with the faculty member to discuss the matter informally. The appointment must be requested within the first two weeks of the academic semester following the semester for which the grade was given. Every effort will be made to resolve the student's concerns informally.

If the student's concerns are not resolved through the informal appeal policy, the student may pursue the formal appeal process by meeting with the appropriate department chairperson. The burden of proof is on the student to show that a grade is inappropriate. The formal appeal must be initiated within two weeks after the conclusion of the informal process. The formal process commences when the student submits in writing a description of the basis for the grievance, including any corroborating materials, to the department chairperson. The department chairperson will promptly notify the instructor of the formal appeal. Within two weeks of said notification, the instructor must provide the department chairperson a written response to the grade appeal. The department chairperson will then make an assessment as to the validity of the student's grievance and provide a written copy of any recommendations to both the instructor and the student.

Whatever the recommendation of the department chairperson, it remains the sole prerogative of the instructor to change the grade given.

Exceptions to the policy time limits of both the informal and formal appeal processes may be permitted if the Dean of Undergraduate Studies determines that clear and compelling extenuating circumstances have occurred.

Class Attendance

Policies relating to attending class are set by each faculty member and are published in the syllabus for each course.

Extended Academic Absence

Students expecting to be absent from class for an extended period, regardless of the reason for the absence, must communicate with all of their instructors individually to determine whether the absence can be accommodated academically. For each course in which the absence can be accommodated, a plan must be developed in consultation with the instructor that clearly articulates all work, assignments, assessments, and other course requirements that need to be completed along with an expected timeline for completion.

While faculty will do their best to accommodate legitimate needs for extended absences, the nature of certain classes, STCW requirements, course pedagogies, individual instructor requirements, etc. may not allow for an extended absence in some courses. Ultimately, it is at the discretion of individual instructors to determine whether their course is able to support an extended absence. If an instructor(s) is unable to accommodate an extended absence, you may be advised to withdraw from the course.

Verification of Student Identity in Distance Education

To ensure compliance with the provisions of the United States Federal Higher Education Opportunity Act, Public Law 110-315, concerning the verification of student identity in distance education, the Academy has established policy for the following:

- providing students with a secure login and password;
- proctored examinations;
- utilization of current technologies and practices effective in verifying student identification.

Detailed information on policy applicable to distance education is available on the MMA web site.

Academic Honesty

Massachusetts Maritime Academy expects all cadets and students to abide by its Honor Code, which states that “Cadets and students do not lie, cheat, or steal, nor do they tolerate these acts from others.”

The Cadet Regimental Manual clearly outlines the various actions that may be considered cheating. These include plagiarism, misrepresentation, and unauthorized notes, among other things. (See Appendix A of the Cadet Regimental Manual.) Individual instructors may set the requirements for their courses as they wish, and students should make sure they understand these requirements.

Academic freedom has traditionally allowed instructors to address academic dishonesty in many ways, including (but not limited to) requiring the student to redo an assignment, assigning a grade of zero for the test or assignment, or failing the student for the course. When the situation warrants, the instructor may also refer the matter to the Honor Board, which may recommend suspension or dismissal from the Academy for violations of the Honor Code.

Satisfactory Progress

Satisfactory Progress

A student is deemed to be making satisfactory progress toward a degree if the student maintains academic good standing and retains the same academic year designation for no more than three academic semesters.

Students who are not making satisfactory progress toward a degree will be reviewed by the Academic Review Board.

A student must complete all degree requirements, including license programs, within 10 years from the original date of enrollment. All courses, taken either at MMA or at another accredited institution, will have a 10-year time limitation except where Coast Guard regulations otherwise require. Exemptions to the 10-year limit may be considered on an individual basis when recommended by the Vice President of Academic Affairs and President of the Massachusetts Maritime Academy. Factors that may result in a waiver might include time spent on humanitarian efforts or in military service.

Academic Policies and Standards

Academic Standing

The following minimum standards are established for fall and spring semester cumulative grade point averages (CGPA):

YEAR	RETENTION FA CGPA	SP CGPA
1	1.0	1.5
2	1.5	1.8
3	2.0	2.0
4	2.0	2.0

YEAR	GOOD STANDING FA CGPA	SP CGPA
1	1.5	1.8
2	1.8	2.0
3	2.0	2.0
4	2.0	2.0

Note: Academic standards for the purposes of financial aid differ from those above. For more information, see [Satisfactory Academic Progress](#).

