

**2024-2026**

# CATALOG



**TOURO**  
**UNIVERSITY**

Graduate School  
of Jewish Studies



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2024-2026

[gsjs.touro.edu](https://gsjs.touro.edu)

## ACCREDITATION

Touro University (formerly Touro College) was chartered by the Board of Regents of the State of New York in June 1970.

Touro University is accredited by the Middle States Commission on Higher Education (MSCHE), 1007 N. Orange Street, MB #166 Wilmington, DE 19801, (267) 284-5011. The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the United States Secretary of Education and the Council for Higher Education Accreditation. This accreditation status covers Touro University and its branch campuses, locations and instructional sites in the New York Area, Florida, Illinois, Montana, Nevada, New Mexico, Berlin, Jerusalem, and Moscow. For additional information, visit [Middle States Accreditation](#).

Touro University California (TUC) and its branch campus Touro University Nevada (TUN), as well as Touro University Worldwide (TUW) and its division Touro College Los Angeles (TCLA), are part of Touro University, and separately accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC), 985 Atlantic Avenue, Alameda CA 94501 (Tel: 510-748-9001). TUN is also accredited by the Middle States Commission on Higher Education (MSCHE), 1007 N. Orange Street, 4th Floor, MB #166 Wilmington, DE 19801, (267) 284-5011, pending final approval from the U.S. Department of Education.

New York Medical College (NYMC) is a separately accredited institution within Touro University, also accredited by the Middle States Commission on Higher Education (MSCHE).

The Hebrew Theological College (HTC) in Skokie, IL is part of Touro University. HTC is accredited by the Higher Learning Commission (HLC). HTC is also accredited by the Middle States Commission on Higher Education (MSCHE), 1007 N. Orange Street, 4th Floor, MB #166 Wilmington, DE 19801, (267) 284-5011, pending final approval from the U.S. Department of Education.

## POLICY OF NON-DISCRIMINATION

Touro University is an equal opportunity employer. Touro University treats all employees, job applicants, and students without unlawful consideration of race, ethnicity, religion, creed, color, national origin, ancestry, sex (including pregnancy, childbirth or related medical condition), age, disability, medical condition, marital status, genetic information, sexual orientation, gender, gender identity, gender expression, military service or veteran status, citizenship status, or any other classification protected by applicable federal, state or local laws. We are committed to ensuring the fulfillment of this policy in all decisions, including but not limited to, recruitment, the administration of educational programs and activities, hiring, compensation, training and apprenticeship, placement, promotion, upgrading, demotion, downgrading, transfer, layoff, suspension, expulsion and termination, and all other terms and conditions of admission, matriculation, and employment.

For the full policy statement see <https://www.touro.edu/non-discrimination/>.

## IMPORTANT NOTICE

This Catalog contains only general guidelines and information. It is not intended to be comprehensive or to address all the possible applications of, or exceptions to, the policies and procedures of Touro. Some of the subjects described in this Catalog are covered in detail in official policy and procedure documents found online and elsewhere. You should refer to these documents for specific information, since this Catalog only briefly summarizes those policies. For that reason, if you have any questions concerning a particular policy or procedure, you should address your specific questions to the Office of Institutional Compliance. Please note that the terms of the full official policies are controlling in the case of any inconsistency.

This Catalog is neither written nor meant to confer any rights or privileges on students or impose any obligations on Touro. No individual or representative of Touro (except the President) has the authority to enter into any agreement or understanding contrary to the above.

This Catalog is written for informational purposes only and may contain errors. The policies, procedures and practices described herein may be modified, supplemented or discontinued in whole or in part, at any time with or without notice. All changes will be posted on the Touro website. Although we will attempt to inform you of any changes as they occur via the Touro email address assigned to you upon activating your TouroOne portal account, it is nevertheless your responsibility to keep current on all University policies, procedures and practices. Your assigned Touro email address is the official method of contact for all such notices and for all Touro communication. For the avoidance of doubt, all applicable new and revised policies, procedures, and practices posted on the Touro website will become effective to you, whether or not you become specifically aware of them.

Students are required to investigate for themselves as to whether the program they enroll in meets their personal, educational and career needs. Different jurisdictions have different licensing requirements and standards. While students may expend significant sums associated with higher education, successful completion of a course, program, or degree is dependent on many factors. The payment of tuition permits a student to register and take the courses and programs available and offered by the Touro school or program in which the student is enrolled. Acceptance in a school or program does not form the basis of a contract. Indeed, a student's acceptance may be revoked if it is later learned, among other things, that his or her qualifications have been misstated or overstated, or there is some other omission or misrepresentation. Except as noted in the paragraph below, no contract rights exist or are established in the student- educational institution setting by and between Touro and the student. To this end, you waive and Touro disclaims any contract or liability for promises, assurances, representations, warranties, or other statements made in its marketing or promotional materials, and makes absolutely no promises, assurances, representations, guarantees, warranties or other statements concerning our courses and programs and/or a student's academic success in them. Thus, you waive and Touro further disclaims any liability in tort in connection with any of the foregoing. In order for a degree to be earned, the required grades and grade point averages must be achieved and maintained, and all other requirements of the school and program must be fulfilled. These disclaimers are, in effect, covenants not to sue binding on students, and are tacitly agreed to by a student's matriculation or continued matriculation in our programs.

Registration and matriculation at Touro after the issuance of this Catalog is consideration for and constitutes a student's knowing acceptance of the binding Alternative Dispute Resolution ("ADR") mechanisms contained herein. Thus, any dispute, claim or controversy arising out of or related to your application, registration, matriculation, graduation or other separation from Touro and/or this Catalog, which is not resolved through Touro's internal mechanism, shall next be submitted to non-binding mediation (the "Mandatory Mediation"). The Mandatory Mediation shall be conducted by a neutral mediator selected at Touro's sole discretion. In accordance with the Federal Arbitration Act and to the extent not inconsistent with the primacy of federal law, all Disputes remaining after completion of the Mandatory Mediation shall proceed to binding arbitration (the "Mandatory Arbitration"). The Mandatory Arbitration shall be conducted by JAMS or any other reputable ADR organization before a single arbitrator who shall be an attorney or judge. Selection of the arbitrator and location for the Mandatory Arbitration shall be made at Touro's sole discretion. See "Alternative Dispute Resolution" provision for a more elaborate treatment of the Mandatory Mediation and Mandatory Arbitration provisions.

## **GENERAL DISCLAIMER**

Touro University endeavors to provide ongoing and uninterrupted educational experiences in a safe and effective environment for our students, staff and faculty. Touro may choose or be compelled to change the method of course delivery and other relevant policies at any time due to any other future unknown or unforeseen events and the uncertainties that may be attendant thereto. Any changes will be communicated in a timely manner and posted prominently on Touro's website and intranet. We ask that you please stay in contact with your Program administration, faculty and student services staff and remain current with any guidance issued in response to such situations, should they occur.

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## MESSAGE FROM THE PRESIDENT



In the five decades that have passed since Dr. Bernard Lander founded Touro College, our institution has grown significantly and achieved remarkable success. When launched with its first class of 35 students, Touro was envisioned as a great experiment in higher education, blending the best of Jewish and secular scholarship in an atmosphere of personal attention and academic excellence. Our mandate was to respond in innovative ways to the educational needs of the growing Jewish communities of New York and elsewhere, and to provide accessible and quality academic opportunities to underserved populations. Today, Touro University remains faithful to its original mission, educating approximately 19,000 worldwide. We offer a wide range of undergraduate, graduate, and professional degree programs in a variety of

disciplines – from Jewish studies and education to law and the health sciences – including outstanding programs for students pursuing careers in medicine and the health sciences professions.

As the second president in Touro's history, I am deeply committed to Touro's mission of serving humanity and building a better world, as well as providing academic excellence and personal attention for students seeking to maximize their personal and professional growth. In carrying out our goals, we continue to work with our students in a collective effort to help make the world a better place for all.

Thank you for joining us in the pursuit of our mission. I wish you the greatest success in achieving your academic and professional aspirations.

Sincerely,

Alan Kadish, M.D.

## **DR. BERNARD LANDER, FOUNDING PRESIDENT OF TOURO UNIVERSITY**



Dr. Bernard Lander was an inspirational leader and visionary who revolutionized the field of education. As an educator and preeminent scholar, Dr. Lander devoted his life to Jewish and general higher education. Dr. Lander founded Touro College in 1970 and served as its first president until his passing in February 2010. Under his stewardship, Touro underwent significant growth, becoming an institution with multiple campuses and international reach. In February 2022, Touro was granted University status by the New York State Board of Regents. Today, Touro University educates approximately 19,000 students across the United States and around the world.

Dr. Lander's creative genius and original thinking continues to be reflected in Touro's innovative approach to the field of higher education. He believed it was his mission in life to strengthen Jewish continuity through the myriad of Torah and educational institutions that he established, and to provide opportunities for advancement for individuals from all walks of life.

Before founding Touro College, Dr. Lander was recognized as one of the foremost influences on American Jewry. After receiving *semicha* (rabbinical ordination) from his beloved teacher, Rabbi Moshe Soloveitchik, he assumed the prestigious pulpit position at Beth Jacob Congregation in Baltimore, Maryland. Soon thereafter, in recognition of his work at Columbia University while earning his doctorate in sociology and of his communal leadership, he was named associate director of former New York City Mayor Fiorello LaGuardia's Committee on Unity, a precursor to the city's Commission on Human Rights.

In 1958, Dr. Lander was appointed dean of the Bernard Revel Graduate School of Yeshiva University, where he played a major role in the establishment of a network of graduate schools. He also served for more than 30 years as vice president of the Union of Orthodox Jewish Congregations, where he emerged as a spokesman for the American Jewish community and was deeply involved in the creation of its acclaimed youth movement, the National Conference of Synagogue Youth. Simultaneously, he was a professor of sociology at The City University of New York and was selected to serve on several U.S. presidential commissions that dealt with social policy issues. Touro College and Touro University are Dr. Bernard Lander's legacies—institutions that will continue to provide quality education for many generations to come.

## MESSAGE FROM THE SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS AND PROVOST, GRADUATE AND PROFESSIONAL DIVISIONS



Dear Touro University Students,

Congratulations on choosing Touro University to continue your education. We are confident that at Touro you will find a vibrant intellectual community where faculty and students interact with respect and professionalism. You have selected a University that is student-centered and focused on your success. We have a lot to offer, and hope that you will in turn, take advantage of myriad opportunities for learning and inquiry, both inside and outside of the classroom.

While at Touro, you will have opportunities to engage in research, participate in our University-wide Research Day, engage with thought leaders and skilled practitioners in your chosen field of study and interact with students and faculty in various disciplines. Our graduate schools include social work, education, technology, and Jewish studies – all providing robust opportunities and exposure to traditional and cutting-edge curricula.

It is indeed the people that make the place. At Touro University the faculty, administration and staff are warm, caring and committed to your success. Your Touro education will provide the knowledge required to excel in your chosen field as well as critically important community leadership skills. Because of our mission, you will also hone leadership skills that will enable you to help others and to make a difference.

Please familiarize yourself with the programs and policies contained in this catalog, as they will guide you throughout your academic journey at Touro.

I look forward to meeting you and to watching you reach your academic and career goals, first as students and then as alumni. Best wishes for a meaningful experience at Touro.

Sincerely,

Patricia E. Salkin, J.D., Ph.D.

## MESSAGE FROM THE DEAN

I eagerly invite you to explore the 2024 -2026 Catalog of the Graduate School of Jewish Studies.

GSJS, established in 1981 as the first of Touro's graduate schools, has garnered praise consistently from external evaluators for its outstanding faculty, highly qualified students, accomplished alumni and well-designed curriculum.

We are proud to offer exciting and rigorous courses, on both the M.A. and Ph.D. levels, taught by distinguished scholars who are extraordinarily dedicated to the academic advancement of their students. The commitment of our faculty to the mentoring ideal, combined with the uniformly high degree of enthusiasm for learning among our students, has created an uncommonly passionate community of scholars. I look forward to welcoming you personally to our remarkable community.

Moshe Sokol, Ph.D.



## ACADEMIC CALENDARS

The Touro University Graduate School of Jewish Studies academic calendar can be found at <http://gsjs.touro.edu/academics/academic-calendar/>. Students should regularly check the site for any calendar changes that may have been made.



## **Touro University Mission Statement**

Touro University is an independent institution of higher education under Jewish auspices, established to promote and perpetuate the Jewish heritage, as well as to serve the general community in keeping with the historic Jewish commitment to intellectual inquiry, the transmission of knowledge, and service to society. Touro offers undergraduate, graduate and professional programs that serve diverse components of the Jewish community and the larger society, especially those who have been historically underserved. These academic offerings span Jewish studies, the liberal arts and sciences, and medical and health sciences. Touro is a university where personal growth, scholarship and research are fostered and where men and women are prepared for productive lives of dignity, value, and values.

The core values of the University are based on two fundamental components, as reflected in Hillel's dictum in Ethics of the Fathers, "If I am not for myself, who will be for me? And if I am concerned only with myself, what am I?" These values mirror Touro's commitment to quality education as well as integrity and respect for all members of the Touro Community.

### **The following goals support Touro's Mission:**

1. To impart and enrich the Jewish heritage and its tradition of intellectual inquiry and to incorporate its ethos into the University's academic offerings
2. To promote ethical behavior and social responsibility through the curriculum and community outreach
3. To advance the career interests and professional aspirations of our students through a broad range of academic programs and innovative approaches
4. To advance faculty and student research and scholarship
5. To promote educational opportunities and access, focused on the student experience and student success

## **INTRODUCTION**

This Catalog is intended to be a guide to students, informing them of their rights and responsibilities as well as institutional policies and procedures. It does not constitute a contract and therefore the University reserves the right to make changes at any time without prior notice. This edition replaces and supersedes all prior editions. This current Catalog remains in effect unless and until it is revised, supplemented, discontinued, or replaced by a subsequently published version posted by Touro University.

Students are responsible for knowing and observing all regulations which may affect their status at the University. For this reason, they are expected to acquaint themselves with the contents of this Catalog and to read regularly the notices posted on the Touro website.

In addition, individual programs within the Touro University may have their own handbooks outlining the policies and procedures that apply specifically to students in those programs. In such cases, the student is responsible for knowing both the school-wide and program policies.

## **TOURO UNIVERSITY**

Touro University (“Touro” or “the University”) is a Jewish-sponsored independent institution of higher learning and professional education founded to strengthen Jewish heritage while providing the highest quality educational opportunities to society as a whole.

Founded by Dr. Bernard Lander, the University was chartered by the New York State Board of Regents in 1970 and opened a year later as “Touro College.” In 2022, Touro celebrated its 50th anniversary and was granted university status by the Board in recognition of the institution’s advanced academic standing. Shortly thereafter, in 2023, Touro marked yet another new and exciting chapter in its history with the opening of its new Cross River Campus headquarters at 3 Times Square. The modern campus brings together eight schools in more than 300,000 square feet, housing state-of-the-art classrooms, research labs and administrative offices on 12 floors.

Touro has grown from an initial class of 35 students in New York City to an international university system of over 19,000 students across 36 campuses and locations, in seven states and four countries. Its commitment to academic excellence and growth through innovative programs continues to inform all of Touro’s endeavors. Today, Touro enjoys the strong leadership of Chancellor Rabbi Doniel Lander and President Dr. Alan Kadish in furthering Touro’s historic purpose.

Touro’s schools serve a variety of communities, providing engaging courses in a range of fields - from medicine and pharmacy to law; business to education; and speech pathology to Jewish studies. The Touro educational experience reflects the Jewish intellectual tradition of commitment to the transmission of knowledge and respect for applied knowledge and discovery. It is this commitment to a Jewish intellectual tradition that

fuels the many outstanding achievements by faculty and students throughout Touro. At the same time, the Touro University experience goes beyond classroom instruction - Touro fosters an atmosphere of warmth, in which close faculty-student relationships, student camaraderie and individual attention are nurtured.

## **Enhancing the Jewish Heritage**

Touro's first college, the Touro College of Liberal Arts and Sciences, was established in 1971. Decades later, the various divisions of the College were designated The Lander Colleges, in honor of Founding President Dr. Bernard Lander, for his historic contribution to higher Jewish education in America. The Lander Colleges embody Touro's commitment to enriching the college experience for Jewish men and women. They are comprised of three colleges: The Lander College of Arts and Sciences – Flatbush (with separate divisions for men and women); the Lander College for Women – The Anna Ruth and Mark Hasten School in Manhattan; and the Lander College for Men in Queens. Other Touro schools similarly dedicated to the unique needs of the Jewish people include the Graduate School of Jewish Studies, which prepares students for careers in education and community service; the School for Lifelong Education, to serve the academic needs of the Hasidic community; the Institute for Professional Studies – Machon L'Parnasa, which provides practical applications in higher education for the ultra-orthodox community; and Touro College Los Angeles, which follows a curriculum modeled after The Lander Colleges. In 2015, Touro welcomed the Hebrew Theological College of Skokie, Illinois into the Touro system. Most recently, in Fall 2023, the Lander Colleges opened a facility in Boca Raton to offer courses in-person and to better serve students studying remotely from Florida.

## **Fulfilling Needs - and Building Strength - in Healthcare**

Touro has grown into one of the largest healthcare educational systems in the country. Its highly regarded health sciences, dental, pharmacy as well as allopathic and osteopathic medical schools have made Touro a national leader in comprehensive health education and care.

Beginning with the School of Health Sciences in New York City in 1972, Touro pioneered the training of physician assistants and established other campuses in the New York area that prepare healthcare professionals to serve a broad range of patient needs including nursing, physical and occupational therapy, speech language pathology, psychology, and mental health. In 2020, Touro expanded its offerings to a new campus in Skokie, Illinois with a program in physician assistant studies.

The Touro College of Osteopathic Medicine (TouroCOM) opened its first campus in 2007 in Harlem, committed to training osteopathic physicians with a particular emphasis on practicing in underserved communities. A second campus of TouroCOM opened in Touro University | Graduate School of Jewish Studies | 2024-2026 Catalog

Middletown, New York in 2014, and a third campus launched in Great Falls, Montana in 2023 to address the state's physician shortage and increase access to healthcare. TouroCOM's advanced research facilities include labs and resources on the Montana campus and at the [Weissman Hood Institute at Touro \(WHIT\), formerly McLaughlin Research Institute](#). TouroCOM also offers an M.S. in Interdisciplinary Studies in Biological and Physical Sciences and an M.S. in Pathologists' Assistant.

The Touro College of Pharmacy, originally established in Harlem with a shared vision to promote wellness, relocated to Touro University's new 11-story Cross River Campus headquarters established in Times Square in 2023 when several of Touro's New York schools and programs consolidated into one location. TCOP provides pharmacy students with a competitive edge through exciting new courses, esteemed faculty and a unique curriculum that combines classroom and clinical experience rare among pharmacy schools.

New York Medical College (NYMC), one of the nation's oldest and most prestigious health science universities, joined the Touro system in 2011, thereby creating one of the largest affiliations of medical and health education and biological studies programs under one banner. Located in Westchester County, NYMC is the leading academic biomedical research center between New York City and Albany, with nearly \$30.6 million in sponsored research and scholarship support.

In 2016, the Touro College of Dental Medicine (TCDM) opened on the NYMC campus, New York State's first new dental school to launch in nearly 50 years. The school operates a state-of-the-art teaching practice offering comprehensive high quality [oral health services](#) for all ages at reduced cost and a [Complex Care Clinic](#) staffed by expert faculty who use the latest tools and techniques in digital dentistry. Services include routine dental exams and preventative care as well as cosmetic dentistry, advanced dental reconstruction, TMJ diagnosis, and implant surgery. The Center is uniquely designed with the most advanced dental technologies available anywhere, including 3D imaging, guided implant surgery and endodontic microscopy. TCDM also offers oral healthcare to individuals with Intellectual and Developmental Disabilities (IDD) as part of its mission to address a critical need for accessible and compassionate care among marginalized populations. Currently work is underway to build a new facility -- TouroCAREs (the Center for Access, Respect and Empathy) -- to serve this community, as well as to train tomorrow's dentists on how to treat this important community and eliminate significant barriers that affect their access to care. Additionally, through an annual "Give Kids a Smile" program, students and faculty provide screenings, lessons and fun-filled dental-themed activities to hundreds of children in Westchester County.

In 2025, TCDM opened a state-of-the-art new patient clinic in Albuquerque, New Mexico, which experiences severe shortages of dental professionals, especially in rural communities. The clinic, the first dental school facility in the state, is located on the campus of Touro's Touro University | Graduate School of Jewish Studies | 2024-2026 Catalog

Lovelace Biomedical Research Laboratories, a not-for-profit research organization with a rich history of helping pharmaceutical and biotechnology partners. Lovelace joined Touro in 2022, significantly expanding Touro's capacity to make a difference in the health and lives of Americans. Founded in 1947, Lovelace is one of the oldest not-for-profit biomedical research institutes in the country, noted for excellence in respiratory disease and neuroscience research, toxicology, drug development and protecting the nation against chemical, biological and nuclear threats.

The New York College of Podiatric Medicine (NYCPM) became part of Touro University in 2025. Founded in 1911, NYCPM was the nation's first medical college devoted to educating and training doctors of podiatric medicine. It combines outstanding classroom instruction with clinical training in one of the world's largest foot care clinics.

In 1997, Touro established Touro University California (TUC) and its several health science schools: Touro University College of Osteopathic Medicine, Touro University College of Pharmacy, and the College of Education and Health Sciences. In 2004, Touro University Nevada (TUN) was created to help address critical needs in health sciences and education and as a resource for community service in Nevada. TUN includes the Touro University Nevada College of Osteopathic Medicine and the College of Health and Human Services, which offers numerous degree programs in health sciences and education.

## **Charting New Territory in Law, Business and Technology**

Touro University Jacob D. Fuchsberg Law Center, opened in the 1980's, operates out of a new law complex on Long Island that includes a federal and state courthouse – the first law campus of its kind in the country. The Law Center is home to the William Randolph Hearst Public Advocacy Center, developed to create positive change in communities, legal training, and improve the lives of countless individuals in and beyond the local community. In 2024 the Law Center opened a Flex-Time JD program in Manhattan offering a hybrid format with in-person classes on Sundays and the rest of the coursework completed online.

The Graduate School of Business offers a variety of graduate degree programs and trains graduates to work effectively in a world market of independent economies. The Graduate School of Technology offers multiple degree programs that reflect the power and pace of technological change. Touro University Worldwide, an online university, offers graduate degree programs for lifelong learners or those interested in furthering their professional development. In 2021, Touro created Touro University Illinois, which offers advanced degree programs in physician assistant training and nursing.

In 2024, Touro launched a comprehensive AI initiative to integrate artificial intelligence across all aspects of the university, from academics to research and operations. This includes developing AI literacy for all students, offering advanced technical training, and supporting Touro University | Graduate School of Jewish Studies | 2024-2026 Catalog

faculty and staff in utilizing AI effectively. The initiative's goal is to prepare students for a future where AI is prevalent and to enhance the overall quality of education, research, and operations. New AI courses were launched, including a new M.S. in Artificial Intelligence Systems and an advanced certificate in Applied AI through GST.

## **Educating the Educators, Serving the Community**

Touro's Graduate School of Education prepares America's future leaders in education with one of the largest teacher education programs in New York State. Through its Lander Center for Educational Research, public schools are assisted in addressing problems that impact student achievement and educational opportunity. The New York School of Career and Applied Studies was established to provide quality undergraduate education at multiple locations throughout New York City that serve the needs of the city's populations. The Touro Graduate School of Social Work inspires and prepares graduates for clinical social work practice in an urban environment and for the most effective advocacy for their clients.

## **Forging Ties with Israel and Revitalizing Jewish Life in Europe**

Touro College in Israel was established in 1986 to provide the English-speaking population in Israel with the opportunity to earn credits towards an academic degree while studying in Israel. In 1991, Touro College became the first American institution of higher education to establish a program of Jewish studies in Moscow. The Lander Institute Moscow, established to afford members of the Jewish community a greater awareness of their Jewish heritage, offers a well-rounded general education and preparation to serve organizations and schools. In 2003, Touro began offering an academic program through Touro College Berlin and later established on the Berlin campus the Lander Institute for Communication about the Holocaust and Tolerance.

## **THE GRADUATE SCHOOL OF JEWISH STUDIES**

The Graduate School of Jewish Studies, established in 1981, offers courses leading to a Master of Arts degree in Jewish Studies and a Doctor of Philosophy degree in Jewish Studies.

### ***Master of Arts***

The aim of the M.A. program is to provide graduate students with a deeper knowledge and understanding of the history, literature, thought, and educational processes of the Jewish people over the past millennium and prepare them for careers in elementary, high school and post-high school education as well as to assume leadership positions in Jewish community institutions. A specialization in Jewish History is offered at the main graduate campus in Manhattan as well as online. A Jewish Education concentration is offered primarily online and a specialization in the History of the Holocaust is offered primarily online at Touro's Berlin campus. Successful completion of the Master's program is meant to serve as a thorough foundation for further study of Judaica on the doctoral level, or for careers in Jewish education.

### ***Doctor of Philosophy***

The Ph.D. program in Jewish Studies, established in 2018, emphasizes the intellectual, cultural, literary, social and political history of the Jewish people over the past millennium. Required and elective doctoral seminars, taught by well-published and widely-recognized faculty, emphasize close historical analysis of primary source material, interdisciplinary methodological approaches to the study of Jewish history, current issues in scholarship, practical use of bibliographical and research aids, and mastery of academic writing. The doctoral program seeks to produce leading scholars in academia and/or leaders of Jewish educational and communal institutions.

### ***Advanced Certificate in Not-For-Profit Management***

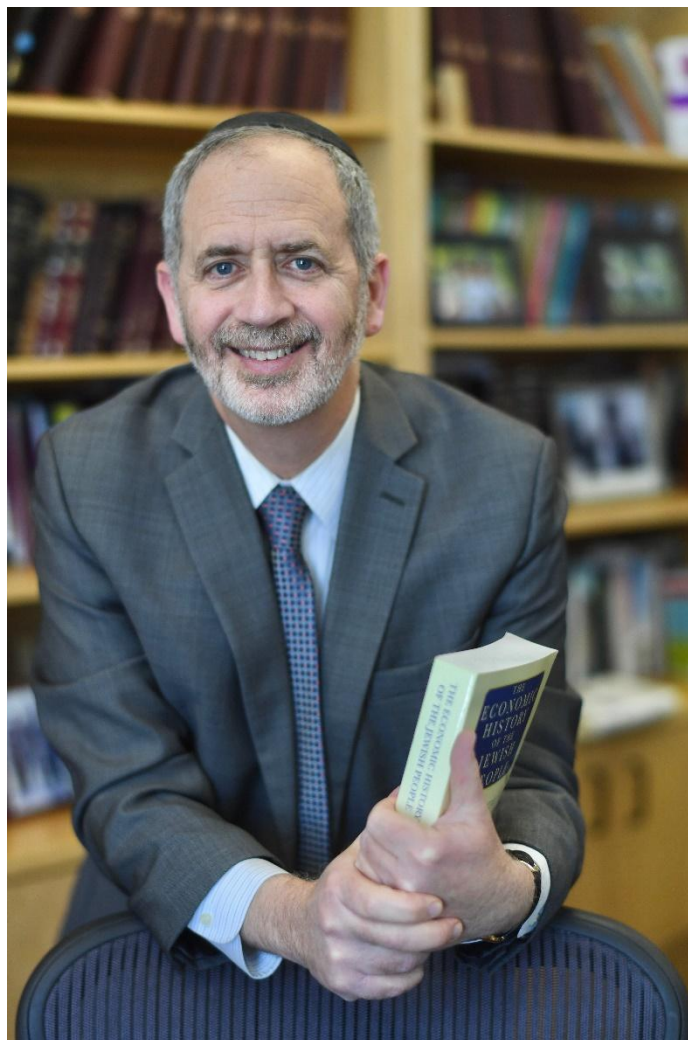
A joint program has been established with the Touro University Graduate School of Business whereby students can earn an Advanced Certificate in Not-For-Profit Management together with their Master's or Doctoral degrees at the Graduate School of Jewish Studies.

