Student
Handbook

Ubiquity University

Version 2.0

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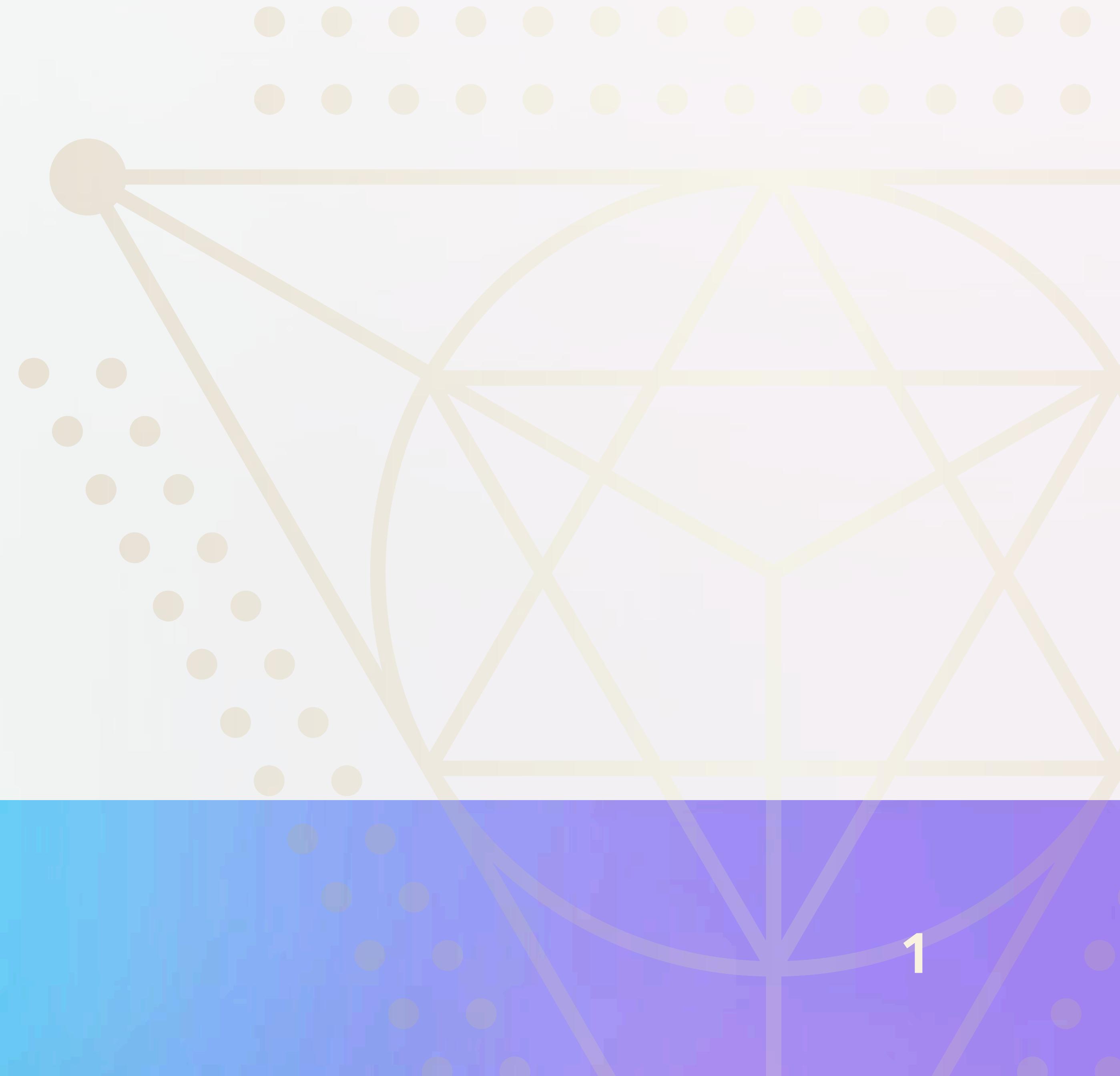
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Welcome to Ubiquity University

Welcome to Ubiquity University

By President Dr. Jim Garrison

Dear Global Community of Changemakers,

Ubiquity University seeks to reinvent education as we know it.

Traditional academic institutions are caught in the grip of antiquated methods of instruction characterized by rote memorization and an emphasis on social homogenization while charging increasingly high tuition and fees. They've been unable to keep pace with a radically changing world, thus creating a crisis in learning not only for the academic institutions themselves, but for a whole generation of global youth and life-long learners. The internet, AI, and smart devices are becoming the new norm for participating in global culture. Escalating hypercomplexity, including our changing climate, is the emerging global context. Ubiquity pioneers within this dynamic landscape with an educational approach designed integrally to liberate the human potential of our students. This kind of transformational education represents the next paradigm of human learning; a whole new education for a whole new world.

Ubiquity's programs are specially designed to equip you with the competencies you need to actualize and contribute your unique abilities to solving the world's current global challenges. To do this we draw from the United Nations Sustainable Development Goals (SDGs) and UNESCO's competency framework to design our courses. The UNESCO framework breaks down each SDG into a skillset for dealing with the respective global challenge. The framework is divided into competencies for head, heart and hand, and aligns perfectly with Ubiquity's integral design of Knowledge (head), Self-Mastery (heart) and Impact (hands). As you move through your program you acquire an integral skillset essential for healthy living and effective action in our modern society.

Our promise to you is that if you fully immerse yourself in this integral learning system you will animate all your various intelligences and reach our highest potential, enabling you to achieve both personal fulfillment and make the greatest possible positive impact – fully capable of playing the game and changing it for the better. Nothing less will enable you to navigate and thrive in the future that is arriving quickly.

We welcome you into our global learning community and encourage your active participation and involvement in the many opportunities we provide to deepen your professional and personal development while obtaining an academic degree.

Jim Garrison, PhD
President, Ubiquity University
j.garrison@ubiquityuniversity.org

The Ubiquity Code of Ethics

Ubiquity's academic and community culture relies on the commitments we make to each other when we choose to enter into a community together. In this way, we choose to come together around shared principles that allow us to better collaborate in our shared learning experiences.

Ubiquity TAKES THE STAND that...

EDUCATION MUST ENABLE STUDENTS TO THRIVE IN AN INCREASINGLY HYPERCOMPLEX WORLD. By producing high-quality, academically rigorous, practically applicable, whole-person, and competency-based educational products reverse-engineered from the skills required to meet our historical moment, we enable our students to activate their passion and put it in service of their purpose for the betterment of our global culture and planet.

ACHIEVEMENT OF THE UNITED NATIONS SUSTAINABLE DEVELOPMENT GOALS (UN SDGS) DETERMINES THE HEALTH OF OUR GLOBAL COMMUNITY AND OUR PLANET. By anchoring our educational approach in integral methods that cultivate the competencies global citizens need to take effective action in the world, we directly contribute to the attainment of the universal standards necessary to achieve a thriving, just, and regenerative culture for the benefit of all.

DIVERSITY IS VALUED AS AN ESSENTIAL COMPONENT TO AN OBJECTIVE PERSPECTIVE, A HEALTHY COMMUNITY, AND THE BALANCE OF LIFE. By welcoming a dynamic international community of various ages, abilities, races and ethnicities, genders and gender expression, languages, national origins, religious and spiritual beliefs, sexual orientations and socio-economic statuses, we bring the full wisdom of the human race to bear on our efforts to better ourselves and the world around us.

OUR NATURAL ENVIRONMENTS MUST BE STEWARDED WITH DEEP CARE, FROM OUR OWN BODIES TO THE PLANETARY BIOSPHERE. By committing to embrace practices for personal and global health and wellbeing, such as operating an entirely virtual campus and aligning our business processes to benefit-corporation standards (B-Corp), we minimize our carbon footprint and advance the reduction of greenhouse gas emissions, protecting biodiversity and honoring the Earth and all its inhabitants.

WE UPHOLD THE RIGHTS AND DIGNITY OF ALL PERSONS, PRIORITIZING THE EMOTIONAL, MENTAL, AND PHYSICAL WELL-BEING OF STUDENTS, STAFF, AND OUR GLOBAL COMMUNITY. By making accessibility solutions available for your personal learning needs and confidential reporting processes for ethical infractions (among other areas of focus) we commit to act with integrity, transparency, and inclusion within our University operations. We do not tolerate harassment of any kind, bullying, violence or threats of violence, or any other actions meant to harm an individual associated with or participating in our community.

WE UPHOLD THE RIGHTS AND DIGNITY OF ALL PERSONS, PRIORITIZING THE EMOTIONAL, MENTAL, AND PHYSICAL WELL-BEING OF STUDENTS, STAFF, AND OUR GLOBAL COMMUNITY. By making accessibility solutions available for your personal learning needs and confidential reporting processes for ethical infractions (among other areas of focus) we commit to act with integrity, transparency, and inclusion within our University operations. We do not tolerate harassment of any kind, bullying, violence or threats of violence, or any other actions meant to harm an individual associated with or participating in our community.

WE MAINTAIN AND PROTECT THE PRIVACY OF ALL ACADEMIC DATA AND CONFIDENTIAL PERSONAL RECORDS. By following the latest industry standards in data privacy and taking proactive steps to prevent online security breaches, Ubiquity commits to never sharing your data without your consent. Although some events are outside of our control, we recognize and work to exemplify that data safety is a fundamental component to creating a safe and secure online learning environment that promotes transformative and whole-person learning.

THIS CODE OF ETHICS WILL BE ENFORCED. Reports of violations are investigated by trained university personnel. Each incident is adjudicated on a case-by-case basis and in accordance with customary and reasonable standards. By joining Ubiquity in any capacity, you agree to cooperate fully in any such investigation and adhere to any disciplinary action determined by the University. It's important to state that no adverse actions, retribution or reprisal for good faith reporting of a suspected violation of the Code will be tolerated, even if the allegations prove to be without merit. However, knowingly filing a false report with the intent to perjure another student, faculty or staff is considered an intolerable ethical violation and is subject to strict disciplinary actions. We count on each community member to uphold these ethical commitments for the benefit of our shared learning environment.

Our Ubiquity Values

Similar to our Ethical Commitments to each other, our shared values demonstrate a common language and understanding that opens the possibility of interdisciplinary collaboration towards global issues that affect all cultures and backgrounds in our modern world. By aligning ourselves with universal values, we ensure our community represents a common decency and respect for each of our learning journeys and professional work in the world.

At Ubiquity University...

We value **MISSION**. Our mission is grounded in the reality that history has reached a critical moment and people everywhere need to be nurtured with new mindsets, skillsets and tool sets to work together to solve global challenges.

We value **DIVERSITY**. We believe that more diversity engenders more creativity. We challenge ourselves and our teams to work together in collaboration, fostering creativity, respecting differences, encouraging debate and seeking to inform our dialogue with a commitment to creative collaboration in the spirit of passion, ethics and logic.

We value **INTEGRITY**. We believe in ethical speech and action. We seek to influence each other to reach new professional heights as individuals and teams, as well as positively influence the world through our educational products and philosophical principles. We endeavor to walk our talk and to uphold the highest ethical standards with everyone everywhere.

We value **BEAUTY**. We seek to express beauty in our products and communications. We strive to create a brand dedicated to fostering beauty in the world. We appreciate and seek to express beauty and artistic harmony in every aspect of our company.

We value **EXCELLENCE**. We seek to attain and express excellence in all we do and to make decisions informed by data and grounded in our commitment to ethical communication and action.

We value **ACCOUNTABILITY**. We believe in a culture of fostering individual strengths. We honor the different dimensions each of us bring to our work and seek to use our leadership talents to advance our mission both internally and externally. We take accountability for our attitudes and our actions.

