ABA Online Student Handbook

Online Behavior Analysis Graduate Programs 2023–2024

The information contained in this handbook regarding requirements and curricula is applicable to students starting any of the ABA Online graduate programs during the 2023–2024 academic year. The information provided herein is accurate and up to date as of August 28, 2023.

FLORIDA TECH
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INTRODUCTION

Behavior analysis is a scientific approach to the study of behavior. It is concerned with describing, explaining, predicting and changing behavior. Environmental events are the independent variables in behavior analysis, even though it is recognized that genetics and other biological variables are also needed to fully explain behavior. Thus, the focus of behavior analysis is determining functional relations between behavior and environmental events.

Behavior analysis is a natural science, like biology; it is not a social science, like psychology or sociology. Behavior analysis has four different branches: (1) the conceptual analysis of behavior, which addresses philosophical, theoretical, historical and methodological issues; (2) the experimental analysis of behavior (EAB), which focuses on research of basic behavioral processes and principles; (3) applied behavior analysis (ABA), which focuses on applying basic principles to solve problems of social significance while systematically evaluating these applications; and (4) behavior-analytic service delivery, which focuses on professional practice, service delivery and consultation. In addition, ABA researchers have developed and validated behavioral technology, which consists of assessment and behavior change procedures. Behavior analysts, professional practitioners, teachers, parents and many others may utilize behavioral technology.

ONLINE BEHAVIOR ANALYSIS PROGRAMS

MISSION

The mission of our online ABA programs is to produce competent, science-informed practitioners who are solidly grounded in basic principles derived from the experimental analysis of behavior, who approach problems in a conceptually systematic way tied to those basic principles, who will attain BACB certification, who adhere to best data-based and evidenced-based ABA practices and who will continue to inform their practice with current research findings.

PROGRAMS

Florida Tech offers three graduate-level online programs in behavior analysis. All three programs are ABAI-Verified Course Sequences (VCS), verified as meeting BACB coursework standards, and all three programs are taught at the graduate level.

Assistant Behavior Analyst Graduate Certificate (Major Code: 8036, VCS # 51229)
The 16-credit (240 semester hours*) Assistant Behavior Analyst Graduate Certificate program is intended for those who hold a bachelor's degree and seek BCaBA certification. This graduate certificate program comprises ABAI-Verified Course Sequence number 51229 and meets BACB coursework requirements for certification at the BCaBA level.

Behavior Analyst Graduate Certificate (Major Code: 8037, VCS # 51228)
The 21-credit (315 semester hours*) Behavior Analyst Graduate Certificate program is intended for those who either hold or are working on a master's degree and seek BCBA certification. This graduate certificate program comprises ABAI-Verified Course Sequence number 51228 and meets BACB coursework requirements for certification at the BCaBA level.

M.A. in Behavior Analysis Practice (Major Code: 8155, VCS # 51228)
The 33-credit (315 semester content hours* plus 180 contact hours of additional coursework) M.A. in Behavior Analyst Practice program (M.A. in BAP) is designed for those who want to earn a master's degree in behavior analysis and seek BCBA certification. This program includes Florida Tech's 21-credit BCBA level ABAI-Verified Course Sequence (VCS # 51228), plus 12 additional graduate-level credits and a final program exam (FPE). Thus, this program satisfies both the BCBA degree and BCBA coursework requirements.

The ABA Online programs do not include a practicum, internship or fieldwork experience; thus, those seeking certification must accrue supervised fieldwork experience hours independent of the program to qualify for BACB certification. Per BACB rules, students may begin to accrue supervised fieldwork experience after beginning the first course in the program.

*The BACB makes a distinction between semester hours and quarter hours. Florida Institute of Technology is on a semester system in which 15 contact hours equals one credit.

LOCATIONS AND SCHEDULES

Florida Tech's online BCaBA, BCBA and M.A. in BAP programs are 100% online. Though the majority of coursework is completed asynchronously, attendance and participation in synchronous online meetings with an instructor is a required component for many of the courses within the program. Select a weekly meeting time that has an available seat and best fits your schedule. Following registration, any changes to an online meeting section must be made prior to the add/drop deadline for the semester. It is also important to keep in mind that all times listed on the Florida Tech website refer to Eastern time (EDT/EST).

Synchronous Course Components

Synchronous online meetings are accessed from within the course. Students choose their online meeting section at the time of registration. See each course syllabus for details and policies regarding online meeting participation and attendance. Failure to meet course attendance and participation requirements may result in failure of the course.

Academic Calendar

Students may begin any of the online behavior analysis programs in any fall, spring, or summer semester. Semesters are 15 weeks in spring and summer semesters, and 16 weeks during the fall to accommodate a 1-week break at Thanksgiving.

The academic calendar is published by the Office of the Registrar. Students are responsible for adhering to all deadlines published on the academic calendar. After choosing the semester at the top of the page, scroll down to Behavior Analysis Online for the ABA Online schedule, **do not use** Florida Tech Online.

Course Offerings within the Semester

Courses are offered at various times within each semester. Generally, each 3-credit course within the VCS certificate program is paired with a 1-credit course. The 3-credit courses run during the first 11 weeks of the 15-week semester. The 1-credit course run during weeks 11 through 15 of the semester. Though subject to change, the following table provides a summary of when courses are expected to be offered within the semester.

Course Timeline

<table>
<tr><th colspan="8">COURSE TIMELINE</th></tr>
<tr><td>Week 1</td><td rowspan="5">M.A. Electives BEH 5073, 5074</td><td rowspan="10">M.A. Elective BEH 5021</td><td rowspan="11">M.A. Course BEH 5040</td><td rowspan="12">3-credit Courses BEH 5041, 5042, 5043, 5048, 5049</td><td rowspan="10"></td><td rowspan="15">M.A. Applied Experience Courses, Elective Course BEH 5076</td></tr>
<tr><td>Week 2</td></tr>
<tr><td>Week 3</td></tr>
<tr><td>Week 4</td></tr>
<tr><td>Week 5</td></tr>
<tr><td>Week 6</td><td rowspan="10"></td></tr>
<tr><td>Week 7</td></tr>
<tr><td>Week 8</td></tr>
<tr><td>Week 9</td></tr>
<tr><td>Week 10</td></tr>
<tr><td>Week 11</td><td rowspan="5"></td><td>M.A. FPE</td><td rowspan="5">1-credit Courses BEH 5044, 5045, 5046, 5047, 5050, 5051, 5020, 5071, 5072, 5074</td></tr>
<tr><td>Week 12</td><td rowspan="4"></td></tr>
<tr><td>Week 13</td></tr>
<tr><td>Week 14</td></tr>
<tr><td>Week 15</td></tr>
</table>

GETTING STARTED

Congratulations! Once admitted, you are a Panther! Now the real work begins.

