

# MARIAN UNIVERSITY Spring 2018 GRADUATE SCHEDULE OF CLASSES

OFFICE OF THE REGISTRAR

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The course information listed in this schedule is updated intermittently. 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.

1. **REGISTRATION:** Registration for students will take place online October 30-November 10. Graduate students can register beginning **Monday, October 30. 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.**

- Newly admitted and readmitted students will receive information regarding when and how they can register.
- **NO LATE REGISTRATION:** Students **must** register **by Sunday, January 7th @ 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 7<sup>th</sup>.

*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 7<sup>th</sup> 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 9<sup>th</sup>. 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 FEE .....JANUARY 12**

**LAST DAY TO DROP A CLASS (for semester-long courses).....MARCH 23**

**LAST DAY TO DROP ALL CLASSES FOR THE SEMESTER (WITHDRAW FROM THE UNIVERSITY).....APRIL 27**

- A \$50.00 fee will be charged for each Schedule Change (Drop/Add) form submitted on or after January 15<sup>th</sup>.
- **If you discontinue a class without following the above procedure to drop the class, you will receive a failing grade.**

### FEES FOR 2017-2018

|   |  |
|---|--|
| Schedule Change (Drop/Add) form submitted on or after January 15 <sup>th</sup> , 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 2018  |  |
| Parking violation, per occurrence (1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> offense).....  | \$50.00, \$100.00, \$150.00                |
| Late payment of tuition.....  | \$100.00 (additional penalties also apply) |
| Transcript fees are available online at <a href="http://www.marian.edu/current-students/registrar/transcripts">http://www.marian.edu/current-students/registrar/transcripts</a> . |  |

**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.

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## 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 during calendar week 1 = 100%
- withdraw during calendar week 2 = 90%
- withdraw during calendar week 3 = 60%
- withdraw during calendar week 4 = 25%
- withdraw during calendar week 5 or after = 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 – 5 business days before the end date of class*

### 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% - *last date to withdraw with "W" grade – 5 business days before published end date of the class. If class meets less than 5 days, withdraw is not permitted after class begins.*

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## 2018 SPRING CALENDAR

|  |                 |
|--|-----------------|
| Classes begin at 8:00 am .....   | Jan. 8          |
| Last day to add a course (signatures of instructor and advisor required).....                | Jan. 12         |
| Last day to drop a course without "W" grade or change to/from audit status.....              | Jan. 12         |
| Martin Luther King Jr. Day, university closed.....   | Jan. 15         |
| Incompletes from fall 2017 due .....   | Feb. 16         |
| Mid-term date.....   | Mar. 2          |
| Mid-term recess, no classes.....   | Mar. 5-9        |
| Last day to withdraw from a single course with a "W" grade (for semester-long courses).....  | Mar. 23         |
| Registration for fall 2018 semester .....  | Mar. 19-29      |
| Holy Thursday: no evening classes (4:00 p.m. and later).....                                 | Mar. 29         |
| Good Friday: university closed .....   | Mar. 30         |
| Academic honors day: no classes.....   | Apr. 27         |
| Last day to withdraw from <u>all</u> spring 2018 courses (withdraw from the university)..... | Apr. 27         |
| Final examinations.....  | April 30- May 4 |
| Spring graduation date.....  | May 6           |

## FILE FOR GRADUATION

- 2017-2018 candidates for graduation must file a Graduation Application in the Office of the Registrar no later than December 1, 2017. Click on the *graduation application* link at [www.marian.edu/commencement](http://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, 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, enrollment 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 <http://www.marian.edu/current-students/registrar>.**