### ***Academic Conferences***

The Graduate School sponsors or co-sponsors major academic conferences. Most recently, a two-day conference on Jewish Leadership in the Past Millennium was organized for November 2022.

### ***Touro University Press***

Touro University Press, specializing in academic Jewish Studies, was inaugurated by the Graduate School in 2007. The Press has expanded the scope of its scholarly offerings to other disciplines as well, ranging from biology to business. More information is available at: [www.touro.edu/departments/tu-press](http://www.touro.edu/departments/tu-press).



## APPLICATION AND ADMISSIONS

### Master of Arts

Candidates with a baccalaureate degree or its equivalent from an accredited institution, a background in Jewish studies, and a working knowledge of Hebrew, who show promise of meeting the standards set for the program, may be considered for admission.

Applicants should visit <http://apply.touro.edu>, create an account, and follow the directions for completing our online application. The Touro Office of Graduate Admissions processes applications to all Master's degree programs and collects the necessary information and documents from each applicant. Admissions officers then partner with GSJS admissions advisors, who provide initial advisement, on an individual basis, about the academic programs offered by the Graduate School of Jewish Studies. An application is considered complete, and the candidate considered for admission, as soon as all of the following have been received:

1. Application for admission and a non-refundable application fee.
2. Transcripts of all undergraduate and graduate work. Transcripts must be sent to the Office of Admissions directly by the school. (Unsealed transcripts submitted by an applicant cannot be considered official documents.)
3. Two letters of recommendation.
4. A sample of written work.
5. Supplementary materials (e.g., testing data) may be requested if deemed necessary by the Committee on Admissions.
6. Applicants should possess a strong background in Jewish Studies and a working knowledge of Hebrew.

Upon receipt of the above documents, the applicant is generally invited for a personal interview.

### Doctor of Philosophy

Admission to the Ph.D. program is both selective and highly limited. To apply, you must have:

- A master's degree in Jewish studies, or related field, from a regionally-accredited institution
- Extensive academic background in Jewish studies and scholarly proficiency in Hebrew language
- Demonstrated ability to meet the high standards set for the program
- Three letters of recommendation
- Admissions interview by invitation only for selected candidates.

Special attention will be paid to the M.A. thesis. Copies of theses should be emailed to [info.gsjs@touro.edu](mailto:info.gsjs@touro.edu) as part of the application.

Applications are available online at: [www.gsjs.touro.edu](http://www.gsjs.touro.edu). Questions about the application can be directed to:

Touro Graduate School of Jewish Studies  
3 Times Square, 6th Floor  
New York, NY 10036  
Tel: (212) 463-0400 ext. 55581  
email: [karen.rubin@touro.edu](mailto:karen.rubin@touro.edu) OR [moshe.sokol@touro.edu](mailto:moshe.sokol@touro.edu)

## **INTERNATIONAL STUDENTS**

Students from foreign countries who hold a baccalaureate degree or its equivalent are eligible for admission to the Graduate School of Jewish Studies. Such students follow the same application procedure as other candidates for admission.

Students whose native language is not English, or who did not graduate from high school or college in the USA or other English-speaking country, must also demonstrate proficiency in English through satisfactory performance on one of the following English proficiency examinations:

- Test of English as a Foreign Language (TOEFL) – minimum score of either 550 (paper-based), 213 (computer-based), or 80 (Internet-based)
- International English Language Testing System (IELTS-Academic) – minimum Band score of 6
- Pearson’s Test of English – Academic (PTE) – minimum score of 58

### **Foreign Transcript Evaluation**

International applicants must have an original transcript of their college record, with a certified English translation if necessary, sent to the Office of Admissions. In most cases, students with foreign transcripts are also required to have them evaluated by a Touro-approved agency. A list of agencies is available by visiting: <https://www.naces.org/members.php>.

### **Foreign Student Disclaimer**

Foreign scholars’ and students’ responsibilities include, but are not limited to, applying for a visa, fulfilling the initial report requirement, maintaining legal status in the United States, obtaining health insurance, and fulfilling residency requirements, if any. It is the student’s responsibility to comply with all immigration requirements and deadlines. Assistance by the Responsible Officer (“RO”) or Alternate Responsible Officer (“ARO”) is advisory only and is not a substitute for professional immigration guidance, which is recommended.

By participating in any Touro program as a foreign student, you waive and Touro further disclaims any liability in contract and tort, including negligence, in connection with any action or inaction of the RO, ARO or Touro in connection with your immigration status or failure to maintain such status.

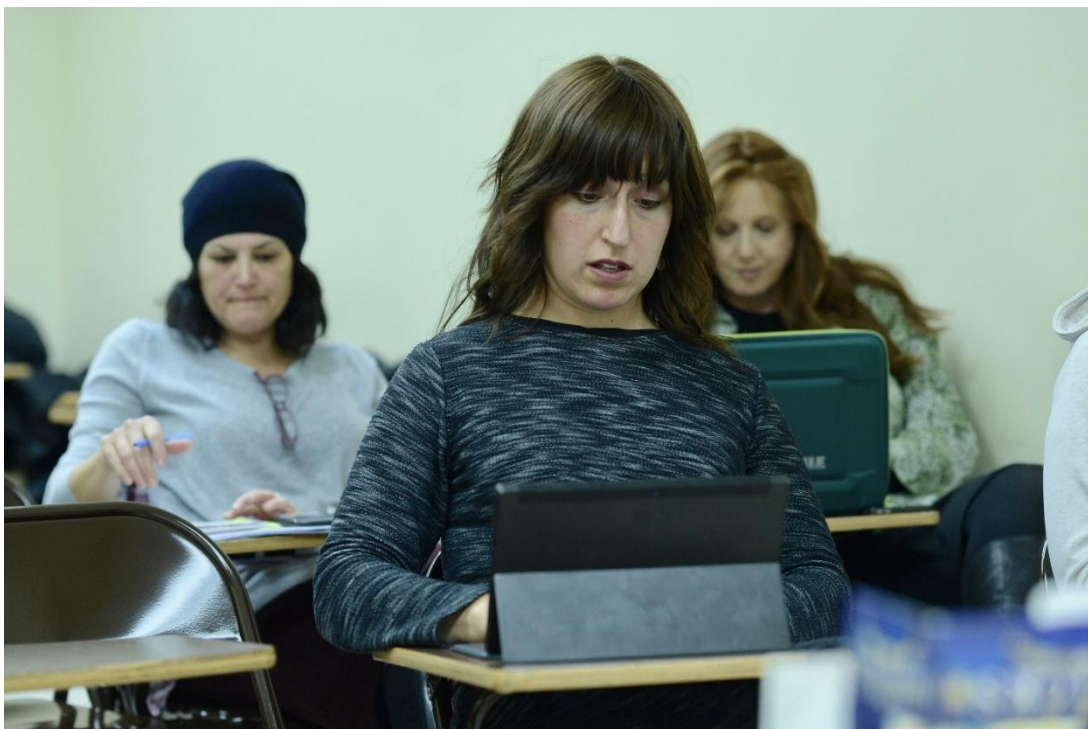
### ***Tuition Payment for Foreign Students***

To ensure all Touro University international students (with a confirmed F-1 status) in Undergraduate, Graduate, and Professional programs based in New York remain in good financial standing, the following requirements are being instituted:

International students must either:

- Pay their tuition in full prior to the start of the term, or
- Be actively enrolled and current in an approved payment plan to remain registered for the term.

**Failure to meet either of these criteria will result in the student being deregistered and their classes dropped.**



## TUITION AND FEES

### *MA and PhD Programs*

#### **2024-2025 \***

|                                     |                                               |
|-------------------------------------|-----------------------------------------------|
| <b>Tuition .....</b>                | <b>\$880 per credit</b>                       |
| <b>Application Fee .....</b>        | <b>\$50 (non-refundable)</b>                  |
| <b>Administrative Fee .....</b>     | <b>\$150 per semester</b>                     |
| <b>Technology Fee .....</b>         | <b>\$100 per semester (Fall &amp; Spring)</b> |
| <b>Transcript Fee .....</b>         | <b>see “Transcripts,” p. 75</b>               |
| <b>Returned Check Fee .....</b>     | <b>\$40</b>                                   |
| <b>Maintenance of Status Fee ..</b> | <b>\$150</b>                                  |
| <b>Graduation Fee .....</b>         | <b>\$200</b>                                  |

#### **2025-2026 \***

|                                     |                                               |
|-------------------------------------|-----------------------------------------------|
| <b>Tuition .....</b>                | <b>\$920 per credit</b>                       |
| <b>Application Fee .....</b>        | <b>\$50 (non-refundable)</b>                  |
| <b>Administrative Fee .....</b>     | <b>\$150 per semester</b>                     |
| <b>Technology Fee .....</b>         | <b>\$100 per semester (Fall &amp; Spring)</b> |
| <b>Audit Fee .....</b>              | <b>\$350 per course</b>                       |
| <b>Transcript Fee .....</b>         | <b>see “Transcripts,” p. 75</b>               |
| <b>Returned Check Fee .....</b>     | <b>\$40</b>                                   |
| <b>Maintenance of Status Fee ..</b> | <b>\$150</b>                                  |
| <b>Graduation Fee .....</b>         | <b>\$200</b>                                  |

*\*Tuition and fees are subject to change annually. The Board of Trustees of Touro University reserves the right to change the tuition and fee schedule without prior written notice.*

**Note: All tuition payments must be made directly by students online through TouchNet.**

## TUITION REFUND SCHEDULE FOR WITHDRAWING FROM CLASSES

### Policy for Withdrawing from All Classes

Students who wish to officially withdraw from a program are required to complete a “Withdrawal from the Program” (WFP) form, obtain approval from their program advisor (department chair or dean), FA and Bursar and submit it to the Office of the Registrar for processing. The official date of withdrawal from the program is the date on which the completed withdrawal form is submitted and time-stamped at the Office of the Registrar.

Non-attendance, non-participation or notification to the instructor/program director does not constitute an official withdrawal.

The Office of the Registrar is the only Designated Campus Official for all official withdrawals.

Official notification to the school occurs when a student notifies the Registrar of his or her intention to withdraw. Intent to withdraw means that the student indicates he or she has either ceased to attend the school and does not plan to resume academic attendance or believes at the time he or she provides notification that he or she will cease to attend the school. Notification is not considered provided until the Registrar receives the notification.

Students who wish to withdraw from all courses in a given semester without officially withdrawing from a program must complete an Add/Drop form (see “Adding and Dropping Courses, p. 66).

When withdrawing from ALL classes, the following tuition refund schedule will apply:

#### **Summer Semester (up to 8 weeks in length)**

- Before the first day of the semester ..... 100% of tuition credit
- During the add/drop period ..... 100% of tuition credit
- During the week following the add/drop period ..... 50% of tuition credit
- After the week following the add/drop period ..... No refund

**For summer sessions running longer than 8 weeks, the tuition refund schedule will follow a regular Fall/Spring policy.**

#### **Fall & Spring semesters - When withdrawing from all courses:**

- Before the first day of the semester ..... 100% of tuition
- During the add/drop period ..... 100% of tuition
- During the week following the add/drop period ..... 50% of tuition
- After that week ..... No refund

The Administrative Fee is non-refundable for all semesters.

All other fees are refundable during the Add/Drop period only.

## **Policy for Withdrawing from a Partial Load**

Students are required to submit an add/drop form or other written notification (email from the official Touro email address will be acceptable) listing all of the courses that they wish to withdraw from to initiate the process. The form must be approved by the appropriate program advisor (department chair, or dean). The add/drop form must be submitted to the Office of the Registrar by the deadline set by the student's school in order to be processed in the Student Information System (SIS). Students must refer to their school's academic calendar and/or college catalog for withdrawal dates and submission deadlines. The official date of withdrawal from the course(s) is the date on which a completed add/drop form is submitted and time-stamped at the Office of the Registrar.

Non-attendance, non-participation or notification to the instructor/program director does not constitute an official withdrawal.

For students who add and drop classes of an equivalent credit load, there are no financial implications, and no tuition adjustments are needed.

Students who drop courses placing them in a status below their original load will have their tuition adjusted per course dropped as follows:

### **Summer Semester (up to 8 weeks in length) – when withdrawing from a Partial Load**

- Before the first day of the semester ..... 100% of tuition credit for course(s) dropped
- During the add/drop period ..... 100% of tuition credit for course(s) dropped
- During the week following the add/drop period ..... 50% of tuition credit for course(s) dropped
- After that week ..... No refund

**For summer sessions running longer than 8 weeks, the tuition refund schedule will follow a regular Fall/Spring policy.**

### **Fall & Spring Semesters – When withdrawing from a Partial Load**

- Before the first day of the semester ..... 100% of tuition credit for course(s) dropped
- During the add/drop period ..... 100% of tuition credit for course(s) dropped
- During the week following the add/drop period ..... 50% of tuition credit for course(s) dropped
- After that week ..... No refund

The Administrative Fee is non-refundable for all semesters.

All other fees are refundable during the Add/Drop period only.

Please note that students in receipt of Title IV funds are subject to Federal Return of Title IV policies when withdrawing from ALL classes. Please contact the Financial Aid Office for further information.

## GRADUATE FINANCIAL AID

The Touro University System is committed to helping students afford the opportunity for a valuable education. In order for Touro to determine eligibility for its financial aid programs, all students except international students must complete the Free Application for Federal Student Aid (FAFSA) at <https://studentaid.gov/h/apply-for-aid/fafsa>. Financial aid is provided through college, state, and federal funds for scholarships, grants, loans, and employment. Awards are designed to recognize scholastic achievement, service, and/or demonstrated need. The variety of financial aid programs available allows many students to greatly reduce their educational costs while attending Touro University.

It is the student's responsibility to request, complete, and submit all forms with necessary documentation for all financial aid programs, including scholarships, in a timely manner. Students who would have otherwise been eligible may not receive funding when they fail to submit documents in a timely fashion. These awards are not granted retroactively and are subject to the availability of funds.

Financial aid awards are not guaranteed and may be reduced or cancelled after being offered or disbursed to students. Financial aid awards are subject to all revisions in federal, state and institutional policies, availability of funds, changes in enrollment, changes in housing status, as well as updates in FAFSA information, failure to meet minimum grade requirements, failure to complete the semester, and failure to timely submit all required documentation.

Students must meet [Satisfactory Academic Progress \(SAP\) requirements](#) at all times in order to receive and retain financial aid.

Because of the nature of federal, state and institutional guidelines affecting financial aid programs, the information contained in this catalog is subject to change. For further information about available financial aid programs and whether you meet eligibility requirements please visit:

<https://studentaid.gov/h/apply-for-aid/fafsa> - Federal website for submitting the Free Application for Federal Student Aid

<https://studentaid.gov> - Federal website for student and parent loan applications and information

<https://www.csac.ca.gov/cal-grants> - state website for California students to apply for various grants

<http://www.isac.org/students/> - state website for Illinois students to apply for various grants

<https://www.hesc.ny.gov/> - state website for New York students to apply for various grants

### Financial Aid Self-Service

Financial aid is an enabling element in your educational pursuit. To that end, Touro has implemented the Touro One student portal. With this system, you can review your financial aid awards in real-time, accept or reject loan-based financial aid, gain insight into what might be delaying your financial aid, and much more. You can also register and pay your bill via the student portal. Visit <https://touroone.touro.edu>

## Student Administrative Services Help Desk

As part of our Financial Aid Self-Service tool, our student services helpdesk aims to assist all students at the Touro University with their student services questions. To assist you off-campus or for general financial aid inquiries, please contact TouroOne Helpdesk at [help@touro.edu](mailto:help@touro.edu), via phone at 844-868-7666 or via Zoom. To schedule a meeting with our specialist, visit <https://tcus.service-now.com/sp>

## FAFSA - Federal Application Requirements and Procedures

All students who wish to apply for financial aid must complete a Free Application for Federal Student Aid (FAFSA or a Renewal FAFSA) and submit it to the U.S. Department of Education (ED) once for each academic year. The FAFSA can be completed online at <https://studentaid.gov/h/apply-for-aid/fafsa>. Applications become available on October 1 for the upcoming school year that begins with the following summer semester. For example, for the 2025-2026 academic year (which includes the summer 2025, fall 2025 and spring 2026 semesters) the FAFSA was available on October 1, 2024.

Financial aid funding is designed to help bridge the gap between the cost of attending a college and the student's (and parent's, when applicable) available resources. Most awards are determined by need. **Please note:** Financial need has no bearing on admission decisions. Touro administers federal, state, institutional and local sources of aid, as detailed in the following pages.

For information on how to fill out the FAFSA, please review the following link: <https://studentaid.gov/apply-for-aid/fafsa/filling-out>

Students who wish to apply for financial aid, including grants, parent and student loans, work-study, and/or scholarships, are required to complete the FAFSA. The college codes to be used on the FAFSA for Touro's locations are listed below.

| State              | Touro Location                                                  | College Code |
|--------------------|-----------------------------------------------------------------|--------------|
| California         | Touro University California (TUC)                               | 041426       |
| California         | Touro University Worldwide (TUW)                                | 041425       |
| Illinois           | Hebrew Theological College (HTC)                                | 001685       |
| Nevada             | Touro University Nevada (TUN)                                   | 041426       |
| New York           | New York College of Podiatric Medicine (NYCPM)                  | G02749       |
| New York           | New York Medical College (NYMC)                                 | G02784       |
| New York & Montana | Touro University<br>(All other locations except NYCPM and NYMC) | 010142       |

The FAFSA is available online at <https://studentaid.gov/h/apply-for-aid/fafsa>. For maximum consideration for all types of financial aid, students should file their FAFSA applications as soon as possible after October 1 of each year.

## Exit Counseling

Students who are graduating, withdrawing, or dropping below half time enrollment need to complete the [Exit Counseling](#).

## Notes on Financial Aid

In reviewing your application, Touro's Financial Aid Department may request additional documentation.

Loan funds are disbursed directly to the University to cover the cost of tuition. The Bursar's Office distributes refunds within 14 days of receiving the funds.

Touro's Financial Aid Department verifies enrollment and satisfactory academic progress before disbursing funds. For information on fund distribution, please contact the Bursar at [bursar@touro.edu](mailto:bursar@touro.edu).

Touro reserves the right to revise its financial aid programs. All programs are subject to change due to modifications in government or institutional policies. Additional criteria and information may be obtained from the Office of Financial Aid. Students are responsible for reading the Financial Aid Terms & Conditions before deciding to accept or reject their financial aid. View the disclosures at "View the disclosures" within your account in the Touro One Portal.

## *Federal Work-Study: Undergraduate and Graduate Students*

Federal Work-Study (FWS) is a need-based program which provides part-time employment for undergraduate and graduate students with financial need, allowing you to earn money to help pay education expenses. The program encourages community service work and work related to your course of study.

Funds for this program are awarded to eligible students as part of the financial aid process. Selection and placement for Work Study recipients is determined by student's eligibility, institutional funding, job availability and suitability for the position. Funds are limited and awarded on a first-come, first-served basis each academic year.

Students may work a maximum of 30 hours/week during the summer semester and a maximum of 20 hours/week during the fall and spring semester at a rate of \$20/hour beginning July 1, 2025.

## Federal Work-Study Eligibility

- **To be eligible for FWS, students must complete a FAFSA.**
- **Students must maintain a 2.0 GPA (unless such GPA does not meet Satisfactory Academic Progress in their school or program of study) to receive Federal Work-Study.**
- Students who fail to make [Satisfactory Academic Progress](#) must immediately discontinue Federal Work-Study.
- If you cannot report for work as instructed, or no longer want employment, you must notify your direct supervisor. Failure to do so will jeopardize your future FWS eligibility.

## Loans: Undergraduate and Graduate Students

When you apply for financial aid, you might be offered loans as part of your school's financial aid offer.. **A loan is money you borrow and must pay back with interest.** Student loans can come from the federal government, from private sources such as a bank or financial institution, or from other organizations. [Federal student loans usually have more benefits than private loans.](#)

To apply for a federal student loan, you must first complete and submit a [Free Application for Federal Student Aid \(FAFSA®\) form](#). Based on the results of your [FAFSA form](#), Touro University will send you a [financial aid offer](#), which may include federal student loans. Touro will tell you how to accept all or a part of the loan.

Before you receive your loan funds, you will be required to

- complete [entrance counseling](#), a tool to ensure you understand your obligation to repay the loan;
- sign a [Master Promissory Note](#), agreeing to the terms of the loan.

Contact the [financial aid office](#) at the school you are planning to attend for details regarding the process at your school.

## Types of Federal Student Loans

| Direct Loan Type                           | Direct Loan Borrower                                                                                                                                                      | Annual Award (subject to change)                                                                                       |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| <a href="#">Direct Subsidized Loan</a>     | Eligible undergraduate students with demonstrated financial need                                                                                                          | Up to \$5,500 depending on grade level and <a href="#">dependency status</a>                                           |
| <a href="#">Direct Unsubsidized Loan</a>   | Eligible undergraduate, graduate, and professional students                                                                                                               | Up to \$20,500 (minus any subsidized amounts received for the same period) depending on grade level                    |
| <a href="#">Direct PLUS Loans</a>          | <ul style="list-style-type: none"><li>• Parents borrowing money for their dependent undergraduate students</li><li>• Eligible graduate or professional students</li></ul> | Maximum amount is the cost of attendance (determined by the school) minus any other financial aid the student receives |
| <a href="#">Direct Consolidation Loans</a> | Anyone with eligible federal student loans who wants to combine any number of those loans into a single loan.                                                             | N/A                                                                                                                    |

**If you would like to learn more about student loans, please use this link:**

<https://studentaid.gov/understand-aid/types/loans>.

You must complete exit counseling when you leave school or drop below half-time enrollment. The purpose of exit counseling is to ensure you understand your student loan obligations and are prepared for repayment.

You'll learn about what your federal student loan payments will look like after school. We'll recommend a repayment strategy that best suits your future plans and goals.

You can find your personal loan details through your [loan servicer account](#) and your [StudentAid.gov account](#).

### Repaying Student Loans “101”

To review important concepts, tips, and recommendations for repaying your student loans please click the following link: <https://studentaid.gov/manage-loans/repayment/repaying-101>

### What are the current interest rates?

The interest rates for Direct Subsidized Loans and Direct Unsubsidized Loans first disbursed on or after July 1, 2025, and before July 1, 2026, are shown in the chart below.

| Undergraduate Borrowers                               | Graduate or Professional Borrowers |
|-------------------------------------------------------|------------------------------------|
| 6.39%                                                 | 7.94%                              |
| Direct Subsidized Loans and Direct Unsubsidized Loans | Direct Unsubsidized Loans          |

**Note: The interest rates shown above are fixed rates for the life of the loan.**

Have other questions about interest?

- [Understanding interest rates and fees](#)—Find out how interest is calculated.
- [Information for military members](#)—If you are a member of the military, you may be eligible for special interest benefits relating to your federal student loans.

### What are the loan fees?

All Direct Subsidized Loans and Direct Unsubsidized Loans have a loan fee. The loan fee is a percentage of the loan amount and is proportionately deducted from each loan disbursement. The percentage for all Direct Subsidized and Unsubsidized loans first disbursed on or after Oct. 1, 2020, is 1.057%. Loans first disbursed before that date had different loan fees.

### Private Loans

In addition to the above loans, students and parents may apply for private loan programs. These loans are not need-based, require a credit check and may require other evaluations of the borrower’s credit-worthiness. Alternative loans may require that the borrower apply with a co-signer.

Students who owe balances from prior years or who are ineligible for federal loans may wish to explore private loan funding. [ELM Select](#) is a tool that may aid you in selecting a private educational loan.

Touro is not affiliated with any private educational lender and encourages students to use all federal and state funding prior to seeking funds from private educational lenders. The Office of Financial Aid will offer advice to students on resources to finance their educational expenses.

## **New York State Awards**

### **Veterans Tuition Award (VTA)**

Available for graduate (and undergraduate) programs to eligible veterans and certain dependents.

<https://www.hesc.ny.gov/vta> (via NYS Grants & Scholarships list)

### **Master's in Education Teacher Incentive Scholarship**

A full-tuition award for students pursuing a master's degree in education (SUNY/CUNY) who commit to teaching in NYS public schools for five years.

<https://newyork.teach.org/aid/nys-masters-education-teacher-incentive-scholarship>

### **NYS Math & Science Teaching Incentive Program**

Available to graduate (and undergraduate) students preparing to teach math or science at the secondary level in NYS.

<https://www.hesc.ny.gov/find-aid/nys-grants-scholarships/nys-math-and-science-teaching-incentive-program>

### **NYS Regents Awards for Children of Deceased and Disabled Veterans**

Applicable for graduate students whose parent served and died or became disabled in service.

<https://www.hesc.ny.gov/regents>

## **Alternate Sources of Aid**

### **Financial Aid for Consortium Agreements**

Touro students who want to attend other institutions in the United States or abroad for a semester or more) may be able to use federal financial aid under a consortium agreement. Students must be approved by their respective academic department prior to attending another institution for the semester(s). At least four weeks prior to the start of the semester(s), students must contact the Office of Financial Aid to complete the Consortium Agreement and to provide documentation of the Cost of Attendance (COA), course registration, contact information at the other school and their Touro academic department's approval.

### **Veterans Benefits**

Veterans may qualify for additional benefits, including the Yellow Ribbon Program (described below). For more information, contact the following agencies:

- U.S. Department of Veterans Affairs (VA), <https://www.va.gov>
- GI Bill®<sup>1</sup>, <https://www.gibill.va.gov>
- Office of Financial Aid at Touro

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<sup>1</sup> "GI Bill®" is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill).

## **Yellow Ribbon GI Education Enhancement Program**

Touro is proud to be a part of the Yellow Ribbon GI Education Enhancement Program. The program is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008 and allows degree-granting institutions of higher learning in the United States to voluntarily enter into an agreement with the VA to fund tuition expenses that exceed either the Post 9/11 GI Bill® annual cap for private institutions or the resident tuition and fees for a public institution. The participating educational institution can contribute up to 50% of those expenses, and the VA will match the same amount as the institution.

Students must be eligible for the Post-9/11 GI Bill® at the 100% rate to be considered for the Yellow Ribbon Program. Specific eligibility requirements for the Yellow Ribbon Program may be found online at <https://www.gibill.va.gov>.

Eligible students fit the criteria as follows:

- Served an aggregate period of active duty after Sept. 10, 2001 of at least 36 months.
- Were honorably discharged from active duty for a service-related disability and served 30 continuous days after Sept. 10, 2001.
- Are dependents eligible for Transfer of Entitlement under the Post-9/11 GI Bill® based on his/her service under the eligibility criteria listed above.

Students who wish to be considered should complete and submit an application form available online at <https://www.gibill.va.gov>. The VA will inform students via written notification with an explanation of its decision on program eligibility. If approved, students will receive a Certificate of Eligibility confirming their service meets the requirements of the Yellow Ribbon Program. All Certificates of Eligibility should be presented to the Office of Financial Aid for Touro's records. The Certificate of Eligibility does not guarantee Yellow Ribbon funding as the availability of annual funds for Touro's Yellow Ribbon Program is limited. Student eligibility is determined by the university's veteran certifying officer. For more information on selection criteria for Touro's Yellow Ribbon Program, contact the Office of Financial Aid.

## **In-House Scholarships**

A minimum undergraduate GPA of 3.0 or its equivalent is required to be eligible for Touro University Graduate School of Jewish Studies scholarships. Students not awarded a scholarship upon their initial enrollment may reapply for a scholarship for the following academic year if their first-year program GPA is at least 3.0. Scholarship amounts are determined by the Dean based on merit.

Scholarships must be renewed annually, each fall. Students must submit a new scholarship application to apply for scholarship renewal. A student whose cumulative GPA falls below 3.0 is not eligible for scholarship renewal, but may reapply for the following academic year.

Should a refund check generated by Institutional funds which is issued to a student remain unclaimed for one ("1") year, Touro reserves the right, in its sole discretion, to make adjustments to any internal funds which remain on a student's account as unclaimed. The student shall not have any right to the adjusted funds.

## **Withdrawal Policy, Federal Return to Title IV (R2T4)**

### **Objective**

The Title IV Student Withdrawal Policy is designed to ensure the accurate and timely determination of:

- 1) The date of the institution's determination that a student withdrew;
- 2) The student's withdrawal date; and
- 3) The student's last date of attendance.