TRACKS ACCOUNT

Shortly after admission, Florida Tech student accounts (TRACKS) are created and Florida Tech email addresses are issued to students. TRACKS is Florida Tech's account system that provides a single user name and password for access to all university services granted to a user. Once the TRACKS account is created, the students will receive notification to activate the account. Follow the instructions within the email to activate your TRACKS account. Questions or issues related to TRACKS accounts or activation should be directed to the Office of Information Technology at 321-674-7284 or help.fit.edu.

PAWS

Panther Access Web System (PAWS) enables students to register, add and drop classes, and access and print academic and personal information via the web. While on the PAWS home page, you will be able to view active course descriptions (by term), the class schedule and the current final examination schedule without logging in to the secure area of the system.

COMMUNICATION

All official communication from the university and from the program faculty and staff will come through your Florida Tech email account. All graduate students are required to keep their Florida Tech email address active and check their Florida Tech email regularly. Students are responsible for all correspondence and information sent to their Florida Tech email account. Additionally, all electronic correspondences from students to faculty and staff must come from a secure Florida Tech email account. The university has an automated system that will often quarantine messages from personal email accounts. Messages from non-Florida Tech accounts risk being deleted and unread.

ORIENTATION

There is no formal orientation for graduate students in the online ABA programs. Students should log in to the Admitted Students Portal and complete the steps listed there. ABA Online students are not required to pay the $300 tuition deposit.

REGISTRATION

It is important to register for classes based on the provided plan of study. Registration dates can be found on the academic calendar; select the semester at the top of the page and then select Behavior Analysis Online to view the correct calendar for the program. When registration opens for a given semester, students can view the Schedule of Classes for the term. If there is a disclaimer at the top of page warning that the schedule has not yet been updated, it means you are looking at a previous semester's class list and need to wait for registration to open. All times listed are in the Eastern time zone (EST/EDT).

After deciding on class sections, students register for courses through their PAWS account.

1. Log in to PAWS with your TRACKS user ID and password.
2. Click on the Student tab.
3. **New students only:** Click on, read through and accept the Statement of Financial Responsibility.
4. Click on the Registration tab.
5. Click on Look Up Classes to Add.
6. Select Search by Term (e.g., Fall 2022).
7. Select the appropriate school: Behavior Analysis
8. Scroll to the course number (e.g., BEH5041) and click View Selections.
9. This will pull up the entire list of available online meeting sections.
10. Select the one you'd like to attend for the duration of the course and add it. **Only select sections with a W** (e.g., W02, W03, W04, etc.), as this indicates the online meetings for the ABA Online programs.
11. Scroll to the bottom of the page and click Register.

Courses will appear in Canvas, Florida Tech's learning management system (LMS), **on the day the course begins** (not before).

Check Schedule or Drop/Add a Course
To check your schedule or drop/add a course:

1. Log in to your PAWS account and click on Registration Tools.
2. Click on Student Detail Schedule.
3. You can use the Add/Drop link to make changes in your course selection up until the add/drop deadline for the semester.

TUITION

Please visit the Tuition and Fees web page to see the current tuition rate for your program.

Tuition bills are issued by the Office of Student Financial Services shortly before the start of a semester. Tuition for the semester is due two weeks prior to the start of classes. Students who do not pay their tuition bill or make arrangements for payment risk being dropped from their courses.

FINANCIAL AID

For information about financial aid, please visit the Financial Aid web page.

PLANS OF STUDY

ASSISTANT BEHAVIOR ANALYST 5TH EDITION (BCABA), GRADUATE CERTIFICATE

The BCaBA graduate certificate program requires the successful completion of 16 credits (equivalent to 240 BACB semester hours) in the courses specified in the BCaBA plan of study. The BCBA graduate certificate program requires the successful completion of 21 credits (equivalent to 315 BACB semester hours) in the courses specified in the BCBA plan of study. The M.A. in BAP program requires the successful completion of 33 credits in the courses specified in the M.A. in BAP plan of study and passing a Final Program Examination (FPE).

The program plans below can also be found on the Plans of Study and General Advising web page. Courses are designed to be taken sequentially. **It is imperative that students follow the plan of study when registering.** However, we understand circumstances vary and "life happens." Thus, program plans show the **maximum number of course credits allowed per semester**. At any time, students may take fewer credits per semester or take a semester off. In other words, students are generally not permitted to register for more courses per semester than indicated on the plan of study or to take courses out of order, but they may take fewer courses per semester.

Semester	**BCaBA Graduate Certificate VCS #4039** 16 credits over 4 semesters (approx. 16 mos.)	Credits
Semester 1	BEH5041: Introduction to Concepts & Principles of Behavior Analysis	3
	BEH5044: Ethics for Behavior Analysts 1	1
Semester 2	BEH5043: Measurement and Experimental Design in Behavior Analysis	3
	BEH5047: Introduction to Assessment and Intervention	1
Semester 3	BEH5048: Assessment & Behavior Change Procedures for Skill Acquisition & Performance Improvement	3
	BEH5050: Supervision & Management Fundamentals	1
Semester 4	BEH5049: Assessment & Behavior Change Procedures for Behavior Reduction	3
	BEH5045: Ethics for Behavior Analysts 2	1

The plan of study above is the standard plan for the BCaBA certificate program. Students who completed the course BEHP5011 under Florida Tech's retired fourth edition VCS can find their plan of study online. Those who completed BEHP5011 and both ethics courses (BEHP5014B and BEHP5016B) can find their plan of study online.

BEHAVIOR ANALYST 5TH EDITION (BCBA), GRADUATE CERTIFICATE

Semester	BCBA Verified Course Sequence 21 credits over 5 semesters (approx. 20 mos.)	Credits
Semester 1	BEH5041: Introduction to Concepts & Principles of Behavior Analysis	3
	BEH5044: Ethics for Behavior Analysts 1	1
Semester 2	BEH5043: Measurement and Experimental Design in Behavior Analysis	3
	BEH5047: Introduction to Assessment and Intervention	1
Semester 3	BEH5048: Assessment & Behavior Change Procedures for Skill Acquisition & Performance Improvement	3
	BEH5050: Supervision & Management Fundamentals	1
Semester 4	BEH5049: Assessment & Behavior Change Procedures for Behavior Reduction	3
	BEH5045: Ethics for Behavior Analysts 2	1
Semester 5	BEH5042: Conceptual Analysis of Behavior for ABA Practitioners	3
	BEH5051: Advanced Personnel Supervision & Management	1
	BEH5046: Ethics for Behavior Analysts 3	1

The plan of study above is the standard plan of study for the BCBA certificate program. Students who completed the course BEHP5011 under Florida Tech's retired fourth edition VCS can find their plan of study online. Those who completed BEHP5011 and both ethics courses (BEHP5014B and BEHP5016B) can find their plan of study online.

