

MARIAN UNIVERSITY Spring 2017 GRADUATE SCHEDULE OF CLASSES

OFFICE OF THE REGISTRAR

Phone: 317.955.6050 • E-Mail: regis@marian.edu • Web: www.marian.edu/current-students/registrar

The course information listed in this schedule is updated weekly. Changes will appear in **RED**.
Students can find the most accurate schedule information in the course offering on their CAMS student portal.

REGISTRATION INFORMATION

► ACADEMIC ADVISING AND REGISTERING FOR CLASSES

All students are required to register online via the CAMS student portal. Students should contact their designated program director with any questions about the required classes to enroll in for the semester. The program director must “release” each student to register for classes, but the program director is not responsible for processing the students registration. Students must register themselves for classes online.

COURSE SELECTION & APPROVAL: Review course selections and degree requirements with your program director.

REGISTRATION: Registration for students will take place online October 31-November 11. Students whose college level is one of the following can register beginning on **Monday, October 31**: second degree, graduate student, or no college level. **To register online, follow the directions in the “Step-by-Step Guide to Online Registration” in the Registration Resources section of the Office of the Registrar’s website: <http://www.marian.edu/current-students/registrar/online-registration-resources>**

- Newly admitted and readmitted students will receive information regarding when and how they can register.
- **NO LATE REGISTRATION:** Students **must** register **by Sunday, January 8th @ 11:59pm** or they will **not** be able to start classes for the fall semester. The CAMS Student Portal will be available for online registration through 11:59pm on January 8th.

You must comply with the published tuition payment policy and meet all tuition payment deadlines in order to confirm your registration. Students who do not comply with the published tuition payment policy will incur late fees on their student accounts.

► SCHEDULE CHANGES

- At any time before Sunday, January 8th at 11:59 p.m., you may drop or add classes online through your CAMS student portal. On or after the first day of the semester, you must submit any changes to your schedule, including section changes, in person at the Office of the Registrar using a Schedule Change (Drop/Add) form. Instructor and advisor signatures are required beginning January 9th. You are responsible for adhering to the following deadlines to add and/or drop courses.

LAST DAY TO ADD A CLASS; LAST DAY TO DROP A CLASS WITHOUT “W” GRADE & \$50 FEEJANUARY 13

LAST DAY TO DROP A CLASS (for semester-long courses).....MARCH 24

LAST DAY TO DROP ALL CLASSES FOR THE SEMESTER (WITHDRAW FROM THE UNIVERSITY).....APRIL 28

- A \$50.00 fee will be charged for each Schedule Change (Drop/Add) form submitted on or after January 17.
- **If you discontinue a class without following the above procedure to drop the class, you will receive a failing grade.**

FEES FOR 2016-2017

Schedule Change (Drop/Add) form submitted on or after January 17, per form submitted.....	\$50.00
Auto registration, per semester*	\$110.00
* \$220.00 annual fee charged during fall semester for the academic year-parking passes are valid through summer 2017	
Parking violation, per occurrence (1 st , 2 nd , 3 rd offense).....	\$50.00, \$100.00, \$150.00
Late payment of tuition	\$100.00 (additional penalties also apply)
Transcript fees are available online at http://www.marian.edu/current-students/registrar/transcripts .	

PLEASE NOTE: Students are expected to pay all student account charges by the due dates published by Marian University. The student will be responsible for paying any and all costs associated with collection efforts by Marian University. This may include interest, collection costs, attorney fees and court fees.

SCHEDULES FOR WITHDRAWAL FROM THE UNIVERSITY and REDUCTION OF CHARGES:

A student who withdraws from school may be entitled to full or partial reduction of charges. Reduction of charges is based on the official date of withdrawal as recorded in the Office of the Registrar. Consult with the Financial Aid Office concerning the impact that withdrawal may have upon current financial aid awards.