We value **COMMUNITY**. We strive to embrace ourselves, our company and our global community from a position of unity, compassion and love.

The U.N. Sustainable Development Goals

On 25 September 2015, the UN General Assembly adopted the 2030 Agenda for Sustainable Development. This new global framework to redirect humanity towards a sustainable path was developed following the United Nations Conference on Sustainable Development (Rio+20) in Rio de Janeiro, Brazil in June 2012, in a three-year process involving UN Member States, national surveys engaging millions of people and thousands of actors from all over the world.

At the core of the 2030 Agenda are 17 Sustainable Development Goals (SDGs). The universal, transformational and inclusive SDGs describe major development challenges for humanity. The aim of the 17 SDGs is to secure a sustainable, peaceful, prosperous and equitable life on earth for everyone now and in the future. The goals cover global challenges that are crucial for the survival of humanity. They set environmental limits and critical thresholds for the use of natural resources. These goals recognize that ending poverty must go hand-in-hand with strategies that build economic development. They address a range of social needs including education, health, social protection and job opportunities while tackling climate change and environmental protection. The SDGs address key systemic barriers to sustainable development such as inequality, unsustainable consumption patterns, weak institutional capacity and environmental degradation. The UNESCO Competency Framework provides an inventory of expected behaviors, skills and attitudes that lead to successful performance in addressing the 17 SDGs.

Ubiquity's learning system is mapped to the UNESCO SDG competence framework so that you and others can see how well equipped you are to deal with one or more of the SDGs.

The Ubiquity
Learning Experience
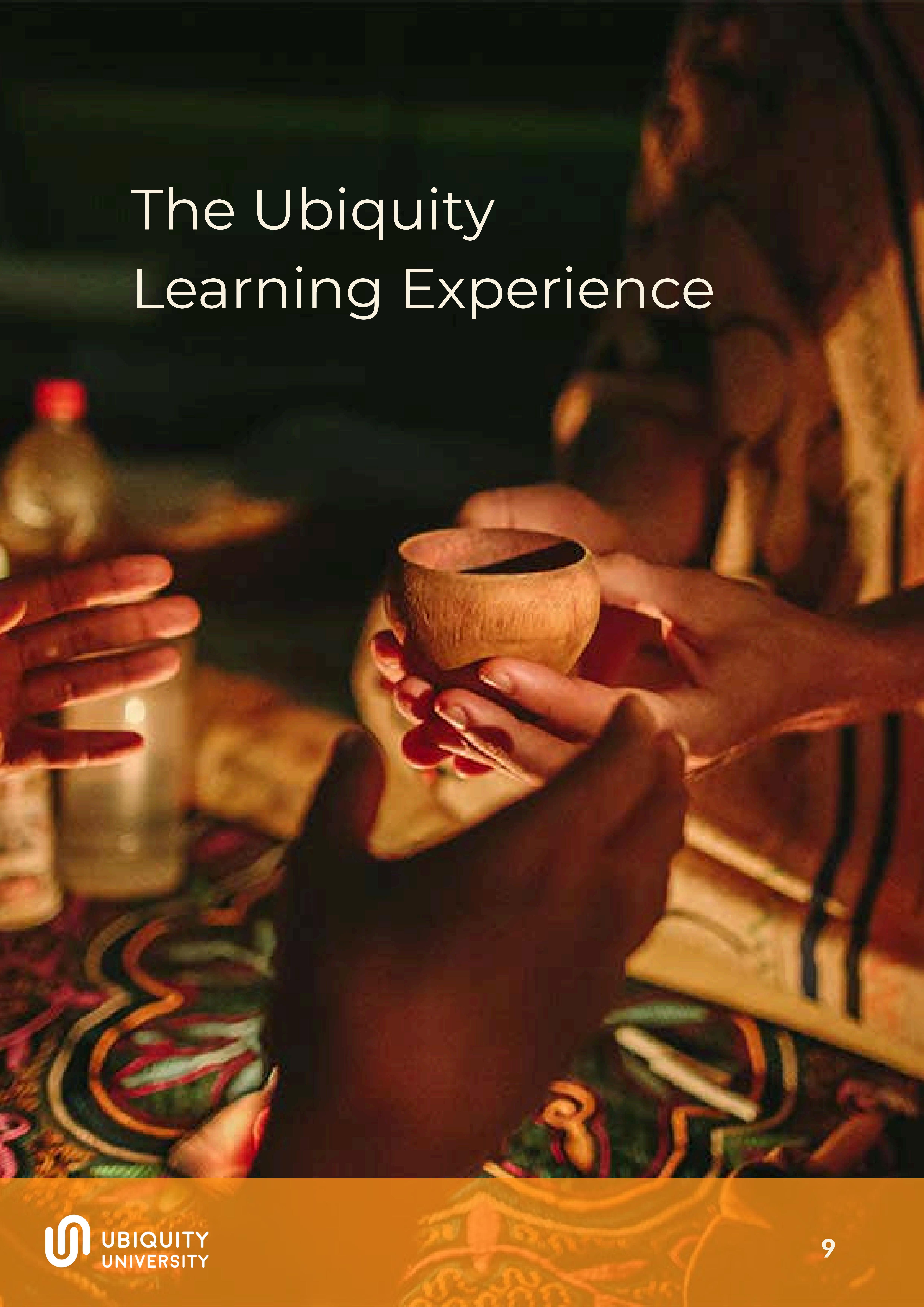
The Ubiquity Learning Experience

Ubiquity University draws its academic inspiration from the School at Chartres established in Chartres, France in the Middle Ages. Around c. 1020, Bishop Fulbert pioneered a new focus for the school, and it became renowned around Europe as a chief learning center that focused on the original seven liberal arts. Now, informed by the 17 UN SDGs and their UNESCO Competency Framework, Ubiquity is reinventing the traditional seven liberal arts for a new societal context. We call it the **Chartres Framework**, and we use it to encode our learning experiences with the newly re-imagined **Seven Changemaker Competencies**.

Changemaker Competencies are the kinds of *qualities and skills needed to assist society at this time of transition* from an unsustainable trajectory to a pathway that is ecologically viable, life-affirming and brings out the best of our human potential. Each course has a set of learning outcomes that support our seven core competencies, so you know exactly what abilities you'll gain by the end of each course.

In fact, the Chartres Framework generally guides all our operations – from Ubiquity's mission (including the Code of Ethics and Our Values) to our courses that are carefully formulated to catalyze the skills and abilities you need to effectively engage in our rapidly changing world.
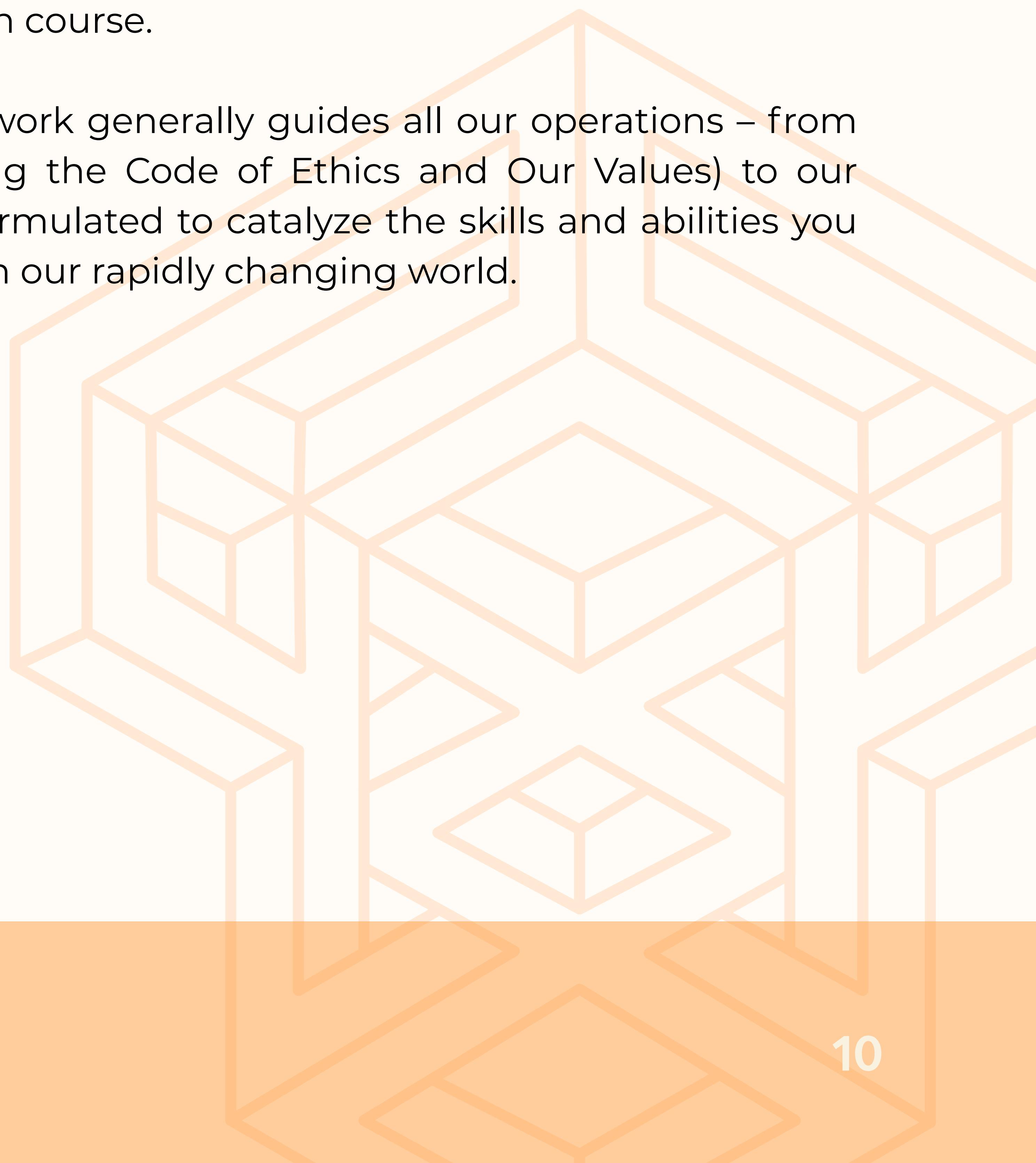
The Chartres Framework & Seven Changemaker Competencies

Meeting Global Challenges	The ability to understand global challenges and to align your daily authentic life with the needs of the planet through embodiment, mindfulness and meditation.
Teamwork and Collaboration	The ability to respect diversity and act with others in such a way that each person's passion and ability is maximized for the good of the whole.
Social Innovation & Entrepreneurship	The ability to identify, conceptualize and implement an innovation in society in such a way that all stakeholders benefit.
Emotional Intelligence	The ability to be aware of and manage your own emotions and creatively engage with the emotions of others.
Critical Thinking & Problem-Solving	The ability to critically evaluate information and identify its interrelation to other domains of knowledge to enable interdisciplinary and life-affirming solutions.
Leadership	The ability to steward yourself with balance and inspire others into meaningful action in such a way that each person activates their highest potential to work together on common challenges.
Building Global Community	The ability to build, nurture and activate intercultural relationships while driving action in service of global wellbeing.

In order to facilitate the integration of these competencies, we've divided them into three areas that align with the natural divisions found in the human organism since antiquity: **Knowledge Content** (head – the things you are going to study), **Personal Qualities** (heart – the dimensions in yourself you are going to develop), and **Action in the World** (hands – how you engage in the society around you). All of your study and program-related activity at Ubiquity will contribute to the development of these core competencies.