M.A. IN BEHAVIOR ANALYSIS PRACTICE

Semester	M.A. – Behavior Analysis Practice 33 credits over 6 semesters (approximately 2 years)	Credits
Semester 1	BEH5041: Introduction to Concepts & Principles of Behavior Analysis	3
	BEH5044: Ethics for Behavior Analysts 1	1
	BEH5060: Applied Experience in Behavior Analysis (formerly BEH5060A)**	1
Semester 2	BEH5043: Measurement and Experimental Design in Behavior Analysis	3
	BEH5047: Introduction to Assessment and Intervention	1
	BEH5061: Applied Experience in Behavior Analysis (formerly BEH5060B)**	1
Semester 3	BEH5048: Assessment & Behavior Change Procedures for Skill Acquisition & Performance Improvement	3
	BEH5050: Supervision & Management Fundamentals	1
	BEH5062: Applied Experience in Behavior Analysis (formerly BEH5060C)**	1
Semester 4	BEH5049: Assessment & Behavior Change Procedures for Behavior Reduction	3
	BEH5045: Ethics for Behavior Analysts 2	1
	BEH5063: Applied Experience in Behavior Analysis (formerly BEH5060D)**	1
	Restricted Elective	1
Semester 5	BEH5042: Conceptual Analysis of Behavior for ABA Practitioners	3
	BEH5051: Advanced Personnel Supervision & Management	1
	BEH5064: Applied Experience in Behavior Analysis (formerly BEH5060E)**	1
	Restricted Elective	1
Semester 6	BEH5040: Personalized System of Professional Improvement	1
	BEH5065: Applied Experience in Behavior Analysis (formerly BEH5060F)*	1
	BEH0002: Final Program Exam*	0
	Restricted Electives (3)	3
	BEH5046: Ethics for Behavior Analysts 3	1

*The final program exam (FPE) is a university graduation requirement for M.A. in BAP students. It is taken during the final semester of the program. Register for BEH0002 as you would any other course taken in the final semester. Although the FPE is considered a zero-credit course, the only component is the exam. All Florida Tech graduate programs require a grade of B or better to pass a course. Thus, an 80% or higher is required to pass the FPE and graduate.

**There are some restrictions on the timing of the applied experience courses. Ideally, the Applied Experience courses are aligned with the 3-credit courses for their corresponding semester; however, for students who complete the BCaBA or BCBA certificate program and then transfer to the master's program, the following restrictions should be kept in mind.

- BEH5060 and 5065 must be taken by themselves (they cannot be combined with another 5060 course in the same semester).
- BEH5061 through 5064 can be doubled up; ideally students will double up as early as possible in the program to get caught up with their 3-credit course/5060 pair up.

PROGRAM COMPLETION/PETITION TO GRADUATE

Students in the M.A. in BAP program are required to petition to graduate prior to their last semester in the program. The deadlines for petitioning to graduate vary from semester to semester, so it's very important to check the Academic Calendar to ensure that you petition to graduate prior to the deadline. Graduate students are charged a fee if they do not meet the deadline for their semester of graduation. Remember to scroll down the page to Behavior Analysis (5th Edition) after choosing the semester at the top of the page.

Although students in the certificate programs do not participate in commencement ceremonies, those who would like to receive their certificate of completion for the program must also follow the steps below.

Your first step is to run a Curriculum, Advising, and Program Planning (CAPP) report.

1. In PAWS select Student tab —> Student Record —> Degree Evaluation (CAPP)
2. Select Generate New Evaluation
3. Select MA-Behavior Analysis Practice (or your current program)
4. Select Current Term
5. Click Generate Request
6. Detail Requirements (Enhanced Version) should already be selected
7. Click Submit

You can review your CAPP report and run this report at any time. Petition to Graduate forms are due early in the semester prior to the semester of graduation. If you have registered for your second-to-last semester of classes needed according to your CAPP report, you need to immediately petition to graduate. To do so, log in to your PAWS account and navigate to Student Records under the Student tab.

If your CAPP report does not indicate you have completed or are registered for all necessary courses, please email abaonline@fit.edu for an evaluation of your program. If you took the fourth edition course BEHP5011, please note that the course is currently listed at the bottom of the report instead of in the first semester requirements. We are aware of this and are working with the registrar's office on this update to the CAPP report.

Please note that the dates for commencement exercises will not coincide with actual graduation dates. A thorough review of graduation requirements is conducted by the university prior to releasing transcripts or mailing diplomas. This typically takes two to three weeks after the semester ends.

COURSE DESCRIPTIONS

For descriptions of all courses in the online ABA certificate and master's programs, please visit the Course Descriptions web page.

COMPLETING THE PROGRAM

FINAL PROGRAM EXAMINATION (FPE)

M.A. in BAP only

The final program examination (FPE) is a comprehensive exam completed by all M.A. in BAP students in the final semester of their program. Currently, the final program exam (FPE) track is the only track offered for students in the online M.A. in BAP program.

The FPE is offered once per semester during week 11 of the term. The exam consists of 100 multiple-choice questions. The FPE is an online, proctored, closed note/closed book examination. It is administered separately from any course. A minimum score of 80% is required to pass this exam. Passing the FPE is a graduation requirement. Students may only take the FPE once per semester but will have up to three attempts across three separate semesters to earn a passing score of 80% or higher.

Students must register for the final program examination (course number BEH0002) when registering for their final semester in the M.A. in BAP program. Students will not be charged tuition or receive course credits for the exam as long as it is taken along with at least one (1) credit course. Students registering for the exam in a semester by itself after all other coursework is completed, or for a second or third time, will incur a fee per exam.

The FPE is an exam that includes content from all courses within the VCS. Content from elective courses is not included on the FPE. Florida Tech's BCBA VCS courses are designed to build competence in behavior analytic content. Mastering course content should also prepare students to do well on the FPE. The course BEH5040: Personalized System of Professional Improvement is offered in the final semester of the program. The goal of BEH5040 is to identify weaknesses in the mastery of content areas and to focus on strengthening the overall knowledge of principles and procedures within the science of behavior. The FPE is proctored and uses the same proctoring software used in previous courses.

TRANSCRIPTS

All students should ensure that their final grades have been posted for their last semester prior to ordering transcripts. Master's degree students who order transcripts through NSC before their degree is conferred will receive a copy of their transcripts showing their course grades, but not the conferral of their degree. Degree conferral is approximately four to six weeks after the close of the semester. Students receive a notification from the vendor used by Florida Tech when their degrees have been shipped.

Coursework Transcripts

Students who completed courses at Florida Tech must order their transcripts through the National Student Clearinghouse (NSC) via the Office of the Registrar.

Additional information about ordering transcripts can be found on our website at the following link: Transcripts .