The policy maintains the proper disposition of Title IV funds, in accordance with 34 CFR 668.22 of the Code of Federal Regulations.

### **Background**

Title IV or federal financial aid is awarded to students based upon the assumption that they will complete their semesters of enrollment and earn satisfactory grades. When students fail to complete their classes, they may lose eligibility for federal funds that they already received or could have received.

When a recipient of Title IV grant(s) and/or loan(s) withdraws (voluntarily or involuntarily) from Touro during a payment period (or semester) in which he/she began attendance, the college must determine the amount of the grant and/or loan assistance earned by the student as of his/her withdrawal date. This policy establishes steps that Touro must take to ensure compliance with federal regulations.

### **Policy**

Touro must always return any unearned Title IV funds that it is responsible for within 45 days of the date Touro determined the student withdrew and offer any post-withdrawal disbursement of loan funds within 30 days of that date.

Reference: [Student Financial Aid Handbook, Volume 5; Chapter 1 Withdrawals and Return of Title IV Funds](#).

### **Withdrawal Date**

A student's withdrawal date varies depending on the type of withdrawal.

Reference: Determining a student's withdrawal date at a school that is not required to take attendance in the Student Financial Aid Handbook, [Volume 5; Chapter 1 Withdrawals and Return of Title IV Funds](#).

### **Official Notification Provided**

- In a case when the student provides official notification of his/her intent to withdraw, Touro will use the date of notification as follows:
- In the event that a student begins Touro's withdrawal process,\* the date the student begins the process is the date of withdrawal.
- In the event that a student sends written notification of intent to withdraw, the date Touro receives the written notice is the date of withdrawal.
- In the event that a student makes an oral notification to the Office of the Registrar, which is Touro's designated office for beginning the withdrawal process, the date will be documented by this office. The date of withdrawal will be recorded as of the date of oral notification, unless there is subsequent written notification, in which case the date that Touro receives the written notification may be the withdrawal date.

\* To begin the withdrawal process, the student contacts the Office of the Registrar to obtain the appropriate withdrawal form. If the student both begins the withdrawal process and provides a notification to Touro, the earlier of the two dates will be used as the withdrawal date.

### **Official Notification Not Provided**

In a case when the student does not provide official notification of his/her intent to withdraw, Touro may use the midpoint of the payment period as the date of withdrawal, with the following exception:

- When an official notification was not provided by the student because of circumstances beyond his/her control (i.e., illness, accident, grievous personal loss, or other circumstances), the date of the onset of such circumstances will be serve as the withdrawal date as determined by the Office of the Registrar.

### **Last Date of Attendance**

Touro may always use the withdrawal date as the student's last date of attendance at an academic activity reported by a faculty member on a course enrollment roster or final grade sheet. Examples of academic activities are exams, tutorials, computer-assisted instruction, academic counseling, turning in class assignments, or attending a study group assigned by the University. The faculty member will maintain documentation of the last date of attendance.

### **Date of Institution's Determination of Student Withdrawal**

The date of Touro's determination that a student withdrew varies depending upon the type of withdrawal. Reference: [Determining a student's withdrawal date at a school that is not required to take attendance, Student Financial Aid Handbook, Volume 5; Chapter 1 Withdrawals and Return of Title IV Funds.](#)

### **Date of Official Notification Provided**

This is the date the student provides official notification to Touro or begins the withdrawal process, whichever is later.

### **Date of Official Notification Not Provided**

This is the date that Touro learns the student has ceased attendance. Touro will perform the Return to Title IV Funds calculation and return any unearned funds no later than 45 days after the end of the payment period determining the withdrawal date. For a student who withdraws without providing notification to Touro, the institution must determine the withdrawal date no later than 30 days after the end of the earliest:

- Payment period or period of enrollment (as appropriate)
- Academic year
- Educational program

Reference: [Student Financial Aid Handbook, Volume 5; Chapter 1 Withdrawals and Return of Title IV Funds.](#)

### **Refund of Unearned Funds to Title IV**

If the total amount of Title IV grant and/or loan assistance that was earned by the student is less than the amount that was disbursed to the student as of the withdrawal date, the difference between the two amounts will be returned to Title IV programs and no further disbursements will be made. Funds will be returned as follows:

## **Refunds by the University**

In the event that Touro is responsible for returning funds to Title IV programs, the funds will be returned in the order prescribed by the U.S. Department of Education (listed below) within 45 days of the date of determination of a student's withdrawal.

- Unsubsidized Federal Direct Student Loans
- Subsidized Federal Direct Student Loans
- Perkins Loans
- Federal Direct PLUS Loans
- Federal Pell Grants for the payment period for which a return of funds is required
- Academic Competitiveness Grant (ACG) for the payment period for which a return of funds is required
- National Science and Mathematics Access to Retain Talent Grant (SMART) for the payment period for which a return of funds is required
- Federal Supplemental Educational Opportunity Grants (FSEOG) for the payment period for which a return of funds is required
- Teacher Education Assistance for College and Higher Education Grant (TEACH) for the payment period for which a return of funds is required
- Other assistance under Title IV for which a return of funds is required

## **Refunds by the Student**

In the event that the student is responsible for returning grants funds to Title IV programs, Touro will notify the student within 45 days of the date of determination of his/her withdrawal. The student will be advised concerning making arrangements for repayment.

In some cases, both the student and Touro are each responsible for returning funds to the U.S. Department of Education under the R2T4 regulations.

## **Payment Period or Enrollment Period**

Withdrawals and the return of Title IV funds will be based on a payment period for all standard term (or semester) programs.

## **Documentation**

Touro must document a student's withdrawal date and the date of determination that the student withdrew. The documents will be kept in the student's academic file in the Office of the Registrar. The Title IV funds calculation and other accompanying documentation will be secured in the Office of Financial Aid.

## **Additional Financial Aid Policies for Graduate Students**

### **High School Diploma**

If you enroll in higher education for the first time on or after July 1, 2012, in order to be eligible for federal student aid, you must have either a high school diploma or a recognized equivalent (such as a General Educational Development certificate (GED) or a **home school** education). You no longer have the option of becoming eligible for federal student aid by passing an approved test or completing at least six credit hours or 225 clock hours of postsecondary education. This may also apply to state grant and other state funded programs.

Touro also reserves the right to evaluate any high school diploma presented by a student. Touro may, at any time, request a copy of a high school transcript to validate a high school diploma.

diploma. A high school diploma or recognized equivalent is required to receive federal student aid.

### **Transfer Students**

All students transferring from other institutions will have their credits evaluated. The Office of Admissions will notify the Office of Financial Aid of the number of accepted credits.

The financial aid package will be prepared based on the number of accepted transfer credits. If a financial aid package is prepared prior to the final transfer credit evaluation, federal loans will be awarded based on the grade level for which the transfer credits have been accepted. If additional transfer credits are accepted, the Office of Admissions will notify the Office of Financial Aid. In addition, a student must contact the Office of Financial Aid to determine if he/she is eligible for an increase in federal student loans based on academic grade level.

### **Financial Aid for Repeated Coursework: Financial Aid Impact**

Repeating courses may significantly impact Satisfactory Academic Progress (SAP) and eligibility for Title IV federal financial aid and institutional aid. All course repeats will count as attempted credits and be used in the quantitative and maximum timeframe components of the SAP policy. Students should consult with a financial aid advisor before registering for a repeated course.

The rules regarding repeated coursework will further impact recipients of Title IV federal financial aid funding. Students are allowed to repeat coursework under these circumstances for Federal Financial Aid:

- May repeat a previously passed course only once (and receive aid for the repeated course).
- May repeat a failed course until it is passed (aid eligibility will be limited to one repeat).
- May not repeat a previously passed course due only to a student's failure to pass other coursework.

### **STANDARDS OF SATISFACTORY ACADEMIC PROGRESS**

Satisfactory Academic Progress (SAP) requires that students are able to complete their academic program in a timely manner while achieving and maintaining compliance with minimum academic standards. Federal regulations mandate that all students are required to conform to SAP standards as they work toward a degree in order for them to qualify to receive financial assistance through all Touro University (Touro) eligible Title IV federal financial aid programs. Conformance to Touro's SAP policy ensures that students complete their academic program in a timely manner while achieving and maintaining compliance with minimum academic standards.

This SAP policy applies to all Touro students including undergraduate, graduate and professional students. These standards are for Title IV Federal Financial Aid purposes only and neither replace nor override academic policies outlined by Touro, other state or Federal benefit programs (i.e., NYS Tuition Assistance Program) or individual program requirements. However, these standards are intended to be at least as rigorous as Touro's academic policies.

The complete Touro University Satisfactory Academic Progress policy can be found online at <https://www.touro.edu/students/policies/satisfactory-academic-progress-policy/>.

## **STUDENT SERVICES**

### **OFFICE OF THE REGISTRAR**

The Office of the Registrar supports teaching and learning at Touro University by maintaining and acting as the custodian of students' academic records, coordinating the registration process, and providing the following services:

- Processes "Change of Name," "Leave of Absence" and other official forms.
- Processes transfer credit requests.
- Verifies enrollment status for insurance, certification, or other purposes.
- Handles matters pertaining to veterans.
- Addresses all matters related to student visas.
- Verifies fulfillment of academic graduation requirements.
- Prepares official transcripts.
- Issues diplomas upon graduation.

### **Touro University Web-Based Student Services (TouroOne)**

Touro University's TouroOne portal, <https://TouroOne.touro.edu> enables students to do the following:

- Search current course offerings
- Register for courses
- Add/drop courses during the registration period
- View and print class schedules
- View grades
- Check for any holds on their accounts
- Check financial aid status
- Download financial aid forms
- Access TouchNet for online e-bills and tuition payments
- Print unofficial transcripts
- Order official transcripts
- Access their Touro email accounts
- Access the Canvas learning management system

The Office of the Registrar for the Graduate School of Jewish Studies is located at the Touro University Main Campus, 3 Times Square, in Manhattan. The office is open to students five days a week: Mondays through Thursdays from 9:00 am to 5:30 pm, and Fridays from 9:00 to 2:00 pm, unless otherwise posted.

## **OFFICE OF FINANCIAL AID**

The goal of the Financial Aid Office at the Graduate Division of Touro University is to offer financial aid guidance, counseling, and assistance during a student's academic career. These services are available both online and in-person. The Office assists students in understanding, applying for, and securing financing for their education. Touro University participates in Federal, state, and local programs, some of which may include Federal Direct Unsubsidized Loans, Federal Direct Graduate Plus Loans, the GI Bill®, and the Federal Work Study Program. Students also have the option to apply for private loans. The Financial Aid Office operates in compliance with applicable Federal and state rules and regulations.

## **OFFICE OF THE BURSAR**

The Bursar's Office, as part of Student Services, is responsible for maintaining all students' tuition accounts and the University's receivables. This includes reviewing charges and payments, issuing refunds, collection activities and providing support and guidance to create a seamless experience for our students. These functions are accomplished while servicing the needs of our students within the framework of Touro's policies and legal guidelines.

### **Tuition Payments**

You will not be sent a bill! TouchNet is Touro's means of providing our student body 24-hour access to account activity, making payments, enrolling in payment plans and direct deposit online. To access TouchNet, login to TouroOne at <https://touroone.touro.edu/> following the user and password guidelines, and then select "TouchNet" from the menu. For questions or issues with access, please contact the TouroOne Helpdesk at [help@touro.edu](mailto:help@touro.edu).

Payment methods accepted through TouchNet include all major credit cards or by E-Check using a checking account. Please be advised that payments on student accounts made online by credit or debit card will be charged a 3.00% non-refundable convenience fee by our third party provider, TouchNet® Pay Path.\* Students can avoid this fee by simply choosing to pay with our electronic check (E-check) option. To pay by E-check, log into your online student account, select electronic check for your method of payment and provide your bank routing number and account number.

The Office of the Bursar is committed to guarding our students from unlawful acts of identity theft. The University takes very seriously the privacy rights of students, including the protection of personal credit card and bank account information.

To make a tuition payment, students should log in to the TouroOne portal, <https://touroone.touro.edu/>, using their portal credentials. (Follow the Account Management steps, if necessary.)

- Select the “Financial Services” tab on the top of the home page. Select “TouchNet” in the Student Accounts box.
- Select “My Account.”
- Select Applicable Terms and Verify Amount.
- Select Date and Continue. Select Payment Method.
- Enter your credit card information or your checking or savings account information and Select “Continue.”
- Review payment and click “Schedule Payment.”
- A message will be sent that states “Thank you, you have successfully scheduled your payment(s) for MM/DD/YY.”

If you are an Authorized User (other than the student) log in here:

[https://secure.touchnet.net/C21513\\_tsa/web/login.jsp](https://secure.touchnet.net/C21513_tsa/web/login.jsp).

The bank account holder must have knowledge and authorize this transaction. To authorize a third party, such as a parent or spouse, to access the student’s TouchNet account and make a payment on his/her behalf, select "Authorize Payers," then select "Add New." Enter the authorized payer's name and email address, then create a username and password. The authorized payer will receive the TouchNet link and their personal username and login information via email.

## **Student Refunds**

Any student in overpayment of tuition will receive a refund. All refunds are issued within 14 days of the credit balance posted to their student account (check your TouchNet account activity to confirm the posting). Refunds may be processed via paper check or E-check directly to the student’s bank account of choice. We strongly recommend that students enroll in the Direct Deposit option, which allows you to receive your refund faster via electronic deposit to the bank account of your choice. To sign up, access student account via TouchNet. Select Refund and follow the instructions.

Please ensure that you update your account information. The University is not responsible for delays in payments due to incorrect information entered by the student or their representatives. If paid by credit card, that credit card will be refunded.

If you applied for Federal Direct Loans, you will be notified via email of the date your loan funds have been received and credited to your student account. If you wish to cancel all or a portion of your loan please return the notification to the Financial Aid Office within 14 days.

### **Section 103 Provisions for Veteran Students: Pending Payment Compliance for Eligible Students**

In accordance with Title 38 US Code 3679 subsection (e), Touro University adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Veteran Readiness and Employment (Ch. 31) benefits, while payment to the University is pending from the VA, Touro University will not:

- prevent nor delay the student's enrollment;
- assess a late penalty fee to the student;
- require the student to secure alternative or additional funding;
- deny the student access to any resources available to other students who have satisfied their tuition and fee bills to Touro University, including, but not limited to, access to classes, libraries, or other institutional facilities.

However, to qualify for this provision, such students may be required to:

- produce the Certificate of Eligibility by the first day of class;
- provide a written request to be certified;
- provide additional information needed to properly certify the enrollment as described in other University policies.

### **Tuition Payment for Foreign Students**

To ensure all Touro University international students (with a confirmed F-1 status) in Undergraduate, Graduate, and Professional programs based in New York remain in good financial standing, the following requirements are being instituted:

International students must either:

- Pay their tuition in full prior to the start of the term, or
- Be actively enrolled and current in an approved payment plan to remain registered for the term.

**Failure to meet either of these criteria will result in the student being deregistered and their classes dropped.**

## THE TOURO UNIVERSITY LIBRARIES

The Touro University Libraries aspire to be a primary partner in the intellectual pursuits the University. The mission of the Libraries is to promote a collegial and academic atmosphere, in support of the University's mission to further personal growth and intellectual inquiry. Key to the accomplishment of this mission is our expert and responsive staff who understand teaching and research. The Touro University Libraries acquire, organize, preserve, and provide access to information resources in a broad range of formats. All library facilities have study areas, computer workstations, audio-visual equipment, and photocopiers. All library personnel promote information literacy as an integral part of the University experience by offering a comprehensive program of library instruction, individualized research advice, and reference assistance to foster and encourage our students to become lifelong learners.

The Graduate School of Jewish Studies library, located at 3 Times Square in Manhattan, maintains a large collection of print and electronic books in the areas of Judaica and Hebraica. The print collection (open stacks; app. 35,000 volumes) is augmented by approximately 10,000 volumes of rare and classic Hebraica and Judaica on microfiche or microfilm, including several thousand Hebrew manuscripts and over one hundred volumes of Hebrew incunabula. The professional library staff at 3 Times Square includes a full-time Judaica reference librarian, who has the linguistic and academic expertise to assist students in their research.

Midtown librarians and faculty members have also contributed to the development of a strong collection of Web-based electronic resources specifically in the field of Jewish Studies which is available on-campus and off-campus via username and password. Important titles and collections are:

- American Digital Archive of the Jewish Experience
- Bar Ilan University Responsa
- The Bibliography of the Hebrew Book
- COTAR
- Dissertations & Theses @ Touro
- EBSCO multi-search
- Encyclopaedia Judaica, 2<sup>nd</sup> ed.
- Encyclopedia of the Founders and Builders of Israel
- Halacha Brura
- Hebrewbooks.org
- Index to Hebrew Periodicals
- Index to Jewish Periodicals
- JNUL Digitized Book Repository

- JSTOR
- Judaica-Sammlung Frankfurt
- Kotar (eBooks)
- Otzar HaHochma
- Proquest Central
- RAMBI
- Talmudic Text Databank

The library is hard-wired for the Internet, has wireless capabilities, and includes an area of clustered research computer workstations and a classroom in support of the Touro Information Literacy Initiative (TILI). It also includes a multi-media room which houses the Library's microform and audiovisual collections, and viewing equipment including a state-of-the-art reader-printer.

Access to the libraries' print, media, and Web-based collections is provided via a virtual library ([www.tourolib.org/](http://www.tourolib.org/)) that is being developed to meet the needs of a diverse student body and to tap the wealth of quality Web-based resources. It includes the *Library Catalog* with records and locations of items, material selected by professors as coursereserves, links to proprietary and public domain ebooks, and links to *Proprietary eresources*.

Annotated links to the above proprietary and free resources comprise the virtual library's *Web & Search Sites* directory. The directory includes *Ready Reference* databases, *Subject Directories*, and *Search Engine*. The virtual library also has a *Directory* of libraries, *Information Literacy* information and resources and *Guides & Tutorials* (the *NoodleTools* MLA citation and APA reference generator, etc.). It has an *Ask a Librarian* option that provides research advice and answers to questions via email within 48 hours, CHAT instant reference messaging, and features OCLC's Collaborative Digital Reference Service. It also includes *Ereserves* (electronic required course reserves) that is linked in *Canvas* courses.

In addition to intra-library resource sharing, the Midtown Library has ready access to the wealth of material available in metropolitan New York and on Long Island. The University is a member of METRO (New York Metropolitan Reference and Research Library Agency). METRO includes most academic and research libraries. When items or resources are not available at a Touro University or public library, staff may be able to make referrals to METRO libraries. When materials are not available locally, staff can obtain them via interlibrary loan featuring OCLC (Online Computer Library Center) and LVIS (Libraries Very Interested in Sharing).

## THE TOURO COMPUTER CENTER

The Touro University Computer Center provides computer laboratory facilities to support a variety of course offerings. Computer laboratories are available to graduate students at the following location:

- Main Campus  
3 Times Square  
New York, NY 10036

For more information, contact the Main Campus computer lab (3 Times Square, Manhattan) at (212) 463-0400, ext. 55240.

## STUDENTS WITH DISABILITIES

Touro University (“Touro” or the “University”) complies with Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990, which protects persons from discrimination on the basis of physical or mental impairments for all educational and employment purposes. Reasonable Accommodations may be available for students who have physical or learning-related disabilities.

The University is committed to providing reasonable accommodations to students with documented disabilities who request accommodations. Policies and procedures ensure that students with a disability will not, on the basis of that disability, be denied full and equal access to academic and co-curricular programs or activities or otherwise be subjected to discrimination under programs offered by the University. The University has a centralized Office of Student Disability Services headed by an Executive Director who oversees Student Disability Services operations in the Undergraduate, Graduate, and Professional Divisions. Graduate School of Jewish Studies students with disabilities seeking reasonable accommodations should do so through the Office of Student Disability Services (OSDS) Coordinator for GSJS, Moshe Sherman, [michael.sherman2@touro.edu](mailto:michael.sherman2@touro.edu).

A student requesting accommodation for a documented disability under the ADA must meet with the OSDS coordinator and submit an [\*Application for Accommodations & Services\*](#). Verbal disclosure of a disability and request for accommodation is not sufficient and cannot substitute for required documentation. Students may apply for reasonable accommodations at any time. Accommodations, if granted, are only done so on a prospective basis. Reasonable accommodations are never provided retroactively.

Students seeking reasonable accommodations must:

- 1) Complete the [Application for Accommodations & Services](#).
- 2) Provide documentation as described in the [Guide to Documentation Requirements](#).
- 3) Participate in an interactive dialogue with the OSDS coordinator.

The process, as described above, will result in the issuance of a *Receipt of Accommodations* form, which will either approve or deny the request. This form is signed by the coordinator, the Dean or Program Director, and the student.

The process, including all submitted documentation, remains confidential. The *Receipt of Accommodations* ("Receipt") should not contain any disability-specific information; rather it only lists approved accommodations. The Receipt is shared with the program in which the student is registered to ensure that the approved accommodations are implemented.

A copy of the *Application for Accommodations & Services* may be available by contacting the Office of Student Disability Services Coordinator for GSJS, Moshe Sherman, [michael.sherman2@touro.edu](mailto:michael.sherman2@touro.edu).

## **STUDENT RIGHTS AND RESPONSIBILITIES**

### **Student Rights**

- Confidentiality of all information pertaining to a student's disability, except where disclosure is required by law.
- Equal access to courses, programs, services, jobs, activities, and facilities available through the University.
- Reasonable and appropriate accommodations, and/or academic adjustments determined by the coordinators of OSDS.
- Access to all services and support available to all Touro students with reasonable accommodations where necessary and appropriate.

### **Student Responsibilities**

- Request reasonable accommodations as necessary and appropriate.
- Meet University and programmatic qualifications, technical, academic, and institutional standards set for all students.
- Identify themselves as an individual with a disability when seeking reasonable accommodation (please note that the approval process takes some time, and as such students are urged to file their paperwork as soon as possible).
- Provide documentation (i.e. diagnosis, diagnostic exam results, etc.) from an appropriate professional source(s) to verify the nature of the disability and functional limitations as related to the requested accommodation(s).

- Respond in a timely fashion to the Office of Student Disability Services' requests for additional information.
- Follow specific procedures for obtaining reasonable accommodations.
- Attend all classes for enrolled courses, unless otherwise medically excused.
- Immediately report to the OSDS coordinator if previously-approved accommodations are not being made.
- Report to the OSDS coordinator if previously-approved accommodations require modification, which will result in an interactive dialogue and may result in modifications to reasonable accommodations.
- Understand that accommodations are never provided on a retroactive basis.
- Understand that receiving reasonable accommodations is not a guarantee of academic success.
- Keep a copy of their submitted documentation. Touro is not the custodian of the student's application or medical records.

## **GRIEVANCE POLICY**

If a student feels that he/she has been discriminated against on the basis of their disability or disability status, he/she has the right to file a complaint through the grievance or student complaint mechanisms stated in the applicable Catalog or Student Handbook. A similar procedure can be followed by a student to appeal the University's response to a request for reasonable accommodations.

For more information and a copy of the Office of Student Disability Services Handbook, please visit <https://www.touro.edu/departments/student-disability-services/>

## **ALUMNI RELATIONS**

The Graduate Division actively seeks to maintain a relationship with its alumni. An Alumni Advisory Board is composed of supporters of Touro University from the fields of law, medicine, education, government, the private sector and religious institutions, meets to explore ways to make the public aware of the many programs offered by Touro University. Education seminars and professional development workshops are some of the special activities offered to alumni.

## **PROGRAM REQUIREMENTS**

### **MASTER OF ARTS IN JEWISH STUDIES**

#### **Thesis Track**

1. A minimum of 30 credits of approved graduate course work beyond the Bachelor's degree, including a total of 24 credits in the area of specialization.
2. Submission and approval of a Master's thesis. The thesis track is recommended for students seeking to continue their studies toward a doctoral degree.

#### **Non-Thesis Track**

1. A minimum of 36 credits of approved graduate course work beyond the Bachelor's degree, including a total of 24 credits in the area of specialization.
2. Successful completion of a written comprehensive examination in the area of specialization.

### ***AREAS OF SPECIALIZATION***

#### **Jewish History**

Jewish history during the past millennium comprises the main area of focus, with particular attention to intellectual history. Students must take three core courses of 3 credits each:

1. **HJGN 600-601:** A two-course sequence examining Jewish literature, culture, and history of the medieval and modern periods.
2. **HJGN 670:** A methodological seminar on the use of historical sources and proper utilization of bibliographical and research tools.

Thesis-track students must also complete **HJGN 672**, an advanced research seminar leading toward the thesis.

Students may choose from a wide variety of electives in the area of specialization and cognate disciplines. Emphasis is placed on the student's ability to analyze texts and source materials of the period.

#### **Jewish Education**

This specialization combines the best of theory and practice in Jewish education and provides mentored practical classroom experience using sophisticated observation techniques.

Students take three core courses of 3 credits each:

1. **HJGN 600-601:** A two-course sequence examining Jewish literature, culture, and history of the medieval and modern periods.
2. **EJSN 670:** A practicum in teaching strategies;

Thesis-track students must also complete **EJSN 674**, an advanced research seminar leading toward the thesis.

Electives are available in the areas of philosophy and psychology of Jewish education; classroom instruction and management; curriculum development, and teaching methodology.

## **UNDERGRADUATE STUDENTS**

Qualified undergraduates of Touro University are permitted to register for certain Master's-level courses for undergraduate credit, up to a maximum of nine credits. Those credits (with grades of B or better) may be applied later to the M.A. degree in Jewish Studies.