Academic Review Board

The Academic Review Board reviews the academic status and potential of those students subject to dismissal from the Academy. The Board is empowered to recommend mitigation of a student's academic dismissal to suspension or probation.

The Academic Review Board comprises the department chairpersons, the Registrar, and the Dean of Undergraduate Studies. The deliberations of the Academic Review Board are conducted in accordance with procedural rules adopted on its motion. Recommendations are submitted to the Provost for consideration and final disposition.

Students who fail to meet the standards for retention may be dismissed from the Academy at the discretion of the Academic Review Board.

Academic Dismissal

Academic dismissal constitutes the removal of a student from the Academy because he or she was unable to achieve minimum academic standards.

Students who are academically dismissed from the Academy may not take courses through the Academy's standard 'day' program or through its Division of Graduate and Continuing Education. An academically dismissed student may apply for readmission to the Academy only after having completed at least 12 credits, approved by Massachusetts Maritime Academy and taken at other accredited institutions of higher learning, achieving a minimum cumulative grade point average of 2.50 at those institutions.

Any student falling in one or more of the following categories will be subject to dismissal from the Academy:

1. having failed to meet the minimum standards established for retention;
2. having failed three or more courses in a single term;
3. having been unable to achieve academic good standing after being on probation for two consecutive semesters;

having failed to advance to the next level of academic standing after three or more semesters.

Academic Suspension

Academic suspension constitutes temporary removal from the college for academic deficiencies that must be rectified before readmission, as identified by the Academic Review Board. The conditions of suspension include a written notification to the student of the course(s) that must be successfully completed either at MMA, as a non-matriculated student, or at another accredited institution of higher learning before he or she can be considered for readmission to the Academy. The Dean of Undergraduate Studies will determine the grade and/or grade point average the student must achieve to be considered for readmission to MMA.

Suspension will automatically result when a student fails to complete [SM1111 Precalculus with Trigonometry](#) Precalculus with Trigonometry by the end of the second semester at the Academy.

In order to be considered for readmission, subject to the approval of the Dean of Undergraduate Studies, a student who fails to complete SM1111 Precalculus with Trigonometry Precalculus with Trigonometry by the end of the second academic semester may

1. re-take the course at MMA, as a non-matriculated student, and earn a passing grade (D- or better), or
2. take a similar, pre-approved course at another accredited institution of higher learning and earn a grade of "C" or better.

A student who does not meet the condition of their suspension will be academically dismissed from the Academy. A student who satisfies the conditions of their suspension will be on academic probation for the following term.

Setback

Academic setback may be granted by the Academic Review Board when it concludes that a student otherwise subject to academic dismissal may benefit by repeating an academic semester at the Academy. A setback student will retake at least three courses for which they previously received grades of 'D+' or lower. Grades earned will replace the previous grades in the calculation of the CGPA. The student remains on academic probation during the setback semester and must bring their CGPA up to retention standards at the end of the semester or be dismissed from the Academy.

Eligibility: A student must have sophomore status or higher as defined by the Academic Standards to be eligible for academic setback, and a student is allowed only one setback while at the Academy.

Restrictions: A student on academic setback:

- must retake at least three courses;
- may not take more than one course not taken previously;
- may not take more than 13 academic credits;
- may not hold any regimental or shipboard leadership position;
- may not participate in Academy sponsored clubs, extracurricular activities, or varsity athletics.

Academic Probation

Probationary status is a warning to a student that they are no longer in academic good standing and are in jeopardy of falling below those standards established for retention or graduation. It is the responsibility of the student to increase their academic efforts in order to regain academic good standing.

Probation will automatically result when

1. a student's CGPA falls below those numbers established for academic good standing;
2. a student is readmitted following academic suspension or dismissal.

A student will be removed from academic probation by

1. raising their CGPA to the level necessary to be in academic good standing;
2. repeating and obtaining a passing grade in a course necessary to be in compliance with graduation requirements.

A student cannot remain on academic probation for more than two consecutive semesters without being subject to dismissal from the Academy.

A student on academic probation may not take more than 13 academic credits, may not hold any regimental or shipboard leadership position, and may not participate in Academy sponsored clubs, extracurricular activities, or varsity athletics.