Finally, we use the **Four Integral Quadrants** to ensure that your personal learning stays aligned and in harmony with the world in which we live, leading to personal fulfillment and professional success. Together, the Chartres Framework (Seven Changemaker Compentencies), Tripartite Learning Design, and Integral Quadrants comprise the core elements of Ubiquity's learning system.

Ubiquity's Integral Learning Design
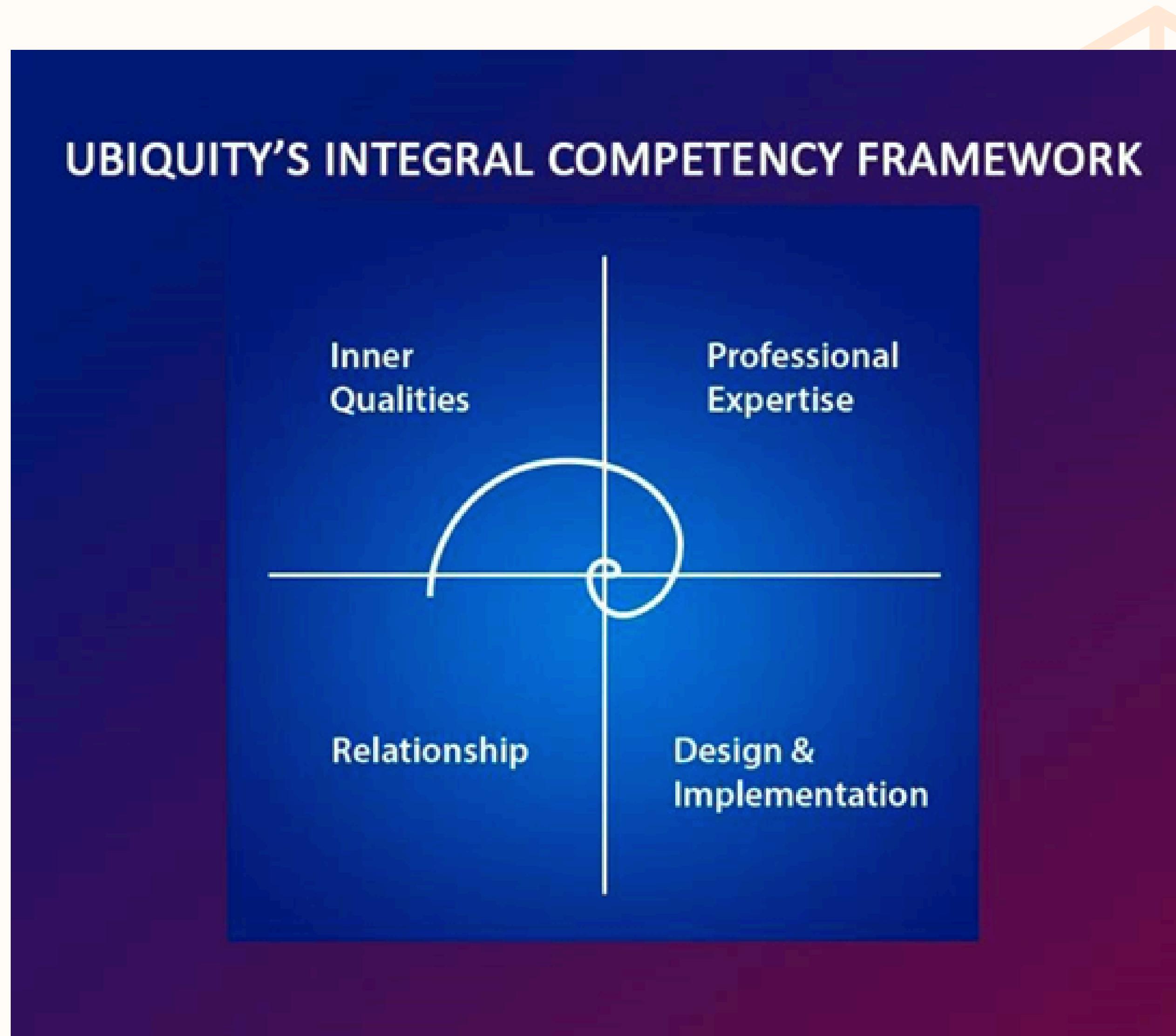
Course Structure, Credits & Grading

Course Structure, Credits & Grading

For Ubiquity's independent degree programs hosted entirely on the Ubiquity platform we have a variety of "build-your-own" learning programs comprising the various courses described below. For learners in our Partner Programs, while this information may be less relevant for your specific program requirements, it's still a valuable overview of what is offered at Ubiquity and what additional options may be available to meet your academic needs.

To best understand our various course types and modalities described in the sections below we encourage you to review the handbook descriptions and then view our "Courses" tab on the Ubiquity website.

Course Types & Credits

Trimester Courses (3-credits)	Trimester Courses consist of between 36 and 48 hours of coursework delivered in 12 (twelve) to 15 (fifteen) weeks with a Final Creative Assignment that provides a comprehensive overview of a particular subject.
Microcourses (1-credit)	Microcourses consist of 12 hours delivered in 4 (four) weeks. Microcourses can be bundled together in groups of three with a final Creative Assignment that comprises content of all three in order to be accepted for academic credit.
Nanocourses (¼-credit)	Nanocourses consist of 3 hours delivered in 1 (one) week that provide a deep dive into a single concept. Nanocourses can be bundled together in groups of twelve with a final Creative Assignment that comprises content of all twelve in order to be accepted for academic credit. In this way, twelve nanocourses are equal to 3 credits.
In-Person Courses (4-credits)	Ubiquity offers various in-person learning journeys throughout the year for all students. These courses require in-person attendance and then a written report at the BA, MA or PhD/DMin level depending on your academic program in order to receive academic credit for them.
Live Webinars (1-credit)	Live Webinar courses are normally four to six weeks with live webinars once per week.
Partner Courses	As mentioned above, Ubiquity also awards academic credit for courses taken with our Learning Partners. Our Learning Partner students are subject to a revised set of academic requirements that can be found in the "Program Requirements" section of the "Graduate Degrees with Partner Institutions" segment.

Course Modalities

Live Virtual Classroom:

- Study that takes place within Ubiquity University, in which Ubiquity academic coursework is accomplished through attendance in Live Webinars, with faculty and student interaction being a part of the Live Webinar content.
- To receive academic credit, you must not miss more than 3 live sessions, you must complete the quizzes and submit any other required assignments (if any), and submit your Reflection Journal and your Final Creative Assignment for grading at the degree level you are enrolled in.

Internal Online Independent Study:

- Study that takes place within Ubiquity University, in which Ubiquity academic online coursework is engaged independently on one's own and does not include faculty interaction.
- To receive academic credit, you must complete the quizzes and submit your Reflection Journals and Final Creative Assignment for grading at the degree level you are enrolled in.

External Independent Study:

- Study that takes place outside of Ubiquity University in other academic venues.
- If you intend to transfer these courses for academic credit, and the course is not offered by one of our approved providers, you MUST complete and submit an External Independent Study form for approval prior to embarking on coursework outside Ubiquity University.
- You must provide proof of attendance, submit a Final Creative Assignment and pay credit fees at your degree level.

Grading System

At Ubiquity University, grades are assigned based on academic performance, understanding of the subject matter, and demonstration of critical thinking, research, and analysis. Below is the grading scale used for evaluating coursework and final assessments:

Grade	Description
A (Excellent: 90–100%)	Outstanding work demonstrating deep understanding, originality, critical thinking, and strong analytical skills. Writing is clear, well-organized, and thoroughly supported by evidence.
A– (Very Good: 85–89%)	Strong academic performance with only minor weaknesses. Demonstrates a high level of understanding and critical thinking but may lack the depth of an A-grade submission.
B+ (Good: 80–84%)	Solid understanding of the subject matter with good analysis and research. Some minor gaps in reasoning or structure but overall well-executed.
B (Satisfactory: 75–79%)	Competent work that meets all the requirements, though it may not demonstrate a high level of originality or insight. Writing and argumentation are clear but may need further depth.
B– (Adequate: 70–74%)	Meets the basic requirements but lacks depth, analysis, or coherence in some areas. Demonstrates an understanding of key concepts but needs improvement in critical thinking or presentation.
C+ (Acceptable: 65–69%)	Shows a general grasp of the subject but with noticeable weaknesses in clarity, argument structure, or evidence. Limited engagement with deeper aspects of the topic.
C (Satisfactory but Needs Improvement: 60–64%)	Work is acceptable but has significant issues in understanding, organization, or execution. Minimal critical analysis, with some errors or underdeveloped arguments.
C– (Borderline Pass: 55–59%)	Demonstrates minimal competence but contains significant gaps in comprehension, argumentation, and clarity. Requires substantial improvement.
D+ (Below Average: 50–54%)	Work is weak and lacks coherence, depth, or strong argumentation. Barely meets academic standards. Shows limited effort or engagement with the subject matter.
D (Poor: 45–49%)	Inadequate performance with serious weaknesses in understanding, research, and writing. Lacks a clear argument or structure, with major gaps in content.
D– (Very Poor: 40–44%)	Work is barely passing with significant flaws in content, analysis, and organization. Does not meet the basic expectations for graduate-level work.
E (Failing: Below 40%)	• Does not meet the minimum requirements. Work lacks coherence, analysis, and effort. Submissions with excessive errors, lack of research, or failure to address the topic will receive this grade. • A grade of E is considered a failing grade, requiring the student to retake the course or complete additional work as determined by the instructor or program guidelines.

Live Virtual Classroom

- Attendance and participation in live virtual sessions with faculty
- Completion of quizzes
- Completion of a Reflection Journal that captures reflection task questions and answers, and that is submitted at the end of the course for grading.
- Participation in group discussion questions both in our online forum and during your live faculty sessions
- Completion of a Final Creative Assignment that is submitted at the end of the course for grading.

Internal Online Independent Study

- Completion of all video and reading assignment lessons
- Completion of quizzes
- Completion of a Reflection Journal that captures reflection task questions and answers that is submitted at the end of the course for grading
- Completion of a Final Creative Assignment that is submitted at the end of the course for grading

[You may find our standardized Final Creative Assignment in Appendix 1 of this handbook.]

Learning Partner Programs

- Courses and academic programming taken at Ubiquity's Learning Partner institutions are determined by the Learning Partner.
- Queries regarding grading for this portion of your Partner Program requirements should be addressed directly to your Learning Partner organization.

Student Life &
Online Community

Student Life & Online Community

Dear Learner,

Amid the shifting realities of our world we are reminded of the importance of gratitude - a cherishing of our Ubiquity University community and a recognition of our deep sense of belonging within our interconnected Earth.

One of the great things that makes Ubiquity University unique is the diversity of our student body coming together to add new perspectives to each of our learning journeys. Together we learn much more than we ever could by ourselves.

Whether it's within our online courses, Learning Partner programs, or our extra-curricular meet-ups, my privileged role here is to support your academic growth pathway. Please feel free to reach out to me at any time and for any reason.

Many Blessings to you, our brilliant and dedicated students, as you undertake the dynamic work of transformation for the benefit of our common world.

Victoria Moore
Dean of Students
v.moore@ubiquityuniversity.org

The Community Platform

Ubiquity's private Community Platform is available to all of our community members free of charge. Post and view content, connect directly with others in your area and around the globe, sign-up for virtual and in-person events, and access a library of educational and extra-curricular resources. Your data is protected (never shared with any outside organization) and you can delete your profile at any time. Join over 20,000 members today!