## **DOCTOR OF PHILOSOPHY IN JEWISH STUDIES**

Degree requirements for the Ph.D. include:

1. A minimum of 36 semester credits of approved graduate course work beyond the Master's degree, including at least 24 credits in a specialized area of Jewish Studies, and at least six credits in a cognate field
2. Successful completion of a methodological seminar on the use of primary sources and bibliographical aides (3 credits), and a research seminar (3 credits) focusing on methods of dissertation research
3. A minimum of 24 credits completed in residence
4. Maintenance of a 3.5 GPA to remain in good academic standing
5. Three written comprehensive examinations: two in the area of specialization and one in the cognate field
6. Oral comprehensive examination in the area of specialization and the cognate field
7. Demonstration of reading proficiency in French or German, and any other language deemed relevant to the student's program of study
8. Submission and approval of a dissertation proposal
9. Submission, approval, and satisfactory oral defense of a doctoral dissertation

## **COURSE DESCRIPTIONS**

### **MASTER OF ARTS IN JEWISH STUDIES**

#### **JEWISH HISTORY**

##### **HJGN 600 History of the Jews in the Middle Ages (Annual)**

Social, economic, political and intellectual history of medieval Jews, particularly in the major European centers. Emphasis is placed on developments in law, philosophy, poetry and mysticism. Topics include: the status of Jews under Christianity and Islam; communal organization and economic activity; Jews in European culture; Jewish-Christian polemics; controversy regarding the study of philosophy; crusades and martyrdom; expulsion, Conversos; Sabbatianism; and transition to the modern period. *3 credits.*

##### **HJGN 601 History of the Jews in Modern Times (Annual)**

A survey of modern Jewish history from the French Revolution to World War I. Major developments are analyzed in light of political, social and ideological currents and trends. Emphasis is placed upon the emergence of diverse expressions of Jewish religious and secular identity. Topics include: the Enlightenment and emancipation; Wissenschaft des Judentums; rise of Reform Judaism; the Positive-Historical School: Neo-Orthodoxy; eastern Haskalah; Volozhin and the Yeshiva movement; Mussar movement; Jewish socialism; political and racial anti-Semitism; migrations; Hibbat Zion and Zionism. *3 credits.*

##### **HJGN 602 History of the Geonim and their Yeshivot (Upon Request)**

The Babylonian Jewish community and its institutions from the beginning of the Geonic era until the passing of Rav Hai (1038). The Geonim as successors of the Amoraim, as arch champions of the Babylonian Talmud and as predecessors of the Rishonim in Europe. *3 credits.*

##### **HJGN 605 Early Rabbinic Literature: The Mishnah (Biennial)**

History, content, structure and methodology of the Mishnah and related Tannaitic literature. *3 credits.*

##### **HJGN 606 The Non-Jew in Rabbinic Literature (Biennial)**

The gentile or non-Jew has played a prominent role in rabbinic literature from the time of the Mishnah or late antiquity until the present day. This course will explore this literature, showing how the Jew interacted with the gentile both socially and halakhically, with each new social reality throughout Jewish history offering new challenges and requiring the rabbis to find new solutions. *3 credits.*

**HJGN 607 Development of Post-Talmudic Literature** (Upon Request)

An examination of Jewish legal literature from the close of the Talmud until the 14th century. The course will analyze the authorship, content and methodology of specific works, and assess the purpose of these works. Readings will include: R. Hai Gaon, R. Yitzchak Alfasi, R. Yonatan m'Lunel, Rashi, Ri Migash, Maimonides, Nahmanides, Rashba and Ritva. *3 credits.*

**HJGN 609 History of the Rabbinate in the Middle Ages** (Upon Request)

A study of the emergence of an ordained, professional rabbinate in the Middle Ages. Topics include: sources related to the institution of rabbinic ordination; the 16th century semikha controversy; rabbis as educators; the rabbinate in Sephardic and Ashkenazic communities. *3 credits.*

**HJGN 610 Ashkenazic Jewry in the Middle Ages** (Biennial)

A study of the political status, economic foundations, communal organization, family structure, educational ideals and reality as well as the intellectual activities of Ashkenazic Jewry in the Middle Ages. Emphasis placed on the primary sources of the period. *3 credits.*

**HJGN 612 Italy: Conduit of Medieval Jewish Culture** (Biennial)

A study of the sources of Italian Jewish history highlighting Italian Jewry's role as a transmitter of Jewish culture and its characteristic blend of materials and forms. Topics include: the beginning of Italian Jewish civilization and the varieties of Italian Jewish literary creativity during the early and late Renaissance, with attention paid to such figures as Anatoli, Recanati, Shibbolei Haleket and Azariah de Rossi. *3 credits.*

**HJGN 613 Jews in the Renaissance** (Biennial)

Religious, cultural, social, and political history of the Jews in Italy from the 13<sup>th</sup>-17<sup>th</sup> centuries. *3 credits.*

**HJGN 615 The Church and the Jews** (Upon Request)

This course will examine the range of Christian attitudes to Jews and Judaism over the centuries, from the first century to our own time. It will focus on major events and themes. These include the foundational teachings of Paul and the Church Fathers; the growth of the Western Church; the First Crusades; forced disputations; late medieval demonization of the Jews; the impact of the Protestant and Catholic Reformations; the emergence of the ideas of tolerance; and the issuing of “*Nostra Aetate*” (Vatican II). *3 credits.*

**HJGN 616 The War Against the Talmud** (Biennial)

Christian attitudes toward the Talmud in the medieval and modern periods: burnings, censorship and academic study. *3 credits.*

**HJGN 617 Kiddush Hashem in Jewish History and Thought** (Biennial)

This course examines the evolution of the concept of Jewish Martyrdom, from its Biblical roots until the Holocaust. Based primarily upon close reading of primary sources, students will follow the manner in which changing circumstances and challenges affected and fashioned the legal and extra-legal modes of martyric conduct. These will be examined in light of discrete analyses of specific historical events: The Babylonian Exile (586-536 BCE), The Antiochine Persecutions (167 BCE), The Great Revolt Against Rome (66-73 CE), The Hadrianic Persecutions (130-135 CE), The First Crusade (1096 CE), The Spanish Persecutions (1391 CE), The Chmielnicki Revolt (1648-1649 CE), the Holocaust (1933-1945 CE). *3 credits.*

**HJGN 618 The Controversy Over the Study of Philosophy in the Thirteenth and Fourteenth Centuries** (Upon Request)

An examination of the controversy in Spain and Provence, exploring the varied positions of proponents and opponents of Maimonides' writings, and the roles of Rashba and Hameiri. *3 credits.*

**HJGN 619 The Jews of Early Modern Europe** (Annual)

This course will deal with a period of major transformation in European Jewish life, from 1492 to 1750. It will focus on changes in Jewish-Christian relations, the impact of modern state-building on Jewish existence, and currents in Jewish thought and social life. Throughout, it will entail an examination of different patterns of development within Sephardi, Ashkenazi, and Italianate Jewish communities, as well as the interaction between members of these sub-groups. *3 credits.*

**HJGN 620 History of the Conversos in Spain and Portugal** (Upon Request)

This course focuses on the key dynamics of change within the population of Conversos from Spain and Portugal over the course of three hundred years, from 1391 to the end of the seventeenth century. The course will consider major controversies among scholars regarding who the Conversos 'really' were and examine the creation of a diaspora of ex-conversos who rejoined, or established, Jewish communities outside Iberian lands. *3 credits.*

**HJGN 623 Jews in the Muslim World: 15th – 20th Centuries** (Annual)

A survey of the history of Jewish communities in Muslim societies and under Muslim rule, from the conquests of the 15th century to the dispersions and transformations of the 20th century. Including: social, political, economic and legal developments; demographic trends; interactions between communities; impacts of Imperialism, Nationalism and modern State-Building. *3 credits.*

### **HJGN 625 Diasporas, Networks and Urban Centers in the Jewish World from the 15th to the 20th Centuries** (Biennial)

A review of new analytical and methodological strategies and approaches employed in the study of Jewish history, diverging from single national narratives, local or regional focus, and monolithic models of community structure and development. *3 credits.*

### **HJGN 629 Religious Responses to Modernity** (Biennial)

This course will examine the responses of several leading rabbinic figures of the 19th and 20th centuries to the social and cultural changes wrought by modernity, specifically, either the incorporation of previously self-contained autonomous Jewish communities into the political and civic life of the states in which they developed, or communities that developed in the State of Israel. Three key issues will be stressed: the value of modern culture; the legitimacy of the notion of historical progress (scientific and ethical); and the extent to which Judaism is a truly universalist system which incorporates the welfare of every human being in the purview of its religious concerns and historical vision. Each thinker's conceptualization of *halakhah* will be examined. Thinkers include: Rabbis S. R. Hirsch, Zvi Hirsch Chajes, Elijah Benamozegh; Rabbis Yehiel Yaakov Weinberg, Eliezer Berkovits, Nachum Rabinovitch, Jonathan Sacks. *3 credits.*

### **HJGN 630 Messianic Ideas and Movements** (Biennial)

Survey of messianic ideas and movements in Jewish history, with emphasis on medieval developments and their significance. Topics include: messianic movements under Islam; messianism in medieval Jewish philosophy, especially the writings of Maimonides; the impact of the Spanish expulsion; David Reubeni and Solomon Molkho; Lurianic Kabbalah; Sabbatianism and Hasidism. *3 credits.*

### **HJGN 631 Poland, the Holocaust and the Jews** (Biennial)

Polish-Jewish relations before, during and after the Holocaust. *3 credits.*

### **HJGN 632 Readings in Jewish Historical Literature: From the Second Temple Period to the Spanish Inquisition** (Biennial)

A study of Jewish historical writing from the Second Temple period to the Spanish expulsion in 1492. Readings include the Letter of Aristeas, Josephus, Iggeret Rav Sherira Gaon, Sefer Josippon, Sefer ha-Kabbalah, Crusade Chronicles and writings of the Spanish Inquisition. Attention is paid to the question of medieval Jewish attitudes toward the study and meaning of history. *3 credits.*

### **HJGN 633 Readings in Jewish Historical Literature: From the Sixteenth Century to the Modern Period** (Biennial)

A study of Jewish historical writing from the works of sixteenth century authors including Solomon ibn Verga, Joseph ha-Kohen, Samuel Usque and Azariah de Rossi, to the diary of Gluckel of Hameln and Nathan Hannover's *Yeven Metzulah*, to the writings of the *Wissenschaft des Judentum* in the nineteenth century. *3 credits.*

**HJGN 634 History of the Jews in Eastern Europe, 1772-1917 (Biennial)**

A survey of the social, political, religious, and intellectual history of the Jews in Russia and Poland from the partitions of Poland to the Russian Revolution. Topics include: the legacy of the Polish commonwealth; Hasidism and traditional Jewish society; Jews in Russia, Galicia, Congress Poland and Posen; Alexander II, the great reforms and the flourishing of Haskalah; emancipation in Poland, Austria and Prussia; social and economic transformations; the rise of Jewish nationalism; socialist, autonomist, and revolutionary ideologies; beginnings of migration; Hebrew and Yiddish literature; traditional Jewish life and the emergence of an orthodoxy; constitution, war, and revolution. *3 credits.*

**HJGN 635 History of Early Hasidism (Biennial)**

An examination of the social, economic and religious context which gave rise to Hasidism. The course will include: an analysis of the tales related to the Baal Shem Tov and disciples of the *Besht*; a study of the formation of a Hasidic movement; *Mitnagid* opposition to Hasidism; Hasidic customs and fundamental ideas of Hasidism, including the Zaddik and *Devekut*. *3 credits.*

**HJGN 636 Reform and Counter-Reform (Annual)**

A detailed examination based on original sources of the theological, halakhic, and social issues which shaped the early reform movement in Germany, Hungary, England and the United States; Orthodox reaction and response as mirrored in periodical and responsa literature; internal development and transformation of attitudes within the reform movement; contemporary trends. *3 credits.*

**HJGN 637 Jewish Historical Scholarship in Poland: 1918-1939 (Upon Request)**

An examination of the various ways in which a sense of national mission shaped the intellectual contours of Jewish historical scholarship in interwar Poland. The course focuses upon the writings of Schipper, Schorr, Balaban, Mahler, Friedman and Ringelblum. *3 credits.*

**HJGN 638 The Holocaust (Annual)**

A seminar on the destruction of European Jewry during the years 1939-1945. Topics include: anti-Semitic and racist antecedents; the rise of the Nazi dictatorship; implementation of the "Final Solution"; Jewish responses to the catastrophe; reactions to Nazism in the free world, and post-World War II legacies. *3 credits.*

**HJGN 639 History of Anti-Semitism (Upon Request)**

An examination and analysis of the historical and cultural roots of anti-Semitism from ancient times until the present, concentrating on religious, sociological, economic and philosophical expressions. *3 credits.*

**HJGN 640 The Rise of Modern Israel** (Annual)

The emergence of Zionism during the years 1880-1948 is examined with an emphasis on the major ideologues of the movement and factors which ultimately led to the creation of the State of Israel. *3 credits.*

**HJGN 641 Zionism and Non-Zionism: Attitudes of Jewish Religious Thinkers** (Biennial)

The study of the attitudes and responses of Orthodox and Reform thinkers to the rise in political Zionism in the late 19<sup>th</sup> and 20<sup>th</sup> centuries. *3 credits.*

**HJGN 642 Israel and the International Protection of Human Rights** (Annual)

The seminar will address the development of international human rights law and politics from the end of the Holocaust until today. Our focal point will be the application and impact of these developments on the state of Israel. Particular attention will be paid to the United Nations system. The course will include a visit to one or more UN meetings. *3 credits.*

**HJGN 643 Rescue Efforts During the Holocaust** (Biennial)

The course will examine some of the major efforts of communal and religious leaders to save Jews during World War II. *3 credits.*

**HJGN 644 The Holocaust through the Lens of Documentary Films** (Biennial)

A study of cinematic treatments of the Holocaust and its public memory and representation. *3 credits.*

**HJGN 645 Jewish Life in Europe after the Holocaust: Community and Memory** (Biennial)

This course will examine Jewish experiences in postwar Europe, exploring social, religious, and cultural issues confronting survivors as they attempted to rebuild their personal lives and communal institutions in Eastern and Central Europe and in the DP camps. *3 credits.*

**HJGN 646 Jewish Communities of the World** (Upon Request)

An exploration of the cultural, social, political and religious character and needs of Jewish communities, large and small, throughout the world, in light of their individual histories. *3 credits.*

**HJGN 647 Varieties of Jewish Memoir Literature: From the Late Middle Ages to the Modern Period** (Biennial)

The course explores different forms of Jewish self-writing from the Middle Ages to the modern period. We will read letters, diaries and autobiographical texts from both Western and Eastern Europe. The Jewish works will be analyzed within their wider social and cultural context. Readings include letters of Rabbi Yom Tov Lippman Heller, the autobiography of Leon of Modena, writings of 16<sup>th</sup> century mystics, diaries of R. Chaim Yosef David Azulai and Rabbi Moshe Sofer. *3 credits.*

**HJGN 648 Literature of Modern Jewish History: Memoirs of American Jewish Life** (Biennial)

A survey of a range of memoirs, diaries and letters pertaining to the development of American Jewish life, during the 19<sup>th</sup> and early 20<sup>th</sup> centuries. *3 credits.*

**HJGN 649 The Holocaust and Local Jewish Communities** (Biennial)

Major Jewish communities of eastern Europe (e.g., Warsaw, Lodz) until their destruction in the Holocaust. *3 credits.*

**HJGN 650 Holocaust: Special Issues Relating to Rescue Possibilities** (Biennial)

Topics in this seminar include: Could more Jews have been saved by the Allies?; Negotiations with the Nazis; The Holocaust and Halacha and Nazi definitions of Jews: Mischlinge, Baptized Jews, Karaites (Poland), Spanish Jews (Holland), Mountain Jews (Caucasia), Persian Jews (France). *3 credits.*

**HJGN 651 The Israel-Arab Conflict: From the Late Ottoman Period to the Present** (Biennial)

Seminar on the Israel-Arab conflict from its pre-Israel origins, beginning with the late Ottoman period, followed with the British Mandate; the UN decision, the Israel-Arab wars and failed peace negotiations, culminating in the Sadat visit and the current climate. *3 credits.*

**HJGN 652 American Jewry in the Twentieth Century (Upon Request)**

Seminar on the American Jewish experience from the East European migration to the present. Topics include: acculturation; novel forms of communal life; assimilation; the growth of American Zionism; non-Jewish perspectives, and contemporary issues of concern. *3 credits.*

**HJGN 653 Rabbi S.R. Hirsch: Life and Thought** (Biennial)

This course will examine the life and thought of Rabbi S. R. Hirsch (1808-1888), as well as his major works. The historical context for R. Hirsch's life work, including the European Enlightenment, the Haskalah, and the German-Jewish Reform movement, will be examined. His worldview, which includes his all-encompassing Torah im Derekh Eretz ideology, Mensch-Yisroel (relating to human and Jewish identity), and Austritt (communal separatism/secession), among others, will be treated in this class. Comparisons to the views of his rabbinic predecessors and contemporaries both in Germany and elsewhere will also be explored. R. Hirsch's accomplishments as a Jewish leader will be analyzed and his legacy for contemporary Judaism—and his relationship to varieties of Orthodox Judaism of the twenty-first century—will be explored. *3 credits.*

**HJGN 654 Religious Issues in American Jewry (Biennial)**

An examination of religious matters in American Jewish life from colonial times to the present, reflected in responsa, periodical literature and other primary sources. Issues will include: religious Reform and Orthodox responses to Reform; attitudes to the Zionist movement; Conservative / Reconstructionist Judaism; Modern Orthodoxy; Hasidism and the “Yeshiva world” in post-war America. *3 credits.*

**HJGN 655 Jews and Modern Media (Upon Request)**

Jews and Modern Media explores the specific mediums of communication as technological innovations and how they were used to affect Jewish life in changing cultural, political, religious, and economic conditions. *3 credits.*

**HJGN 656 Seeking Justice after the Holocaust: The Trials of Nazi War Criminals and their Collaborators (Biennial)**

This course will examine the ways in which the legal systems in Europe and in Israel struggled with and sought justice for the victims of the Nazi crimes after the Second World War. Topics will include the Nuremberg trials in postwar Germany and the Eichmann trial in Israel. *3 credits.*

**HJGN 657 Writing Local Jewish History: Theory and Practice (Biennial)**

The course offers a hands-on exploration of local history as it is practiced and conceived in the Jewish context. It will examine the methods used in studying local history and engage students in researching the history of Jewish communities. *3 credits.*

**HJGN 658 Jewish Law Codes of the 19th Century (Biennial)**

Close examination of the Arukh Ha-Shulhan, Mishnah Berurah and Hayei Adam in the contexts of the history of the genre and the social and communal realities of the period. *3 credits.*

**HJGN 659 Negotiations with Nazi Germany for the Rescue of Jews (Biennial)**

Exploration of attempts by Jewish and non-Jewish sources to negotiate with the Nazi Germany regime for the rescue of Jews prior to and during the war years. *3 credits.*

**HJGN 660 Topics in Jewish History (Annual)**

An analysis of currents in medieval and modern Jewish history through readings of selected texts. *3 credits.*

**HJGN 661 Aggadah and its Medieval Commentators (Biennial)**

The attitude of Rishonim toward aggadot Hazal, how the commentators distinguished among various types of aggadot, and how they put their theory into practice in the form of commentary on the aggadot. Among the Rishonim whose views and approaches will be studied are R. Abraham ibn Ezra, Rambam, Ramban, Rashba, and R. Menahem Hameiri. Special emphasis on the place that aggadah and its interpretation occupied in the world outlook of halakhists, philosophers, and kabbalists in the Middle Ages. *3 credits.*

**HJGN 662 Avot Commentaries as a Source of Jewish History** (Upon Request)

Studies in the history of interpretation of passages in tractate Avot, as barometers of trends and developments in Jewish intellectual and social history. *3 credits.*

**HJGN 663 Topics in the History of Halakhah** (Upon Request)

Text-based analysis of topics related to the development and literature of halakhah, with emphasis upon the medieval and modern periods. *3 credits.*

**HJGN 665 From Synopsis to Code: A History of Halakhic Literature** (Biennial)

A history of the medieval halakhic literature from Geonic times onward: methods and styles of codification and Talmudic exegesis, literary style and influences, genres and their spread. *3 credits.*

**HJGN 666 History of Jewish Ethical Literature** (Upon Request)

A survey of Jewish ethical writings from post-talmudic to modern times. Authors studied include Maimonides, R. Bahya ibn Pakuda, R. Judah the Pious, R. Jonah Gerondi, R. Moses Luzzatto, and R. Israel Salanter. Emphasis is placed on the role of ethical literature in Jewish intellectual history. *3 credits.*

**HJGN 667 History of Minhagim** (Biennial)

This course will examine the historical and social development of minhag within the body of rabbinic literature. We will investigate the place and status of minhag in *halakhah* as well as its role as a historical source of law. The analysis will focus on such principles as *minhag mivatel halakhah*, *minhag Yisrael din* and *minhag avotenu biyadenu*. Illustrative examples of specific customs will be explored, including minhagim such as mourning rites during *sefirat haomer*, the times when women are exempt from work, kapparot, beards, and customs related to the holiday of Shavuot, bar and bat mitzvah, and Sefer Torah. *3 credits.*

**HJGN 668 Individual Reading and Research** (Annual)

Credits by arrangement.

**HJGN 669 The Boundaries of Halakhah: Halakhah and Aggadah, Halakhah and Kabbalah** (Biennial)

How different Rishonim and Aharonim view the dividing line between “Halakhah” on the one hand and “Aggadah” on the other; different approaches to the incorporation of Kabbalah into Halakhah. *3 credits.*

**HJGN 670 Methods Seminar - The Use of Historical Sources** (Annual)

Close analysis of texts, with emphasis on proper utilization of primary source material, general and specific methodological problems in the study of Jewish history, currents in recent scholarship, and practical use of bibliographical and research aids. *3 credits.*

**HJGN 671 Halakhah, Philosophy and Mysticism: Interactions and Tensions** (Biennial)

Traditional Judaism comprehends two disparate elements: Law and Spirituality. These recalcitrant movements complement and invigorate one another. While, in the pre-modern world, the Legal component of Judaism was both stable and consistent, its sources of spiritual inspiration were broadly divided between Rationalism and Mysticism. These, in turn, sought to infuse observance of the Law with both meaning and telos. The result was an ongoing tension between them, whenever ideological aims diverged from the formal upshot of Legal analysis. This course examines and characterizes the interactions between Law and different schools of Philosophy and Mysticism, in the medieval era (850-1650 CE). Among the issues addressed are: The Halakhic Process, The Role of Axiological Factors in Halakhic Decision-making, the Character of Jewish Philosophy (Kalamist, Neo-Platonic and Aristotelian), Philosophy and Law, the Search for Reasons for the Commandments, The Nature of the Mystical Search, The Law as a Divine Emanation and its Impact on the Commandments, The Lurianic Revolution and its Impact. 3 credits.

**HJGN 672 Research Seminar** (Annual)

Students pursue guided research into the sources of Jewish history and formally present the results of their investigations for discussion and critical evaluation. 3 credits.

**JEWISH PHILOSOPHY AND BIBLICAL EXEGESIS****PJSN 600 Religion and Philosophy in Medieval Judaism** (Biennial)

Study of the framework and basic concerns of medieval Jewish thought as expressed in the works of R. Saadia Gaon, R. Bahya ibn Pakuda, R. Judah Halevi, Maimonides, and R. Joseph Albo. Themes include: faith and reason, prophecy, miracles, free will, dogma, reasons for the commandments, ethics, and prayer. Differing attitudes toward the value of philosophy will be analyzed, and attention paid to relevant writings of Islamic and Christian thinkers. 3 credits.

**PJSN 602 Modern Jewish Philosophy** (Upon Request)

Study of the framework and basic concerns of modern Jewish philosophy as developed in the works of such thinkers as Franz Rosenzweig, Emil Fackenheim, A.J. Heschel and Rabbi Joseph B. Soloveitchik. Themes include: the human-divine relationship, philosophy of halakhah and mitzvot, covenant, faith, post-holocaust theology and Jewish peoplehood. 3 credits.

**PJSN 615 Reasons for the Commandments in Medieval Jewish Thought** (Biennial)

This course will survey the variety of approaches to ta'amei ha-mitzvot by Jewish thinkers from the 9th through the 16th centuries. Among the rabbinic positions discussed will be those of: R. Saadia Gaon, R. Bahya ibn Pakuda, Maimonides, R. Judah Halevi, R. Hasdai Crescas, Nahmanides, and the Maharal of Prague. 3 credits.

**PJSN 617 Philosophy of the Maharal** (Upon Request)

Text-based study of the thought of Maharal of Prague and the influence of his work. *3 credits.*

**PJSN 618 The Divine Will in Jewish Tradition** (Biennial)

This course focuses on depictions of the divine will in Jewish texts throughout the generations. *3 credits.*

**PJSN 630 Jewish Ethics** (Upon Request)

A survey of major themes in the treatment of ethical issues as found in Jewish sources. Topics include the autonomy of ethics, the relationship of *halakhah* to ethics, supererogatory behavior, *imitatio dei*, Jewish models of moral perfection, and applied moral problems such as lifeboat ethics, capital punishment and war. Emphasis is placed on the methodology of Jewish ethics as a discipline, and on close reading of sources, which include selections from biblical, talmudic, midrashic, halakhic, philosophic and ethical works. *3 credits.*

**PJSN 660 Topics in Jewish Philosophy** (Upon Request)

Analysis of a selected topic in medieval or modern Jewish philosophy through readings of primary sources. Sample topics include: Nature and Miracle in Medieval Jewish Philosophy; Simple Faith and Sophisticated Faith: Rabbi Saadiah Gaon and Rabbi Moses Taku; The Writings of Rabbi Joseph Soloveitchik. *3 credits.*

**BJSN 602 Medieval Biblical Exegesis** (Biennial)

A systematic and comparative study of the exegetical methods of medieval Jewish Bible commentators, including Rashi, Rashbam, Ibn Ezra, Radak, Nahmanides, and Gersonides. Attention is paid to exegesis as a mirror of intellectual history. *3 credits.*

**BJSN 603 Studies in Sixteenth-Eighteenth Century Biblical Commentaries** (Biennial)

A systematic, comparative study of the exegetical methods of Abarbanel, Sforno, Rabbi Hayyim ibn Attar and Rabbi Elijah Gaon of Vilna. *3 credits.*

**BJSN 604 Studies in Nineteenth-Twentieth Century Biblical Commentaries** (Biennial)

A systematic, comparative study of the exegetical methods of R. Kalonymus Kalman Epstein, Malbim, R. Jacob Zevi Meklenburg, Neziv, R. David Zevi Hoffman and R. Meir Simcha ha-Kohen. *3 credits.*

**BJSN 610 Chronology and Context in Medieval Biblical Exegesis** (Upon Request)

An examination of issues concerning the chronological order of Biblical events and the juxtaposition of sections in the Torah, as analyzed by medieval Biblical exegetes. Attention to differences in emphasis and approach between midrashic literature and medieval commentaries. *3 credits.*

## **JEWISH EDUCATION**

### **EJSN 600 History of Jewish Education** (Upon Request)

A survey of the historical development of Jewish educational theories and institutions from the talmudic period through the medieval and modern periods. *3 credits.*

### **EJSN 612 Philosophy of Jewish Education** (Upon Request)

A survey of the major ideological approaches to Jewish education from ancient until modern times. Special emphasis on contemporary ideologies and their relevance to Jewish education. *3 credits.*

### **EJSN 620 Problems in Child and Adolescent Development** (Upon Request)

Exploration of theories of child and adolescent development in the specialized context of Jewish educational settings. *3 credits.*

### **EJSN 625 Positive Psychology in the Classroom** (Annual)

Students will explore both how positive psychology impacts upon themselves as teachers and upon their students. *3 credits.*

### **EJSN 626 Advanced Positive Psychology in the Classroom** (Annual)

CREATIVITY: What can we learn from research and practice about creativity to inform and improve classroom practice? *3 credits.*

### **EJSN 632 Curriculum of the Jewish Day School** (Upon Request)

An overview of the extant curricular goals and practices in the Jewish Day School. Theoretical and practical issues will be discussed relating to new curriculum design. *3 credits.*

### **EJSN 633 From Theory to Practice in Curriculum Development** (Biennial)

A study of curricular principles and their practical applications by contemporary practitioners. Students prepare curricula in Jewish studies based on the theoretical principles studied in the course. *3 credits.*

### **EJSN 634 Methods in Teaching Tanakh** (Upon Request)

Techniques in teaching the Pentateuch, Prophets and Writings. *3 credits.*

### **EJSN 635 Methods in Teaching Jewish Values** (Upon Request)

Techniques in teaching Jewish values, including analysis of classic texts in the field of Jewish values education. *3 credits.*

### **EJSN 637 Methods in Teaching Oral Law: Mishnah and Talmud** (Upon Request)

Techniques in teaching Mishnah and Talmud including methodological case studies using selected rabbinic texts. *3 credits.*

**EJSN 638 Methods in Teaching Oral Law: Aggadah** (Upon Request)  
Techniques in teaching aggadah, including analysis of selected rabbinic texts. *3 credits.*

**EJSN 639 Methods in Teaching Jewish History** (Upon Request)  
Techniques in teaching Jewish history, with emphasis on utilization of primary source materials. *3 credits.*

**EJSN 642 Methods in Teaching Jewish Thought** (Upon Request)  
Techniques in teaching Jewish thought, including analysis of classic texts of Jewish philosophical literature. *3 credits.*

**EJSN 643 Methods in Teaching the Holocaust** (Biennial)  
Techniques in teaching the history of the Holocaust as part of an elementary and secondary level curriculum. *3 credits.*

**EJSN 648 The Effective and Skillful Teacher: Personal and Instructional Excellence Part I** (Annual)  
Key approaches and strategies necessary to run a successful day school classroom. Characteristics of a successful teacher, teacher-student relationships, positive expectations and motivation, checking for understanding, formative & summative assessment. *3 credits.*

**EJSN 649 The Effective and Skillful Teacher: Personal and Instructional Excellence Part II** (Annual)  
The “*Notable Nine*” instructional strategies for classroom success: setting objectives and providing feedback, cooperative learning, summarizing and note taking, homework. *3 credits.*

**EJSN 650 Classroom Management Part I** (Annual)  
Problems relating to classroom organization and student-teacher interaction, with particular reference to the day school classroom situation. *3 credits.*

**EJSN 651 Classroom Management Part II** (Annual)  
How to prevent and deal effectively with disciplinary issues in the classroom. *3 credits.*