Conduct Dismissal from the Academy

Any student dismissed from the Academy for conduct reasons will not be allowed to enroll in MMA courses, to include courses offered through the Division of Graduate and Continuing Education.

Academic Policies and Standards

Academic Year & Class Designation

Academic Year Designation

Students in a degree program have the academic year designation of freshman, sophomore, junior, or senior.

A *sophomore* has successfully completed at least one-fourth of the courses required for the degree program, including all but two required first-year courses.

A *junior* has successfully completed at least one-half of the courses required for the degree program, including all required first-year courses and all but two required second-year courses.

A *senior* has successfully completed at least three-quarters of the courses required for the degree program, including all required first-year and second-year courses and all but two required third-year courses.

Class Designation

Members of the Regiment of Cadets are designated 1/C, 2/C, 3/C, and 4/C.

4/C status: Cadet Candidates receive recognition as 4/C cadets during the fall semester of their first year of enrollment.

4/C to 3/C status: Students who have successfully completed all but two freshman requirements and have a 1.8 cumulative grade point average.

3/C to 2/C status: Students who have successfully completed all freshman requirements, have successfully completed all but two sophomore requirements, and have a 2.0 cumulative grade point average.

2/C to 1/C status: Students who have successfully completed all freshman and sophomore requirements, have successfully completed all but two junior requirements, and have a 2.0 cumulative grade point average.

4/C to 3/C status (transfer students): Students who have completed one semester at MMA, completed the two-week orientation, completed Sea Term I or experiential learning, earned at least 48 credits (including transfer and MMA credits) prior to the start of spring semester (including English Composition, Pre-calculus with Trigonometry, and Chemistry I), and have a 1.8 cumulative grade point average.

Transfer students' class year designation is determined on an individual basis by the Vice President for Student Services or designee, based on the anticipated graduation date.

Academic Policies and Standards

Writing Program Eligibility & Standards

Writing Program Eligibility & Standards

At the end of their introductory college writing course HU1110 *Intro to College Writing*, HU1111 *College Writing*, or HU1112 *Advanced College Writing*, students will take the Writing Proficiency Examination (WPE). All students must take and pass this examination in order to graduate. Students who do not pass or do not take the WPE are required to take HU6062 Applied Writing Applied Writing before or concurrently with HU1222 Writing About Literature Writing About Literature, and must earn a C- or better in order to pass the course and satisfy the WPE requirement.

Transfer students, students with English Language AP credit, and students who have taken *College Writing* (or its equivalent) elsewhere are still required to take the WPE in their first semester. Failure to take the exam will require students to enroll in HU6062 Applied Writing Applied Writing before or concurrently with HU1222 Writing About Literature Writing About Literature.

Academic Policies and Standards

Awards & Honors

Awards and Honors

At the end of each academic term, full-time student grades are reviewed. For students with no incompletes or grades below C-, term grade point averages are calculated and academic proficiency is noted as follows:

President's List 3.6 or higher

Dean's List 3.3 to 3.59

A cadet who appears on the Dean's List or the President's List is entitled to wear the appropriate device on their uniform. All ribbons will be awarded by the Vice-President of Academic Affairs or designee at the appropriate time.

Academic Policies and Standards

Graduation Standards

Graduation Honors

Academic excellence for the baccalaureate program is recognized by awarding degrees summa cum laude (CGPA of 3.8 or higher), *magna cum laude* (CGPA of 3.6 to 3.79), and *cum laude* (CGPA of 3.3 to 3.59). The CGPA determined for honors is based on all college-level work attempted at Massachusetts Maritime Academy. Students who received three or more 'F' grades at MMA are not eligible for graduation honors.

Graduate students are recognized as having achieved *highest honors* (CGPA of 3.85 or higher) or high honors (CGPA of 3.7 to 3.849).

The commencement booklet is printed prior to grades being submitted for the last term. Therefore, the Office of the Registrar must print the honors designation that a student has earned up to but not including their final semester. The student's official degree transcript will reflect the appropriate honors designation.