SIGN UP NOW!
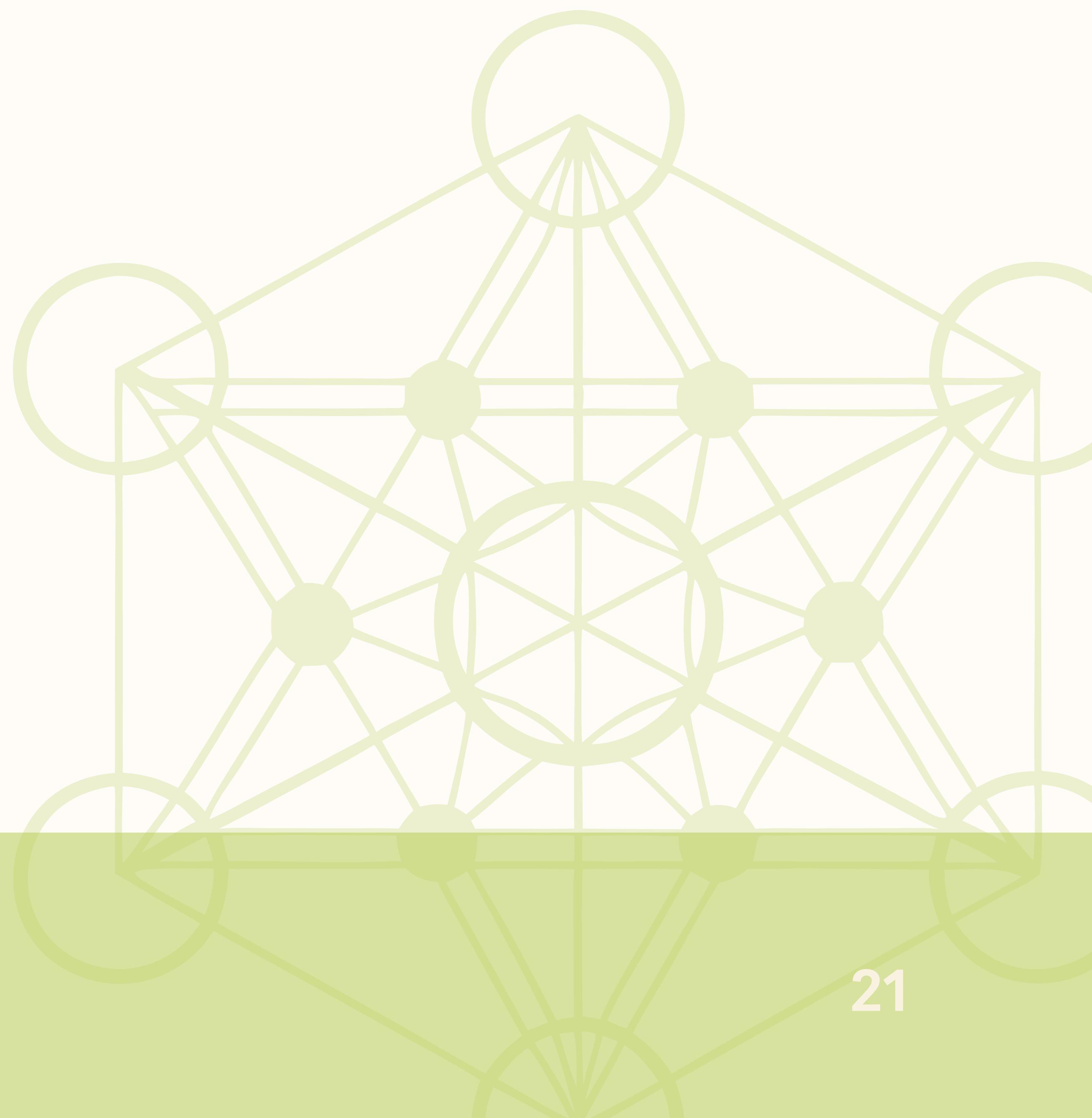
Meet-ups

Gathering virtually from all around the globe is one of the major advantages of learning online. We've designed special Meet-ups to take advantage of this opportunity together. Be sure to keep your eye on our Global Calendar to learn about and register for all kinds of various gatherings throughout the academic year, such as:

Office Hours:
Come get to know Nora Silini, Director of Admissions, and Gyorgyi Szabo, Dean of Graduate Studies, who can address your queries and discuss your academic aspirations in depth.

Partner Community Calls:
Are you participating in one of Ubiquity's Partner Degree programs? Receive academic guidance from key staff and meet other students in your cohort during monthly community calls designed to support your academic journey and connect you with others in your program.

Writer's Group:
Hosted by various faculty and students alike, come and receive support for your dissertation or other writing process by gathering together to check-in, write together in silence, reflect and share insights and wisdom. Various groups offer various attendance options.

Monthly Meditation:
Join a guided meditation experience open to all members of the Ubiquity community as we come together to practice, experiment with various techniques, and learn from one another's insights. Our group is growing, and you are warmly invited to join us! Hosted by Matthew Robertson, certified Mindfulness Instructor. Taking place every second Thursday of the month at 10:00 AM Pacific. Beginners welcome.

Alumni Group:
The Alumni Group serves alumni with in-person global gatherings and pilgrimages, special interest groups, and monthly zoom calls to further connections and networking forged as students, continuing to learn together, assisting current students, and staying abreast of Ubiquity University's latest offerings and activities.

Self-Organized Activities

Beyond engaging with each other on Ubiquity's private Community Platform, we know that it's not a replacement for live in-person interaction. We also know your learning is likely to be far more effective if you can discuss what you are exploring with other students in smaller groups. Here are some additional ideas for self-organizing activities that you could undertake with your peers:

- Find other Ubiquity students living near you using the Map Search on the platform and arrange to meet up every week or two weeks to discuss the topics you are studying. You may find people this way to work together on your Creative Assignment and Impact Projects. We are planning to have Ubiquity Ambassadors as contact points in towns and cities around the world – if there isn't one near you, consider offering to be one yourself!

- Actively post about things you are passionate about on the platform – people will naturally respond to the topics they want to engage with. We've had many group meetups start because of interesting discussions that started on the platform!
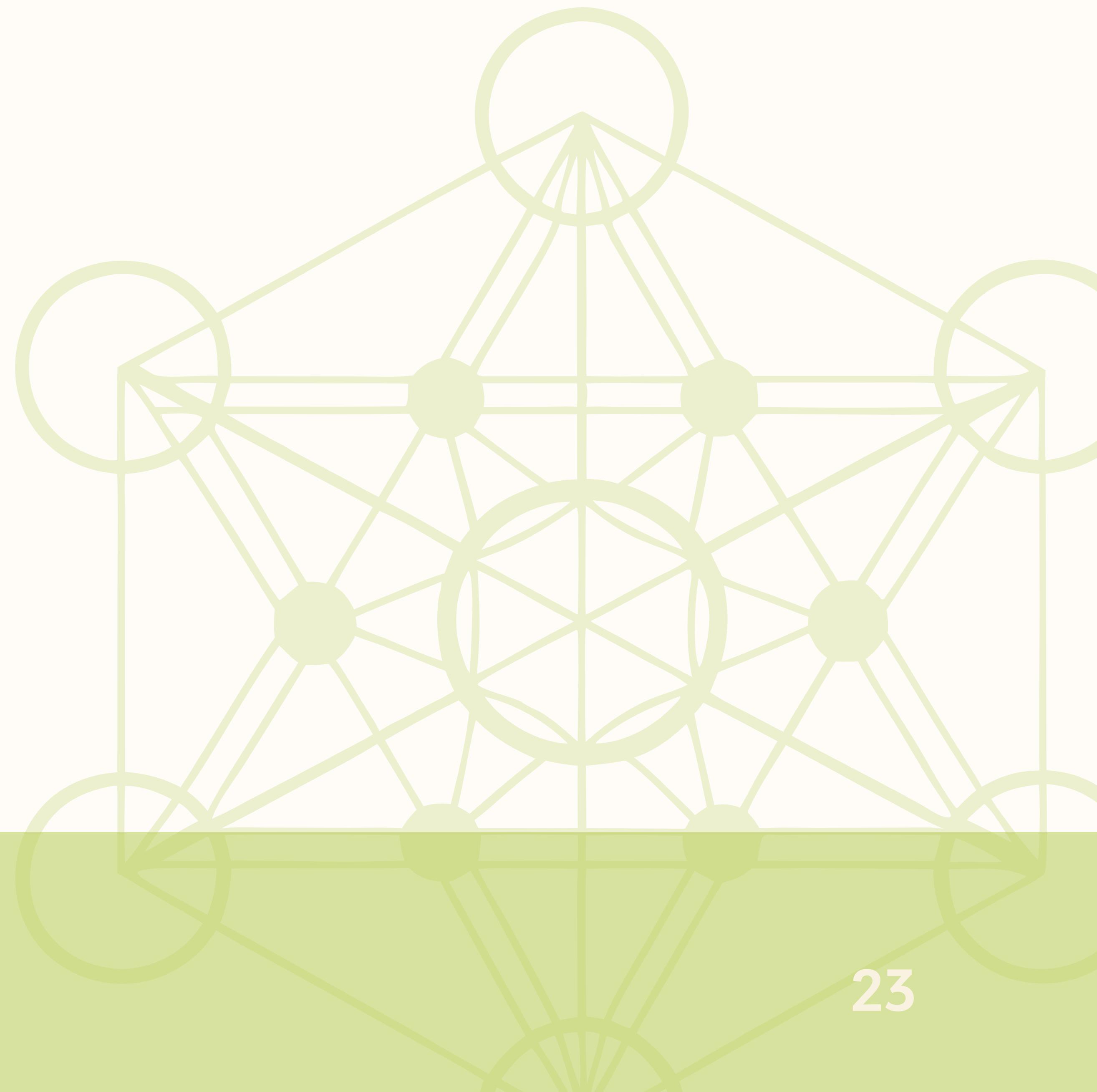
Academic & Legal Notices

Academic & Legal Notices

Notice of Non-Discrimination and Equal Opportunity

To preserve an equitable, responsible and humane atmosphere for study and work, Ubiquity University affirms the principle that its students, faculty, and staff have a right to be free from discrimination.

Ubiquity University does not discriminate on the basis of race, color, religion, physical disability, status as a veteran, national or ethnic origin, marital status, age, gender, gender identity and/or expression, or sexual orientation in its educational programs and activities, admission policies, and employment practices.

Accreditation and Occupational Preparation

Ubiquity University is a globally accredited institution legally authorized to award degrees and other academic credentials.

However, our programs are not designed to meet the specific occupational or vocational requirements enforced by private associations in various fields of professional practice and academic study. For these reasons, the transferability of credits or credentials you earn at Ubiquity University is at the discretion of the institution to which you may seek to pursue further educational opportunities. Ubiquity University is not liable for the standards imposed by other academic institutions or private organizations. If you have plans to pursue academic or professional goals subject to specific requirements dictated by other private organizations, it is recommended to contact those groups directly to confirm that your Ubiquity credits, degree, or certificate will be recognized at that institution.

As a result of Ubiquity's strict academic and professional standards guided by Ubiquity President Dr. Jim Garrison (Harvard University, Cambridge University) and Dean of Graduate Studies Dr. Gyorgyi Szabo (Universite Sorbonne) we are proud to maintain an esteemed reputation for our students and alumni among employers and other academic institutions worldwide.

UBIQUITY UNIVERSITY

Academic Misconduct

At Ubiquity University we take academic misconduct seriously as an expression of our commitment to protecting the integrity of our community members' learning journeys. A student shall be subject to dismissal from the University for any of the following infractions:

1. Violation of Ubiquity's Code of Ethics or other standards associated with the institutions in which the student is engaged;
2. Plagiarism, including, but not limited to, recent generative AI software services;
3. Failure to achieve satisfactory marks in two courses whose final due dates or formally-granted extensions for work to be submitted have expired; or
4. Other general conduct deemed incompatible with the policies of Ubiquity University as an outcome of an Academic Standards Committee Review.