Fourth-Edition Coursework

Any fourth-edition courses completed will appear on the transcript with a letter grade of T (for transferred). Florida Tech will add the transcript containing the letter grade as an attachment to the transcript sent to the recipient.

Students with fourth-edition courses transfer credits will see the hold "ABA Online Combo Transcript" and/or "This student has holds on their Academic Record" this is an internal hold to alert our transcript department to send the fourth edition transcript. These holds will not prohibit you from registering.

APPLYING TO THE BACB

The BACB requires official transcripts of all completed coursework and documentation of an earned degree (bachelor's degree for BCaBA certification and master's degree for BCBA certification) and supervised field experience.

Transcripts should be sent from Florida Tech directly to the BACB. All transcripts can be sent electronically to the BACB through the National Student Clearinghouse.

Students who submit paper transcripts to the BACB must not break the seal on the envelope containing their transcripts. If the seal is broken, the board will not accept them as official. Students who have taken degree programs at other universities must order their official transcript from the school where their degree (undergraduate or graduate) was conferred.

Additional information on applying to take the BCBA Examination can be found here: BCBA Exam Info.

RESOURCES

EVANS LIBRARY

Students are required to use Florida Tech's Evans Library to access articles for course reading and other assignments. Evans Library is your gateway to scholarly resources and services to support your research and academic needs. These include:

- Full-text journal articles, eBooks and reference sources
- Databases
- Subject and course research guides created by librarians
- Interlibrary loan services for articles not available in the Evans Library
- Tutorials (available 24/7)
- Research assistance

Students can access Evans Library by going to https://lib.fit.edu. You will need to log in with your TRACKS credentials to access library materials. The School of Behavior Analysis' specific library page is also a great resource.

The library offers a series of video tutorials on conducting research that can be found on their YouTube channel. Their website also offers an Ask a Librarian feature that allows students to chat, text or email a librarian for assistance.

ACCESSIBILITY RESOURCES

Florida Tech is committed to equal opportunity for persons with disabilities in the participation of activities operated and sponsored by the university. Therefore, students with documented disabilities are entitled to reasonable and appropriate educational accommodations, including adjustments to the classroom or testing setting and modifications of housing or living conditions. The Office of Accessibility Resources (OAR) supports students by assisting with accommodations, providing recommended interventions, and engaging in case management services.

CAREER SERVICES

The Office of Career Services provides assistance to students, alumni and employers in their search for careers and candidates. They help students develop career plans and job search skills.

Among their services is Handshake, Florida Tech's main job resource database for full-time and part-time professional employment. Handshake allows students to search for opportunities based on their interests, majors and geographic location.

INFORMATION TECHNOLOGY

The Office of Information Technology assists students with technology support and can assist students in activating their TRACKS accounts or resetting their log-in credentials.

They also maintain an FAQ repository that provides answers to many commonly asked questions.

Students can contact the Office of Information Technology at help.fit.edu or by calling 321-674-7284. How to

Install Office 365 on Your Windows/Mac Device

STUDENT FINANCIAL SERVICES

The Office of Student Financial Services assists students with the Panther Payment Plan, tuition and fee payment, and 1098T tax information. They can be reached at studentacctg@fit.edu or acctmgmt@fit.edu (for questions about the payment plan).

OFFICE OF THE REGISTRAR

The Office of the Registrar provides numerous resources for students, including transcripts and enrollment verifications, academic standards and policies, the academic catalog and graduation.

The registrar's office also publishes the academic calendars for each semester. After choosing a semester at the top of the page, ABA Online students need to **scroll down to the Behavior Analysis Online section** to see all important dates and deadlines for the ABA Online certificate and master's programs.

OFFICE OF GRADUATE PROGRAMS

Graduate Programs is responsible for graduate degree program policy and administration from a student's admission through graduation. It is a second academic home for graduate students and serves as the first place students can go for assistance beyond what their academic units can provide.

FINANCIAL AID

The Office of Financial Aid assists students with federal (FAFSA-based) financial aid and other types of loans. Federal aid is available for degree-seeking students; it is not available for students taking one of the certificate programs. Any questions about financial aid should be directed to finaid@fit.edu.

Panther Payment Plan**

For information about the Panther Payment Plan, visit the Panther Payment Plan web page. Questions about tuition payments can be directed to studentacctg@fit.edu, and questions about the payment plan can be directed to acctmgmt@fit.edu or 321-674-7428.

Education Partner Program 10% Discount**

Ask us for more information on how your employer can join by emailing abaonline@fit.edu . The program provides a 10% discount on tuition for eligible student-employees enrolled in any one of our online fifth edition ABA programs. It's free to sign up!

Military and Related Benefits

GI Bill

The ABA Online programs may qualify for benefits through the G.I. Bill. Visit the Military and Veteran Student Services web pages for more information. If you have further questions, they can be reached at MVSS@fit.edu.

MyCAA

Students with eligible MyCAA benefits may be able to use their funding toward the Assistant Behavior Analyst Graduate Certificate program. Please email the program administrator, Chuck Conerity, at cconerity@fit.edu for more information.

Americorps

Eligible students may use the Segal AmeriCorps Education Award toward the fifth edition ABA Online graduate certificate programs. For more information, please email studentacctg@fit.edu.

ACADEMIC POLICIES

This section provides a general synopsis of some relevant graduate policies. Official graduate and department policies always take precedence.

ACADEMIC INTEGRITY

Students' professional behavior and conduct are considered a fundamental aspect of academic performance and, as such, a student's professional or ethical conduct may be subject to review. Student behavior should also be in compliance with the Behavior Analyst Certification Board's Ethics Code. Students must comply with all university policies, including those related to academic integrity, as well as applicable laws concerning intellectual property. See Florida Tech's full policies on Academic Honesty.

GPA AND ACADEMIC PROGRESS

Complete information about academic progress and standing can be found on the Academic Probation and Dismissal web page. Further information about grade policies for graduate students can be found on the Grading System and Requirements for Master's and Specialist Degree Students web page.

FINAL PROGRAM EXAMINATION

The university and the Office of Graduate Programs have specific policies regarding the administration of a Final Program Examination.

ACADEMIC WARNING, PROBATION AND DISMISSAL

Students should refer to the Academic Probation and Dismissal for Master's and Specialist Degree Students web page for the complete policy.

Failed Courses and Students' GPA

Students should refer to the Grading System and Requirements for Master's and Specialist Degree Students for the complete policy on grades for graduate students. It is the policy of the ABA Online programs that courses that are not passed (an earned grade of B or better) must be completed before moving on to the next semester's courses in their program plan.

Statute of Limitations—Graduate

Students should refer to the Statute of Limitation for Master's Degree Students web page for complete information on the time limit for courses applied toward a graduate degree.

