Fall 2005
Course Schedule

my.washburn.edu
• meet with your advisor
• log into MyWashburn
• select “Register for Courses”

inside this book
• list of courses
• fall 2005 academic calendar
• enrollment dates
• web enrollment information and instructions
• final exam schedule
• comprehensive list of student services

for current information
• refer to
  www.washburn.edu/schedule/schedules.html
  OR
  my.washburn.edu
Fall 2005 Available Course List
for course information and classroom assignments

Celebrating 140 Years
1865-2005

washburn university 1700 college ave. topeka, ks 66621
phone: 785.231.1010 tdd: 785.231.1025
# 2005 FALL ACADEMIC CALENDAR

<table>
<thead>
<tr>
<th>Month</th>
<th>Dates</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>April</td>
<td>4 - 19</td>
<td>Advance Registration for Fall 2005 by Alphabetical/Classification Schedule only for students enrolled in Spring 2005</td>
</tr>
<tr>
<td>April</td>
<td>20 - 30</td>
<td>Open Registration for Fall 2005 for new, returning, and Spring 2005 students who did not advance register</td>
</tr>
<tr>
<td></td>
<td>Thursday - Friday 28 - 29</td>
<td>Blueprint</td>
</tr>
<tr>
<td>May</td>
<td>1 - 31</td>
<td>Open Registration Continues</td>
</tr>
<tr>
<td>June</td>
<td>1 - 30</td>
<td>Open Registration Continues</td>
</tr>
<tr>
<td></td>
<td>1, 3, 8, 10, 15, 17, 22, 24</td>
<td>Blueprint</td>
</tr>
<tr>
<td>July</td>
<td>1 - 31</td>
<td>Open Registration Continues</td>
</tr>
<tr>
<td>August</td>
<td>1 - 19</td>
<td>Open Registration Continues</td>
</tr>
<tr>
<td></td>
<td>Monday</td>
<td>Course Materials Available at Bookstore</td>
</tr>
<tr>
<td></td>
<td>Monday - Tuesday 15 - 16</td>
<td>Advance Registration Tuition and Fees Processed</td>
</tr>
<tr>
<td></td>
<td>Wednesday – Friday 17 - 19</td>
<td>Open Registration</td>
</tr>
<tr>
<td></td>
<td>Saturday 20</td>
<td>CLASSES BEGIN</td>
</tr>
<tr>
<td></td>
<td>Friday 26</td>
<td>Last Day to Enroll Without a Late Fee</td>
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<tr>
<td></td>
<td></td>
<td>Last Day to Change from Audit to Graded or A/Pass/Fail Status</td>
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<tr>
<td></td>
<td></td>
<td>Last Day to Enroll in a Course Without the Instructor's Permission</td>
</tr>
<tr>
<td>September</td>
<td>Saturday 3</td>
<td>Labor Day Holiday Begins (University Holiday)</td>
</tr>
<tr>
<td></td>
<td>Monday 5</td>
<td>Labor Day (University Holiday)</td>
</tr>
<tr>
<td></td>
<td>Friday 9</td>
<td>Last Day to Change from Grade or A/Pass/Fail Status to Audit</td>
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<td></td>
<td>Last Day to Enroll</td>
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<td></td>
<td></td>
<td>Last Day for a Full Refund (with receipt) for Fall Course Materials at the Bookstore</td>
</tr>
<tr>
<td></td>
<td>Friday 16</td>
<td>Last Day to File Application for Degree for Fall Graduates</td>
</tr>
<tr>
<td>October</td>
<td>Thursday 20</td>
<td>FALL BREAK BEGINS</td>
</tr>
<tr>
<td></td>
<td>Monday 24</td>
<td>Classes Resume</td>
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<tr>
<td></td>
<td>Monday 31</td>
<td>Advance Web Registration for Spring 2006 by Alphabetical/Classification Schedule only for students enrolled in Fall 2005</td>
</tr>
<tr>
<td>November</td>
<td>1 - 15</td>
<td>Advance Web Registration for Spring 2006 Continues by Alphabetical/Classification Schedule only for students enrolled in Fall 2005</td>
</tr>
<tr>
<td></td>
<td>Friday 4</td>
<td>Last Day for Students to Withdraw from Course(s)</td>
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<td></td>
<td>Last Day to Change Graded Course to A/Pass/Fail, or A/Pass/Fail to Grade Status (must meet qualifications)</td>
</tr>
<tr>
<td></td>
<td>Wednesday 16</td>
<td>Open Registration</td>
</tr>
<tr>
<td></td>
<td>Wednesday 23</td>
<td>Thanksgiving Student Recess Begins</td>
</tr>
<tr>
<td></td>
<td>Thursday – Friday 24 - 25</td>
<td>Thanksgiving (University Holiday – classes also not held on Saturday)</td>
</tr>
<tr>
<td></td>
<td>Monday 28</td>
<td>Classes Resume</td>
</tr>
<tr>
<td>December</td>
<td>1 - 31</td>
<td>Open Registration Continues</td>
</tr>
<tr>
<td></td>
<td>5 - 17</td>
<td>Semester-end Book Buy at the Bookstore</td>
</tr>
<tr>
<td></td>
<td>Friday 9</td>
<td>LAST DAY OF CLASSES</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Web available for Submitting Grades for Fall courses (5:00 p.m.)</td>
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<tr>
<td></td>
<td>Saturday 10</td>
<td>Final Examinations Begin (for Saturday classes)</td>
</tr>
<tr>
<td></td>
<td>Monday 12</td>
<td>Final Examinations Begin</td>
</tr>
<tr>
<td></td>
<td>Friday 16</td>
<td>Final Examinations End</td>
</tr>
<tr>
<td></td>
<td></td>
<td>END OF FALL SEMESTER</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FALL COMMENCEMENT</td>
</tr>
<tr>
<td></td>
<td>Saturday 17</td>
<td>School of Nursing Recognition Ceremony</td>
</tr>
<tr>
<td></td>
<td>Wednesday 21</td>
<td>Deadline for Submission of Grades on Web (12:00 Noon)</td>
</tr>
<tr>
<td></td>
<td>25 - 31</td>
<td>Winter Holiday Break (University Closed)</td>
</tr>
</tbody>
</table>