**EJSN 655 Testing and Evaluation in Jewish Studies** (Upon Request)  
A survey and analysis of various aspects of educational evaluation, with particular application to Jewish studies. *3 credits.*

**EJSN 658 Gender and Learning** (Annual)  
What are the differences between the ways boys and girls learn and how can we plan instruction to best meet the needs of each gender? *3 credits.*

**EJSN 660 Topics in Jewish Education** (Upon Request)

Examination of current trends in the field of education as applied to the Jewish school environment. *3 credits.*

**EJSN 670 Methods Seminar: The Use of Materials in Jewish Education** (Annual)

Classroom strategies and observing and critiquing lessons using Marzano's Framework. *3 credits.*

**EJSN 671 Readings Seminar in Contemporary Jewish Education** (Upon Request)

A study of current thought and scholarship on Jewish educational issues. *3 credits.*

**EJSN 674 Research Seminar: Thesis** (Annual)

Students pursue guided research leading toward the preparation of a thesis. Students must formally present the results of their investigation in class for discussion and analysis. *3 credits.*

**EJSN 675 Advanced Practicum** (Annual)

Students will present lessons in class as well as in a formal school setting, and receive specific and detailed feedback from both the instructor and master teachers. *3 credits.*

**EJSN 676 Practicum Experiences** (Annual)

Emphasis will be upon practical classroom experience and practice as well as application of educational research. *3 credits.*

**EJSN 677 Supervised Instruction (Biennial)**

Preparation of classroom lessons with supervision, guidance and feedback from instructor and peers. *3 credits.*

## **DOCTOR OF PHILOSOPHY IN JEWISH STUDIES**

**HJGN 707 Development of Post-Talmudic Literature**

An examination of works of Jewish legal literature from the periods of the Rishonim and Aharonim. The course will analyze the authorship, content and methodology of specific works, and assess the purpose of these works. *3 credits.*

**HJGN 711 The Literature of Hasidei Ashkenaz** (German Pietists)

This course will introduce the student to the literature surrounding the Hasidei Ashkenaz (German Pietists) and its seminal ethical work, Sefer Hasidim (Book of the Pious). *3 credits.*

### **HJGN 718 The Controversy over the Study of Philosophy in the Thirteenth and Fourteenth Centuries**

An examination of the controversy in Spain and Provence, exploring the underlying reasons for the eruption of the controversy, the major issues contested, the varied positions of proponents and opponents of Maimonides' writings, and the question of the strength and effectiveness of the ban of 1305. *3 credits.*

### **HJGN 732 Readings in Jewish Historical Literature: From the Second Temple Period to the Spanish Inquisition**

A study of Jewish historical writing from the Second Temple period to the Spanish expulsion in 1492. Readings include the Letter of Aristeas, Josephus, Iggeret Rav Sherira Gaon, Sefer Josippon, Sefer ha-Kabbalah, Crusade Chronicles and selected writings of the Spanish Inquisition period. Attention is paid to the question of medieval Jewish attitudes toward the study and meaning of history. *3 credits.*

### **HJGN 733 Readings in Jewish Historical Literature: From the Sixteenth Century to the Modern Period**

A study of Jewish historical writing from the works of sixteenth century authors including Solomon ibn Verga, Joseph ha-Kohen, Samuel Usque and Azariah de Rossi, to the diary of Gluckel of Hameln and Nathan Hannover's Yeven Metzulah, to the writings of the Wissenschaft des Judenthum in the nineteenth century. *3 credits.*

### **HJGN 744 Historiography of the Holocaust**

In this course, we will identify and discuss some of the central questions facing historical scholarship in recording and analyzing the origins and implementation of the Nazi "final solution" of the Jewish question. We will follow the debates that these questions have aroused among professional historians in the US, Germany, Israel and Poland, including the ideological roots of modern anti-Semitism, psychological and cultural explanations of the Holocaust, and historical revisionism. *3 credits.*

### **HJGN 748 Literature of Modern Jewish History: Memoirs of American Jewish Life**

This course will survey a range of memoirs, diaries and letters pertaining to the development of American Jewish life, during the 19<sup>th</sup> and early 20<sup>th</sup> centuries. *3 credits.*

### **HJGN 757 Writing Local Jewish History: Theory and Practice**

The course offers a hands-on exploration of local history as it is practiced and conceived in the Jewish context. It will examine the methods used in studying local history and engage doctoral students in researching the history of Jewish communities. *3 credits.*

**HJGN 760 Topics in Jewish History**

An interdisciplinary analysis of social, political and intellectual currents in medieval and modern Jewish history through readings of selected texts. *3 credits. May be taken multiple times if topics differ.*

**HJGN 761 Aggadah and its Medieval Commentators**

The attitude of Rishonim toward aggadot Hazal; how the commentators distinguished among various types of aggadot; and how they put their theory into practice in the form of commentary on the aggadot. Among the Rishonim whose views and approaches will be studied are R. Abraham ibn Ezra, Rambam, Ramban, Rashba, and R. Menahem Hameiri. Special emphasis on the place that aggadah and its interpretation occupied in the world outlook of halakhists, philosophers, and kabbalists in the Middle Ages. *3 credits.*

**HJGN 763 Topics in the History of Halakhah**

Text-based analysis of topics related to the development and literature of halakhah, with emphasis upon the medieval and modern periods. *3 credits. May be taken multiple times if topics differ.*

**HJGN 768 Individual Reading and Research**

Credits by arrangement. *May be taken multiple times if topics differ.*

**HJGN 769 Digital Humanities in the Service of Jewish Studies Research**

Seminar on Digital Humanities and the ways in which it can inform and augment Jewish Studies research. *3 credits.*

**HJGN 770 Doctoral Methods Seminar - The Use of Primary Sources**

Doctoral level seminar involving close analysis of texts, with emphasis on proper utilization of primary source material, general and specific methodological problems in the study of Jewish history, currents in recent scholarship, and practical use of bibliographical and research aids. *3 credits.*

**HJGN 772 Doctoral Research Seminar**

Doctoral level seminar in which students pursue guided research into the sources of Jewish history and present the results of their investigation for discussion and critical evaluation. *3 credits. May be taken multiple times, with Dean's permission.*

**HJGN 774 Dissertation Research**

Writing and submission of doctoral dissertation. *6 credits.*

**PJSN 710 Maimonides and the History of Jewish Ideas**

Maimonides' literary corpus will be studied as the focus for consideration of central ideas of Jewish thought. *3 credits.*

**PJSN 760 Topics in Jewish Philosophy**

Analysis of a selected topic in medieval or modern Jewish philosophy through readings of primary sources. *3 credits. May be taken multiple times if topics differ.*

**BJSN 760 Topics in Jewish Biblical Exegesis**

Analysis of a selected topic in medieval or modern Jewish biblical exegesis through readings of primary sources. *3 credits. May be taken multiple times if topics differ.*



## ACADEMIC STANDARDS AND REGULATIONS

### NEW YORK STATE PROOF OF IMMUNIZATION REQUIREMENT

In accordance with New York State law, students born on or after January 1, 1957 must demonstrate proof of immunization against measles, mumps, and rubella (MMR). They must also complete and submit the Meningococcal Meningitis Vaccination Response Form

[https://tcop.touro.edu/media/schools-and-colleges/tourocop/documents/registrar/TC\\_Immunization\\_Form.pdf](https://tcop.touro.edu/media/schools-and-colleges/tourocop/documents/registrar/TC_Immunization_Form.pdf)

Students must submit acceptable medical proof of immunization. Immunization forms can be obtained in the Office of the Registrar at various campus locations, or downloaded at

[https://tcop.touro.edu/media/schools-and-colleges/tourocop/documents/registrar/TC\\_Meningitis\\_Response\\_Form.pdf](https://tcop.touro.edu/media/schools-and-colleges/tourocop/documents/registrar/TC_Meningitis_Response_Form.pdf)

**Students who fail to provide the required proof of immunization will not be permitted to register and attend classes until a properly completed form has been submitted to the Office of the Registrar.**

### THE REGISTRATION PROCESS

#### SELECTING COURSES

Students register for courses for each semester online through the TouroOne portal. Students are assigned Touro University student ID numbers and create a password; these are used to access the TouroOne portal throughout the student's career at the University. Students who were previously enrolled in another Touro University division will continue to use the same student ID number and TouroOne password that they have used in the past.

Academic advisement, scheduled during designated periods each semester, is the first step in the registration process. Students should make an appointment with their advisor to discuss their progress. A review of courses taken and those yet to be completed is considered in helping students plan their course schedules for the following semester.

After completing academic advisement, the advisor will issue an alternative PIN number to the student allowing student to access the online registration system via the TouroOne portal. PLEASE NOTE: The student may register only for the courses approved by the advisor. A student is not registered until this process has been completed in TouroOne. Students should print out a copy of their completed registration and retain it for their records. Final responsibility for any academic transaction rests with the student. There may be variations in this process for online courses.

Note: Not every course is offered every semester. Missing a particular course in sequence can prevent a student from taking more advanced courses during the following semester(s) and result in a delay in program completion. Students may be denied credit if they change courses or sections without filing the appropriate “Add/Drop” form. Loss of credit may also result if a student attends a course or section he or she is not registered for or takes a course out of sequence without appropriate written approval. Additionally, this may result in the loss of financial aid.

Registration normally continues until the first day of classes for the semester. Late registration begins at that point and extends until the end of the second week of classes.

**Courses are closed to students once they reach optimal enrollment. Conversely, courses may be cancelled if there is insufficient enrollment.**

Registration is not finalized until recorded in the University’s student information system. It is the student’s responsibility to ensure that he or she is properly registered. After completing the online registration process, students should print out a copy of their registration confirmation, ensure that it is accurate, and keep that copy for reference. Students who are not registered may NOT attend classes under any circumstances or for any reason. Students attempting to attend a class for which they are not registered will be immediately referred by the faculty member to the Dean.

## **ASYNCHRONOUS ONLINE COURSES**

The Graduate School of Jewish Studies offers certain courses via an online format; students should check with their advisors regarding their eligibility to take a specific online course.

Online courses are designed to foster learner engagement through course material and both individual and interactive group assignments. Courses are taught asynchronously and require a high degree of independent work, which means that online learners are expected to assume greater responsibility for their own learning than students in traditional classroom-based courses. They must understand and address their own learning needs; complete weekly assignments; take initiative in asking questions and obtaining help; and be prepared to deal with technical difficulties, independently or through the help-desk.

Recognizing this, Touro University has developed and provides the necessary information and learner support systems to assist learners in carrying out their learning activities and using the available resources. Touro University has structured the online courses so that each student will have a high level of personal accessibility to professors. Faculty members are expected to have weekly online office hours. Students may also request a cyber-chat, or a personal appointment with, or a phone call from, their instructor.

### ***Student Identity Verification Procedures for Distance Learners***

In compliance with the provisions of the United States Federal Higher Education Opportunity Act (HEOA) of 2008, Public Law 110-315, concerning the verification of student identity in online learning, Touro University has established and will periodically evaluate its process to confirm that a person who is enrolling in the University is the person who is completing the enrollment form, that a student taking an examination is the student who registered to take the examination, and that the student who is registered for an online course is the same student who participates in, completes, and receives credit for the course. To authenticate identities, Touro University will use one or more of the following methods for verification:

- A secure login with user name and password
- Proctored examinations (on-site or at a distance)
- New or emerging technologies and practices that are effective in verifying student identification
- Comparison of student work with previously-assigned work or plagiarism databases

There are additional costs associated with taking an online proctored exam. The fees for online proctored exams are included with registration fees for each online course. Students testing at a distance are informed in advance of these additional costs, both through the [Online Student Guide](#), on our website, and through the syllabi and course announcements in each Canvas course.

All methods of verifying student identity must protect the privacy of student information in accordance with the Family Educational Rights and Privacy Act (FERPA), as well as any other applicable laws or regulations regarding the confidentiality of personally identifiable information.

Personally-identifiable information collected by the University may be used as the basis for identity verification. This information may include a combination of the following:

- Student ID number
- Last 4 digits of the student's Social Security Number
- At least 2 other pieces of information, such as the student's email address on file, date of birth, address, or user name

### **Identity Verification for New Students**

1. All students who enroll at the University are required to create a user account in Touro's portal (with secure student username and password) and are authenticated through an identity management system. Students must go through this system in order to register for online courses.
2. Students are required to use Duo multifactor authentication to access the Touro portal and all Touro applications accessible there. Students will be asked to authenticate themselves whenever they access the Touro portal. Touro's LMS, Canvas, also must be accessed through the Touro portal. Duo multifactor authentication adds an extra layer of authentication beyond the TouroOne username and password. It requires use of a device the student owns such as their smartphone with the Duo app installed and registered, cellphone that can receive SMS messages, or a Duo token. More information about Touro's two step verification can be viewed at this link; <https://touro-iits-dept.s3.amazonaws.com/projects/duo/two-stepverification.html>
3. All online course work is hosted and completed on Canvas. Students can only access Canvas (see #3 below) after they are authenticated through the portal. Students can set up an avatar (a picture of the student) next to their names in each course.

### **Identity Verification for Exam Takers**

- Onsite exams
  1. Students taking examinations will be authenticated by proctors at the time of the exam at the testing center. One valid form of identification, with photo, is required for admission into the examination center. If the first ID is questioned by the test administrator, a second valid photo ID will be required. Examinations which are proctored online similarly require authentication of student identity.
  2. The professor prints out the list of the students taking the exam and their avatars so that the proctor can check against the avatars at the exam as another means of photo identification for onsite exams. Students sign in as they come to take their exams on-site, and the professor or proctor checks the student name and ID against the printed roster.
  3. Exams may be administered in a computer lab through the learning management system in place at the University. Once the student is signed into their Canvas account, the professor or proctor inputs the password that allows them to begin the exam. Students are required to show their student picture ID as they enter the building where exams are administered. Once the students are in their exam room, the professor or proctor checks the student name and ID against their own printed roster of student names, avatars and IDs.
  4. Lockdown Browser and/or Exam Password: When the professor comes to the student's computer and inputs the password, he or she is checking the student's identity once again by visually noting the student. The professor or

proctor watches the student log into Canvas before typing in the passwords. The Lockdown browser application prohibits a student's computer from accessing anything on the computer other than the exam page while the exam is in session.

- Online exams
  1. Getting onto Canvas: Students must be authenticated through the portal, which requires that they know the secure portal password and can complete the Duo Multifactor Authentication.
  2. Students will be proctored via an online proctoring service or via Zoom. The online proctoring service or the Zoom proctor will instruct the student to authenticate with their Touro student ID card and a government issued ID. Student proctoring remains in place for the duration of the exam and ensures that the identity of the test-taker does not change during the exam.
  3. Student privacy during a proctored exam at a distance is maintained through direct communication and the use of a secure testing service.
  4. Touro University uses an external online proctoring service which also maintains its own security and verification policies.

### **General Information Concerning Touro University's Online Courses**

Online course offerings for each semester will be available to Touro students at registration. Touro students who are interested in taking online courses should read the Online Student Guide, which is available on the Touro website [here](#).

- Students who have never used email or the Internet before should become familiar with them BEFORE attempting to register for an online course.
- Almost all of interaction with classmates and the instructor will be in writing, mainly via the Internet and e-mail. Students who value face-to-face communication will be better off in a traditional classroom.
- Online courses cover the same amount of material as their in-class counterparts. They require independent work for at least the number of hours normally spent in class PLUS the time spent doing homework for a course.
- Homework and assignments are required to be completed on a regular basis and not left for the end of the semester. Full credit may not be given for any assignment handed in after the due date.

### **Student Eligibility for Taking Courses Online**

You can register for an online course only if ALL of the following apply to you:

- You are NOT on probation.
- You have at least a 3.0 ("B") average.
- You are not enrolled in an Associate's degree program.

If you do not meet the above eligibility criteria for registering for an online course, you will need a Dean's signature in order to register.

## **Registering for an Online Course**

You may register online for online courses as you would for the classroom courses you are taking within your division of Touro. Use the course code listed in the course offerings online. Students registering for online courses use regular registration procedures—use the course code listed in the schedule in this catalog and online.

After completing the course registration process, students will be able to access their online class(es) via their Canvas accounts by logging onto the appropriate link on the TouroOne portal.

## **Technical Requirements for an Online Course**

A current list of technical requirements for an online course can be found in the Online Student Guide on the Touro website [here](#).

## **Getting in Touch with Your Instructor**

When emailing an instructor, an online student can expect a response within 24 hours (note: this excludes weekends and vacation days). If one fails to get a response from your instructor within 24 hours, one should email [info.onlineeducation@touro.edu](mailto:info.onlineeducation@touro.edu) with name, course code, and the instructor name, so that Touro can track down the problem.

## **Preparing for the Semester for an Online Course—Reading Course Outlines, Acquiring Textbooks, etc.**

### **Course Outlines**

Course outlines are posted on the course website prior to the first week of classes. Students will be asked to read the course syllabus and confirm by e-mail when they have done so.

### **Announcements and Assignments**

The online semesters are comprised of 15 modules. Module start and end dates and due dates of assignments in each module will be posted by the first day of class. Students should review the dates and watch for new announcements and instructions as each module becomes available.

### **Textbooks and Course Material A textbook will be assigned for most courses.**

Students are required to obtain a copy of this textbook before the beginning of class, if possible. Do not delay purchasing a textbook—the nature of an online course requires the student to use the textbook during the first week of class. Students are encouraged to purchase the required textbooks online. Faculty members generally assign additional course material, including articles, book chapters, and related videos.

### **Homework and Exams**

In addition to weekly learning activities, each online course includes a midterm and a final exam. Students are informed about exam dates and times in the course syllabus before the start of the semester. Exams must be taken on the scheduled date and time. Some online courses will also require a term paper.

## Midterm Exams

Midterms are scheduled by faculty members and are administered either on-site by faculty member, or online through an online proctoring company. Some online courses may require an additional fee for midterm exams. Faculty members will inform students regarding the midterm in their course syllabus.

## Final Exams

- Final exam dates are announced on the first day of class and in the syllabus. Students who have extenuating circumstances that prevent them from taking the exam on the designated days may reach out to their instructor for further direction.
- Final exams are administered online through an online proctoring company.
- The final exam fee is included with the registration fee for each online course.
- Final exams must be taken using a desktop or laptop computer; iPads and tablets cannot be used. A microphone, webcam, and hi-speed internet are required as well.
- More information about online testing, including any additional technical requirements, can be found in the Canvas course once you are registered.



## **ADDING A COURSE**

A student may add (a) course(s) online through the *TouroOne* portal during the official add/drop period, typically scheduled within the first two weeks of the Fall or Spring semester and within the first few days of the Summer semester. Students who experience any problem with the online method should contact the Office of Advisement or the Office of the Registrar.

## **DROPPING A COURSE**

A student may drop (a) course(s) within the midpoint of the Fall or Spring semester and up to the midpoint of the Summer session. During the established official add/drop period, this can be done online through the *TouroOne* portal. After those points, or if a student wishes to drop all courses at any point in the semester, the online method cannot be used. Instead, the student must file an “Add/Drop” form signed and dated by his/her advisor with the Office of the Registrar. In those cases, the effective date of the program change is the day that this form is received by the Office of the Registrar. Any form submitted to the Registrar by a student more than two weeks after the date of the advisor’s signature will have to be re-signed. Forms submitted directly to the Registrar’s Office by an advisor or other University official will be processed effective the date they are received. Forms lacking a written date will also be processed effective the day they are received by the Registrar.

Courses dropped during the official add/drop period will not appear on the student’s academic transcript. Courses dropped after this time will appear on the transcript with the grade of “W.” “W” grades are not included in the calculation of a student’s GPA. Courses with “W” grades will be counted in calculating “credits attempted” when determining a student’s rate of progress and maximum time-frame for Satisfactory Academic Progress purposes.

*For some government programs, financial aid eligibility is dependent on full-time enrollment status.* The student is strongly urged to consult with the Office of Financial Aid before withdrawing to find out his/her status and to understand what the financial effect of the change might be. Please note that any student adding or dropping a course should also consult with the Bursar prior to submitting the form to the Registrar’s office. Charges may apply to dropped courses, in accordance with the tuition refund schedule.

## **UNAUTHORIZED WITHDRAWAL FROM COURSES**

Students who register for a course and do not complete the examination or submit the required papers or projects will receive a failing grade of “WU” if:

- 1) The student has neglected to withdraw from the course by the deadline indicated above.
- 2) The student was not excused from the examination/paper requirement.
- 3) The student was not officially granted an Incomplete in the course.

Courses dropped within the first two official calendar weeks of the Fall or Spring semester, or during the designated period at the start of the Summer semester, will not appear on the student's academic transcript. Courses dropped after this time will appear on the transcript with the grade of "W." "W" grades are not included in the calculation of a student's GPA. Courses with W grades will be counted in calculating credits attempted when calculating a student's rate of progress and maximum time-frame for Satisfactory Academic Progress purposes. For all drops, the student must file an "Add/Drop" form, following the procedure described above for adding a course.

*For some government programs, financial aid eligibility is dependent on full-time enrollment status.* The student is strongly urged to consult with the Office of Financial Aid before withdrawing to find out his/her status and to understand what the financial effect of the change might be. Please note that any student adding or dropping a course should also consult with the Bursar prior to submitting the form to the Registrar's office. Charges may apply to dropped courses in accordance with the tuition refund schedule.

### **REPEATING A COURSE**

With the permission of the Dean, a student may repeat a course(s) in which the grade of "B-" or lower (including the grade of "F") was received. No course may be repeated more than once, and no more than two courses in the student's program may be repeated. The course for which the student registers as a repeat must be the same (i.e., course number and title) as that in which the original grade was received. (In rare cases, under unusual circumstances, the Dean may authorize that a different course, with similar content, be substituted.)

In these instances, both courses appear on the student's official transcript, but the code "E" ("Excluded") will be added to the earlier course entry on the transcript, indicating that the grade received will not be calculated in the student's GPA. The repeated course entry will appear with the code "I" ("Included") added, indicating that the grade received will be calculated in the GPA. Therefore, only the second grade received – whether higher or lower than the original one – is calculated in the student's GPA.

**IMPORTANT:** At the time of registration, the student must file a completed "Request to Repeat a Course" form – with the necessary approvals from the Program/Deputy Chair and the Financial Aid Office – with the Office of the Registrar. Failure to do so may result in the exclusion of the second grade received, and the inclusion of the original grade, in the GPA calculation. Please also be aware that passed courses or failed courses not calculated in a student's GPA may affect his/her eligibility to receive financial aid. Therefore, students should consult with the Financial Aid Office before submitting a course repeat form.

## **CREDIT LOAD**

In any given semester, the minimum credit load for a Graduate School of Jewish Studies student who wishes to be considered full-time is 9 credits. Students who register for 6 credits or less are considered to be part-time.

## **CONTACT HOURS**

The standard unit for measuring a student's course of study is the "semester hour." For undergraduate classroom courses, one semester hour is equal to one academic hour (50 minutes) per week of classroom or direct faculty instruction and homework and assignments, (estimated as two hours of out-of-class work) over a fifteen-week semester, or the equivalent amount of work distributed over a different amount of time. University-level lecture courses are normally assigned one credit per semester hour. Generally, lecture courses that include laboratory assignments will include additional contact hours (see below).

For graduate courses, one semester hour similarly represents one hour of class and two hours of out-of-class student work per week over a 15-week semester, or a total of three hours of time-on-task per week. Since, in graduate courses, the expectation for out-of-class work and research is enhanced, the ratio of in-class to out-of-class time may vary by program, with the total of approximately three hours of time-on-task-maintained.

In accord with academic practice, the Touro University will also award college credit for an equivalent amount of work as described above for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours.

For students taking developmental courses that carry no credit, contact hours with the associated homework and preparations are used to determine full-time status for financial aid purposes in a fashion identical to that used in credit courses.

## **ATTENDANCE**

Students are expected to attend each lecture on a regular and punctual basis and to complete assignments in a timely fashion in order to obtain the educational benefits that each meeting affords. Excessive absences or failure to complete assignments may lead to a reduction of grade or failure in the course and loss of financial aid, if any. Repeated absences may lead to dismissal from the program.

## GRADES

The following grades are assigned to graduate Jewish Studies courses:

| <b>Excellent</b> | <b>Good</b> | <b>Fair</b> | <b>Failing</b>   |
|------------------|-------------|-------------|------------------|
| A = 4.000        | B+ = 3.333  | C+ = 2.333  | F = 0.000        |
| A- = 3.667       | B = 3.000   | C = 2.000   | WU = 0.000       |
|                  | B- = 2.667  | C- = 1.667  | (also see below) |

## GRADE DEFINITIONS

- P:** Passing (not calculated in the GPA)
- F:** Student attended/participated in 60% or greater of scheduled classes per semester, but did not achieve passing grades on examinations and assignments, or stopped attending/participating after 60% or greater of scheduled classes in the given semester.
- INC:** Student did not complete all course assignments and received the instructor's permission to complete course requirements at a later date. (Also see below.)
- W:** (No penalty.) This grade is assigned when a student officially withdraws from a course after the add/drop period by filing an Add/Drop form with the Office of the Registrar, signed by an academic advisor. A student who does not file this form will receive a failing grade of F or WU, depending on the number of class sessions attended and the amount of work completed. Time periods for official withdrawal vary by semester.
- WU:** Student stopped attending/participating before 60% or less of the scheduled classes per semester; calculated as a failing grade; calculated as a failing grade
- WNA:** Student never attended class. Not included in calculating the student's GPA, but appears on the transcript.

## GRADE POINT AVERAGE (GPA)

The GPA is obtained by dividing the total number of quality points earned in graduate Jewish Studies courses by the total number of graduate Jewish Studies course credits attempted and not otherwise excluded from the GPA computation. Example: A student receives the following grades during a semester of study:

| Grade                                   | Credit Hours | Grade Value | Quality Points |
|-----------------------------------------|--------------|-------------|----------------|
| A                                       | 3 x          | 4.000 =     | 12.000         |
| A-                                      | 3 x          | 3.667 =     | 11.001         |
| B                                       | 3 x          | 3.000 =     | 9.000          |
| Totals                                  | 9            |             | 32.001         |
| Calculated GPA: $32.001 \div 9 = 3.555$ |              |             |                |

## GRADE OF “INCOMPLETE”

A grade of “Incomplete” (INC) may be given to students who have acceptable levels of performance for a given course, but have not completed all course requirements (such as an examination, a paper, a field work project, or time on a clinical rotation). “Incomplete” grades are routinely allowed only for the completion of a relatively small percentage of work in a course (e.g., 25%). Grades of “Incomplete” are not issued to students who are doing substandard work in order to give them the opportunity to redo their projects/exams so that they can achieve an acceptable grade.

The procedure for granting an “Incomplete” begins with the student requesting a meeting with the faculty member in which the faculty member will review the student’s progress and decide whether it is appropriate for the student to receive the grade of “Incomplete.” If the faculty member decides that the student does not meet the requirements for the grade of Incomplete, she or he may deny the student’s request. The student may contest the faculty member’s decision by appealing in writing to the department/program chair. **Policies regarding the consequences of missing a final exam may differ in individual schools or programs and will govern the student’s right to request a grade of “Incomplete.”**

If the student is permitted to apply for an Incomplete, he or she will fill out a *Contract for Grade of Incomplete*. The Contract is considered a request until it is approved and signed by the student, faculty member, and department/program chair. Signed copies of the Contract are given to the student, the faculty member, the department/program chair, and a copy is forwarded to the Registrar’s Office. The faculty member is asked to record the grade of “Incomplete.”

Although the time allowed for the completion of any single project may vary depending on the magnitude of the project, a grade of “Incomplete” **should not be allowed to stand longer than one semester from the end of the semester in which the course was given.** The faculty member will specify the amount of time allowed to finish an incomplete project

in the contract. The amount of time should be appropriate to the project. For instance, a faculty member may only want to allow a relatively short amount of time to complete a missing exam. Under special circumstances, the Dean may extend the deadline beyond one semester. In such a case, the contract should be revised to reflect the change. Once the student completes the required project, the faculty member determines the final grade for the course and notifies the Registrar by using the standard Change of Grade form.