OTHER AREAS OF IMPORTANCE

Areas that involve administration, such as how to obtain official transcripts, financial aid, diplomas and graduation fees are covered in the Florida Tech Catalog. Students should consult the catalog for information on these topics and on the mission and purpose of the university, program, academic calendar, and course requirements. It is the student's responsibility to be aware of deadlines, dates, programs, etc., that relate to their academic progress. We suggest that students retain good records of their studies at Florida Tech, including course syllabi and instructor information. It is also important to retain a copy of the Florida Tech catalog that describes course requirements for the year in which students began their studies. These items will be very useful in filling out various applications later in the student's academic career and after graduation.

FACULTY AND INSTRUCTORS

Bryon Neff, Ph.D., BCBA-D, Associate Professor and Online Program Chair
bneff@fit.edu
Ph.D., Behavior Analysis, Florida Institute of Technology, 2011

Bryon Neff earned a Ph.D. in behavior analysis from Florida Tech, an M.S. in behavior analysis from the University of North Texas and B.S. in biology from the University of Illinois. Prior to becoming the chair of the online program in behavior analysis, Bryon taught the following courses at Florida Tech: conceptual analysis of behavior, capstone and intensive practicum. He was also an organizational behavior management consultant whose focus was to conduct gap analyses, improve staff performance, provide leadership training and streamline systems within human service agencies, manufacturing, the automotive industry and educational systems. From 1997 to 2009, Bryon was a faculty member at the University of South Florida where he directed a statewide behavior analytic program that provided services, training and consultation to Florida's foster care system and the Department of Children and Families. In addition to his passion for teaching, Bryon's interests include parent training, teaching with acoustical guidance (TAG) and improving the performance of athletes.

IN MEMORIAM

José Martinez-Diaz, Ph.D., BCBA-D, University Professor and SOBA Founder
Ph.D., Clinical Psychology, emphasis in ABA, West Virginia University, 1984; M.A., Clinical Psychology, emphasis in ABA, West Virginia University, 1977; B.A., Psychology, University of Miami, 1973

José Martinez-Diaz, Ph.D., passed away in 2020.

José was a professor and associate dean of Florida Tech's School of Behavior Analysis, which he founded. In addition, José was CEO of ABA Technologies, Inc., and an adjunct professor at Penn State's Department of Special Education. He was a senior consultant for the Behavior Analyst Certification Board (BACB) and a member of the Board of Directors for the Association of Professional Behavior Analysts (APBA), as well as a member Florida's Behavior Analysis Peer Review Committee. He was also an officer and board member of the BACB for seven years. José was a past president of the Florida Association of Behavior Analysis and received its Charles H. Cox Award for Outstanding Service and Advancement of Behavior Analysis in Florida in 2005.

José earned his Ph.D. in clinical psychology, with an emphasis in behavior analysis and therapy, from West Virginia University. His publications include a chapter on ethics in Cooper, Heron, and Heward, Applied Behavior Analysis (Second Edition) and an article on autism spectrum disorders in the National Health Review. His contributions to the School of Behavior Analysis and Florida Tech were many, and he is very much missed.

ADJUNCT FACULTY, STAFF, AND PARTNERS

In addition to the program faculty, a team of individuals from Florida Tech, a team of behavior analysts, instructional designers, and teachers work to create and evaluate course content and to support students in an ongoing manner. Chiefly responsible for program content is Dr. Kristin Myers-Kemp and the ABA Online Instructional Design and Delivery teams.

Lead Instructional Managers

Lead Instructional Managers are assigned to each course within the instructional sequence. These individuals, all master's and Ph.D. level BCBAs, are experts in the course content. Lead Instructional Managers oversee the implementation of the course and serve in an administrative and a student-support capacity.

Lead Co-instructors by Course

- BEH5041 and BEH5044: Corey L. Robertson, M.S., BCBA
- BEH5043 and BEH5047: William Carlucci, M.S., BCBA
- BEH5048 and BEH5050: Christi Reed, M.S., BCBA
- BEH5049, BEH5045 and BEH 5020: Carlos Zuluaga, M.S., BCBA
- BEH5042, BEH5051, and BEH5046: Christine Ratcliff, M.S., BCBA
- BEH5060-BEH5065: Jamie Duncan-Chapman, M.S., BCBA
- M.A. in BAP electives: Jan Montgomery, M.S., BCBA, Ed.D., LBA-NY

Instructors

Instructors are Board Certified Behavior Analysts who are fluent with the course material and bring their varied experiences and skills to the content via synchronous online meetings. Student's assigned -instructor is their first point of contact in the course and can provide assistance throughout the course.

Please see the to learn more about the dynamic range of experiences that co-instructors bring to the program.

FREQUENTLY ASKED QUESTIONS

CAN I TAKE MORE COURSES THAN ARE SHOWN ON MY PLAN OF STUDY?

The course sequence is carefully designed such that information learned in earlier courses serves as a foundation for the increasingly complex courses. Students are generally required to demonstrate mastery of the materials in each course, by earning a grade of B or better, before they can move on to subsequent courses. Students who demonstrate exemplary performance may take additional electives in semesters 4 through 6 of the M.A. in BAP program without prior approval. No student may take more than seven credits in one semester.

WHERE CAN I FIND REQUIRED TEXTBOOKS?

Required textbooks are listed in the course syllabus for each course and online on the Textbooks and Training Materials web page. Students should be mindful that they need to use the Florida Tech Online Bookstore to search for their required texts, not the on-campus bookstore.

WHEN I CHECK ON PAWS, IT SAYS THERE ARE NO REQUIRED TEXTBOOKS FOR MY CLASSES. WHY IS THAT?

The Florida Tech bookstore is used by on-campus students only. Students in online programs need to use Florida Tech's online bookstore instead. A link to the correct bookstore is provided on the Textbooks and Training Materials web page next to each required text.

WHERE CAN I FIND MY PLAN OF STUDY?

Plans of study can be found on the Plans of Study and General Advising web page. Most students follow the standard plan of study for their program. However, there are specific plans of study for students who completed Florida Tech's fourth edition course BEHP 5011: Foundations, Concepts and Principles of Behavior Analysis and for those who completed BEHP 5011 and both fourth edition ethics courses (BEHP 5014B and 5016B). Students must have completed both ethics courses, and only the B versions of both courses, to qualify for this plan of study. Students should refer to this plan of study as a guide to registration for the rest of their program.

HOW CAN I CHECK MY COURSE SCHEDULE OR ADD OR DROP COURSES?

1. Log in to your PAWS account and click on Registration Tools.
2. Click on Student Detail Schedule.
3. You can use the Add/Drop link to make changes in your course selection up until the add/drop deadline for the semester.
4. If you are switching sections in the same course (ex., 5041 W01 to W02), please drop your current section first, then add your preferred section.
5. Section changes or registrations in PAWS may take several hours to update in Canvas.

HOW DO I ORDER TRANSCRIPTS?

Please see the Transcripts section of this handbook.