Graduation

To receive a Bachelor of Science degree, a student must

1. be recommended for the degree by the appropriate department in recognition of satisfactory completion of the minimum number of courses and credits as established in the degree curriculum;
2. maintain a cumulative grade point average of 2.0 as well as a grade point average of 2.0 in the major;
3. have not failed, without repeating successfully, any courses in the required curriculum (only failures in courses not required to complete the degree are allowed);
4. maintain prescribed standards of conduct and aptitude;
5. discharge all financial obligations to the Academy;
6. successfully complete applicable U.S. Coast Guard license examinations prior to the awarding of a degree in Marine Engineering or Marine Transportation, as required by the Maritime Administration (MARAD).

“Rule of Two”

Students who are delinquent in no more than two credit-bearing requirements (course, sea term, co-op, or commercial shipping) may participate in the June commencement ceremony by showing proof of registration in their remaining requirements. Their degree will be issued after successful completion of outstanding requirement(s).

Under no circumstances will students delinquent in more than two credit-bearing requirements be allowed to participate in the commencement ceremony.

Academic Policies and Standards

Residency Requirements

Residency Requirements

Residency requirements for students earning their first baccalaureate degree at the Academy are as follows:

1. Students must complete at least 40 credit hours in residence at the Academy;
2. At least half of courses required in the major must be in residence;
3. All courses required in any minor or concentration must be in residence;
4. At least 30 of the last 40 credit hours earned must be in residence (i.e., “final year” requirement).

Residency requirements for students earning their second baccalaureate degree at the Academy are as follows:

1. Students must complete at least 40 credit hours in residence at the Academy;
2. At least half of courses required in the major must be in residence;

3. All courses required in any minor or concentration must be in residence.

Residence credit includes the following:

- fall and spring term courses offered for credit through the Academy (including online and hybrid courses);
- winter and summer intersession courses offered for credit through the Division of Graduate and Continuing Education;
- foreign study credit earned through Academy- sponsored programs.

Residence credit does not include the following:

- transfer credit (including any foreign study credit through programs not sponsored by the Academy);
- International Baccalaureate credit;
- course exemptions awarded for Advanced Placement (AP coursework), ATP examinations, the College-Level Examination Program (CLEP), and the DSST Program.

Note that exceptions to the “final year” residency requirement may be granted at the discretion of the Dean of Undergraduate Studies. Exceptions, for instance, may be granted for active-duty service members, including Reservists and National Guardsmen. Students are still expected, however, to meet the minimum credit residency requirements for the degree.

For students who earned their first baccalaureate degree from the Academy and return for a second baccalaureate degree, cumulative credits and cumulative GPA will be continued from the prior degree, and the same transcript will be used.

Academic Policies and Standards

Academic Assessment

Academic Assessment

Massachusetts Maritime Academy is committed to maintaining academic excellence and continuously improving the quality of our academic programs.

Through assessment of core competencies and institutional student learning outcomes, the Academy assesses and monitors the effectiveness of instruction and learning to identify academic weaknesses and areas for improvement.

Faculty and students participate in a variety of individual and program assessments to meet these objectives.

Students are assessed in five Core Competencies, which represent essential skills and abilities that form the educational foundation for all other courses and allow for success beyond the Academy.

These competencies are introduced, reinforced by, or incorporated into many courses throughout the curriculum. All students who graduate from MMA should achieve competency in these areas. The five core competencies are as follows:

Specialized Knowledge: This competency reflects what students should be able to demonstrate with respect to their major or academic program;

Broad and Integrative Learning: This competency reflects basic knowledge and understanding related to humanities, social sciences, sciences, and mathematics. It also reflects students' ability to bridge different areas of learning;

Intellectual Skills: This competency reflects students' skills as related to communication, quantitative literacy, and higher-order thinking. It also includes technology and information literacy skills, creating a foundation for lifelong learning;

Applied and Collaborative Learning: This competency reflects what students can do with what they know. It reflects students' application of knowledge, skills, and abilities as demonstrated in classroom, workplace, and other settings;

Civic and Global Learning: This competency reflects the knowledge, skills, values, and abilities necessary for participation in civic and democratic life. It includes awareness, understanding, and appreciation of social and political values as well as respect for diversity and inclusion.