Academic Standards Committee Review

The case of each student subject to dismissal, as set forth above, shall be reviewed by the academic standards committee of the University, which is made up of the President, the Dean, and their appointees. The committee may provide the student with a path to remedy the situation or may schedule a hearing at which the student's dismissal from the University will be considered. It is the responsibility of each student to ensure the University is informed of a current email address for receipt of official notices.

Dismissal Hearing Process

A hearing will be conducted in those instances when the academic standards committee recommends dismissal. This hearing shall be conducted before a body composed of the academic standards committee, all of whom shall have full voting rights. The hearing will be conducted via online video conferencing solutions.

The student has the right to be accompanied to the hearing by an advocate of their choice. Each student scheduled for a hearing shall have the right to be notified of occurrence and cause of the hearing, to personally appear before the committee, to make a statement, and to present facts relevant to the determination to be made by the committee. In any case involving unsatisfactory academic performance, the committee shall consider potential for academic success and the extent to which extenuating circumstances affected the student's performance.

At the conclusion of the hearing, or within five days thereafter, the committee shall notify the student of its decision, which will be determined by majority vote.

Reinstatement

Unless the committee has explicitly made the dismissal permanent, a student who has been dismissed for reasons set forth in items 1–4 above may petition for reinstatement to the same degree program, or apply to another degree program at the University, after a time period of one year from the date of the Review Committee's decision. The petition or re-application shall state in full the circumstances of the dismissal and the actions taken by the student to correct the condition(s) that led to dismissal from the University.

Reporting Ethics Code Violations

Perceived violations should be reported directly to the Office of the President, Jim Garrison, President, at jgarrison@ubiquityuniversity.org.

FAQs, Contact Info, & Time Management Resources

Frequently Asked Questions

Q: I can't afford the full tuition upfront. What other options do I have?

A: All students pay as they go, meaning you can pay for each course or program requirement as your budget allows. For circumstances involving financial distress, payment plans will be considered on a case-by-base basis. Ubiquity is not eligible for FAFSA and does not offer private scholarships, grants, or loans. The Admissions Office can provide further information on 3rd party funding services.

Q: Can I pay in total upfront if I want to?

A: Ubiquity allows total payment upfront on a case-by-case basis in coordination with the Director of Admissions and Registrar's Office.

Q: What forms of payment do you accept?

A: All courses must be paid for through Ubiquity's online Community Platform which has several forms of payment available, including most major Credit Cards (Visa, Mastercard, American Express, Discover), Direct Bank Transfer, or Paypal.

Q: Are there other expenses associated with my studies besides the tuition?

A: No. Ubiquity commits to remaining globally affordable and does not have any hidden fees. What you see in your tuition payment includes the total amount you need to pay. Our application process is free. Resources are either freely available on our Community Platform or elsewhere on the web. In the rare occurrence where we cannot make textbook resources available digitally for free, we seek purchasing options with nominal fees compared to what a learner would pay for a traditional textbook.

Q: How much class work do I have to do?

A: About 3 hours of weekly online coursework per module, per course.

Q: How much homework do I have to do?

A: About 4–6 hours of weekly offline coursework per module, per course.

Q: How will I receive my course grades?

A: Course marks are made available within your personal profile on our Community Platform under each course listed in your My Courses section.

Q: How do I submit my homework assignments?

A: Assignments may be submitted through our Community Platform within each course module or directly to the faculty you may be working with. Consult with your course instructor to determine the best way to submit your assignments.

Q: How flexible is the homework deadline schedule?

A: You can work on homework as your schedule allows in consultation with your course instructor.

Frequently Asked Questions

Q: How do I communicate with Ubiquity staff?

A: Each course you take has assigned staff support you will learn about during registration. They will be your main point of contact for your online content. Additionally, you can always communicate easily and directly with our help desk using the Contact Us form on the main Ubiquity site.And, our Dean of Students is always available for additional support.

Q: What if I want to take a break between trimesters?

A: No problem! That's part of the beauty of online, pay-as-you-go education. Simply touch base with our Dean of Students to coordinate your gap term. You can come back to Ubiquity at any time.

Q: What if I get stuck with technical issues and I need help?

A: You can always ask our Help Desk. If it is a content or technical question, they will make sure you are directed to the right person.

Q: How tech savvy do I need to be to attend the classes?

A: The Community Platform has been designed to be very user-friendly. If you are an average user of computers and the internet then you will find it very easy. If you are less used to working online, then it may take a bit of getting used to, but with all the support videos and guidelines provided during orientation, you should be up and running quickly!

Contact Information

Here is the contact information for Ubiquity University personnel who are available to support you on your Ubiquity learning journey.

Contact	Title	E-Mail Address	Topics
Dr. Nora Silini	Director of Admissions	n.silini@ubiquityuniversity.org	Admissions & General Inquires
Veronica Saldias	Registrar	registrar@ubiquityuniversity.org	Course Payments & Registration
Dr. Gyorgyi Szabo	Dean of Graduate Studies	g.szabo@ubiquityuniversity.org	PhD Enrollment & Graduate Programs
Victoria Moore	Dean of Students	v.moore@ubiquityuniversity.org	Student Life & Resources
Raji Jayasinghe	Managing Director	r.jayasinghe@ubiquityuniversity.org	Partner Degree Programs
Dr. Jim Garrison	President	j.garrison@ubiquityuniversity.org	Ethics Violations

UBIQUITY UNIVERSITY

Time Management Resources

URL	Decription
https://www.topuniversities.com/blog/7-time-management-tips-students	This website has no video, but it does offer seven key time management tips.
http://study.com/academy/lesson/time-management-activities-for-college-students.html	Great website, with video and even an online course to take to help you with your time management needs.
http://www.dartmouth.edu/~acskills/success/time.html	This site gives you lots of information and a 17 minute video that is really helpful in understanding how college students can manage their time.
https://www.youtube.com/watch?v=RM8LgOWeNvg	This is a good video given by a university student like yourself about how to use tools and steps to actually begin managing your time.
https://www.ox.ac.uk/students/academic/guidance/skills/time?wssl=1	This website has a good video on time management for university students.

Academic Programs

Academic Programs

Dear Learner,

Reasons to study for an academic degree are as diverse as people are. For pursuing a Master's or a PhD, it could be about starting or advancing research in a particular field you are passionate about or following a scientific or philosophical curiosity. It could be about an openness and inner drive to improve yourself and learn new skills, or about following a strong impulse to provide an original perspective to a specific field of knowledge.

The aim - ultimately - is to awaken our own worldview to a new perspective and contribute something useful to the general pursuit of life; something that will stand alongside the work of previous scholars and changemakers while helping shape humankind's evolution towards a more coherent, just, aware, peaceful and regenerative world for all. Towards this end, we at Ubiquity adhere to high standards of moral and academic rigor while welcoming students like yourself from a wide variety of backgrounds that together serve to inspire a dynamic range of dissertation topics and many interesting experiences together.

Ubiquity offers graduate degrees independently and in partnership with global partners. For Ubiquity's in-house degrees, you pay-as-you-go and learn according to your own schedule, taking all your courses through our carefully designed integral curriculum. For programs in conjunction with our Learning Partners, you take coursework with other specialized organizations and return to Ubiquity to complete your dissertation and earn your graduate credential. You may find details about each program in the section below and on our website.

Additionally, both Ubiquity and our partner programs require a dissertation component completed at Ubiquity. Writing this paper is a major aspect of your Ubiquity education. You may find all the requirements for this process in a separate handbook that we call our Dissertation Manual, as well as our Grading Policy that additionally includes information on paper-writing requirements for courses outside of the dissertation. We suggest reviewing the manuals closely and are always available for any questions you may have.
Ubiquity is an educational journey designed to honor the totality of who you are and all that we can become, and it is our answer to how we can each meet the call of our shared historical moment. It is an honor and a privilege to serve as your Dean of Graduate Studies.

Sincerely,

Dr. Gyorgyi Szabo
Dean of Graduate Studies
g.szabo@ubiquityuniversity.org

Program Costs & Pricing Table

Ubiquity University is designed to keep your tuition fees globally affordable and allows you to "pay-as-you-go" each term as you register for your courses.

Tuition fee payments are made through Ubiquity's online platform or directly to the Registrar's office. Your purchase receipt provides confirmation of your course registration.

Please find an overview of our program costs below. For any questions regarding your purchases or course registration you can contact the Registrar's Office at registrar@ubiquityuniversity.org.

Please review in detail our Refund Policy prior to making your purchase.

Ubiquity's Programs	Cost Per Credit	Total Cost
MA Wisdom Studies	30 credits at $200/credit	$6,000 + Fees
PhD Wisdom Studies & DMin in Engaged Wisdom	60 credits at $300/credit	$18,000 + Fees
Combined MA/PhD Wisdom Studies & MA/DMin in Engaged Wisdom	20 credits at $200/credit 60 credits at $300/credit	$22,000 + Fees

Learning Partner Programs	Requirement	Total Ubiquity Cost *Student additionally pays partner organization directly*
Learning Partner MA	Partner curriculum + Ubiquity's Dissertation Course	$5,000 + Fees
Learning Partner PhD	Partner curriculum + Ubiquity's Dissertation Course + Great Book + Chartres Academy	$15,000 + Fees
Learning Partner Combined MA/PhD	Partner curriculum + Ubiquity's Dissertation Course + Great Book + Chartres Academy + Elective Courses (8 - Credits)	$16,600 + Fees

Transfer Credits Fee Structure

Certain Ubiquity programs are also eligible to apply **"independent study"** credits from outside learning experiences to your program if they are not already applied toward a previous academic credential. In these cases Ubiquity's standard per-credit fees apply at $200/MA-credit and $300/PhD or DMin-credit.

For students in our Partner Programs, *you must pay the partner organization directly* for the portion of the curriculum they offer and whose fees and are *not included in the pricing tables that appear in this handbook.

Payment Options & Notices

The Ubiquity Registrar's Office accepts payment via major Credit Cards (Visa, Mastercard, American Express, and Discover), Direct Bank Transfer, or PayPal. Other forms of payment may be considered on a case-by-case basis in coordination with the Registrar's Office.

For extenuating circumstances, additional payment plan solutions for both independent and learning partner programs are also considered on a case-by-case basis in coordination with the Registrar's Office.

Ubiquity does not offer additional scholarships and grant support at this time, although we can refer you to outside resources for financing private education upon request.

Payment Schedule for Partner Programs

For our students in Partner Programs we have a custom payment schedule for your tuition payments. While this schedule remains "pay-as-you-go", your tuition payment is made as a "block payment," where each block includes the various academic requirements you must complete at Ubiquity University.

Degree	Total Cost (USD)	1st instalment upon enrollment	2nd instalment 6 months after previous payment	3rd instalment — Before choosing Major Advisor — no later than 1 year after previous payment for MA, 2 years for PhD, DMin, MA/PhD
Masters	5000	2000	1500	1500
PhD	15000	5000	5000	5000
Combined MA/PhD	16600	5000	5000	6600

SPECIAL DISCOUNT

SPECIAL OFFER FOR PARTNER PROGRAM STUDENTS

If you make your tuition payment in full upfront, MA students enjoy a $250 discount off their total tuition, PhD or DMin students receive a $500 discount, and combined MA/PhD and MA/MDmin students receive a $750 discount.

Master of Arts (MA) in Wisdom Studies

Introduction

The MA in Wisdom Studies program is the flagship Master's program at Ubiquity University. Bringing together our integral combination of scholarly research, self-reflection, and application to a specialized context of your choosing, this program is designed to elevate your expertise and advance your contribution to a targeted area of study.