CAN I SEND MY TRANSCRIPT ELECTRONICALLY TO THE BACB?

Please see the Transcripts section of this handbook.

ARE THE TIMES SHOWN ON THE SCHEDULE OF CLASSES OR IN MY CLASS SCHEDULE IN THE EASTERN TIME ZONE?

Yes, as Florida is in the Eastern time zone, any times published on the Florida Tech website are in the Eastern (EDT/EST) time zone.

CAN I MAKE AN ADVISING APPOINTMENT?

Unfortunately, due to the number of students in the online ABA programs, individual advising sessions are not available. Student advising occurs within the ABA online program office via email at abaonline@fit.edu.

HOW ARE THE COURSES SCHEDULED?

In general, the 3-credit courses run for 11 weeks, beginning on the semester open date, and the 1-credit courses run for the last five weeks of the semester. The orientation week for the 1-credit courses overlaps the exam week for the 3-credit courses. The exceptions to this are the restricted electives and applied experience courses for the M.A. in BAP. The applied experience courses run for the full 15 weeks of the semester, and the schedule for the restricted elective courses varies depending on the course. Please see the Course Timeline section of this handbook for details on when the electives courses run within the semester.

HOW ARE THE COURSES FORMATTED?

The courses include video lectures, which total about 3.5 hours of video per week. The videos are in Canvas (the course platform), and run through software called PlayPosit, which allows the curriculum team to embed active student responding (ASRs) in the videos (without the need for video codes).

The courses also include a weekly 1-hour live review with an instructor. Because students are enrolled in a section when they register, they cannot change their section after the term's drop/add period. However, students can still attend a make-up section twice in a 3-credit course, with a small point deduction (meetings are 20 points, a make-up is 15/20), and once in a 1-credit course.

The courses also include reading checks, which are mandatory, and fluency quizzes for students to practice their vocabulary.

Unit quizzes have two versions; they include 20 questions, but do not provide feedback on answers (since they are for assessment purposes). The final exams also have two versions and include 100 questions, with a 2.5-hour time limit; they also do not provide any feedback—both because of the resources required to provide it, but also because these are for assessment at that point, and not learning.

I HAVE QUESTIONS ABOUT ACCRUING AND TRACKING MY EXPERIENCE HOURS. WHO CAN I ASK?

Your best point of contact regarding supervision hours is directly with the BACB. Since it is their requirement and not a part of your education with us, we are not very familiar with all the specifications on experience hours accrual. Please consult the BACB's BCBA Handbook manual, which goes into detail regarding experience hours. You can use the contact form on their website to ask any questions you may have about this particular requirement.

WHERE CAN I FIND MORE INFORMATION ABOUT THE RESTRICTED ELECTIVES FOR THE MASTER'S PROGRAM?

Complete information about the available electives for the M.A. in BAP program can be found on the Restricted Electives web page.

IS A PRACTICUM INCLUDED IN THE ONLINE ABA PROGRAMS?

Florida Tech does not offer practicum for the online ABA programs. Students are responsible for accruing their supervised experience hours independently.

WHY IS THERE ONLY ONE SECTION OF BEH5046?

The composition of BEH5046 is due to the unique content of this course. The content of 5046 relies less on novel terms and concepts compared to other courses in the sequence. Instead, 5046 comprises content that benefits from reflection on how it relates to each student's own experiences, practices and beliefs. Therefore, the online meeting component of this course was replaced with assignments that facilitate these reflections (along with lecture checks). An added benefit of assignments for this course over online meetings is that these assignments can be completed at the student's convenience during the unit week, without the burden of fitting an additional online meeting into their schedule.

The lead co-instructor for the course is Christine Ratcliff. Her contact information is provided within the course should students have any questions about the course materials.

HOW CAN I CHECK MY GRADES?

In Canvas:
When courses close, students' access is suspended while grades are being calculated. Once all grades for a course have been updated, students receive an email to their Florida Tech student email letting them know that grades have posted and their access to the course is reactivated so they can check their course grades on Canvas. The final letter grade earned for the course is about halfway down the page. The easiest way to find the final grade is to use the find feature (Ctrl-F or Cmd-F) and enter final grade in the dialog box that pops up.

Students should be aware that a certain number of total points plus a minimum of 70% on one of the two versions of the final exam is required to pass each course. Students can find this information in the course syllabus.

In PAWS:
After grades have been posted for the semester, students can also find their unofficial transcript in PAWS. It's important to keep in mind that grades do not appear in PAWS until after the end of the semester, not when a particular course ends within the semester.

How can access my unofficial transcript?

1. Go to the Florida Tech Student Launchpad page.
2. Click on PAWS.
3. Log in with your TRACKS log-in credentials.
4. Select Student Tab, Student Records tab, Unofficial Transcript.
5. You may print (or choose the Save as PDF print option), scan, and then upload the document as a PDF file for your records and share at your discretion.

WHAT IF THE ONLINE MEETING SECTION I WANT IS FULL?

Class meeting times are offered throughout the week, from early morning until late evening. Students needing a specific day and time for the synchronous portion of their course should register early in the registration window for the broadest selection of times and days. If the time/day combination you would like is full, you must select a different class time. Students with extraordinary reasons they need entry into a specific full class time should not fill out a closed class form. Instead, these students should contact abaonline@fit.edu. However, if other sections are available, you will be asked to select from among the available times.

CAN I TRANSFER COURSES INTO THE M.A. IN BAP PROGRAM?

For the master's program, no transfer credits are accepted for the core courses in the sequence. Those courses are:

- BEH5041: Introduction to Concepts & Principles of Behavior Analysis
- BEH5044: Ethics for Behavior Analysts 1
- BEH5043: Measurement & Experimental Design in Behavior Analysis
- BEH5047: Introduction to Assessment & Intervention
- BEH5048: Assessment & Behavior Change Procedures for Skill Acquisition & Performance Improvement
- BEH5050: Supervision & Management Fundamentals
- BEH5049: Assessment & Behavior Change Procedures for Behavior Reduction
- BEH5045: Ethics for Behavior Analysts 2
- BEH5042: Conceptual Analysis of Behavior for ABA Practitioners
- BEH5051: Advanced Personnel Supervision & Management
- BEH5046: Ethics for Behavior Analysts 3

Previous coursework can only be used in place of one or more of the five, 1-credit restricted electives courses. To have courses considered for possible transfer, the following is required: In a single email, send your course content verification form, an unofficial transcript showing your grades for the completed courses on the verification form, and a copy of the course syllabi for only those course you wish to be considered for transfer. Note that students don't begin taking the restricted elective courses until semester 4 of the master's program.

CAN I USE THE COURSES I'VE ALREADY COMPLETED FROM MY BACHELOR'S DEGREE TOWARD BCBA CERTIFICATION?