Standard (semester-long) courses

- withdraw on or before January 13 = 100%
- withdraw January 17-January 20 = 90%
- withdraw January 23-January 27 = 60%
- withdraw January 30-February 3 = 25%
- withdraw on or after February 6 = 0%

Courses lasting 5 weeks or more

(up to, but not including, semester-long courses)

- withdraw during calendar week 1 = 100%
- withdraw during calendar week 2 = 50%
- withdraw during calendar week 3 or after = 0%
- last date to withdraw with "W" grade – end of calendar week 2

Courses lasting 4 or fewer weeks – no "W" grades given without complete withdrawal from the university

- withdraw prior to start of class = 100%; withdraw after class begins = 0%
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2017 SPRING CALENDAR

Classes begin at 8:00 am.....	Jan. 9
Last day to add a course (signatures of instructor and advisor required).....	Jan. 13
Last day to drop a course without "W" grade or change to/from audit status.....	Jan. 13
Martin Luther King Jr. Day, university closed.....	Jan 16
Incompletes from fall 2016 due.....	Feb. 17
Mid-term date.....	Mar. 3
Mid-term recess, no classes.....	Mar. 6-10
Last day to withdraw from a single course with a "W" grade (for semester-long courses).....	Mar. 24
Registration for fall 2017 semester.....	Mar. 27-Apr. 7
Holy Thursday: no evening classes (4:00 p.m. and later).....	Apr. 13
Good Friday: university closed.....	Apr. 14
Academic honors day: no classes.....	Apr. 28
Last day to withdraw from <u>all</u> spring 2017 courses (withdraw from the university).....	Apr. 28
Final examinations.....	May 1-5
Spring graduation date.....	May 6

FILE FOR GRADUATION

- 2016-2017 Associate and Bachelor degree candidates must file a Graduation Application in the Office of the Registrar no later than December 1, 2016. Click on the *graduation application* link at www.marian.edu/commencement.

CLASS CANCELLATION OR CHANGE

- The university reserves the right to change or cancel courses as needs and enrollment warrant. Because course information may change in between registration and the first day of classes, students should print an updated schedule from their CAMS student portal immediately prior to the start of the classes.

COURSE LOAD

- The normal load for a full-time graduate student is 9-13 credits per semester. Students wishing to take more than 13 credit hours must get approval from their Program Director.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (FERPA)

Marian University operates in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended. Students have the right to inspect all official records which pertain to them and to challenge inaccurate or misleading information, except parents' financial records and confidential letters and statements placed in the record before January 1, 1975, or placed under conditions where students have signed a waiver of right of access.

All student academic information is considered confidential except the following "directory" information available to the public: student's name, campus address, off-campus address, email address, telephone number, voice mail number, date of birth, photograph, major field of study, participation in university activities and sports, physical and performance statistics of members of athletic teams, dates of attendance, full-time/part-time status, degrees, awards, and honors including the Dean's List, and most recent previous institution attended by student.

The student may request that "directory" information not be released by completing the FERPA Request form in the Office of the Registrar at the beginning of each semester. Failure to notify the Office of the Registrar may mean that university publications, such as team rosters or student directories, may include some directory information. More information about FERPA is available online at www.marian.edu.

ALPHABETICAL KEY TO CLASSROOM LOCATIONS

CH	Clare Hall	MB/MC	Steffen Music Center	PE	Physical Education Center
DH	Doyle Hall (basement)	MH	Marian Hall	PJH	Peace and Justice House
EC	Evans Center	OH	Oldenburg Hall	UH	University Hall (3 rd floor)
LIB	Library				

INFORMATION CENTERS

Graduate Admissions.....	aprice@marian.edu
Bookstore.....	955.6080
Business Office.....	955.6020
Financial Aid.....	955.6040
Counseling & Consultation Services.....	955.6150
Library.....	955.6090
Registrar.....	955.6050