**ALPHABETICAL KEY TO CLASSROOM LOCATIONS**

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

**INFORMATION CENTERS**

|   |          |
|---|----------|
| Graduate Admissions.....                | 955.6297 |
| 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           |
|-----------------------------------|---|------|----------|---------------------|----------------------|
| <b>BIOMEDICAL SCIENCE</b>         |   |      |          |                     |                      |
| BMS 501 A                         | Biomedical Science Seminar                              | 1    | F        | 4:00 PM - 4:50 PM   | Larsen               |
| BMS 532 A                         | Molecular Biology and Genetics                          | 4    | MW       | 3:00 PM - 4:50 PM   | Bhetwal              |
| BMS 545 A                         | Immunology  | 4    | MTWR     | 2:00 PM - 2:50 PM   | Phoenix              |
| BMS 552 A                         | Pharmacology  | 4    | TR       | 3:00 PM - 4:50 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                |
| MCAT 002 001                      | MCAT Test Preperation Course (course fee \$2,000)       | 0    | S ONLINE | 9:00 AM - 12:00 PM  | Staff                |
|                                   |   |      | S ONLINE | 1:00 PM - 4:00 PM   |                      |
| <b>COUNSELING</b>                 |   |      |          |                     |                      |
| COU 535 A                         | Theories/Models of Counseling                           | 3    | TR       | 9:30 AM - 10:45 AM  | Jenkins              |
| COU 550 A                         | Psychopathology   | 3    | T        | 12:45 PM - 3:00 PM  | Yalch                |
| COU 560A A                        | Mental Health Counseling Practicum                      | 3    | TR       | 11:00 AM - 12:15 PM | Jenkins              |
| COU 605 A                         | Statistics and Research Methods                         | 3    | TR       | 8:00 AM - 9:15 AM   | Yalch                |
| <b>MASTER OF ARTS IN TEACHING</b> |   |      |          |                     |                      |
| EDU 505 001                       | Child Development and Observation                       | 3    |          | ONLINE ARR          | Melrose              |
| EDU 505 A                         | Child Development and Observation                       | 3    | T        | 6:00 PM - 9:00 PM   | Guyse                |
| EDU 505 B                         | Child Development and Observation (Elementary)          | 3    | S        | 9:00 AM - 3:00 PM   | Melrose              |
| 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   | Hutchison            |
| EDU 514 B                         | Second Language Learning                                | 2    | R        | 6:00 PM - 9:00 PM   | Walker               |
| EDU 514 C                         | Second Language Learning                                | 2    | S        | 8:00 AM - 5:00 PM   | Hutchison            |
| EDU 514 IA                        | Second Language Learning                                | 2    |          | ARR                 | Feeser               |
| EDU 515 IA                        | Principles and Problems of Education                    | 2    |          | ARR                 | Staff                |
| EDU 515 PB                        | Principles and Problems of Education                    | 2    | S        | ARR                 | Conner               |
| EDU 516 001                       | Family and Teacher in Diverse/Inclusive Settings        | 2    |          | ONLINE ARR          | Martin               |
| EDU 520 A                         | Best Practices in Language and Expressive Arts          | 3    | T        | 6:00 PM - 9:00 PM   | Moore                |
| EDU 520 B                         | Best Practices in Language and Expressive Arts          | 3    | R        | 6:00 PM - 9:00 PM   | Casalini             |
| EDU 521 IA                        | Best Practices in Language Arts and Social Studies      | 3    |          | ARR                 | Staff                |
| EDU 523 A/525 A                   | Exceptional Needs I and II                              | 2    | T        | 6:00 PM - 9:00 PM   | Downing              |
| EDU 525 FB                        | Children with Exceptional Needs II                      | 1    | W        | 1:00 PM - 4:00 PM   | Grissom              |
| EDU 525 PB                        | Children with Exceptional Needs II                      | 1    | S*       | ARR                 | Conner               |
| EDU 526 FB                        | Best Practices in Elementary Math & Science             | 3    | R        | 1:00 PM - 4:00 PM   | Beesley              |
|                                   |   |      | F        | 8:00 AM - 12:00 PM  |                      |
| EDU 530 A/531 A                   | Assessment of Learning I and II                         | 4    | T        | 6:00 PM - 9:00 PM   | S.L. Bryant          |
| EDU 530 B/531 B                   | Assessment of Learning I and II                         | 4    | T        | 6:00 PM - 9:00 PM   | Meyer-Brown          |
| 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 530 E/531 E                   | Assessment of Learning I and II                         | 4    | M        | 6:00 PM - 9:00 PM   | Meyer-Brown          |
| EDU 530 F/531 F                   | Assessment of Learning I and II                         | 4    | T        | 6:00 PM - 9:00 PM   | Cole                 |
| EDU 531 FB                        | Assesment of Learning II                                | 2    | W        | 8:00 AM - 12:00 PM  | Guyse                |
| EDU 535 A                         | Introduction to Children with Exceptional Needs         | 3    |          | ARR                 | Farren               |
| EDU 535 001                       | Introduction to Children with Exceptional Needs         | 3    |          | ONLINE ARR          | Henderson            |
| EDU 536 A                         | Assessment of English Learners                          | 3    | S*       | 9:00 AM - 5:00 PM   | Feeser               |
| EDU 543 001                       | Techniques for Reading and Literacy Instruction         | 3    |          | ONLINE ARR          | Casalini             |
| EDU 549 A                         | Exceptional Needs: Collaborative Consultation           | 3    | R        | 6:00 PM - 9:00 PM   | Henderson            |
| EDU 560 D                         | Internship  | 1    |          | ARR                 | Melrose              |
| EDU 560 FA                        | Internship  | 3    |          | ARR                 | Marble               |
| EDU 560 FP                        | Internship  | 1    |          | ARR                 | Marble               |
| EDU 560 IA                        | Internship  | 2    |          | ARR                 | Grissom              |
| EDU 560 IB                        | Internship  | 2    |          | ARR                 | Feeser               |
| EDU 560 IC                        | Internship  | 1    |          | ARR                 | Grissom              |
| EDU 560 PA                        | Internship  | 3    |          | ARR                 | Marble               |
| EDU 560 PB                        | Internship  | 3    |          | ARR                 | Marble               |
| EDU 560 PC                        | Internship  | 1    |          | ARR                 | Marble               |
| EDU 560 TC                        | Internship  | 1    |          | ARR                 | Hertzner             |
| EDU 590 001                       | Classroom Research II                                   | 2    |          | ONLINE ARR          | McFadden             |
| EDU 590 IA                        | Classroom Research I                                    | 2    |          | ARR                 | Staff                |
| 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   | Patterson-Smitherman |
| EDU 591 C                         | Classroom Research II                                   | 3    | R        | 6:00 PM - 9:00 PM   | Melrose              |
| EDU 591 D                         | Classroom Research II                                   | 3    | S        | 9:00 AM - 12:00 PM  | Marble               |
| EDU 591 E                         | Classroom Research II                                   | 3    | T        | 6:00 PM - 9:00 PM   | McGinley-Ford        |
| EDU 591 FB                        | Classroom Research II                                   | 3    | R        | 8:00 AM - 12:00 PM  | Downing              |