No; the Behavior Analyst Certification Board requires that all coursework toward BCBA certification be done at the graduate level. Please consult the BCBA Handbook for further details.

CAN I TRANSFER PREVIOUS COURSEWORK INTO THE CERTIFICATE PROGRAM?

Florida Tech does not transfer courses into the certificate programs. However, students who have completed all or part of an ABAI-verified course sequence may complete the edition transition courses as non-matriculating graduate students after submitting their course content verification form from their previous institution for advising. Students who took courses that were not part of an ABAI-verified course sequence and students who cannot obtain a course content verification form from their previous institution need to obtain a coursework evaluation from the Behavior Analyst Certification Board prior to receiving advising.

More information and instructions for applying as a non-matriculating graduate student can be found on the 5th Edition Information for 4th Edition Students web page.

HOW AND WHEN DO I PETITION TO GRADUATE?

The deadlines for petitioning to graduate vary depending on the term of graduation. Students should check the academic calendar to find the deadline to petition based on their intended last semester in the program. It's also important to ensure that you've clicked on Behavior Analysis 5th Edition after choosing the semester. Dates and deadlines for the online programs do not always coincide with those of the main-campus programs. See the Program Completion/Petition to Graduate section of this handbook for complete instructions for petitioning to graduate.

I'M IN THE CERTIFICATE PROGRAM; DO I NEED TO PETITION TO GRADUATE?

Yes. Even though students in the certificate program do not participate in commencement ceremonies, you will still need to petition to graduate if you want to receive your certificate of completion for the program.

HOW CAN I CHANGE MY MAJOR?

If you have registered for classes at any point in the program and are changing your major from a graduate certificate program to another graduate certificate program, please follow these instructions:

1. Go to PAWS and log in with your TRACKS credentials.
2. Under the Student tab, click on Change of Major.
3. After reading through the information on the tab, click on the box next to "I have read the information above…" and click the button that reads "Proceed to the request form."
4. Complete and submit the request form.

If you have never registered for classes or are changing your major from the graduate certificate to master's program (or vice versa), please follow these instructions:

1. Log in to your application at https://admissions.fit.edu/apply and submit a request to change your major to the correct major.
2. If you are changing into the master's program, you will also need to upload a résumé to your application.

WHAT IF I FAIL THE FPE?

The FPE is the culmination of knowledge obtained from the program. Passing the FPE is a university graduation requirement and the majority of M.A. in BAP students complete this requirement on their first attempt. Previous pass rates for the first attempt is over 90%. However, that means a number of students will not pass after their first attempt. After your final semester, you will have many less academic competing contingencies, and you will have three to four months to study and strengthen the areas in which you scored low. Students who score below 80% on the FPE will receive feedback and have the opportunity to retake it up to two additional times (maximum three total attempts). The FPE is administered during the eleventh week of every semester. Students may not take the FPE more than once per semester, and the FPE will not be offered during any other time of the semester.

A student who scored below 80% on the FPE after three attempts did not demonstrate maintenance of knowledge sufficient to earn the M.A. in BAP degree and will be academically dismissed.

I AM NERVOUS ABOUT THE FPE. WHAT DO I NEED TO KNOW?

The best thing to do to prepare for the FPE is to spend sufficient time to master the content during each week of each course. Do not be satisfied with earning an 80% on a unit test. That score is good enough to pass the course, but it also shows weakness across one or more topics covered in that unit. Continue to study the content, ask questions and seek clarification (e.g., via the discussion boards) until the concepts and principles are thoroughly understood. Don't practice until you get it right. Practice until you don't get it wrong.

Passing the FPE is a graduation requirement for the M.A. in BAP program; thus, it is normal to feel the pressure. The FPE is not required for students enrolled in the certificate programs. However, content provided in the Verified Course Sequence (VCS), prepares students well for the FPE and BCBA exam.

For registration purposes, the FPE is considered a 0-credit graduate course (it will not show up on your transcripts). However, it only includes the exam. Thus, there are no other assignments to offset a low examination score with regard to the final grade. Although the FPE is graded as pass/fail, in order to pass a graduate-level course, a grade of B or better (80% or higher) is required. Note that this is different from the 70% or higher requirement found in other courses (for the reasons just listed).

Florida Tech's Office of Graduate of Programs has policies regarding the administration of the FPE that all graduate programs must follow. The FPE is a proctored, closed-note, closed-book examination that is offered during week 11 of each semester. It is administered separate from any course. Students may only take the FPE once per semester, but have up to three attempts across three separate semesters to earn a passing score of 80%. Failure to pass the FPE after three attempts will result in academic dismissal.

Students must register for the FPE (course number BEH0002) as they would any other course. The first attempt is typically taken during the last semester of the program. The FPE testing window follows the completion of the 10-week course BEH5040. Remember that section numbers for online courses begin with the letter W (e.g., subject = BEH, course = 0002, section = W01). Students will not be charged tuition for the exam (nor will course credits be received) for BEH0002 as long as it is taken along with other courses during the final semester of the program. If students register for the exam in a semester by itself or for a second or third time, an administrative fee will be incurred.

The exam consists of 100 multiple-choice questions. A minimum score of 80% is required to pass the exam and graduate. Students who do not pass the exam after the first attempt may retake it up to two additional times during following semesters.

Florida Tech's BCBA VCS courses (BEH5041 through BEH5051) are designed to build competence in behavior analytic concepts and principles. Mastering course content should prepare students to do well on the FPE. Numerous tools and learning opportunities are provided in each course to help students understand the material and master behavior analytic content. Take advantage of the available resources and be sure to save copies of course materials so that you have them after the course closes. Students find course materials very helpful in preparing for the FPE.

The course BEH5040: Personalized System of Professional Improvement is offered during the first 10 weeks in the final semester of the program. The goal of this course is to identify weaknesses in the mastery of content areas and to focus on improvement. BEH5040 is intended to help students with their overall understanding of foundational knowledge and the application of behavior analytic principles and procedures.

I ALREADY MADE PLANS TO WALK FOR GRADUATION, BUT I FAILED THE FPE. NOW WHAT?

Though a degree will not be conferred until the FPE is successfully passed, students who have petitioned to graduate and have made plans to attend commencement may attend (walk) the graduation ceremony even if the FPE is not passed. Diplomas are mailed once all graduation requirements are fulfilled. Students must re-petition for the following semester after commencement ceremonies have concluded for the current semester.

I'M IN THE CERTIFICATE PROGRAM; DO I NEED TO TAKE THE FPE?

No. Passing an FPE is a university requirement for students enrolled in a master's program. Students in the BCaBA and BCBA certificate programs do not take the FPE. However, the completed VCS courses prepare students to do well on the exams administered by the BACB.

HOW CAN I REQUEST AN ENROLLMENT VERIFICATION CERTIFICATE?