The core work of your program revolves around a robust writing process that results in a thesis you have the option to publish through Ubiquity's publishing service. While you receive supportive guidance for this process through Ubiquity's dissertation writing course and group meetups, the major opportunity of this program is to take advantage of the freedom and self-guidance to explore transformational topics for which Ubiquity is designed.

Upon completion, you will be awarded the title "Master of Arts". This is an honor that society bestows, indicating respect for and acknowledgement of an expertise that the larger community can count on for its integrity and professionalism. Embarking on this master's degree should not be taken lightly. It is a challenging process, one that will require extensive time, effort, and commitment.

Program Goals

This MA differs from other Master's programs due to its high-level research and writing focus. The Master's Thesis must demonstrate excellence at every level. This includes an awareness of the history of the literature in your particular area; demonstrating careful analysis and understanding of the field in question; and, most importantly, offering an original contribution to the field. Your Thesis must be scholarly and utilize extensive bibliographical data and footnotes. It should, in other words, be an impeccable work of research.

For our MA in Wisdom Studies program, each prospective student must apply directly to our Dean of Graduate Studies who will contact you to discuss your aspirations and potential pathways. All masters students must supply transcripts of previous education and write an essay indicating the area of research they wish to explore.

This Master's program is open to a spectrum of disciplines and interests. It aims to address a range of problems in almost every area of human and ecological concern. The program is dedicated to supporting your desire to shape and co-create a new global civilization, contributing to the idea that the human species can learn to act as a responsible and caring part of our larger planetary ecosystem.

Courses

Master's students must complete a selection of core courses offered by Ubiquity University, additional credits from Ubiquity or elsewhere as specifically relevant to your chosen field of study and research, as well as complete a formal dissertation.

Core Courses (8 Credits):

A set of 2 (two) required Trimester Courses:

- Ubiquity Chartres Academy, meeting annually in Chartres, France (4 credits in-person or online)
- The Creative Journey to Dissertation: Finding your Voice, Making your Mark (Gyorgyi Szabo, PhD) (4 credits online)

Elective Courses (12 Credits):

An additional four (4) Trimester Courses (or equivalent micro, nano, or in-person courses), you take based on your interests.

You can choose your remaining courses from the selection of online trimester, micro and nano courses, and in-person learning journeys or additional coursework from another source approved by the Dean of Graduate Studies.

Thesis (10 Credits):

Complete your academic dissertation paper, review, and approval processes.

Doctoral Degrees at Ubiquity (PhD, DMin)

Introduction

Our doctoral program is the *Jewel in the Crown* of Ubiquity.

Upon completion, you will be awarded the title "Doctor of Philosophy" or"Doctor of Ministry." This is the highest honor society bestows and indicates respect and acknowledgement for an expertise that the larger community can count on for integrity and professional competence. A PhD and DMin should not be taken lightly. It is a challenging process, one that will require extensive time, effort and commitment.

The dissertation must demonstrate excellence at every level. The dissertation must show awareness of the history of the literature in your particular area; demonstrate careful analysis and understanding of the field in question; and, most importantly, offer an original contribution to the field. The dissertation must be scholarly and utilize extensive bibliographical data and footnotes. It must be an impeccable work of research.

Very importantly, our dissertation requirements involve what we call the "Object/Subject Synthesis." This means that in your dissertation we are interested in your command of the objective knowledge you are studying. We are equally interested in your subjective response to what you are learning. How is your dissertation affecting your personal growth and development? Our Object/Subject Synthesis seeks to harmonize left brain and right brain functions so that your dissertation is a work of the intellect and also a work of art. Ubiquity dissertations welcome prose and poetry, hard facts and analysis and spiritual growth and intuitive expression.

In this way, the PhD dissertation is a qualitative research document. It demonstrates the student's ability to plan, conduct, write, and defend an original research study. There are a range of areas of concentration within the general domain of "Wisdom Studies" in which students can earn a PhD degree. Both the choice of the Major Advisor and the choice of Intensives during the course of study should support the chosen area of concentration.Successful dissertations can range from more traditional qualitative research to creative artistic projects and/or social activism, so long as the inquiry utilizes a research methodology. Examples of more traditional qualitative methods include phenomenology; grounded theory; ethnography; historical; narrative, and case study. Some of the more innovative research methodologies include arts-based research, organic inquiry, and indigenous methods. Your choice should reflect who you are and what you deem to be important for your academic and spiritual growth.

In the end, the choice is intensely personal. It may be a topic that one has reflected on for some time or is an area of burning interest for further exploration. Successful dissertations can range from pure research to creative artistic projects and/or social activism. For example, one can research a particular mystic, historical event, or area of spiritual concern.

Ubiquity University is pioneering a unique educational vision that puts the student at the center of our learning system – you, the student, design what you need to learn. We are here to support your pathway. At every level, you are supported by mentors and coaches who work with you to ensure that you are getting exactly the kind of education you need for what you want to do in the world.

Areas of PhD Concentration

We offer the following specific concentrations:

PhD in Wisdom Studies
This is Ubiquity's original PhD program. It involves a deep dedication to in-person and online holistic learning that emphasizes the heart as much as the head, artistic expression as much as intellectual rigor, the body as much as the soul. The Wisdom courses seek to bring balance through diversity, harmony through dialogue, and union through polarity.

DMin in Engaged Wisdom
The DMin is specific to the pastoral and therapeutic communities. It arose originally for ministers seeking a doctoral degree but who were less interested in the pure research required for a PhD, and more interested in the applied research in areas of healing, therapy, spiritual growth and counseling they were seeking to apply in their professional work.

Combined MA/PhD Wisdom Studies
Our combined Master's and PhD program in Wisdom Studies offers a comprehensive journey through a diverse array of disciplines, confronting the complex challenges and opportunities inherent in human and ecological interactions. Upon completion, graduates receive a dual credential of a Master's followed by a Doctorate in Wisdom Studies, positioning you among a distinguished group recognized for their high level of scholarly achievement.

Combined MA/DMin Engaged Wisdom
Our combined Master's and DMin program in Engaged Wisdom offers a comprehensive journey through a diverse array of disciplines, confronting the complex challenges and opportunities inherent in human and ecological interactions. Upon completion, graduates receive a dual credential of a Master's followed by a Doctorate in Engaged Wisdom, positioning you among a distinguished group recognized for their high level of scholarly achievement.

Doctor of Philosophy (PhD) in Wisdom Studies

Program Design

Our Ubiquity PhD program is composed of 60 credits consisting of 8 study macrocourses, (or their equivalent to reach 24 credits), and a doctoral dissertation worth 36 credits.

(Given the requirement to have a master's degree before pursuing a doctoral degree, we also have a combined MA/PhD in Wisdom Studies enabling you to get your MA qualification first and then continue studies toward your PhD. This program is composed of 80 credits consisting of 12 study courses (or their equivalent) to reach 44 credits, and a doctoral dissertation worth 36 credits. Please discuss with the Dean of Graduate Studies.)

Courses

Doctoral students are required to complete three core courses offered by Ubiquity University as well as write a doctoral dissertation. The remaining courses can be taken from Ubiquity or elsewhere as specific courses related to your chosen field of study.

Core Courses (11 Credits):
A set of 3 (three) required Trimester Courses and in-person courses

- Ubiquity Chartres Academy, meeting annually in Chartres, France (4 credits in-person)
- The Creative Journey to Dissertation: Finding your Voice, Making your Mark (Gyorgyi Szabo, PhD) (4 credits online)
- Great Books (3 credits online)

Elective Courses (13 Credits):
An additional selection of Trimester Courses, (or equivalent micro-, nano-, or in-person courses), you take based on your interests.

You can choose your remaining courses from the selection of online trimester, micro and nano courses, and in-person learning journeys or additional coursework from another source approved by the Dean of Graduate Studies.

Dissertation (36 credits):
Complete your academic dissertation.

Candidate Review

Once a student has completed all required courses and has decided on an area of study and a focus of inquiry, and has completed an Advising Agreement with a Major Advisor, the Dean of Graduate Studies will convene a Candidate Review. This meeting will be conducted on Zoom between the student, the Major Advisor and the Dean of Graduate Studies.

The purpose of the Candidate Review is for the faculty and the student to assess the student's readiness to embark on a research study. In addition, questions from the student and the Advisor will be addressed. The student should demonstrate a basic understanding of the research process and be able to identify the major authors that will provide the foundation of the literature review. If a student needs additional advice or support in preparation for the Candidate Review, he/she should contact the Dean of Graduate Studies.

PhD Dissertation

There are five principal criteria for successful PhD dissertations:

1. Each dissertation must demonstrate knowledge of the field in question and be an original contribution to that field. The dissertation must show both a comprehensive knowledge of the philosophy and history of the domain being considered, and demonstrate that the student has added something original to that field. Original contributions can cover a wide range of topics and media.
2. The inquiry, whether in the form of a more traditional qualitative study or a creative project, must utilize a specific research methodology, or a combination of methodologies. The student should be quite familiar with the methodology used and be able to defend the choice as appropriate for the inquiry.
3. All dissertations, without exception, must follow the American Psychological Association (APA) style of writing. This format allows for uniformity in University dissertations and provides a threshold criterion to which all students must adhere in preparing their dissertations. The APA style must be followed in order for the dissertation to be submitted.
4. Dissertations must demonstrate subject/object synthesis. At the Wisdom School we require both a rigorous demonstration of objective knowledge of the field and an equally rigorous insight into one's interior journey. In our view, it is the capacity to combine an objective grasp of the material under consideration, and also engage in the introspective work of discerning how the material is actually affecting one's inner life and soul growth, that is a mark of wisdom.
5. Our vision is to bridge the gap between inner and outer sciences. This is an important criterion for research questions that can be accepted by this PhD Program.

Dissertation Preparation

The intensive course, "The Creative Journey to Dissertation: Finding your Voice, Making your Mark" is particularly important as it relates to writing the dissertation. During this Intensive, students will familiarize themselves with the writing and research methods specific to a wisdom school—which combines objective analysis of data with subjective response—as students grapple with the material they are studying. We are interested in the student's interior journey, as well as objective comprehension of the materials being studied. Also, during this Intensive, students will familiarize themselves with the APA style of writing, the format that Ubiquity University requires for its dissertations. Students are also encouraged to use the APA style for all their pre- and post-papers.

During the class, students will have ample opportunity to discuss and share their ideas and plans for their dissertations, as well as generate ideas for research and study, both with the professor and with their student peers. Students are encouraged to attend this Intensive early on in their doctoral studies, and then repeat it as many times as they feel the need in order to discuss their progress with faculty and peers in a group setting. Full tuition payment is required the first time the class is taken. Thereafter, PhD students pay $300 and MA students pay $200 if they need to repeat the course.

Dissertation Defense

Once the dissertation has been approved by the Major Advisor, Chief Academic Officer of Ubiquity University, External Examiner and the Dean of Graduate Studies, a Dissertation Defense will be scheduled. The student must defend his or her dissertation before a committee of examiners, including the Dean of Graduate Studies, the Major Advisor, Chief Academic Officer or the President of Ubiquity University and an External Examiner who is a specialist in the field in which the dissertation has been written.

The Dissertation Defense can lead to approval or a recommendation to the student that further work is needed. Once any necessary revisions are completed and the Dissertation Defense Committee has given approval, the Dean of Graduate Studies notifies the student the PhD degree is awarded.