| <u>COURSE ID</u>                    | <u>COURSE NAME</u>   | <u>C.H.</u>  | <u>DAY</u> | <u>TIME</u>         | <u>INSTRUCTOR</u>  |
|-------------------------------------|--|--------------|------------|---------------------|--------------------|
| <b>NURSING</b>                      |  |              |            |                     |                    |
| NSG 501 001                         | Epidemiology and Biostatistics for Advanced Practice             | 3            |            | ONLINE ARR          | Engstrom           |
| NSG 504 A                           | Advanced Pharmacology  | 3            | W          | 1:00 PM - 4:00 PM   | Sefcik/Kean        |
| NSG 606 A                           | Diagnostic Testing and Interpretation                            | 3            | W          | 9:00 AM - 12:00 PM  | Kean               |
| NSG 607 A                           | Anesthesia Principles I  | 3            | MW         | 10:00 AM - 11:30 AM | Long               |
| NSG 607S A                          | Anesthesia Principles I - Simulation                             | 1            | W          | 1:00 PM - 2:00 PM   | Long               |
| NSG 609 001                         | Pharmacology for NA II   | 3            | T / ONLINE | 10:00 AM - 1:00 PM  | Rowles/Nagelhout   |
| NSG 701 A                           | Analytical Methods for the Translation of Evidence into Practice | 3            | M          | 1:00 PM - 4:00 PM   | Stewart            |
| NSG 705 001                         | Information Management to Improve Healthcare                     | 3            |            | ONLINE ARR          | Zimmerman          |
| NSG 706 A                           | DNP Project I - Assessment                                       | 1            | W          | 4:00 PM - 4:50 PM   | Kruszka            |
| <b>SPECIAL EDUCATION</b>            |  |              |            |                     |                    |
| EDU 535 A                           | Introduction to Children with Exceptional Needs                  | 3            |            | ARR                 | Staff              |
| SPD 533 A                           | Assessment of Children with Exceptional Needs                    | 3            |            | ARR                 | Tandy              |
| SPD 538 A                           | Exceptional Needs: Methods and Program Management                | 3            | R          | 6:00 PM - 9:00 PM   | Tandy              |
| SPD 540 A                           | Legal Aspects & Current Issues in Special Education              | 3            |            | ARR                 | Drumb              |
| SPD 552 A                           | Literacy Assessment & Instruction for Special Needs Learners     | 3            | T          | 6:00 PM - 9:00 PM   | Hickle             |
| SPD 557 A                           | Mathematics Methods in Special Education                         | 3            |            | ARR                 | Drumb              |
| SPD 573 A                           | Applied Behavior Programming in Special Education                | 3            | S          | 8:00 AM - 5:00 PM   | Drumb              |
| SPD 585 IA                          | Capstone in Special Education                                    | 3            |            | ARR                 | Staff              |
| <b>TEACHING LEARNING LEADERSHIP</b> |  |              |            |                     |                    |
| TLL 618 A                           | Transformational Leadership                                      | 2            |            | ARR                 | J. Hannah          |
| TLL 618 B                           | Transformational Leadership                                      | 2            |            | ARR                 | J. Hannah          |
| 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            |
| <del>TLL 651 A</del>                | <del>The Culture of High Performing Schools</del>                | <del>3</del> |            | <del>ARR</del>      | <del>Kaufman</del> |
| TLL 652 A                           | Teaching, Learning, and Talent Development                       | 3            |            | ARR                 | J. Brown           |
| TLL 652 B                           | Teaching, Learning, and Talent Development                       | 3            |            | ARR                 | J. Brown           |
| TLL 652 C                           | Teaching, Learning, and Talent Development                       | 3            |            | ARR                 | J. Brown           |
| TLL 661 A                           | Internship II  | 2            |            | ARR                 | Turner             |
| TLL 663 A                           | Internship II: Leadership in Developing Faith/Spirituality       | 2            |            | ARR                 | Hagelskamp         |
| TLL 680 A                           | Special Topics: Community and Family Engagement                  | 1-3          |            | ARR                 | L. Jackson         |
| TLL 680 B                           | Special Topics: Community and Family Engagement                  | 1-3          |            | ARR                 | L. Jackson         |
| TLL 680 C                           | Special Topics: Community and Family Engagement                  | 1-3          |            | ARR                 | L. Jackson         |
| 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