Courses that receive an “Incomplete” grade will be counted toward the total number of credits attempted, but not earned. The course will not be calculated in the student’s term or cumulative GPA until the “Incomplete” grade is resolved. If the INC grade is subsequently changed to an “F,” the “F” grade will be calculated into the student’s GPA and will appear on the transcript. Incomplete grades can, therefore, affect a student’s financial aid status at the University, but will not initially affect the student’s GPA. For students who are accessing Title IV programs to assist in paying their educational expenses, a grade of “Incomplete” may result in the inability of the Financial Aid office to confirm that students are in satisfactory academic standing.

## **GOOD ACADEMIC STANDING**

All students in the M.A. program are required to maintain a cumulative grade point average of at least 3.000 at all times. All students in the PhD program are required to maintain a cumulative grade point average of at least 3.5 at all times. Students who fail to do this may be placed on academic probation and may be subject to dismissal for academic deficiency. (Also see “Standards of Satisfactory Academic Progress,” p. 30)

## **TRANSFER CREDIT**

Students may transfer a maximum of six graduate credits toward the Master of Arts degree. All transfer credit must be approved by the Dean. No credits may be transferred for courses in which the student received a grade below B. Students wishing to take courses at another institution while attending the Graduate School must obtain permission in advance in writing.

## **MAXIMUM TIME-FRAME**

A student must complete all requirements for a Master's degree within six years of admission to the program, unless granted an extension by the Office of the Dean.

Full-time doctoral students are expected to complete all requirements within 10 years of admission. Part-time doctoral students are expected to complete all requirements within 12 years of admission.

## LEAVES OF ABSENCE AND READMISSION

A matriculated student enrolled at Touro who chooses to interrupt his/her attendance but intends to return and continue his/her study at Touro must submit to the Office of the Registrar a completed “Leave of Absence (LOA)” request form signed by all parties noted on the form. A LOA should be requested after the semester the student is in is completed and before the following semester starts. If extenuating circumstances arise, a student may request a leave of absence mid-semester and/or beyond one semester. These circumstances include, but are not limited to, a death in the family, medical reasons, military leave and personal well-being. Any LOA requested during the semester or for a period beyond one semester will be considered as a non-reportable LOA for purposes of administering federal financial aid. **PLEASE NOTE: *This regulation may impact only students who wish to take leaves of absence extending beyond one semester.*** Therefore, students receiving Title IV financial aid funds must meet with a Financial Aid officer to discuss their situation before filing a “Leave of Absence” request form.

A student whose leave of absence is approved, and who is registered for courses at the point of approval, is automatically withdrawn from all courses. Tuition will be refunded in accordance with Touro’s published refund policy.

Students who are on leave must contact the Office of the Registrar and submit a Petition to Return to Classes form at least 30 days prior to the start of the semester in which they wish to resume their studies. To return from a medical Leave of Absence, the student must also submit evidence, such as a letter from the student’s physician or an evaluation by a responsible medical authority, that there is no medical impairment that would prevent the student from fully participating in all phases of the program.

## WITHDRAWAL FROM THE UNIVERSITY

Students who wish to withdraw from their studies at Touro University in good standing should give official notification to the director of the program in which they are enrolled and to the Office of the Registrar by completing a “Permanent Withdrawal” form. The date of the withdrawal is the date the official notification is received by the Office of the Registrar.

## GRADUATION

### APPLICATION FOR GRADUATION

It is the student's responsibility to schedule a graduation conference with an academic advisor during the semester before completing his/her certificate or degree requirements to determine whether the requirements are being met.

In addition, the student has the ability to track their degree completion progress via the Degree Works tool located on the TouroOne portal, at any point during their course of study at Touro University.

After the graduation conference, the student must apply for graduation online by the established deadlines:

- For January Graduation - November 15
- For June Graduation - May 1
- For September Graduation - July 15

To apply for graduation online, students need to click Apply to Graduate button under Academic tab located on the TouroOne portal and follow the prompts. Students will also be required to pay the graduation fee through TouchNet.

Students who complete their certificate or degree requirements in January, June, or September of a given year participate in Division of Graduate Studies commencement exercises.

### COMMENCEMENT

All students are expected to comply with the Touro University [Commencement Policy](#) and to conduct themselves with appropriate decorum and professionalism during commencement exercises.

Students are permitted to wear only the official Touro University academic regalia (caps, gowns, hoods, etc.) provided to them for these proceedings. Students receiving their U.S. military commission may display their dress uniforms during their commissioning portion of the commencement program and then don their official academic regalia thereafter. Additionally, students are permitted to wear only earned honor cords or cords issued by the University to Veterans of the U.S. Military on their regalia. Students may — but are not required to — wear stoles on their regalia, but only from University-recognized academic honor societies. **Students must obtain written approval from the Dean of their school prior to ordering any honor society stoles.** No other honor cords, stoles, or alterations to approved University regalia are permitted at commencement. Violation of the

commencement policy is subject to disciplinary action which may have penalties up to and including impact upon the actual conferral of degrees or dismissal from the university.

**Participation in these ceremonies does not necessarily mean that a student has graduated. Graduation is certified officially by the Office of the Registrar only after auditing the student's record for completion of all certificate or degree requirements. PLEASE NOTE: Touro University's official degree conferral dates normally do not correspond to the dates on which commencement exercises take place.**

## **DEGREE WORKS**

Degree Works is a sophisticated and comprehensive academic advising, transfer articulation, and degree audit solution designed to help students in their completion process/to monitor their academic progress toward degree completion. Degree Works is a web-based tool that meets the needs of all end users, undergraduate and graduate students alike, to complete their programs in a timely fashion.

The benefits of Degree Works include:

- Helping you easily monitor your academic progress online 24/7.
- Presenting exactly what the degree/program requirements are up front with consistency and accuracy.
- Displaying the fastest and best path to graduation that exists for your degree and your interests.
- Complementing your relationship with the Advisor, by removing some administrative burdens and leaving more time for true advising and career counseling.
- If you are a transferring student, the Degree Works tool will allow you to see where your transferring credits can be applied earlier in the enrollment cycle.
- Allowing you to estimate the number of semesters it will take to graduate.
- Viewing your grades and GPA.

Degree Works can be accessed through *TouroOne* portal (by using *TouroOne* credentials) by following these steps:

- Login to the *TouroOne* portal at <https://touroone.touro.edu/sso/login>
- Go to the "Academic" tab.
- Click on the "Degree Works" button on the bottom left side of the academic section.

If you are having difficulty accessing Degree Works, please contact Touro's Help Desk at [nonstop@touro.edu](mailto:nonstop@touro.edu).

If you have any questions, or would like more information, please do not hesitate to contact your advisor or the Registrar's Office.

## MAINTENANCE OF MATRICULATION

Students who have completed all of their course work but have not yet completed the remaining degree requirements must register for maintenance of matriculation and pay the required fee. Failure to do so will jeopardize the student's eligibility for his/her degree.

## TRANSCRIPTS

### Ordering official transcripts

1. To order an official transcript via TouroOne, click “Academic” from the left side navigation menu. In the Official Transcript portlet, click “Order Official Transcript.” Alternatively, you can go directly to [www.touro.edu/getmytranscript](http://www.touro.edu/getmytranscript).
2. Students will be automatically prompted to register an account or to log into an existing account.
3. Students will need to enter either an electronic destination or physical shipping address.
4. For electronic transcripts student will need to select the program that they graduated from or attended. If you graduated from or attended multiple programs, you will need to place a separate electronic transcript order for each program.
5. For students waiting for a degree or grade(s) to be posted, there will be hold options to select at checkout. The order will not be processed until degree is awarded or grade(s) are posted.
6. Once an order is placed students will receive a confirmation email and order number. Students will also receive email once the order is processed and/or shipped.

### Processing

Electronic transcript orders will process and deliver to the recipient once order information is confirmed; in most cases this is automatic. If additional information is needed, the transcript unit will reach out to you. **This may delay processing times.** Paper transcript orders are processed and shipped in 5-7 business days.

### Transcript Fees

- |                             |                          |
|-----------------------------|--------------------------|
| • Electronic transcript     | \$5 per copy (plus tax)  |
| • Official paper transcript | \$10 per copy (plus tax) |

### Shipping Fees

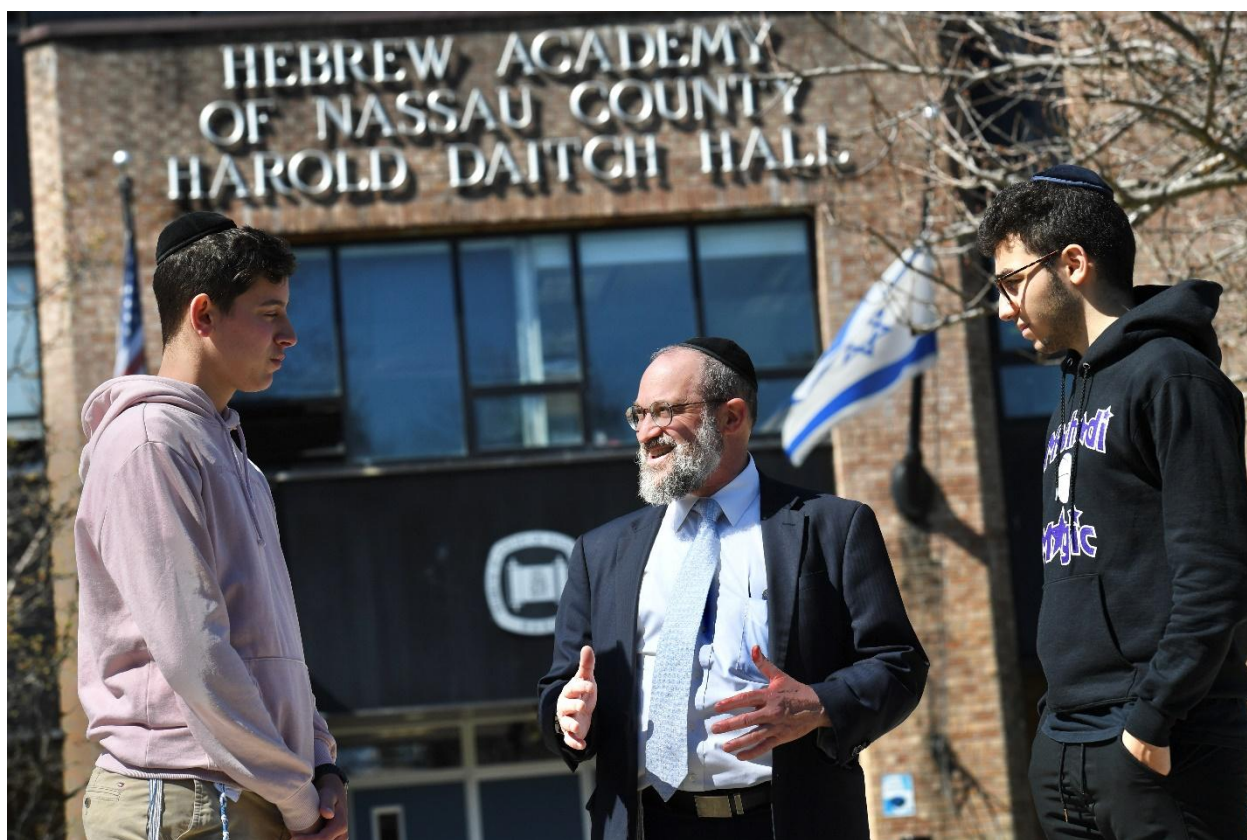
- |                                      |                                      |
|--------------------------------------|--------------------------------------|
| • USPS First Class                   | free of charge, no tracking provided |
| • Fed-Ex domestic overnight shipping | \$15, tracking provided              |
| • Fed-Ex international shipping      | \$25, tracking provided              |

(cont'd)

## Viewing and Printing Unofficial Transcripts

1. Log into your TouroOne account at <https://touroone.touro.edu/sso/login>.
2. Click on the “Academic” tab and click on “View Academic Transcript (Unofficial Transcript)” under the “My Records” portlet.
3. If you wish to print, right-click using your mouse then select print.

**If you do not have access to a computer and/or printer, you may log onto the website and print your report in any Touro University computer lab.**



## UNIVERSITY CODES AND POLICIES

### TOURO UNIVERSITY CODE OF CONDUCT

Students are expected to behave in a manner that is harmonious with and supportive of the activities and functions of an educational institution. The following types of actions are considered violations of the Touro University Code of Conduct and will result in disciplinary sanction:

1. Theft of, or damage to, University records and property, caused by intentional, negligent or irresponsible conduct;
2. Unauthorized use of any University property, including, but not limited to, its name, property, offices, premises, equipment (computer equipment, telephones, fax machines, copying equipment, laboratories and misuse of student ID cards);
3. Conduct which interferes with or obstructs any University functions or which physically obstructs or threatens to obstruct or restrain members of the University community;
4. The physical or sexual abuse or harassment of any member of the University community (such incidents must also be reported to the Title IX coordinator);
5. Threatening or actual infliction of bodily injury, assault, emotional trauma against students, faculty or staff of the University (such incidents must also be reported to the Chief Security Officer);
6. Disorderly, disruptive or abusive conduct in the classroom or on University premises;
7. Refusal to follow the directives of University officials acting in performance of their duties;
8. Impersonating University faculty, University officials, or University staff;
9. Forging signatures or other information on registration forms, financial aid forms or any other University documents;
10. Computer abuse, including possession of unauthorized passwords, plagiarism of programs, unauthorized destruction of files, misuse of computer accounts and disruptive or annoying behavior on the University's computer system;
11. Unauthorized sale, distribution or consumption of alcoholic beverages on University premises;
12. Distribution, purchase or possession of barbiturates, amphetamines, marijuana, hallucinogens, opiates, or any other addictive or illegal drugs or paraphernalia on University premises;
13. Gambling in any form on University premises;
14. Possession, distribution or sale of weapons, incendiary devices, or explosives on University premises;
15. Tampering with or misusing fire-fighting equipment and/or safety equipment (such as alarm-boxes and extinguishers);
16. Participation in or furtherance of any illegal activity on Touro's premises;

17. Offensive or derogatory written or verbal statements intended to inflict harm on members of the University community, including, without limitation, racist, ethnic, or sexist remarks or references regarding any member or group of the University community;
18. Any abusive conduct or harassment directed at an individual or group of individuals in the University community on the basis of the actual or perceived race, gender, color, national origin, ethnicity, religion, age, disability, sexual orientation, marital or parental status, or citizenship status of such person(s);
19. Refusal to identify oneself to an official or security officer of the University or to present proper identification upon entering the University premises;
20. Actions that are not harmonious with and supportive of the activities and functions of an educational institution; actions that harm the reputation of the University;
21. Aiding or abetting any conduct prohibited by this University Code;
22. Conviction of a felony crime while enrolled at the University;
23. Intentionally filing a false complaint under this University Code of Conduct;
24. Academic dishonesty and lack of academic integrity.

## **TOURO UNIVERSITY SOCIAL MEDIA POLICY**

Touro University policies apply to students' online conduct. University staff members do not "police" online social networks and the University is firmly committed to the principle of free speech. However, when the University receives a report of inappropriate online conduct it is obligated to investigate. This is true even when a student posts to a personal social media account using their own phone or computer while off-campus or during a break. The University has the right to discipline students for misconduct or lack of professionalism wherever it occurs, including online.

Individuals who violate any of the provisions of the Code of Conduct are subject to disciplinary action at the discretion of Touro University. Student organizations violating the above regulations may be penalized by having their charter revoked. Furthermore, disciplinary sanctions may also be imposed against the officers and members of student organizations at the discretion of Touro University.

## **ADJUDICATION OF UNIVERSITY CODE OF CONDUCT VIOLATIONS**

**[Please note that there is a separate adjudication process for academic integrity violations (#24 in the Code of Conduct) in the section below entitled "Procedures in Response to Violations of Academic Integrity."]**

Any member of the University Community may notify the Dean of Students or his/her designated representatives of a Code of Conduct infraction by submitting a written statement describing the alleged infraction to the Office of the Dean of Students within ten

(10) school days of the alleged violation or within ten (10) school days from the time the charging individual learned of the alleged code violation, but no later than within three (3) months of the violation.

The Dean of Students, or one of his/her designated representatives, shall inform the individual charged with the infraction, in writing, of the nature of the charges against him/her and designate a time and place for a meeting in the Office of the Dean of Students.

After meeting with the individual charged with the infraction, the Dean of Students or his/her designated representatives (individuals or committee) will conduct a preliminary investigation of the charges and determine what course of disciplinary action is appropriate. The Dean of Students and/or his/her designated representatives (individuals or committee) can:

- bring the parties together for informal mediation;
- impose any of the disciplinary sanctions listed in the section entitled “Sanctions,” except that the Dean of Students (and/or his/her representatives) cannot require payment of restitution or order expulsion;
- refer the charges to the Student Affairs Committee for a disciplinary hearing;
- dismiss the charges.

## **DISCIPLINARY HEARINGS**

The Dean of Students may institute disciplinary proceedings by referring a matter to the Student Affairs Committee within fourteen (14) school days of notification of the alleged infraction. Once referred to the Student Affairs Committee a hearing must be commenced within twenty-one (21) school days unless a disciplinary hearing date is adjourned for good cause. Once a disciplinary hearing is commenced it must be completed within ten (10) school days.

### **Sanctions**

After a hearing, the Student Affairs Committee may take one or more of the following actions:

- 1. Dismiss the Charges:** After reviewing all relevant information, evidence and record materials, the Student Affairs Committee may decide to dismiss the charges against the student.
- 2. Impose disciplinary sanctions,** which include but are not limited to the following:
  - (a) Warning** – A written reprimand putting the student on notice that he/she has violated the Code of Conduct and indicating that further misconduct may result in a more severe disciplinary action. A copy of this warning will be placed in the student's file.
  - (b) Disciplinary Probation** - A student may be placed on disciplinary probation for a definite period of time. While on probation, students may not hold office in Student Government Organizations, Clubs or Societies or represent the

University in any capacity. Further violations while on probationary status will result in suspension or expulsion from the University. A copy of the probation notice becomes a part of the student's file.

**(c) Counseling and Treatment** – A student's continued enrollment at Touro University may be conditioned on his/her participation in counseling or treatment at outside counseling and treatment agencies. A student's failure to participate in such a program after being advised that his/her enrollment is conditioned on participation may result in other disciplinary sanctions.

**(d) Restitution** - A student may be required to pay restitution to the University or to fellow students for damages and losses resulting from his/her action

**(e) Suspension** – A student may be suspended and may be barred from attending classes for a definite period, not to exceed two years. Notification of the suspension will appear on the student's academic transcript and will remain until the end of the suspension period. A notification of the suspension will remain in the student's file. A student may not be automatically re-enrolled at the end of his/her suspension and he/she must apply to the Student Affairs Committee for reenrollment.

**(f) Expulsion** – This is termination of the student's enrolled status at the University. A student who has been expelled from the University is not permitted to complete his/her courses and may not re-register for a future semester. Notification of the expulsion will appear on the student's academic transcript.

**3. Impose Additional Sanctions** – The Student Affairs Committee may impose the following sanctions in addition to those listed above:

**(a) A fine** to be paid to the University, in addition to restitution.

**(b) Service to the University Community** for a designated number of hours. The required service cannot interfere with the individual's course schedule.

**4. Legal Action** – In addition to imposing the disciplinary sanctions outlined above, the Student Affairs Committee may recommend that students be turned over to law enforcement authorities for legal action. The final decision on referring student cases to the authorities is made by the Office of Institutional Compliance.

**5. Other Sanctions** – The Student Affairs Committee may impose other sanctions that it deems appropriate and fair.

## **APPEALS OF DISCIPLINARY SANCTIONS IMPOSED FOR CODE OF CONDUCT VIOLATIONS**

Any disciplinary action taken by the Dean or his representatives for a violation of the Code of Conduct may be appealed by filing a written appeal with the Student Affairs Committee within ten (10) school days of the disciplinary action decision. The copy of the appeal should be submitted to the Dean.

The Student Affairs Committee will set a date for a hearing within fourteen (14) school days of receipt of the student's written appeal. The burden of proof is on the student to demonstrate that the decision of the Dean was erroneous, arbitrary or capricious.

In cases in which the disciplinary sanction was initially imposed by the Student Affairs Committee, the student may file a written appeal with the Dean of Students within ten (10) school days of the committee's decision. The Dean of Students shall appoint a Special Appeals Panel consisting of the Dean of Faculties (or his/her representative), three full-time faculty members, and a Student Affairs staffer, to hear the student's appeal. This hearing must be scheduled within fourteen (14) school days of the receipt of the student's written appeal. The Special Appeals Panel may overturn the decision of the Student Affairs Committee only if it determines that the committee's action was clearly erroneous, arbitrary or capricious.

### **Protocols for Disciplinary Hearings**

Hearings conducted by committees designated as representatives of the Dean of Students, the Student Affairs Committee, and the Special Appeals Panel will be governed by the following protocols:

- (a) All hearings are closed to the public.
- (b) A quorum of the committee membership, defined as 51% of the total membership, must be present.
- (c) Attorneys are not allowed to be present at any hearings.
- (d) Students have the right to bring witnesses on their behalf, to present any evidence they deem relevant, to make opening and closing statements and to ask questions during the proceedings.
- (e) The preponderance-of-evidence rule will govern the decision-making process.
- (f) Decision will be made by a majority of participating members.
- (g) The committee deliberations will be *in camera*.

## **TOURO UNIVERSITY ACADEMIC INTEGRITY POLICY**

Touro University is a community of scholars and learners committed to maintaining the highest standards of personal integrity in all aspects of our professional and academic lives. Because intellectual integrity is a hallmark of ethical, scholarly, and scientific inquiry as well as a core value of the Jewish tradition, students and faculty are expected to share a mutual respect for teaching, learning and the development of knowledge. They are expected to adhere to the highest standards of honesty, fairness, and professional conduct in their academic work and respect for all community members.

Academic dishonesty undermines our shared intellectual culture and our ability to trust one another. Faculty and administration bear a major responsibility for promoting a climate of integrity, both in the clarity with which they state their expectations and in the vigilance with which they monitor students. Students must avoid all acts of dishonesty, including, but not limited to, cheating on examinations, fabricating, tampering, lying, plagiarizing, and utilizing AI tools without acknowledgment of such, as well as facilitating or tolerating the dishonesty of others. Academic dishonesty lowers scholastic quality and defrauds those who will eventually depend on the knowledge and integrity of our graduates. Furthermore, it misrepresents student efforts and mastery of course material both absolutely, and relative to others in their courses.

Touro University views violations of academic integrity with the utmost gravity. Such violations will lead to appropriate sanctions, up to and including expulsion from the university community. We commit ourselves to the shared vision of academic excellence that can only flourish in a climate of integrity.

The Touro University policy on academic integrity, which is outlined in this document, is designed to guide students as they prepare assignments, take exams, and perform work necessary to complete their degree requirements, and to provide a framework for faculty in fostering an intellectual environment based on the principles of academic integrity. It is presented here in order to educate the faculty on the parameters of and the enforcement of the policy.

The International Center for Academic Integrity (ICAI), of which Touro University is a member, lists six fundamental values: honesty, trust, fairness, respect, responsibility, and courage, to allow institutional scholarship to flourish with integrity. To sustain these values, Touro University's Academic Integrity Policy, requires that a student or researcher:

- Properly acknowledge and cite all use of the ideas, results, or words of others, including the use of AI tools and other emerging technologies;
- Properly acknowledge all contributors to a given piece of work;
- Make sure that all work submitted as their own in a course or other academic activity is produced without the aid of unsanctioned materials or unsanctioned collaboration;

- Treat all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitate academic dishonesty by others nor obstruct their academic progress.

Adherence to these principles is necessary to ensure that:

- Everyone is given proper credit for their own ideas, words, results, and other scholarly accomplishments;
- All student work is fairly evaluated and no student has an inappropriate advantage over others;
- The academic and ethical development of all students are fostered;
- The reputation of the University for integrity in its teaching, research, and scholarship is maintained and enhanced.

Failure to uphold the principles of academic integrity threatens not only the reputation of Touro, but also the value of each and every degree awarded by the institution. All members of the Touro community bear a shared responsibility for ensuring that the highest standards of academic integrity are upheld.

Touro University works with faculty and students to promote an institutional culture of academic integrity, provides effective training that creates a commitment to academic integrity, and establishes clear procedures to deal with allegations of violations of academic integrity and monitoring the adherence thereto.

## **VIOLATIONS OF ACADEMIC INTEGRITY**

The following are considered to be violations of academic integrity and are prohibited by the Touro University System. Students, faculty, and other members of the Touro community who commit one of the offenses listed below, or similar such offenses, or those who assist in the commission of such offenses, may be subject to sanctions (i.e. classed as A, B, or C, as described below in the section “Procedures in Response to Violations of Academic Integrity”).

### **Plagiarism**

Plagiarism is defined as the unauthorized use of the writings, ideas and/or computer-generated material of others without appropriate acknowledgement, and the representation of them as one’s own original work. It also includes the unauthorized use of computer-generated material via artificial intelligence (AI) and other emerging technologies without appropriate acknowledgement and the representation of them as one’s own original work. Plagiarism encompasses acts of inadvertent failure to acknowledge sources, as well as improper attribution due to poor citation.

When using ideas/words from other sources, the student must clearly define the sources using standard methods of citation. Plagiarism can occur even when one does not use the

exact words of another author. Paraphrasing written material by changing or rearranging words without the proper attribution is still considered plagiarism (even if it eludes identification by plagiarism detection software). It is therefore critically important that students understand how to cite. If students have any questions about the proper use and citation of material from other sources, they should seek help from their professors.

### **Intentional Plagiarism**

Plagiarism takes many forms. Flagrant forms, or intentional plagiarism, include, but are not limited to:

- Purchasing a paper;
- Commissioning another to draft a paper on one's behalf;
- Intentionally copying a paper regardless of the source and whether or not that paper has been published;
- Copying or cutting and pasting portions of others' work (whether a unique phrase, sentence, paragraph, chart, picture, figure, method or approach, experimental results, statistics, etc.) without attribution;
- Using computer-generated material via artificial intelligence (AI) and other emerging technologies without attribution;
- In the case of clinical documentation, copying clinical notes/materials without personally performing the patient examination.

Plagiarized sources may include, but are not limited to, print material, digital and media resources including social media and blogs, as well as assignments completed by other students at Touro University System and elsewhere. A more subtle, but equally flagrant, form is paraphrasing or attempting to put in one's own words the theories, opinions or ideas of another without proper citation.

Additionally, students may not reuse their own previous work without appropriate citation. This is a form of plagiarism called self-plagiarism and may mislead the reader or grader into the erroneous belief that the current submission is new work to satisfy an assignment.

If students are unsure as to whether a fact or idea is common knowledge, they should consult their instructor or librarian, or else provide appropriate citations.

### **Unintentional Plagiarism**

Plagiarism is not only the failure to cite, but the failure to cite sources properly. If a source is cited but in an inadequate way, the student may still be guilty of unintentional plagiarism. It is therefore crucial that students understand the correct way to cite. The rules are relatively simple:

- For exact words, use quotation marks or a block indentation, with the citation.
- For a summary or paraphrase, indicate exactly where the source begins and exactly where it ends.

In its policies and disciplinary procedures, the Touro University System will seek to recognize and differentiate between intentional plagiarism, as defined above, and failure to cite sources properly (unintentional plagiarism). While both forms are violations of the Academic Integrity Policy, a student's first instance of unintentional plagiarism may only be penalized with a Class C sanction (see sanctions below).

### **Cheating on Examinations and Other Class/Fieldwork Assignments**

Cheating is defined as improperly obtaining and/or using unauthorized information or materials to gain an advantage on work submitted for evaluation. Providing or receiving assistance unauthorized by the instructor is also considered cheating.