Graduation

The following requirements must be met prior to graduation:

- Students must have their Dissertation approved by their Major Advisor and submitted to the Dean of Graduate Studies. The submission should include a cover page with the Major Advisor's signature.
- Students' fees and all financial obligations to Ubiquity University must be fully paid, and all requirements for the degree must be met, before a student can graduate.
- A completed dissertation, required for the Ubiquity University library, must be submitted electronically to Ubiquity University in PDF format within one month after graduating.

Please note students can submit their dissertation at any time of year, but be aware that there may be a delay in response over spring and winter holidays such as Easter and Christmas, and in mid-July.

Doctor of Ministry (DMin) in Engaged Wisdom

The DMin degree is one of the professional doctorates. A DMin is specific to the pastoral and therapeutic communities. It arose originally for ministers in search of a doctoral degree. These ministers were less interested in the pure research required for a PhD than in a focus on developing skills in application-oriented research in specific areas, among them healing, therapy, spiritual direction and counseling. Their dissertation subject matter focused on areas more connected to their professional work. Upon completion of Ubiquity's Doctor of Ministry program, you are awarded the title "Doctor of Ministry."

All the requirements are the same as for the Ubiquity PhD programs above, except that 36 credits must be completed from courses plus 24 credits for the doctoral dissertation, totaling 60 credits.

Combined MA/PhD in Wisdom Studies, MA/DMin in Engaged Wisdom

Given the requirement to have a Master's degree before pursuing a PhD degree, we also have a combined MA/PhD in Wisdom Studies enabling you to get your MA qualification first and then continue studies toward your DMin. This program is composed of **80 credits** consisting of 44 credits online or in-person (20 credits at the MA level and 24 credits at the PhD level) plus 36 credits allocated to a doctoral dissertation. If you're interested in this option, please discuss it with Dr. Gyorgyi Szabo, Dean of Graduate Studies.

Graduate Degrees with Partner Institutions

In addition to Ubiquity's self-administered degree programs, we also partner with other education service providers to give their students an opportunity to up-level their certifications to graduate degrees. What this means is that students enrolling in a partner program, or those who have completed that certification, can earn a graduate degree by completing their Master's thesis or Doctoral Dissertation with Ubiquity.

Students have the option of choosing to pursue a Masters, PhD, DMin or MA/PhD or DMin degree.

Here is a list of certifications provided by external education service providers that are accepted by Ubiquity for prospective graduate students. The links below contain details on each program including how to enroll now.

- Trans Dimensional Mapping – Graduate Degrees in Extraterrestrial Studies
- Wyrd & ICRL – Graduate Degrees in Science and Consciousness
- AWE Panthera – Graduate Degrees in Ecstatic Mysticism
- AWE Panthera – Masters in Integrative Psychedelic Therapy/PhD in Psychedelic Studies
- GAIA Education – Graduate Degrees in Design for Sustainability
- New Human University – Graduate Degrees in Source Code Alchemy
- Sounds True – Graduate Degrees in Transformative Business Leadership
- The Conscious Business Institute – Graduate Degrees in Conscious Business
- The Center for ECOintention – MSc in ECOintention
- Climate Change & Consciousness and the TARA Approach – Graduate Degrees in Regenerative Health
- Academy of Inner Science – Graduate degrees in Inner Science
- Academy of Inner Science – Master of Arts in Global Social Witnessing
- Academy of Inner Science – PhD in Transpersonal Research
- The Dancing Shiva School – Graduate Degrees in Ayurveda and Yoga
- Integral Transpersonal Institute – Graduate Degrees in Integral Transpersonal Psychology
- Transformative Learning Foundation – Graduate Degrees in Transformative Learning
- Animaltalk Africa – Graduate Degrees in Interspecies Communication
- Sacred Balance – Graduate Degrees in Modern Mysticism
- The Conscious Code Academy – Graduate Degrees in Conscious Coding
- Engaged Mindfulness Institute – Graduate Degrees in Applied Mindfulness Studies
- New England Goddess Temple – Graduate Degrees in Goddess Studies
- The Synthesis Institute – Graduate Degrees in Interdisciplinary Psychedelic Care
- Jaguar Path Institute – Graduate Degrees in Modern Shamanism & the Science of Healing

Your Learning Journey:

The Pathway from Certification to Degree

Students interested in any of the Partner Programs above follow these steps on their pathway to a graduate degree.

Apply for admission with UU as an enrolled or alumnus of a partner program

⬇

Enroll in and complete the mandatory Dissertation Course with Ubiquity

⬇

Complete partner coursework (and any additional UU course requirements)

⬇

Select a Major Advisor

⬇

Write thesis/dissertation (and oral defence for PhD candidates)

⬇

Receive degree
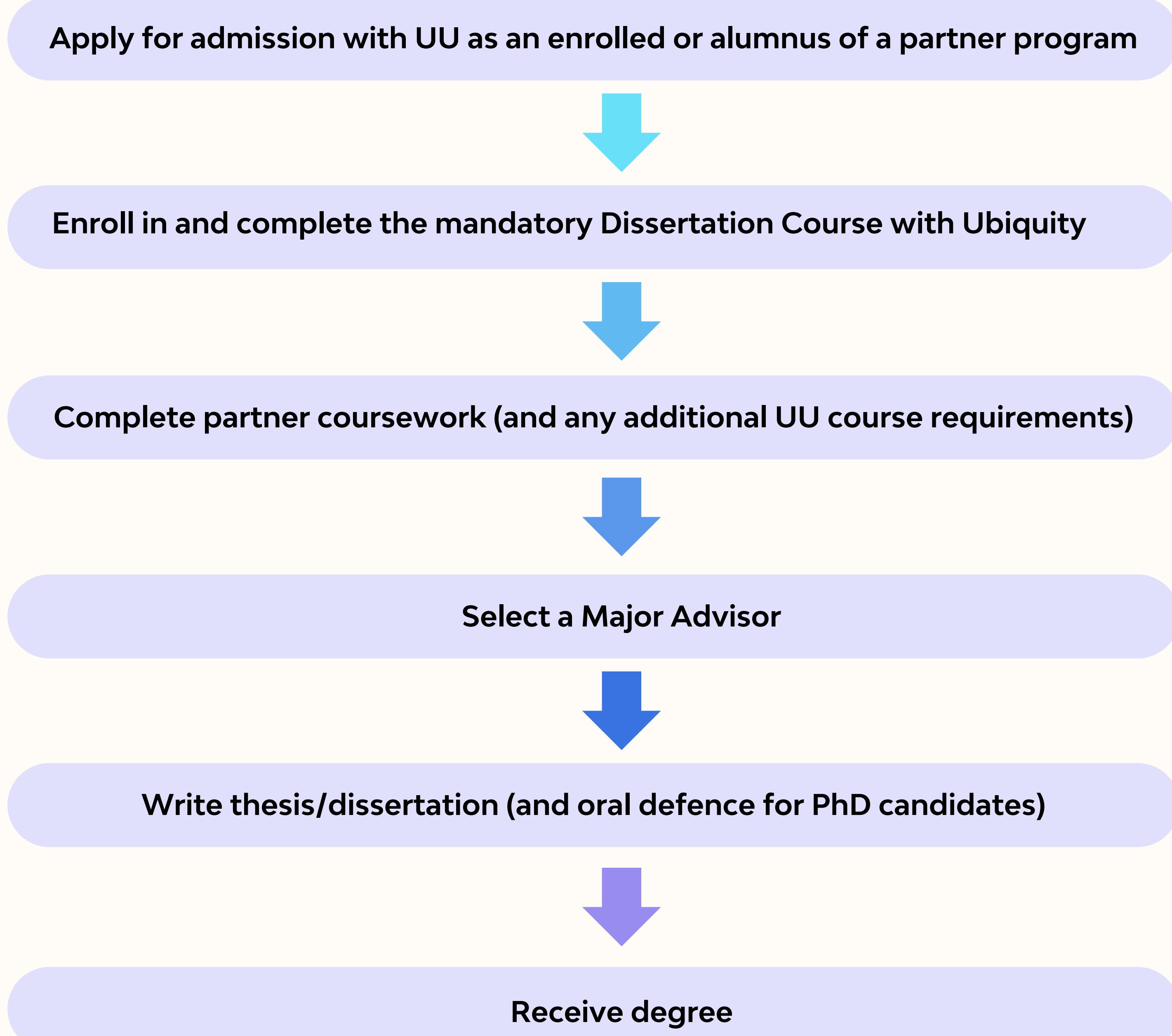
Prerequisites for Enrollment

Students are required to have achieved a prior level of education or work/life experience to qualify for these programs.

- Master's applicants must have a Bachelor's Degree (or equivalent work/life experience in that field)
- PhD applicants must have a Master's Degree (or equivalent work/life experience in that field)

As a holistic University, Ubiquity recognizes that the majority of human learning takes place outside of formal education and is committed to working with you to determine if past professional and life experience can **apply toward your academic requirements**. Please underline contact our admissions office directly for more information on transfer credit eligibility.

Program Requirements

All graduate students entering Ubiquity (MA, PhD, DMin or MA/PhD candidates) are required to complete <u>the Creative Journey to Dissertation course</u>. This 5-day, online intensive is designed to prepare you for the challenges and rigours of writing a graduate thesis/dissertation. Students entering from partner programs are required to complete this course before finalising a topic for their thesis/dissertation and before choosing their Major Advisor.

Students will select a Master's or PhD advisor at the start of the dissertation/thesis writing process. They may select an advisor of their choice or they may choose from Ubiquity's pool of advisors as well (see the link below).

Major Advising

<u>Master's Major Advisors</u>
<u>PhD Major Advisors</u>

An **MA thesis** should be between **50–80 pages** in length.
A **PhD dissertation** or MA/PhD dissertation should be around **200–250 pages** in length.

Curricular Requirements

- For **MA students**, the Creative Journey to Dissertation course is the only course requirement.

- **PhD and DMin** students are required, in addition to the Creative Journey to Dissertation, to take:
  1. The Chartres Academy (online or virtual)
  2. The Great Books

- **Combined MA/PhD or DMin** candidates will need to complete all of the PhD requirements listed above in addition to elective courses adding up to 8 Masters Credits.

How long will it take to complete my program?

The time it takes to complete an MA thesis or a Ph.D. dissertation largely depends on the amount of time that is available to you and your schedule, and so can vary greatly.

On average, including time spent with the partner, an **MA partner program takes 2-3 years** to complete. A **PhD or DMin dissertation takes 3–5** years to complete. And a **combined MA/PhD or DMin takes up to 6 years** to complete. If the partner curriculum has *already been completed*, an MA can be completed in 6–12 months; PhD in one-two years; and MA/PhD in three years.

If you need longer than the suggested timeframe to complete your degree requirements then we invite you to communicate with your advisor and the Registrar's Office directly. Ubiquity is committed to supporting individual students and their particular circumstances. However, there is a strict time frame imposed on taking core and elective courses with a view to provide structure, motivation, and the knowledge-base needed to write an effective thesis or dissertation.

For more information on the dissertation writing process and its requirements, please see our **<u>Dissertation Manual</u>**.

Program Cost

In addition to the information below please refer to the **Program Cost and Pricing Table** section included earlier in this handbook.

Students in Partner Programs pay Ubiquity separately for its portion of the program. Any payments related to partner coursework are separate and independent of Ubiquity and should be coordinated directly with the partner institution.

The prices listed below for each of the graduate programs cover the cost of transferring course credits from the partner program, the price of the mandatory Creative Journey to Dissertation course, the cost of Major Advisors and some administrative and technical support costs.

MA	$5,000 USD
PhD/DMin	$15000 USD
Combined MA/PhD	$16600 USD

The prices above do not include the basic course price for any other UU courses or the supplementary costs associated with taking the in-person Chartres Academy experience.