Learning Outcomes

Consistent with its mission of providing each undergraduate student with educational experiences employing both conventional classroom instruction and practical, hands-on experience in state-of-the-art simulators, aboard a seagoing training vessel, aboard commercial ships, in shore-side laboratories, in the workplace, and during experiential learning, Massachusetts Maritime Academy has established institutional student learning outcomes that are derived from the Academy's core competencies and address expectations for the undergraduate experience within the majors, the general education program, and the co-curriculum. The institutional learning outcomes are as follows:

Specialized Knowledge

- Basic knowledge and understanding of the history, theories, scholarship, tools, technologies, methods, and/or specialized terms of a field of study;

Broad and Integrative Learning

- Basic knowledge and understanding of humanities, social sciences, sciences, and mathematics;
- Ability to explore concepts and questions that bridge different areas of learning;

Intellectual Skills

- Ability to write, read, speak, and listen effectively;
- Ability to critically and creatively comprehend and evaluate new information and ideas;
- Ability to use quantitative reasoning skills, applying basic concepts of mathematics and science;
- Capacity for lifelong learning, including the ability to utilize technology and information literacy;

Applied and Collaborative Learning

- Ability to work and achieve goals as a member of a team;
- Capacity for leadership, including the ability to make rational decisions while complying with a set of standards;

- Ability to perform and behave in a professional manner acceptable for career goals;
- Ability to make appropriate future decisions based on past and present conditions and circumstances;

Civic and Global Learning

- Basic knowledge, understanding, and appreciation of diverse social and political values;
- Capacity for ethical reasoning, including the ability to make decisions and act in a socially responsible manner;
- Ability to integrate knowledge and skills in civic and global contexts;
- Capacity for empathy, including an appreciation for diversity and inclusion;
- Capacity for civic action, including the ability to engage in service that benefits the public good.

Methods of Assessment

The Outcomes Assessment program relies on a number of different methods for measuring the effectiveness of the educational process, including the following:

Departmental Self-Study: About every five years, each academic department conducts a self-assessment using appropriate guidelines and develops an action plan based on the assessment results and recommendations from external reviewers. Self-studies assess curriculum, faculty, and available resources.

Writing Assessment Program: All incoming students will be required to participate in a writing assessment program, which includes a writing placement test to evaluate the writing skills of all incoming first-year students and a writing proficiency examination (WPE) at the end of *Introduction to College Writing* (HU-1110), *College Writing* (HU-1111), or *Advanced College Writing* (HU-1112). All students, including those who have previously earned credit for *College Writing*, must pass the WPE as part of the graduation requirement or, if they fail or do not take the WPE, must take HU-6062 *Applied Writing* either before or concurrently with *Writing About Literature* (HU-1222).

United States Coast Guard License Examination: This is a standardized examination administered by the United States Coast Guard to the two maritime license majors. Marine Transportation students are examined in Rules of the Road, General Deck Questions, General Navigation Questions, Safety, and Navigational Problems. Marine Engineering students are examined in General Subjects, Electricity, Steam Plants, Motor Plants, Gas Turbine Plants, and Engineering Safety.

Standards for Training, Certification and Watchkeeping for Seafarers (STCW) Quality Standards System: The International Maritime Organization requires all training and assessment to be “continuously monitored through a quality standards system to ensure achievement of defined objectives.” Each student must meet qualifications in both academic coursework and practical training areas. Courses in Marine Transportation and Marine Engineering have been designed such that the defined standards are embedded throughout the curriculum and assessed through written and oral projects, examinations, and practical performance. All students participating in STCW courses are held to the same standards, regardless of major.

Fundamentals of Engineering (FE) Examination: All Energy Systems Engineering students will be required to take the nationwide FE examination in the spring semester of their senior year. This computer-based examination format is overseen by the National Council of Examiners for Engineering and Surveying (NCEES).

FEQE—Facilities Engineering Qualification Examination: The FEQE is required of all Facilities Engineering majors in order to graduate. The examination was developed by the Engineering Department to serve as the primary assessment tool for the major and comprises two sections. Section One includes assessment of all major topics, and Section Two is based on technical writing skills.

Marine Engineering Qualification Program: All Marine Engineering students participate in the Engineering Qualification Program. The purpose of the program is to ensure that each student in the Marine Engineering Program attains an increasing level of shipboard engineering expertise each year while at the Academy, can operate the training ship machinery efficiently and safely, and can demonstrate a satisfactory level of basic engineering knowledge prior to graduation.