Examples of cheating include, but are not limited to:

- Giving or receiving unauthorized assistance to or from another person on quizzes, examinations, or assignments;
- Using another learner's audience response device/i-clicker;
- Using materials, devices, or tools not specifically authorized during any form of a test or examination;
- Exceeding the restrictions put in place for "take home" examinations, such as unauthorized use of library sources or internet sources, unauthorized use of computer-generated material via artificial intelligence (AI) and other emerging technologies, or unauthorized collaboration on answers;
- Sitting in for someone else or permitting someone to sit in for a student on any form of test or examination;
- Working on any form of test or examination beyond the allotted time, which includes any extra time resulting from a documented accommodation (unless the instructor provides explicit permission);
- Hiding, stealing or destroying materials needed by other students;
- Altering and resubmitting for re-grading any assignment, test or examination without the express written consent of the instructor;
- Copying from another individual's examination or providing information to another student during an examination;
- Soliciting, obtaining, possessing or providing to another person an examination prior to the administration of the examination.
- Bringing into the examination room notes in any format and paper, electronics or writings, drawings, etc. that could be used to aid in taking a closed notes/book exam.

Examples of unauthorized assistance include:

- Giving or receiving assistance or information in any manner, including person-to-person, notes, text messages, or e-mails, during an examination or in the preparation of other assignments without the authorization of the instructor;
- Receiving assistance via artificial intelligence (AI) and other emerging technologies without the authorization of the instructor;

- Using crib sheets or unauthorized notes (unless the instructor provides explicit permission);
- Copying from another individual's exam.

Failure to comply with any and all Touro University System test procedures will be considered a violation of the Academic Integrity Policy.

## **Research Misconduct**

The integrity of the scientific enterprise requires adherence to the highest ethical standards in the conduct of research and research training. Therefore, students and other trainees conducting research are bound by the same ethical guidelines that apply to faculty investigators, based on the Public Health Service regulations dated May 17, 2005. Research misconduct is defined in the USPHS Policy as “fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.”

These terms are defined as follows:

- (a) *fabrication* - making up data or results and recording or reporting them;
- (b) *falsification* - manipulating research materials, equipment or processes, or changing or omitting data or results such that the research is not accurately represented in the research record;
- (c) *plagiarism* - the appropriation of another person's ideas, processes, results, or words without giving appropriate credit.

Research misconduct does not include honest error or honest differences of opinion.

Touro's Research Misconduct Policy can be found:

<https://www.nymc.edu/media/schools-and-colleges/nymc/pdf/policies/PoliciesandProceduresforRespondingtoAllegationsofResearchMisconduct.final6.15.23.pdf>

## **Other Unethical Conduct**

### **Misleading or Fraudulent Behavior**

Misleading or fraudulent behavior, put simply, is lying, and includes acts contributing to or associated with lying. It takes on any form of fabrication, falsification or misrepresentation.

Examples include, but are not limited to:

- Reporting false information to gain an advantage;
- Omitting information or data resulting in misrepresenting or distorting findings or conclusions;
- Providing false information to explain lateness or to be excused from an assignment, class or clerkship function;
- Signing in another person's name on any attendance sheet/roster representing them as present when they are not;

- Falsely accusing another of misbehavior, or otherwise misrepresenting information about another;
- Providing false information about oneself, such as on an application or as part of some competition;
- Taking credit for accomplishments achieved by another person or computer-generated material via artificial intelligence (AI) and other emerging technologies;
- Omitting relevant information about oneself.

## **Tampering**

Tampering is the unauthorized removal or alteration of college/university documents (e.g., library resources, official institutional forms, correspondence), software, equipment, or other academic-related materials, including other students' work. It should be noted that tampering as a form of cheating may also be classified as criminal activity and may be subject to criminal prosecution.

Examples include, but are not limited to:

- Intentionally sabotaging another student's work;
- Altering a student's academic transcript, letter of recommendation, or some other official college document;
- Electronically changing another student's or colleague's files, data, assignments, or reports.

## **Copyright Violations**

Academic integrity prohibits the making of unauthorized copies of copyrighted material, including software and any other non-print media. Individuals, under the legal doctrine of "fair use," may make a copy of an article or copy small sections of a book for personal use, or may use an image to help teach a concept. Examples of copyright violations include:

- Making or distributing copies of a copyrighted article for a group (on paper or electronically);
- Disseminating an image or video of an artist's work without permission, including those found on the internet;
- Copying large sections of a book.

The "fair use doctrine" regarding use of copyrighted materials can be found at the following link: <https://www.copyright.gov/fair-use>. Also see the library's guide on frequently asked copyright questions: <https://libguides.tourolib.org/copyright/faqs>.

Please contact your campus librarian to get copyright clearance for required reading materials.

## **Sanctions**

The following sanctions may be imposed for violation of this Policy. Informal resolution of violations can be accompanied by Class C sanctions only. Formal resolution can be accompanied by any combination of sanctions from Class A, B, and C. Except in the case of a student's expulsion or dismissal, any student found to have violated this Policy is required to take additional ethics tutorials intended to assist student to avoid future misconduct.

(Academic Integrity Plagiarism Tutorial, <https://libguides.tourolib.org/AI>, for an overview on how to avoid plagiarism. Scroll down the page for the link to the Touro University Academic Integrity Test, <https://libguides.tourolib.org/research-101> that will go to the instructor's email.)

**Class A Sanctions:**

- Expulsion/dismissal
- Revocation of awarded degree in the event that the violation is identified after graduation

**Class B Sanctions:**

- Suspension (up to twenty-four months)
- Indication of the violation in a letter of reprimand, in reference letters, licensure and regulatory forms, etc.
- Notification of the violation to the other schools within Touro University
- Indication of 'disciplinary action for academic integrity violation' on the permanent transcript

**Class C Sanctions:**

- Placement on Academic Probation
- Failure in the course, with consequences as determined by the individual program's rules and regulations
- Reduction of the grade for a particular submitted piece of work, segment of work required for a course/clerkship, or the entire course/clerkship with or without the option of redoing the work or the course/clerkship
- Requiring the student to redo the assignment or to do an alternative assignment, which may include a grade reduction

## **PROCEDURES IN RESPONSE TO VIOLATIONS OF ACADEMIC INTEGRITY**

This Touro University System Academic Integrity Policy applies to all Touro students. Any act in violation of this Policy or any allegation of misconduct related to this Policy involving a student must be reported and addressed in accordance with the adjudication procedures outlined below or those of the student's school, which may not be less stringent than the requirements and standards set forth in this Policy.

The Dean of each school or the Provost shall designate a member of the school's administration as Chief Academic Integrity Officer (herein referred to as the "CAI Officer") to oversee the adjudication of violations and to maintain appropriate documentation. The CAI Officer of each school will maintain written records of all violations and resolutions, both informal and formal. The CAI Officer must be an assistant dean or higher, or another appropriate responsible individual approved by the Provost or Vice President of the Undergraduate Division for schools in that Division.

Each school shall designate a Committee that will adjudicate violations of academic integrity via a formal Hearing process.

The Provost or Vice President shall designate a Dean responsible for hearing formal resolution appeals (herein referred to as the “Appeals Dean”). The CAI Officer and the Appeals Dean cannot be the same individual.

### **Reporting a Case of Suspected Plagiarism or Cheating**

Due to the organizational and administrative differences among schools and programs, each school can determine its own reporting sequence from faculty member to CAI Officer.

Depending on the school or program, faculty or students may report an alleged incident to: Department Chair, Department Deputy Chair, Program Chair, Sequence Chair, Program Director, Department Director, Academic Dean, Preclinical Dean, Dean, or CAI Officer directly.

Each school and program should make its reporting sequence known to its constituencies.

For the sake of clarity, the faculty member’s supervisor will be referred to as “Chair” in the paragraphs that follow.

Faculty members, students, or other members of the Touro community who encounter suspected academic integrity violations should contact the relevant “Chair”. The “Chair” will consult with the faculty member, and if a violation is identified, the faculty member will inform the student. The “Chair” will also report all suspected violations in writing (using the [\*Academic Integrity Violation Reporting Form\*](#)) to the CAI Officer, who will advise the “Chair” on whether to pursue an informal or a formal resolution. For first-time suspected violations, CAI Officers and faculty are strongly encouraged to seek an informal resolution with the student. No permanent grade may be entered onto the student’s record for the course in question before the issue is resolved.

If an instructor strongly suspects cheating during an exam, the instructor should stop the student’s exam and collect all evidence of cheating. The incident should be immediately reported to the “Chair”, who will investigate and report in writing to the CAI officer.

### **Resolution of Academic Integrity Violations**

Incidents of academic integrity violations are reported to the department Chair, and a report by the Chair is submitted to the CAI Officer. The method of resolution of the violation may be either informal or formal. Students who are found to have violated the Touro University System’s Standards of Academic Integrity are subject to the sanctions listed above.

Should a student action be of such a serious nature that it is felt that he/she may be considered a danger in a clinical setting, the CAI Officer or the Chair may remove such a student from a clinical assignment, not to exceed fourteen (14) days pending the outcome of a formal resolution. A student shall not be removed from a didactic course while an allegation of an academic integrity violation is ongoing. It is the responsibility of the student to work with their program to make up any time missed from clinical assignments.

## **Informal Resolution**

After consulting with the Chair and the CAI Officer (as per “Reporting a Case of Suspected Plagiarism or Cheating”), the faculty member may attempt to resolve the issue informally with the student. Once an informal resolution is agreed to between the faculty member and the student, the faculty member must present such resolution to the department Chair for approval. The faculty member, in consultation with the Chair, may impose any range of Class C sanctions, but must include requiring the student to take additional ethics tutorials intended to assist that student to avoid future misconduct. Once accepted by the student, the informal resolution is binding on both the student and faculty member, and cannot be appealed by the student.

If the student is found to have committed an academic integrity violation, the outcome of the informal resolution should be reported in writing by the Chair to the CAI Officer, who will maintain the record for the duration of the student’s academic career. NOTE: Some Touro schools may be required to report the violation to outside licensing agencies.

The informal resolution process is not available to individuals who have previously committed an academic integrity violation.

## **Formal Resolution**

In the event that (1) the accused student denies the charge, (2) the student and faculty member do not agree to informal resolution, (3) the student has been previously found guilty of a similar infraction, or (4) for any other reason for which informal resolution is not appropriate as determined by the CAI Officer, then the matter shall be submitted for formal resolution.

To institute formal resolution, the following procedures shall be followed:

- The Chief Academic Integrity Officer receives a written statement from the instructor, proctor, student, or any other complainant, as the case may be.
- The written statement must include the name of the involved student(s), the name and position of the reporting person, and the nature of the alleged act.
- The CAI Officer shall arrange a hearing which, generally speaking, should take place no earlier than five (5) calendar days and no later than twenty (20) calendar days after notification that informal resolution was unsuccessful or not pursued.
- The hearing shall take place before the designated Committee on Academic Integrity of the School. If the hearing involves a student in a dual-degree or joint-degree program, then the Hearing Committee should have representatives from both programs.
- The Committee shall receive the written statement, and any documents submitted by the student or reporting person.
- All persons involved in a hearing shall be given notice of all hearing dates, times and places. Such notice, which will be sent by e-mail will be given at least two (2) business days prior to any hearing, unless waived by the parties involved.

- Postponements of Committee hearings may be made at the discretion of the Committee Chair. Either party may be granted a postponement only if pertinent information or interested parties cannot, for good cause, be present at the appointed time. Any postponement may not extend beyond a one-month period and any delay may affect the student's ability to progress in the program.
- The accused student and the accuser will be afforded the following opportunities:
- To review, but not copy, all pertinent information to be presented to the Committee. The length of time for review shall be reasonable, as determined by the Committee Chair.
- To present fully all aspects of the issue before the Committee.

Committee Hearings will proceed under the following guidelines:

- All Committee hearings and meetings are closed to the public.
- The Committee may hear the student, the faculty member or proctor, and any other individual who may be knowledgeable or may have information to share with the Committee regarding the suspected offense. Each person will meet with the Committee on an individual basis.
- The Committee may consider relevant written reports, discussions with involved parties, examinations, videos, papers, screen shots, social media posts, or other related documents.
- The Committee must be comprised of a minimum of three people, who must be present either in person or via video-conference, and may not be the faculty member of the course in question.
- All decisions shall be made by majority vote.
- The student has the right to appear before the Committee, in person or via video conference, in order to present his/her case, but, after proper notice of a hearing, the Committee may proceed, notwithstanding the student's absence.
- The hearing is academic in nature and non-adversarial. Student representation by an attorney or other representative at the hearing is not permitted. However, the student may bring a support person to accompany them and be present in an anteroom, but not participate, in the hearing.
- Audio recordings of the hearing are not permitted and transcripts are not required.
- All information supporting the charges made against a student shall be presented first. Following this presentation, the student who has been accused of a violation will present his/her side of the matter by submitting to the Committee information that he/she chooses to submit to support their stance or position. The CAI Officer, his or her designee, Office of Institutional Compliance or other members of the faculty and Administration may also meaningfully participate in this information exchange. Pursuant to the Touro University Code of Conduct, the student is expected to conduct themselves harmoniously so as not to obstruct the investigation or proceedings.

- The student, his/her accuser, the Committee, and/or Touro University System's representatives may raise questions about the information under review so that all aspects of the case are clarified.

The Committee shall reach a decision using the following guidelines:

- The Committee will meet in closed session to reach a decision, including recommended sanctions, if applicable. Such meeting shall generally be held immediately after the hearing or within one Touro business day (a Jewish Day of Observance as delineated on the Touro calendar does not count as a business day).
- If the Committee seeks additional information following commencement of its deliberations, it will notify the parties within two (2) Touro business days, and reconvene the hearing within five (5) Touro business days of the conclusion of the original hearing. The Committee's final decision must then be made.
- The Committee may impose a range of Class A, B, or C sanctions.

The Committee's decision must be based solely on the evidence presented at the hearing and will be the final disposition of the issues involved, including sanctions. The decision of the Committee will be presented in writing to the CAI Officer, the student, and the Chair. The Committee's letter will contain the following elements: Charge; Hearing Date; Findings; List of Sanctions; and the Right to Appeal and to whom. In the event the case involved a student in a dual-degree or joint-degree program, the CAI Officer of each relevant school should be informed of the decision.

### **Appeal Process**

- Following a Formal Resolution Hearing and notification of the Committee decision, either party may appeal the decision. An appeal may only be granted on the basis of: 1) evidence of bias of one or more of the members of the Committee; 2) new material documenting information that was not available at the time of the decision; 3) procedural error.
- The appellant has three (3) business days within which to submit a formal written appeal of the decision to the Appeals Dean for the School. The appeal should be accompanied by the Hearing Committee's letter and by a narrative explaining the basis for the appeal. The narrative should fully explain the appellant's position and substantiate the reason(s) for their appeal.
- The Appeals Dean may request to meet with the appellant.
- After consideration of the Appeal, the Appeals Dean may accept, reject or modify the Committee's decision, and will notify the student in writing of the decision.
- The Appeals Dean, when notifying the student of the decision, shall inform the student of his/her right to appeal an adverse decision to the Chief Academic Officer.

A copy of the Appeals Dean's final decision will be transmitted to the CAI Officer and the Chair.

A student has three (3) business days from receipt of written notification to submit a formal written appeal of the decision, that is discretionary in nature, to the Chief Academic Officer (CAO) (i.e., Provost) or his/her designee. In the event the CAO decides to consider the matter, the CAO may only sustain the appeal on the basis of one of the following:

- Evidence of bias of one or more of the members of the Committee or of the Appeals Dean.
- New material documenting information that was not available to the Committee or the Appeals Dean at the time of the initial decision.
- Procedural error.

The CAO may, at his/her discretion, conduct interviews and review materials. The CAO will notify the student, the CAI Officer, and the Appeals Dean in writing of the appeal decision. The decision of the CAO shall be final.

### **Policy for Appropriate Use of Artificial Intelligence in Coursework**

Students must also abide by the [Policy for Appropriate Use of Artificial Intelligence in Coursework](#).

The complete Touro University Academic Integrity Policy can be found online at [www.touro.edu/students/policies/academic-integrity/](http://www.touro.edu/students/policies/academic-integrity/)

## **ALTERNATIVE DISPUTE RESOLUTION**

For purposes of this policy, "Dispute" means all legal and equitable claims, demands, and controversies, of whatever nature or kind, whether in contract, tort, under statute or regulation, or some other law or theory; the application, potential enrollment, enrollment, matriculation, continued enrollment and matriculation, and graduation (or denial thereof), suspension, dismissal, expulsion, separation or any other academic, disciplinary or other action or termination of such student by Touro; any other matter related to or concerning the relationship between the student and Touro including, by way of example and without limitation, allegations of: discrimination or harassment based on race, religion, national origin, age, veteran status or disability, sex, gender, sexual orientation, retaliation, defamation, infliction of emotional distress, violation of The Americans With Disabilities Act of 1990, Sections 1981 through 1988 of Title 42 of the United States Code, The Immigration Reform and Control Act of 1986, New York State Human Rights Law, New York City Human Rights Law, or any other federal, state or local civil, Family Educational Rights and Privacy Act of 1974 (FERPA), Campus Sex Crimes Prevention Act, Title VI or Title IX of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, as amended, as well as any other law related to students, not-for-profits and higher educational institutions. Disputes do not include collections actions of tuition or other fees payable by the student and owed to Touro University.

Touro's Alternative Dispute Resolution ("ADR") policy was created with the intention of providing a program for the quick, fair and accessible resolution of Disputes between Touro, and Touro's current and former students (as well as applicants) related to or arising out of a current, former or potential academic relationship with Touro. The policy provides the exclusive mechanism for the final and binding resolution of all Disputes that cannot otherwise be resolved internally through the academic and disciplinary methods described elsewhere in this handbook.

A student's acceptance, registration, enrollment, matriculation and/or petition for graduation and matriculation at Touro acts as his or her consideration and consent to these terms.

All Disputes (as defined below) between Touro, on the one hand, and any current or former student or applicant on the other, which cannot be resolved internally, shall first be submitted to non-binding mediation (the "Mandatory Mediation"). The Mandatory Mediation shall be conducted by a neutral mediator selected at Touro's sole discretion. Touro shall be responsible for paying 50% of the costs associated with the Mandatory Mediation. The student shall be responsible for paying 50% of the costs associated with the Mandatory Mediation. Touro and the student shall each be responsible for paying their own respective attorney's fees (if any) incurred in conjunction with the Mandatory Mediation.

If upon completion of the Mandatory Mediation all or any part of the Dispute is still unresolved, the remaining Dispute shall proceed to binding arbitration (the "Mandatory Arbitration"), as described below.

In accordance with the Federal Arbitration Act and to the extent not inconsistent with the primacy of federal law, all Disputes remaining after completion of the Mandatory Mediation shall be exclusively conducted and heard by a single arbitrator, affiliated with JAMS or another reputable ADR organization, who shall be an attorney or judge. The arbitrator and location of the Mandatory Arbitration shall be selected at Touro's sole discretion. Touro shall be responsible for paying 50% of the costs associated with the Mandatory Arbitration. The student shall be responsible for paying 50% of the costs associated with the Mandatory Arbitration. Touro and the student shall each be responsible for paying their own respective attorney's fees (if any) incurred in conjunction with the Mandatory Arbitration. The results of the Mandatory Arbitration shall be binding and final.

The Mandatory Mediation and Mandatory Arbitration of any claims by a student or applicant as part of a Dispute shall be limited to his or her individual claims. The student or applicant shall not assert, prosecute, or obtain relief on, and expressly waives, any and all class, collective or representative claims which purport to seek relief on behalf of other persons. Any judgment upon the award rendered by the arbitrator shall be final and non-appealable, and may be entered in any court of competent jurisdiction.

If any provision of this ADR policy is determined by any arbitrator or court of competent jurisdiction to be invalid or unenforceable, said provision shall be modified to the minimum extent necessary to render it valid and enforceable, or if modification is not possible, the provision shall be severed from the policy, and the remaining provisions shall remain in full force and effect, and shall be liberally construed so as to effectuate the purpose and intent of the policy.

For the avoidance of doubt, this policy prohibits a student or applicant from filing or prosecuting any Dispute through a civil action in court before a judge or jury involving any Dispute. The student's acceptance, registration, enrollment, matriculation and/or petition for graduation and matriculation at Touro acts as a knowing and voluntary waiver by the student of the student's right to seek judicial relief in any manner inconsistent with this policy.

### **ADR Procedures**

To initiate ADR, the student or applicant must send a written demand for ADR to the Office of Institutional Compliance ("OIC"). The demand shall set forth a statement of the facts relating to the Dispute, including any alleged act(s) or omission(s) at issue; the names of all person(s) involved in the Dispute; the amount in controversy, if any; and the remedy sought. The demand must be received by the OIC within the time period prescribed by the earlier of Touro policy or the statute of limitations applicable to the claims(s) alleged in the demand. If a student or applicant fails to file a request for ADR with Touro within the required time frame, the Dispute will be conclusively resolved against the student or applicant without any right to appeal same.

Within thirty (30) days of receiving such demand, or as soon as possible thereafter, if Touro and the student/applicant are unable to resolve the Dispute informally, the Student shall indicate his/her desire to proceed to the Mandatory Mediation. As described above, to the extent any Dispute remains thereafter, the Dispute shall proceed to the Mandatory Arbitration.

## **FAILURE-TO-EDUCATE AND LIABILITY DISCLAIMER**

The payment of tuition entitles a student to register and matriculate in the courses and programs available and offered by Touro University. In order for a degree to be earned, passing grades must be achieved and any other prerequisites required by the school and program must be fulfilled. While students expend significant sums associated with higher education, successful completion of a course, program, or degree is dependent on many factors, Touro University makes absolutely no assurances or representations of guaranteed success, merely that it will provide students with the tools needed to accomplish their academic goals.

Touro University's liability (as well as its faculty, staff, and third parties action by, through or on its behalf) is limited in all respects, no matter the cause of action or theory of liability, to the amount of tuition actually paid by the student in the one year prior to which the claim is made. No award of incidental, consequential, punitive or lost profits damages may be awarded.

## **TOURO POLICY ON BIAS-RELATED CRIMES**

Touro is committed to safeguarding the rights of its students, faculty, and staff and to provide an environment free of bias and prejudice. Under New York Law criminal activity motivated by bias and hatred toward another person or group based upon a belief or perception concerning race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation is illegal and punishable not only for the underlying crime, but, additionally, as a hate crime pursuant to the New York Penal Law # 485, et, seq. specifically Law # 485.05.

In the tables that list hate crimes, Touro is required to apply federal regulations for the "counting" of hate crimes, which is different from the New York state law as outlined below. The crimes listed can be considered hate crimes under certain conditions:

- Assault (1st, 2nd and 3rd Degree)
- Aggravated Assault on a Person Less than 11 Years Old
- Menacing (1st, 2nd and 3rd Degree)
- Reckless Endangerment (1st and 2nd Degree)
- Manslaughter (2nd Degree)
- Stalking (1st, 2nd, 3rd, and 4th Degree)

- Criminal Sexual Acts (1st Degree)
- Sexual Abuse (1st Degree)
- Aggravated Sexual Abuse (1st and 2nd Degree)
- Unlawful Imprisonment (1st and 2nd Degree)
- Kidnapping (1st and 2nd Degree) Coercion (1st and 2nd Degree)
- Burglary (1st, 2nd and 3rd Degree)
- Criminal Mischief (1st, 2nd, 3rd, and 4th Degree)
- Arson (1st, 2nd, 3rd, and 4th Degree)
- Petty Larceny
- Grand Larceny (1st, 2nd, 3rd, and 4th Degree)
- Robbery (1st, 2nd, and 3rd Degree)
- Harassment (1st Degree)
- Aggravated harassment
- Simple Assault
- Larceny Theft
- Intimidation
- Destruction/damage/vandalism of property

In addition, any attempt or conspiracy to commit any of these crimes is also punishable as a hate crime. A person convicted of a hate crime will be subject to certain sentencing guidelines for felonies that impose a more severe penalty than similar but non-hate crime offense.

A hate crime conviction may also subject the offender to monetary penalties pursuant to the Law of their state. Any incident or attempt to commit a hate crime should be reported to Campus the Security Director, Kevin Paynter at 3 Times Square, 2nd Floor, New York, NY 10036; office number (646) 565-6134; or by calling 1-88-Touro-911(1-888-687-6911); or your Campus Security Department in your state.

Reported incidents of hate crimes and attempts to commit hate crimes will be referred to the NYPD and/or other Law Enforcement Agencies for further investigation and legal action. Touro treats all hate crimes as serious offenses that need to be prosecuted with the full force of the legal system.

## **POLICY ON TITLE IX AND SEXUAL MISCONDUCT**

This policy applies to all members of the Touro University (“Touro”) community, including students, faculty, and administrators as well as third parties (i.e. vendors, and invitees). Discrimination or harassment of any kind in regard to a person's sex is not tolerated at our institution. Information and/or training regarding this policy is available to students, faculty, and staff.

Touro promotes an environment in which the dignity and worth of all members of the community are respected. It is the policy of Touro that sexual intimidation of students and employees is unacceptable behavior and will not be tolerated.

### **Title IX Grievance Policy**

Title IX of the Educational Amendments of 1972 prohibits any person in the United States from being discriminated against on the basis of sex in seeking access to any educational program or activity receiving federal financial assistance. The U.S. Department of Education, which enforces Title IX, has long defined the meaning of Title IX's prohibition on sex discrimination broadly to include various forms of sexual harassment and sexual violence that interfere with a student's ability to equally access our educational programs and opportunities.

This Title IX Grievance Policy became effective on August 14, 2020, and only applies to formal complaints of sexual harassment alleged to have occurred on or after August 14, 2020. Alleged conduct that occurred prior to August 14, 2020 will be investigated and adjudicated according to the Title IX and Sexual Misconduct Policy then in effect.

### **Title IX Coordinator**

Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.

Contact Information for the Title IX Coordinator:

Matthew Lieberman  
3 Times Square, 11th Floor  
New York, NY 10036  
Phone: 646-565-6000 x55667  
Email: [matthew.lieberman@touro.edu](mailto:matthew.lieberman@touro.edu)

Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.

**When Title IX Applies:**

The Title IX process will apply when *all* of the following elements are met:

1. The conduct is alleged to have occurred on or after August 14, 2020;
2. The conduct is alleged to have occurred in the United States;
3. The conduct is alleged to have occurred in Touro's education program or activity; and
4. The alleged conduct, if true, would constitute covered sexual harassment, as defined under Title IX, as:
  1. an employee conditioning educational benefits on participation in unwelcome sexual conduct (i.e., *quid pro quo*);
  2. unwelcome conduct that a reasonable person would determine is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the educational institution's education program or activity; or sexual assault (as defined in the Clery Act);
  3. or dating violence, domestic violence, or stalking (as defined in the Violence Against Women Act (VAWA)).

If the alleged misconduct meets these requirements, then the Title IX grievance process applies and the Potential Complainant may file a Formal Complaint or their prior Complaint submission will become a Formal Complaint. For the purposes of this Title IX Grievance Policy, "formal complaint" means a document – including an electronic submission - filed by a complainant with a signature or other indication that the complainant is the person filing the formal complaint, or signed by the Title IX Coordinator, alleging sexual harassment against a respondent about conduct within Touro's education program or activity and requesting initiation of the procedures consistent with the Title IX Grievance Policy to investigate and adjudicate the allegation of sexual harassment.

If the alleged misconduct does not meet these Title IX requirements, it requires a mandatory dismissal under Title IX, but it may be addressed by the broader Touro Sexual Misconduct Policy or another applicable Touro policy.

For more details surrounding the Title IX Grievance Policy please see:

<https://www.touro.edu/title-ix-policy/>

**Sexual Misconduct**

Touro prohibits discrimination based on sex, including sexual harassment. The prohibition against discrimination extends to employment and third-parties. Sexual harassment is unwelcome conduct of a sexual nature and can include sexual advances, request for sexual favors, and other verbal, non-verbal, or physical conduct. Environmental harassment (sometimes referred to as hostile environment) is sexually harassing conduct that is

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sufficiently severe, persistent or pervasive to limit an individual's ability to participate in or receive benefits, services, or opportunities at Touro. This can include persistent comments or jokes about an individual's, sex; verbal behavior, including insults, remarks, epithets, or derogatory statements; nonverbal behavior, including graffiti, inappropriate physical advances short of physical violence such as repeated and unwanted touching; and assault, including physical violence or the threat of physical violence.

New York Law also defines these acts as crimes if any of them are engaged in with a person who is incapable of consent either because of the person's age or because the person is mentally defective, mentally incapacitated, or physically helpless. Therefore, sexual abuse, sodomy, and rape are sex crimes and violators will be prosecuted in accordance with New York Penal Law.