GRADUATE COURSES

COURSE ID	COURSE NAME	C.H.	DAY	TIME	INSTRUCTOR
BIOMEDICAL SCIENCE					
BMS 501 A	Biomedical Science Seminar	1	F	5:00 PM - 5:50 PM	Larsen
BMS 532GC A	Molecular Biology and Genetics	4	MW	5:00 M - 6:50 PM	Bhetwal
BMS 545 GC A	Immunology	3	MWF	4:00 M - 4:50 PM	Doci
BMS 552GC A	Pharmacology	4	TR	5:00 M - 6:50 PM	Hum
BMS 599 A	Thesis Research in Biomedical Sciences	1		ARR	Staff
BMS 599 B	Thesis Research in Biomedical Sciences	2		ARR	Staff
BMS 599 C	Thesis Research in Biomedical Sciences	3		ARR	Staff
BMS 599 D	Thesis Research in Biomedical Sciences	4		ARR	Staff
BMS 599 E	Thesis Research in Biomedical Sciences	5		ARR	Staff
BMS 599 F	Thesis Research in Biomedical Sciences	6		ARR	Staff
BMS 599 G	Thesis Research in Biomedical Sciences	7		ARR	Staff
BMS 599 H	Thesis Research in Biomedical Sciences	8		ARR	Staff
BMS 599 I	Thesis Research in Biomedical Sciences	9		ARR	Staff
COUNSELING					
COU 532 A	Marriage and Family Counseling	3	R	5:00 PM - 7:30 PM	Boe
COU 550 A	Psychopathology	3	T	9:30 AM - 12:00 PM	Jenkins
COU 560A A	Mental Health Counseling Practicum	3	R	9:30 AM - 12:00 PM	Jenkins
COU 610 A	Theories and Models of Counseling	3	T	5:00 PM - 7:30 PM	Dobson
NURSING					
NSG 501 001	Epidemiology and Biostatistics for Advanced Practice	3		ONLINE	Engstrom
NSG 502 A	Theoretical Foundations of Nursing Practice	3	T*	5:00 PM - 8:30 PM	Thie
NSG 503 001	Advanced Physiology and Pathophysiology	3		ONLINE	Horton
NSG 504 A	Advanced Pharmacology	3	MW	5:00 PM - 6:50 PM	Hum
NSG 507 A	Research in Nursing	3	AA*	7:00 PM - 9:00 PM	Milata
NSG 601 A	Neurological Biology (pending approval)	3	W	3:30 PM - 6:30 PM	Stewart
MASTER OF ARTS IN TEACHING					
EDU 505 A	Child Development and Observation	3	T	6:00 PM - 9:00 PM	Sharpe
EDU 505 B	Child Development and Observation (Secondary)	3	R	6:00 PM - 9:00 PM	Patterson/Smitherman
EDU 505 C	Child Development and Observation (Elementary)	3	S	9:00 AM - 3:00 PM	Nordstrom
EDU 505 IA	Child Development and Observation	3		ARR	Farren
EDU 505 PB	Child Development and Observation	3	S*	ARR	Landis
EDU 513 A	Study of Young Children through Observing and Recording	3	S	9:00 AM - 4:00 PM	Terry
EDU 514 A	Second Language Learning	2	T	6:00 PM - 9:00 PM	Feeser
EDU 514 B	Second Language Learning	2	S	12:30 PM - 5:00 PM	Hutchinson
EDU 514 IA	Second Language Learning	2		ARR	Feeser
EDU 515 A	Principles and Problems of Education	2	T	6:00 PM - 9:00 PM	Wise
EDU 515 PB	Principles and Problems of Education	2	S	ARR	Connor
EDU 520 A	Best Practices in Language and Expressive Arts	3	T	6:00 PM - 9:00 PM	Casalini
EDU 520 B	Best Practices in Language and Expressive Arts	3	T	6:00 PM - 9:00 PM	Jackson
EDU 521 A	Best Practices in Language Arts and Social Studies	3		ARR	Pitt
EDU 522 A	Best Practices in Science and Mathematics	3	T	6:00 PM - 9:00 PM	Bryant
EDU 522 NW	Best Practices in Science and Mathematics	3		ARR	Stone
EDU 523A/525 A	Exceptional Needs I and II	2	T	6:00 PM - 9:00 PM	Downing
EDU 523B/525 B	Exceptional Needs I and II	2	S	9:00 AM - 5:00 PM	Patterson/Smitherman
EDU 525 PB	Children with Exceptional Needs II	1	S*	ARR	Connor
EDU 530 A/531 A	Assessment of Learning I and II	4	T	6:00 PM - 9:00 PM	Meyer-Brown
EDU 530 B/531 B	Assessment of Learning I and II	4	S	9:00 AM - 4:00 PM	D. Smith
EDU 530 C/531 C	Assessment of Learning I and II	4	R	6:00 PM - 9:00 PM	Hakim
EDU 530 D/531 D	Assessment of Learning I and II	4	R	6:00 PM - 9:00 PM	Meyer-Brown
EDU 531 NW	Assessment of Learning II	2		ARR	Stone
EDU 533 A	Assessment of Children with Exceptional Needs	3	R	6:00 PM - 9:00 PM	Tandy
EDU 535 A	Introduction to Children with Exceptional Needs	3		ARR	Farren
EDU 536 A	Assessment of English Learners	3	S*	9:00 AM - 5:00 PM	Feeser
EDU 549 A	Exceptional Needs: Collaborative Consultation	3	R	6:00 PM - 9:00 PM	Henderson
EDU 560 A	Internship	1		ARR	Melrose
EDU 560 IA	Internship	2		ARR	Farren
EDU 560 IB	Internship	2		ARR	Feeser
EDU 560 IC	Internship	2		ARR	Feeser
EDU 560 ID	Internship	2		ARR	Farren
EDU 560 IE	Internship	1		ARR	Farren
EDU 560 PA	Internship	3		ARR	Marble
EDU 560 PB	Internship	3		ARR	Marble
EDU 560 TB	Internship	1		ARR	Melrose