Additional Payment Information

All students have a choice of paying their whole degree tuition upfront for which they will receive a discount, or paying overtime in three (3) installments. Should you choose to pay in installments, the following conditions apply:

- All students pay the first installment of their graduate fees upon admittance to Ubiquity. These fees are **$2,000 for the MA** and **$5,000 for the PhD, DMin, and combined programs**.

- All students pay the second installment **no later than six (6) months after enrollment**. For MA students this amount is $1500. For PhD, DMin and MA/PhD students, the sum of $5000 is paid before enrolling in core courses and electives (Chartres Academy, Great Books, Electives) and no later than 6 months after enrollment.

- MA students need to pay their third and final installment when they submit their thesis or no later than 18 months after enrolment. PhD and DMin students ($5000) and MA/PhD students ($6,600) need to make their final installment payment prior to officially selecting their Major Advisor or no later than 18 months after enrolment.

Please see the table below for this breakdown. If you have special needs that you would like to communicate to us, please contact registrar@ubiquityuniversity.org.

Degree	Total Cost (USD)	1st instalment upon enrollment	2nd instalment 6 months after previous payment	3rd instalment: Before choosing Major Advisor — no later than 1 year after second installment
Masters	5000	2000	1500	1500
PhD	15000	5000	5000	5000
Combined MA/PhD	16600	5000	5000	6600

If payment is made in full, MA students are eligible for a $250 discount, PhD or DMin students are offered a $500 discount and MA/PhD students a $750 discount.

Certificate Programs

UBIQUITY
UNIVERSITY

Certificate Programs

Ubiquity also offers various certificate credentials you can earn through your coursework. These are a great option for those who want to skill-up quickly and be recognized for their work but don't want to enroll in a full degree program.

Currently we offer four certificates:

- Microcertificate in UN SDG Impact
- Microcertificate in Practical Wisdom
- Nanocertificate in Integral Entrepreneurship

More information can be found on each certificate below.

Microcertificate in UN SDG Impact

With this single purchase, you will be able to take a special selection of microcourses designed to help you hone the competencies you need to effectively engage in the achievement of the United Nations Sustainable Development Goals.

This series contains an overview of the UN SDGs prepared by the United Nations Major Group on Children and Youth, important soft skill competencies such as leadership, emotional intelligence and critical thinking, as well as hard skills such as using the Social Lean Canvas, correctly gathering and interpreting data, calculating and measuring social impact, and developing an investor or funder pitch for an SDG project or business idea.

Upon completion, you will be issued a Microcertificate that you can share with peers and colleagues, and post on your social media profiles. If you have any questions about the series, please let us know. Below please find a description of each microcourse included in the series.

Courses Included:

- Introduction to the UN SDGs (UU – online)
- Leading in Disruptive Times (UU – online)
- Emotional Intelligence Basics (UU – online)
- Change Your Thinking; Change the World (UU – online)
- Creative Problem Solving Basics (UU – online)
- Innovate the Lean Way (UU – online)
- From Data to Insight to Action (UU – online)
- Impact Measurement (UU – online)
- Pitching for the SDGs (UU – online)

Program Cost

Program Cost	$315
Special Pricing	$245 (savings of $70 if you bought each course individually).

Microcertificate in Practical Wisdom

The Ancient Greeks often wrote about Phronesis in their reflections. It is a word used to refer to a type of wisdom relevant to practical action. They noted that in order to live virtuously, we require not only ethereal intelligence but practical wisdom which helps provide balance in every action of our daily lives.

This is how Aristotle explained the concept in his Nicomachean Ethics, "Practical wisdom is a true characteristic that is bound up with action, accompanied by reason, and concerned with things good and bad for a human being."

We know that it is challenging to bring about change while maintaining balance in everyday life. That's why innovators, movers, and shakers need extra help to continue their own journey of self-development. This is why we have designed a special certificate program to help you to keep building the skills you need to live a more fulfilling and pleasant life.

Change starts with transforming yourself. This is a program to facilitate your own personal transformation accompanied by the balance that only Practical Wisdom can provide. With this single purchase, you will be able to take a special selection of microcourses that include key soft skills you need in every area of your life – from your student experience, to work, to your relationships with friends and family.

Our Practical Wisdom series combines the best of corporate training principles with a twist of humor and wisdom to help you apply these skills in your life. Each microcourse has downloadable PDFs of exercises you can use personally, and with your teams at school or work to help implement new strategies and new behaviors that will benefit all.

Upon completion, you will be issued a Microcertificate that you can share with peers and colleagues, and post on your social media profiles. If you have any questions about the series, please let us know.

Courses Included:

- Emotional Intelligence Basics (UU – online)
- Creative Problem Solving Basics (UU – online)
- Creating High Performance Teams Basics (UU – online)
- Mindfulness Basics (UU – online)
- Improving Self-Awareness Basics (UU – online)
- Self-Leadership Basics (UU – online)
- Personal Productivity Basics (UU – online)
- Developing Creativity Basics (UU – online)
- Facilitation Skills Basics (UU – online)

Program Cost

Program Cost:	$315
Special Pricing:	$245 (savings of $70 if you bought each course individually).

Nanocertificate in Integral Entrepreneurship

This nanocertificate is composed of our nine-part series in Integral Entrepreneurship taught by Chuck Schreiner, PhD, MBA. This series introduces you to a new integral way of viewing entrepreneurship and gives you the tools to get started creating your own future fast. A hypercomplex, disrupted environment requires a new way to think about how we approach starting small businesses. You need to keep a clear focus on your heart, as well as improve your business skills.

Courses Included:

- Integral Entrepreneurship Part One – Introduction
- Integral Entrepreneurship Part Two – Key Decisions: Mission and Strategy
- Integral Entrepreneurship Part Three – Operations: Getting Started
- Integral Entrepreneurship Part Four – Integral Leadership Development
- Integral Entrepreneurship Part Five – Business Economics Fundamentals
- Integral Entrepreneurship Part Six – Business Planning for Capital and Action
- Integral Entrepreneurship Part Seven – Launching the Business
- Integral Entrepreneurship Part Eight – Building Organizational Culture and Climate for the 21st Century
- Integral Entrepreneurship Part Nine – Spiritual and Moral Development and the 21st Century Imperative

Program Cost

Program Cost:	$180
Special Pricing:	$140 (savings of $40 if you bought each course individually).

UBIQUITY UNIVERSITY

Appendix

Final Creative Assignment

This final Creative Assignment requires both an intellectual written component showing mastery of the content of the instructional material and an artistic expressive component through any media of the student's choosing.

We use APA guidelines.

Intellectual Written Component:

- **BA or Certificate Level** – Six (6) to Nine (9) Pages
- **MA Level** – Twelve (12) to Fifteen (15) Pages
- **PhD Level** – Twenty (20) to Twenty-Five (25) Pages

Your paper should address the following three aspects of your learning experience:

1. **Demonstrate knowledge:** Address at least three of the main points raised by each course from the intellectual perspective. What did you learn about the topics that were presented?
2. **Demonstrate self-mastery:** Address how you personally feel about the points raised. Did you have any personal revelations? Did you learn something that changes your perspective either internally about yourself, or externally about the world?
3. **Demonstrate impact:** What will you do to apply your new knowledge and perspective in your daily life. Please give examples of how it may change how you interact with your peers, workplace or our global society at large.

Artistic Expressive Component:

Please post an image of, or a link to, your artistic project at the end of your written paper with a 250–300 word explanation as to what you were wishing to express with it. Your artistic expressive component may be done through any media of your choosing. This could include such items as:

1. An audio/visual presentation (2–3 minute video)
2. Poetry, or other forms of written or spoken word
3. Musical composition
4. Filmed choreography
5. Photographic evidence of a work of art you have created
6. Other project of your choosing

Artificial Intelligence (AI)

Guidelines and Policy
for Research, Post-Paper and Dissertation/Thesis Writing

We live in an Artificial Intelligence infused world where the rapid spread of the use of this technology call for policy and institutional guidelines for following a graduate path. At Ubiquity university, we believe that our students should be informed about the conscientious use of AI to become responsible researchers, writers and critical thinkers.At Ubiquity, we support the use of AI tools in research and writing a post paper, dissertation/thesis within clear guidelines.

AI is transforming research, making scientific and philosophical works more efficient and accelerating discovery. While generative AI tools offer speed and convenience in producing text, images and code, researchers must also be mindful of the technology's limitations, including plagiarism, revealing sensitive information, or inherent biases in the models.

Research is one of the sectors that could be most significantly disrupted by generative AI. AI has great potential for accelerating discovery, leading to new research breakthroughs and significant productivity gains, and improving the effectiveness and pace of research and verification processes. However, the technology also entails the risk of abuse. Some risks are due to the tool's technical limitations, and others have to do with the (intentional or unintentional) use of the tool in ways that erode sound research practices.

The impact of generative AI on research and various aspects of the scientific process calls for reflection, for example, when working with text (summarizing papers, brainstorming or exploring ideas, drafting or translating). In many respects, these tools could harm research integrity and raise questions about the ability of current models to combat deceptive scientific practices and misinformation.

AI and Privacy

The improvement of AI technologies presents not only increased efficiencies and deficiencies, it also impacts on data privacy. AI systems often rely on vast amounts of data, including personal and sensitive information, to function effectively. This data-driven approach allows for potential risks for unauthorized access, data breaches, and misuse of personal information. The privacy concerns of transparency, accountability, and data subjects' rights need to be considered when using any AI system.

Key principles for the responsible use of generative AI in research are:

- Reliability in ensuring the quality of research, reflected in the design, methodology, analysis and use of resources. This includes aspects related to verifying and reproducing the information produced by the AI for research. It also involves being aware of possible equality and non-discrimination issues in relation to bias and inaccuracies.
- Honesty in developing, carrying out, reviewing, reporting and communicating on research transparently, fairly, thoroughly and impartially. This principle includes disclosing that generative AI has been used.
- Respect for colleagues, research participants, research subjects, society, ecosystems, cultural heritage and the environment. Responsible use of generative AI should consider the limitations of the technology, its environmental impact and its societal effects (bias, diversity, non-discrimination, fairness and prevention of harm). This includes the proper management of information, respect for privacy, confidentiality and intellectual property rights, and proper citation.
- Accountability for the research from idea to publication, for its management and organization, for training, supervision and mentoring, and for its wider societal impacts. This includes responsibility for all output a researcher produces, underpinned by the notion of human agency and oversight.

The key principles of using AI in writing a post paper, dissertation/thesis:

One distinguishing characteristic of a Ubiquity University post paper, dissertation/thesis is the expectation of a synthesis of the objective with the subjective. Just as the pedagogy of Ubiquity University honors both intellectual and creative/artistic learning, the successful essay, thesis/dissertation demonstrates rigorous critical thinking along with insights regarding the interior journey. The capacity to combine an objective grasp of the material under consideration with the introspective work of discerning how the material actually affects one's inner life and soul-growth: that, in our view, is the mark of wisdom.

To use C.G.Jung's words, "It doesn't matter what you say, but what it says in you. To it you must address your answers. God is straightway with you and is the voice within you. You have to have it out with that voice."

Ubiquity university requires students to do their own writing and not using AI in a primary capacity to structure, draft and complete a post paper, dissertation/thesis. Our School values and academically awards original ideas, creativity and the depiction of inner growth process expressed in a post paper, thesis or dissertation. We trust that our students are not seeking any technology to write and to receive a diploma for a work that is not predominantly created by the student him/herself.

In summary
Generative AI may create possibilities and risks that can be hardly anticipated and fully comprehended today. These guidelines are based on the current state of the technology and the surrounding policy landscape. Given the dynamic nature of both, these guidelines will have to adapt and evolve consciously as AI capacities evolve.