Retaliation against any individual who made a complaint will not be tolerated.

To officially file charges for an act of sexual assault or rape, please contact the Office of Institutional Compliance. If the alleged perpetrator is a student, you can initiate disciplinary action against this individual. All incidents must be reported within six (6) months of their occurrence.

All divisions of Touro seek to foster a collegial atmosphere in which students are nurtured and educated through close faculty-student relationships, student camaraderie, and individualized attention. Discrimination or harassment of any kind is anathema to Touro's mission, history, and identity. Touro will resolve any identified discrimination in a timely and effective manner, and will ensure that it does not recur. Compliance with Touro's policies and procedures is a necessary step in achieving a safe environment in our educational community. The policies set forth were developed to promote a safe educational environment in compliance with the Violence Against Women Act (VAWA) and a high-quality campus life.

Those believing that they have been harassed or discriminated against on the basis of their sex, including sexual harassment, should contact the Office of Institutional Compliance immediately. When Touro has notice of the occurrence, Touro is compelled to take immediate and effective corrective action reasonably calculated to stop the harassment, prevent its recurrence, and as appropriate, remedy its effects.

This policy applies to all members of Touro, including students, faculty, and administrators as well as third parties (including, but not limited to, vendors, invitees, etc.). Information and/or training regarding this policy are available to students, faculty, and staff. In addition, information about this policy will be available on Touro's website.

Complaints may be filed by contacting the Office of Institutional Compliance:

Phone: 646-565-6000, ext. 55330

Email: [compliance@touro.edu](mailto:compliance@touro.edu)

For Further Information: Students are strongly urged to read the full policy at <https://www.touro.edu/sexual-misconduct-policy/>

Students are also urged to read the Annual Security and Fire Report at [https://www.touro.edu/departments/campus-security/clery-reports/TOURO U 2025 ASFSR.pdf](https://www.touro.edu/departments/campus-security/clery-reports/TOURO_U_2025_ASFSR.pdf)

Additional information about this policy will be available on Touro's website. Students may contact the Office for Civil Rights of the U.S. Department of Education for inquiries concerning the application of Title IX as well as the implementation of its regulations. The Office for Civil Rights can be contacted using the following information:

U.S. Department of Education  
Office for Civil Rights  
32 Old Slip, 26th floor  
New York, NY 10005  
Phone 646-428-3800  
Fax 646-428-3843  
Email: [OCR.NewYork@ed.gov](mailto:OCR.NewYork@ed.gov)

## STUDENT COMPLAINTS

Touro University is committed to safeguarding the interests of all students. Students are entitled to be treated with fairness and respect in accordance with the University's policies and procedures. The University does not condone unfair treatment of students by administration, faculty and/or staff. Students who believe that they have been aggrieved by the University, and that such occurrence is not governed by other established complaint mechanisms, may seek resolution through the complaint procedure outlined in the Student Complaint Policy. This procedure specifically applies to complaints arising from actions by another member of the University community – such as a faculty member, administrator, or staff member - acting in an official capacity, in the application of a school policy or in provision of services.

If a student believes that Touro's policies and procedures have not been applied fairly by the University, by an administrative department, or by an employee, the student may seek resolution by following the procedure described in the Student Complaint Policy. The student will contact the Dean of Students of the school or campus where they are enrolled, or the equivalent. In the event there is no Dean of Students, the student will bring their complaint to the Dean of the school or college to guide them through the procedure.

If the Complaint is against the Dean of Students or the Dean of the school, the student may use the relevant Vice President or Provost/CAO as their point of contact.

Prior to filing the formal written complaint, the student is strongly encouraged to remedy the situation via an informal resolution. In the event informal resolution is unsuccessful or not attempted, then a formal complaint may be filed.

This Policy is not applicable to complaints that are governed by other policies and procedures. Examples include, but are not limited to:

- A. Title IX complaints ([Title IX Policy | Touro University](#)).
- B. Complaints of sexual misconduct ([Touro University System Sexual Misconduct Policy \(NY\)](#))
- C. Claims of discrimination (<https://www.touro.edu/departments/institutional-compliance/complaint-procedures/>)
- D. Code of Conduct violations (Student Code of Conduct Policy in all Catalogs)
- E. This Policy may not be used for appealing grades or for appealing other academic decisions made by any Touro University program. Academic decisions may include dismissal, suspension, leave of absence, petition to return, probation, repeating a course, repeating a semester, etc. Such appeals are governed by the Catalog or Student Handbook for the school or program in which the student is enrolled.
- F. TUS Academic Integrity Policy [Resolution of Academic Integrity Violations | Touro University](#)
- G. Satisfactory Academic Progress Policy [Satisfactory Academic Progress Policy | Touro University](#)

### Procedure For Student Complaint Policy

- A. **Bringing the Complaint to the Dean of Students:** The student will bring their complaint to the attention of the Dean of Students of the school or campus where they are enrolled. In the event there is no Dean of Students, the student will bring their complaint to the attention of the Dean of the school who will designate another administrator to guide the student through the process.

The Dean of Students (or other designated administrator) will determine if the complaint is appropriate for the procedure in this Student Complaint Policy and will guide the student as to what course of resolution would be most appropriate. The Dean of Students will also contact the individual responsible for the matter being grieved and discuss the charges.

If the complaint is against the Dean of Students, the student may submit the complaint to the Dean of the school. If the complaint is against the Dean of the school, the student may submit the complaint to the relevant Vice President or Provost/CAO. (Administrators involved in all subsequent steps in the procedure shall be adjusted accordingly, one level up.)

- B. **Attempt at Informal Resolution:** The student is encouraged to attempt to resolve the matter informally with the individual responsible for the matter being grieved. At the student's request, the Dean of Students shall arrange for a meeting of the parties, attend such meeting(s), and attempt to aid in the resolution of the complaint through informal mediation.
- C. **Formal Resolution - Filing a Complaint:** In the event informal resolution is unsuccessful or not attempted, the student may seek a formal resolution of the matter. The student (complainant) will provide the Dean of Students or other designated administrator with a written statement that includes:
- a. a description of the grievance including the date of alleged incident;
  - b. the person against whom the complaint is being filed (respondent);
  - c. all pertinent supporting documentation;
  - d. the policy or procedure that was allegedly violated;
  - e. the outcome requested by the student to remedy the grievance.

The administrator to whom the complaint was submitted will review the matter and determine a proper course of action to address the complaint. This may entail the administrator's own evidence gathering and fact-finding or referral of the matter to a Hearing Committee.

The formal complaint must be filed within sixty (60) calendar days of the alleged incident.

- D. **Formal Resolution – Recommendation and Decision:** The recommendation on resolving the grievance must be based solely on the evidence presented. The recommendation of the administrator or the Hearing Committee will be submitted to the Dean of the school for a final decision.

### External Complaint Procedures

For additional student complaint procedures related to Touro's accrediting bodies (including MSCHE, programmatic accreditation, NYSED, or NC-SARA), see External Complaint Procedures below:

### Institutional Accreditation

Please read the [Middle States Commission policy on Complaints Involving Member and Candidate Institutions](#) or a complete explanation of how to communicate with the Commission regarding a complaint. The Commission's complaint procedures are created to address non-compliance with the Commission's standards for accreditation, requirements of affiliation, policies or procedures, or the institution's own policies or procedures.

### Programmatic Accreditation

Students who wish to file a complaint with a programmatic accreditor may find program-specific accreditor contact information on the Touro University [Accreditations](#) page.

### New York State Education Department (For Students Residing in New York State)

Student complaints not resolved at the institutional level who have followed all grievance procedures and protocols defined by the University, and reside in the state of New York, have the right to file a complaint with the NYS Office of College and University Evaluation. Students who wish to file a complaint with the New York State Education Department may follow the information published on the [Office of College and University Evaluation](#) website. Students are advised that the Office of College and University Evaluation will not review a complaint until all grievance procedures at the institution have been followed and all avenues of appeal exhausted and documentation provided that such procedures have been exhausted.

### **NC-SARA Member Out-of-State Student Complaint Contact Information**

Touro University (“Touro”) operates under the approval of “NC-SARA” (National Council for State Authorization Reciprocity Agreements). Students based outside of New York State who have a consumer-protection-based complaint regarding a distance education program should first seek to resolve such a complaint within the school in which the student is registered. Complaints regarding grades or student conduct violations are governed entirely by Touro policy and the laws of Touro’s home state (which for Touro is the New York State Education Department). If a person bringing a complaint is not satisfied with the outcome of Touro’s internal process the complaint (except for complaints about grades or student conduct violations) may be appealed, within two years of the incident about which the complaint is made. The appeal must be made to Touro’s SARA State portal entity. The contact for which is:

New York State Education Department  
Office of College and University Evaluation  
Supervisor of Higher Education programs  
89 Washington Avenue  
Albany, NY 12234  
518-474-1551  
IHEAuthorize@nysed.gov

Additionally, Students who wish to file a complaint with the New York State Education Department may follow the information published on the Office of College and University Evaluation [website](#).

For purposes of this process, a complaint shall be defined as a formal assertion in writing that the terms of this agreement, or of laws, standards or regulations incorporated by the SARA Policies and Standards have been violated by the institution operating under the terms of SARA.

Review further information on the [SARA complaint process here](#).

## **SCHOOL CLOSINGS AND CLASS CANCELLATIONS**

In the event of an emergency, weather or non-weather-related, Touro has a School Closing Committee comprised of senior staff that is authorized to determine whether Touro buildings will be open or closed.

Once a decision has been made for an unscheduled closing of a Touro NY location, students will be notified via TUAAlert, the University's emergency notification system. Closing information for the New York campuses will also be available on the main Touro website, <http://touro.edu>.

In certain instances, and where appropriate, remote (Zoom) instruction may be substituted for live classes. At such times, students should be in touch with their instructor, school, and/or department for information.

## **TOURO UNIVERSITY CAMPUS SECURITY POLICIES**

Safety and security are concerns commonly shared by the students, faculty and staff employees of Touro University. The University is committed to keeping its campus locations, centers and sites secure.

### **Access to the Campus**

Students must show a valid identification card to enter Touro University Facilities. Visitors must receive a temporary pass from guards on duty to enter Touro facilities.

### **Security Services**

Touro University has contracted with professional security guard services to maintain and monitor security at its campuses and sites. Selected locations have armed Security Officers. Security Personnel are carefully screened before being assigned to Touro University, and supervised to ensure quality assurance. Security staff are supervised by means of their agency supervisor, and as well as the Campus Security Director.

Security personnel respond to emergency calls for service, enforce regulations, and assist in security building inspections and fire prevention. Electronic means, such as closed-circuit television, are also used to monitor activities at many University centers.

The Security Officers may detain individuals who engage in illegal and criminal actions until New York City Police Officers arrive and/or your local Law Enforcement agency arrives. They are empowered to enforce Touro's regulations, to investigate incidents, and to apprehend those who violate Touro regulations or commit crimes on campus. Criminal violators that are apprehended are turned over to the police. Our Security Officers are not Peace Officers or Police Officers and have no power of arrest.

Our Security Director meets regularly with Police Commanders to help ensure the safest environment for our campus community.

## **Reporting Criminal Incidents & Other Emergencies**

All students, employees, and guests should promptly report criminal incidents, accidents, and other emergencies to the Department of Campus Security by dialing 1-88-Touro911 (1-888-687-6911). This service allows you to speak to a live operator, twenty-four hours a day, seven days a week, to report any incidents or occurrences. The service refers all calls to the appropriate agencies (i.e. fire, police, etc.) for assistance, as well as to the appropriate University authorities. Additionally, you may report any incidents to any Security Officer at your site, the Campus Security Director, and/or Operations. If you are located in a Student Residence Hall, you can also report any incident to your Resident Director, Assistant Resident Director, or R/A at your facility. The Campus Security Administrative office is located at 3 Times Square, 2nd Floor and can be reached at (646) 565-6000 ext. 55134 or via email at [security@touro.edu](mailto:security@touro.edu).

If assistance is required in completing or reporting an incident/occurrence to local Law Enforcement agencies we at Touro Campus Security will be glad to render any assistance needed.

Annual statistics on the incidence of crime at Touro University campuses and sites is published in the Annual Security and Fire Safety Report at [https://www.touro.edu/departments/campus-security/clery-reports/TOURO\\_U\\_2025\\_ASFSR.pdf](https://www.touro.edu/departments/campus-security/clery-reports/TOURO_U_2025_ASFSR.pdf). Students are urged to read this report.

## **POLICY ON DRUGS & CONTROLLED SUBSTANCES**

The United States Department of Education has issued regulations implementing the provisions of The Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). In compliance with Federal Law and New York State Law, this policy includes information to ensure that all members of the Touro Community are aware of the dangers of substance abuse and to outline the sanctions for violating this policy.

Students, faculty and staff who distribute or use illegal drugs or illicitly use drugs which would otherwise be legal, including alcohol, while on Touro campuses, locations and facilities, or as part of any Touro activities, are violating Federal Laws, New York State Laws, and the policies and procedures of Touro. Violations of federal and state laws may lead to prosecution and criminal sanctions, including, but not limited to, fines and/or imprisonment.

Touro is committed to educating and informing students, faculty and staff about the dangers and effects of substance abuse. Touro recognizes that drug addiction and alcoholism are illnesses that may not be easily resolved and may require professional assistance and treatment.

Touro may provide confidential counseling and referral services to students, faculty and staff with drug and/or alcohol problems. These services are available through the Office of the Dean of Students, the Vice-President of the Division of Graduate Studies, and/or Human Resources. All inquiries and requests for assistance will be handled with confidentiality.

Touro University also has a Biennial Review that is used to document the progress made by Touro and also provide insight into how Touro's Alcohol and Drug policy and programs could be improved.

Touro seeks to safeguard the health and well-being of all members of Touro: students, faculty and staff. All members of Touro are accountable to know the law and to understand the policies and procedures of Touro.

In order to better educate students, faculty and staff, Touro wishes to provide all members of Touro with an education of the effects of substance abuse. The mind-altering substances to be discussed here are: marijuana, cocaine, heroin (and their derivatives); amphetamines (uppers); barbiturates (downers); hallucinogens; and alcohol. Many individuals take such drugs to escape from their problems; but doing so only creates more problems.

Students are urged to review the Annual Security and Fire Report at <https://www.touro.edu/departments/campus-security/clery-reports/TOURO U 2025 ASFSR.pdf>.

## **STUDENT RESPONSIBILITIES AND RIGHTS**

### **CAMPUS CITIZENSHIP**

Students of Touro University are expected to be considerate of all individuals at the University – fellow students, faculty, staff and administrators – and to help maintain a harmonious and supportive environment conducive to learning and the furtherance of academic pursuits. While specific regulations are listed on the following pages, it is expected that all members of the University community demonstrate respect for their colleagues, sensitivity to their needs, and tolerance for their ideas and views. Please cooperate with University officials by observing the rules and regulations of the University, and by exercising respect for University values and property.

### **STANDARDS OF CLASSROOM BEHAVIOR**

The faculty has primary responsibility for managing the classroom. Students who create a disruption in the classroom may be directed by the instructor to leave the class for the remainder of the class period. Behaviors defined as disruptive include persistently speaking without being recognized, using a cell phone in the class, eating in the classroom, interfering with the class by entering and leaving the room without authorization, carrying on private conversations, and refusing to follow the directions of the course instructor.

To ensure a clean and healthy environment for all students at the University, eating and drinking are strictly prohibited in all laboratories. To assure a clean and healthy environment, students are asked to eat and drink only in designated areas and to refrain from eating in classrooms and auditoriums.

Students are strictly forbidden to bring pets or other animals into any facilities of the University, unless they have obtained specific authorization in advance from the dean of their division/school.

Additionally, please see Touro's Policy on Weapons in the [2026 Annual Security & Fire Safety Report](#).

### **ACCEPTABLE USE POLICY FOR INFORMATION TECHNOLOGY**

The Acceptable Use Policy provides for users of the institutional technology resources, facilities, and/or equipment to act responsibly, to abide by Touro's policies, and to respect the rights and privileges of other users. Each user of Touro technology resources is responsible for adhering to all legal and ethical requirements in accordance with the policies of Touro and applicable law.

All users of Touro technology resource users must submit, upon commencement of their relationship with Touro, or at another appropriate time, acknowledgement of the Acceptable Use Policy (AUP). In submitting the AUP Acknowledgement Form, each individual will be certifying that he/she has read and will comply with the AUP.

Students are urged to read the complete policy, which can be found at [touro.app.box.com/v/AcceptableUsePolicy](https://touro.app.box.com/v/AcceptableUsePolicy).

### **INTERNET SERVICES AND USER-GENERATED CONTENT POLICY**

As an educational institution, we recognize that these Internet-based services can support your academic and professional endeavors, but we are also aware that, if not used properly, they can be damaging. In both professional and institutional roles, students, faculty and staff should follow the same behavioral standards online as they should offline, and are responsible for anything they post to a social media site regardless of whether the site is private (such as a portal open to the Touro community only) or public. The same laws, professional expectations, and guidelines for interacting with students, parents, alumni, donors, media and other college agents apply online as apply offline.

Students are urged to read the complete policy, which can be found at [touro.app.box.com/v/InternetServiceUserGenContent](https://touro.app.box.com/v/InternetServiceUserGenContent).

## **ANTI-HAZING POLICY**

Touro University maintains a zero-tolerance policy toward hazing across all campuses and programs. Touro defines hazing as any act or situation that endangers a person's mental, emotional, or physical well-being in connection with joining or maintaining membership in a group. This includes actions that cause embarrassment, harassment, or ridicule, as well as coerced consumption of substances or participation in degrading or harmful activities. Hazing, in any form, compromises a student's safety and wellbeing and is against Touro's mission and values.

Students are urged to read the complete policy, which can be found at <https://www.touro.edu/students/policies/hazing/>.

## **NO-SMOKING POLICY (including the use of electronic cigarettes or vapor devices)**

Touro University recognizes the health, safety and benefits of smoke-free air and the special responsibility that it has to maintain an optimally healthy and safe environment for its faculty, students, employees and guests. Touro is committed to the promotion of good health, wellness and the prevention of disease and to comply with New York state law regarding smoking indoors. Out of respect and loyalty to the University and its mission, smoking (including electronic cigarettes) is not permitted inside any campus building, any of our healthcare facilities where patient care is delivered or inside University vehicles. Violators are subject to disciplinary action. In addition, smoking materials shall not be sold or in any way distributed under the auspices of the Touro University.

## CONFIDENTIALITY OF STUDENT EDUCATION RECORDS

### THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

The Family Educational Rights and Privacy Act of 1974, as amended, grants all eligible students the right of access to their own educational records as defined in the law. The law prohibits access to or release of personally identifiable information without the prior written consent of the student except under certain limited circumstances. Touro University policy does not permit access to or release of student records to any party except as authorized by this law. It should be noted, however, that this legislation concerning privacy is affected by Section 510 of the Veterans Education and Employment Act of 1976, which provides that, P.L. 93-568 notwithstanding, records and accounts pertaining to veterans, as well as those of other students, shall be available for examination by government representatives. It is also affected by Sections 507 and 508 of the Patriot Act of 2001, which provides that officials designated by the U.S. Attorney General may petition the court to examine records deemed relevant to certain authorized investigations or prosecutions. If a student wishes to inspect or review his or her records, he or she may contact the office concerned. Complete information concerning this policy is available in the Office of the Registrar.

**The Family Educational Rights and Privacy Act of 1974 as amended (FERPA), was designed to protect the privacy of education records. Education records include records, files, documents, or other materials in hard copy or in electronic format, maintained by Touro University or a party acting on behalf of Touro University, which contain information directly related to a student. FERPA specifies some limited exceptions including certain personal memory aids and certain employment records.**

FERPA affords students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within a reasonable period of time, but not more than 45 days after the University receives a request for access. Students should submit to the Office of the Registrar written requests that identify the record(s) they wish to inspect. The Office of the Registrar will make arrangements for access and notify the student of the time and place the records may be inspected.
2. The right to request an amendment to the student's education records that the student believes contains information that is inaccurate, misleading, or in violation of the student's rights of privacy. Students may ask the University to amend a record that they believe is inaccurate. They should write to the Office of the Registrar, clearly identify the part of the record they want changed, and specify why it is inaccurate. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide signed and dated written consent before the University discloses personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
- a. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
  - b. A second exception that permits disclosure without consent is disclosure of Directory Information. Directory Information is information that is generally not considered harmful or an invasion of privacy if released.  
The following is considered "Directory Information" at Touro University and may be made available to the general public unless the student notifies the Office of the Registrar in writing before the last day to add classes in a semester:
    - Name
    - Address
    - E-mail address
    - Telephone listing
    - Date and place of birth
    - Photograph
    - Major field of study
    - Dates of enrollment
    - Enrollment status
    - Classification (freshman, etc.)
    - Honors and awards
    - Degrees and dates of conferral
    - Most recent prior educational agency or institution attended
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Touro University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-4605.

## **AUTHORIZATION FOR NON-DISCLOSURE OF DIRECTORY INFORMATION**

Enrolled students may refuse to permit disclosure of Directory Information. To do so, they must submit a completed "Authorization for Non-Disclosure of Directory Information" form to the Registrar before the last day to add classes in a semester. This request is valid only for the academic year in which it is made. A new form requesting non-disclosure must be submitted each academic year.

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Mrs. Sarah Shulevitz Vorhand  
\*Office of Institutional Advancement

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**Rabbi Moshe Krupka, M.S.**, Executive Vice President, University Ombudsman

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**Jeffrey Rosengarten, B.A.**, Senior Vice President for Operations

**Salomon Amar, D.D.S., Ph.D.**, Senior Vice President for Research Affairs, Chief Biomedical  
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**Hon. David Paterson, J.D.**, Vice President for Campus Engagement

**Franklin M. Steen, Ph.D.**, Vice President, Chief Information Officer

**Yehudah Meth, B.A.**, Associate Vice President of Government Relations, Special  
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**Sabine Charles, D.B.A., CIA, CISA, CFE, CISM**, Chief Internal Auditor/Internal Audit Director

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**Rabbi Alan G. Ciner, M.A.**, Vice President of Community Engagement

**Roy Finaly, M.B.A., ABD D.Mgt.**, Interim CEO, Touro University Worldwide

**Simcha Fishbane, Ph.D.**, Liaison, European Branch Campuses, Vice President, Managing  
Director, Touro University Berlin

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**Newman Hoffman, J.D.**, Vice President and Chief Executive Officer, Touro University  
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**Israel Singer, Ph.D.**, Vice President for International Affairs

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**Judah Weinberger, M.D., Ph.D.**, Vice President for Collaborative Medical Education,  
Associate Vice President of Undergraduate Education, Dean of NYSCAS

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**Robert Goldschmidt, M.A., L.L.D.**, Vice President for Planning and Assessment, Dean of  
Students, Executive Dean, Lander College of Arts and Sciences

**Henry Abramson, Ph.D.**, Dean, Lander College for Men

**Shlomo Argamon, Ph. D.**, Dean, Graduate School of Technology

**Henry Cohen, Pharm.D.**, Dean, Touro College of Pharmacy

**Catherine Cone, Pharm.D.**, Dean, College of Pharmacy, Touro University California

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University Nevada

**Nancy Gallina, Ph.D.**, Dean, Graduate School of Social Work

**Tami Hendriksz, D.O.**, Dean, College of Osteopathic Medicine, Touro University California

**David Jacobson, Ph.D.**, Dean, Touro College Los Angeles

**Paul Kalekas, D.O.**, Interim Dean, College of Osteopathic Medicine, Touro University Nevada

**Rabbi Shmuel Klammer, Ed.D.**, Dean, Touro College Israel

**Elena Langan, J.D.**, Dean, Jacob D. Fuchsberg Law Center

**Nelly C. Lejter Morales, Ph.D.**, Dean, Graduate School of Education

**Shelia Lewis, Ph.D.**, Provost, Touro University Worldwide

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**Steven Lorenzet, Ph.D.**, Dean, School of Health Sciences

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**Moshe Z. Sokol, Ph.D.**, Dean, Graduate School of Jewish Studies

**Kenneth Steier, D.O.**, Executive Dean, Touro College of Osteopathic Medicine, Harlem,  
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**Briendy Stern, M.S.W., Ph.D.**, Dean, Lander College of Arts and Sciences; Dean, School for  
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**Marian Stoltz-Loike, Ph.D.**, Dean, Lander College for Women/The Anna Ruth and Mark  
Hasten School

**Chani Tessler, Ph.D.**, Chief Academic Officer, Hebrew Theological College, Vice Provost,  
Touro University Illinois

**Terezie Tolar-Peterson, Ed.D.**, Dean, College of Education and Health Sciences, Touro  
University California

**Michael J. Trepal, D.P.M., FACFAS**, Vice President for Academic Affairs and Dean, New York  
College of Podiatric Medicine

**Judah Weinberger, M.D., Ph.D.**, Vice President for Collaborative Medical Education and  
Associate Vice President of Undergraduate Education

**Stephanie Zeszutek, D.O.**, Interim Associate Dean, Touro College of Osteopathic Medicine,  
Montana Campus

## GRADUATE SCHOOL OF JEWISH STUDIES DIRECTORY

The Graduate School of Jewish Studies is located at:

3 Times Square, 6th Floor  
New York, NY 10036  
Tel: (212) 463-0400, ext. 55581  
Fax: (212) 627-3699  
[www.gsjs.touro.edu](http://www.gsjs.touro.edu)

For further information, please contact:

**Dr. Moshe Sokol, Dean**

(212) 463-0400, ext. 55580  
E-mail: [moshe.sokol@touro.edu](mailto:moshe.sokol@touro.edu)

**Dr. Moshe Sherman, Associate Dean**

(212) 463-0400, ext. 55587  
E-mail: [michael.sherman2@touro.edu](mailto:michael.sherman2@touro.edu)

**Ms. Karen Rubin, Administrative Manager**

(212) 463-0400, ext. 55581  
E-mail: [karen.rubin@touro.edu](mailto:karen.rubin@touro.edu)

The School also maintains an instructional site at:

**Touro University Berlin**

Haus am Rupenhorn Am  
Rupenhorn 5  
D-14055 Berlin  
011-49-30 300 6860 (phone)  
011-49-30 300 68639 (fax)

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## FACULTY

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**Anne Bayefsky**

**LL.B.**, University of Toronto

**M.Litt.**, Oxford University

*Modern Israel*

**Judith Bleich**

**Ph.D.**, New York University

*Modern Jewish History*

**Simcha Fishbane**

**Ph.D.**, Concordia University

*History of Rabbinic Literature*

**Dana Fishkin**

**Ph.D.**, New York University

*Medieval Jewish History and Literature*

**Samuel Hoenig**

**Ph.D.**, Yeshiva University

*Geonica and Biblical Exegesis*

**Zvi Kaplan**

**Ph.D.**, Columbia University

*Modern Jewish History*

**Shmuel Klammer**

**Ed.D.**, Columbia University

*Jewish Education*

**Sid Leiman**

**Ph.D.**, University of Pennsylvania

*Jewish History and Literature*

**Moshe Miller**

**Ph.D.**, Yeshiva University

*Modern Jewish History*

**Moshe Sherman**

**Ph.D.**, Yeshiva University

*Modern Jewish History*

**Michael Shmidman**

**Ph.D.**, Harvard University

*Victor J. Selmanowitz Chair in Jewish History*

*Medieval Jewish History*

**Israel Singer**

**Ph.D.**, Graduate Center, CUNY

*Contemporary Jewry*

**Moshe Sokol**

**Ph.D.**, University of Pennsylvania

*Jewish Philosophy*

**Mervin Verbit**

**Ph.D.**, Columbia University

*Contemporary Jewry*

**Susan Weissman**

**Ph.D.**, Yeshiva University

*Medieval Jewish History*

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## ADJUNCT FACULTY

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**David Hertzberg**

**D.A.**, St. John's University

*Holocaust Education*

**Jeffrey Woolf**

**Ph.D.**, Harvard University

*Medieval Jewish History*

**Shlomo Zuckier**

**Ph.D.**, Yale University

*Jewish Thought*