1. Go to PAWS and log in using your TRACKS user name and password.
2. Select Student > Student Records > Enrollment Verification.
3. Once redirected to the National Student Clearinghouse, select Current or All Enrollment and click the "Obtain an enrollment certificate" link directly above that.
4. Save, print or email the PDF document as needed.

HOW CAN I GET A STUDENT ID CARD?

Student ID cards can be request via https://ft.onlinephotosubmission.com. You will need to log in with your TRACKS credentials. If you have trouble uploading your photo, please contact Technology Support at techsupport@fit.edu.

If you require assistance with obtaining your student ID card, please contact Campus Services at AccessControl@fit.edu.

HOW CAN I ACCESS MY 1098T TAX FORM?

To access your 1098T tax form, please follow the steps below:

1. Log in to PAWS.
2. Choose the Student tab.
3. Click on Student Records.
4. Click on Tax Information.
5. Click on Tax Notification.
6. Select the tax year.

If you have any questions about your tax form, please contact the Office of Student Financial Services at studentacctg@fit.edu.

CAN I ATTEND GRADUATION?

Students completing the M.A. in BAP program are invited to attend graduation, but it is not a requirement. Graduation is intended for those to whom a degree is being conferred. Since those in the certificate programs do not earn a graduate degree, they are not included in commencement ceremonies.

WHERE DO I ORDER REGALIA?

M.A. in BAP students should visit the Graduation web page or contact the Graduation office at graduation@fit.edu for any questions about their petition to graduate, commencement ceremonies or regalia.

I AM APPLYING TO TAKE THE CERTIFICATION EXAM WITH THE BACB. DO I NEED A COURSEWORK ATTESTATION?

Coursework attestations are NOT needed for those who complete the certificate or M.A. in BAP programs as all of these programs are documented, Verified Course Sequences. When applying to the BACB, do NOT check the box indicating a coursework attestation is forthcoming as it will delay your application.

WHAT IS THE VCS NUMBER?

The VCS number is the number assigned to each Verified Course Sequence by ABAI. You will need this number when you apply for BACB certification.

- Fifth edition BCaBA program VCS number: 51229

Course Sequence Information

Florida Institute of Technology

51229 BCaBA 5th Edition (BACB - Fifth Edition)

150 West University Ave | Melbourne | FL | United States | https://www.fit.edu/continuing-education/applied-behavior-analysis/

Course Sequence Number 51229 BCaBA 5th Edition
Edition Name BACB - Fifth Edition
Certification Level BCaBA
Coursework Level Graduate
Mode of Instruction Online
Department Behavior Analysis
Program Name Applied Behavior Analysis Assistant Certificate
Credit System Semester
Program Website https://www.fit.edu/continuing-education/applied-behavior-analysis/

This institution is on a Semester system

Content Areas and Courses	BACB Ethics Code and Code-Enforcement System; Professionalism	Philosophical Underpinnings	Concepts & Principles	Philosophical Underpinnings; Concepts & Principles (BCaBA use only)	Measurements, Data Display and Interpretation; Experimental Design	Behavior Assessment	Behavior-Change Procedures; Selecting and Implementing Interventions	Personnel Supervision and Management	Start Date: First Time Offered	End Date: Last Time Offered
BCBA (reference)	45	90			45	45	60	30		
BCaBA (reference)	30			45	30	45	60	15		
BEH5041			45						08/24/2020	
BEH5043					45				01/11/2021	
BEH5044	15								08/24/2019	
BEH5045	15								01/10/2020	
BEH5047						10	5		01/11/2021	
BEH5048						15	30		05/10/2021	
BEH5049						20	25		08/30/2021	
BEH5050								15	05/01/2020	

- Fifth edition BCBA program VCS number: 51228
- Fifth edition online M.A. in BAP program VCS number: 51228

Florida Institute of Technology

51228 BCBA 5th Edition (BACB - Fifth Edition)

150 W University Blvd | Melbourne | FL | United States | https://www.fit.edu/aba-online/

Course Sequence Number 51228 BCBA 5th Edition
Edition Name BACB - Fifth Edition
Certification Level BCBA
Coursework Level Graduate
Mode of Instruction Online
Department Behavior Analysis
Program Name Applied Behavior Anlaysis Certificate
Credit System Semester
Program Website https://www.fit.edu/aba-online/

This institution is on a Semester system

Content Areas and Courses	BACB Ethics Code and Code-Enforcement System; Professionalism	Philosophical Underpinnings	Concepts & Principles	Philosophical Underpinnings; Concepts & Principles (BCaBA use only)	Measurements, Data Display and Interpretation; Experimental Design	Behavior Assessment	Behavior-Change Procedures; Selecting and Implementing Interventions	Personnel Supervision and Management	Start Date: First Time Offered	End Date: Last Time Offered
BCBA (reference)	45	90			45	45	60	30		
BCaBA (reference)	30			45	30	45	60	15		
BEH 5020						15			08/30/2021	
BEH5041			45						08/24/2020	
BEH5042		45							01/10/2022	
BEH5043					45				01/11/2021	
BEH5044	15								08/24/2019	
BEH5045	15								01/10/2020	
BEH5046	15								01/11/2021	
BEH5047						10	5		01/11/2021	
BEH5048						15	30		05/10/2021	
BEH5049						20	25		08/30/2021	
BEH5050								15	01/10/2021	
BEH5051								15	01/10/2022	

Please note that verified courses sequences must be renewed with ABAI annually. When searching ABAI's Verified Course Sequence Directory be sure to select the course sequence that does not have "Retired" in parentheses after the course sequence title.

DO I HAVE TO BE VIRTUALLY PROCTORED?

The courses in the online ABA programs utilize Honorlock, an online exam proctoring tool, to promote academic integrity of the course. Students will be required to use a webcam and microphone throughout the online examination. Honorlock will record the student via webcam as well as record screen activity to detect unapproved course material or inappropriate search-engine use. Students will be required to verify their identity and scan the room prior to the examination.

Students can complete the proctored components of the course requirements anywhere that satisfies the requirements for proctoring, as the environment must be free from distractions or other technology, maintain privacy, and comfortable and convenient. Students are permitted to complete proctored course components from their homes. However, if scanning a room in your home makes you uncomfortable, you may choose to complete proctored course components at another location. Other potential locations could include a room at a local library or testing center.

Remote proctoring is offered as an alternative to live proctoring that can occur in a testing center or in an on-campus classroom setting. Alternate methods do require approval from the academic department to ensure they satisfy the requirements.

If you have a documented disability that prevents you from leaving your home and therefore prevents you from choosing another location for proctored course components, please reach out to the Office of Accessibility Resources. All other questions regarding course proctoring can be directed to the course instructor or lead co-instructor.

FLORIDA TECH
FLORIDA'S **STEM** UNIVERSITY

floridatech.edu | Melbourne, FL

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