COURSE ID	COURSE NAME	C.H.	DAY	TIME	INSTRUCTOR
EDU 590 IA	Classroom Research I	2		ARR	Farren
EDU 591 A	Classroom Research II	3	R	6:00 PM - 9:00 PM	Marble
EDU 591 B	Classroom Research II	3	R	6:00 PM - 9:00 PM	Brown
EDU 591 C	Classroom Research II	3	R	6:00 PM - 9:00 PM	Patterson/Smitherman
EDU 591 D	Classroom Research II	3	T	6:00 PM - 9:00 PM	Melrose
EDU 591 E	Classroom Research II	3	S	9:00 AM - 12:00 PM	Marble
EDU 591 F	Classroom Research II	3	T	6:00 PM - 9:00 PM	Melrose

TEACHING LEARNING LEADERSHIP

TLL 618 A	Transformational Leadership	2		ARR	J. Hannah
TLL 618 B	Transformational Leadership	2		ARR	J. Hannah
TLL 629 A	School Law and Management II	1		ARR	Syverson
TLL 629 B	School Law and Management II	1		ARR	Syverson
TLL 631 A	Law and Management of Private Schools II	1		ARR	Syverson
TLL 635 A	Research Methods I	1		ARR	Kaufman
TLL 635 B	Research Methods I	1		ARR	Kaufman
TLL 643 A	Program Development and Evaluation	3		ARR	Kaufman
TLL 643 B	Program Development and Evaluation	3		ARR	Kaufman
TLL 652 A	Teacher Performance and Student Learning	3		ARR	Kwiatkowski
TLL 652 B	Teacher Performance and Student Learning	3		ARR	Brown
TLL 658 A	Call and Culture of Catholic Schools	3		ARR	Turner
TLL 661 A	Internship II	2		ARR	Turner
TLL 661 B	Internship II	2		ARR	Turner
TLL 661 C	Internship II	2		ARR	Turner
TLL 663 A	Internship II: Leadership in Developing Faith/Spirituality	2		ARR	Hagelskamp
TLL 675 A	Leadership for Student Learning	3		ARR	Turner, Kaufman
TLL 675 B	Leadership for Student Learning	3		ARR	Turner, Kaufman
TLL 692 A	Mentored Residency I	3		ARR	Staff
TLL 694 A	Mentored Residency II	3		ARR	Turner
TLL 694 D	Mentored Residency II	3		ARR	Hagelskamp
TLL 695 A	Thesis	3		ARR	Kaufman
TLL 695 B	Thesis	2		ARR	Kaufman
TLL 695 C	Thesis	3		ARR	Hagelskamp
TLL 695 D	Thesis	2		ARR	Hagelskamp
TLL 696 A	Thesis	1		ARR	Kaufman
TLL 696 B	Thesis	1		ARR	Hagelskamp

*selected dates-contact program director