The academic deadlines reflected in the above calendar are for courses one semester in length. Academic deadlines for courses shorter than one semester will be calculated at the same ratio as the academic deadlines for semester courses.

The information and classroom assignments in this printed schedule are subject to change after press time; therefore, this schedule should be used for reference only. The most current information is located on Washburn's web site at www.washburn.edu/schedule/schedules.html OR on my.washburn.edu under the Fall 2005 Available Course List.
Table of Contents

Advance Registration
Monday, April 4 – Tuesday, April 19, 2005
(See page 5)
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Open Registration
Wednesday, April 20 through Friday, August 19, 2005
(See page 5)
For:
1) New students
2) Readmitted former Washburn students
3) Students enrolled Spring and/or Summer 2005 who did not Advance Register

Late Enrollment
Saturday, August 20 through Friday, September 9, 2005
(See page 6)
For everyone who did not enroll before classes started.

REFUNDS
REFUND POLICY – PAGE 54
REFUND DATES – PAGE 55

REFER TO THE WEB FOR THE MOST CURRENT SCHEDULE INFORMATION AND CLASSROOM ASSIGNMENTS
my.washburn.edu
Fall 2005 Available Course List

Enrollment at a Glance

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my.washburn.edu
Fall 2005 Available Course List
WEB ENROLLMENT
Available 8:00 a.m. on April 4 to 5:00 p.m. on August 26, 2005

Advance Registration, Open Registration, and Late Enrollment for Fall 2005 are available to students on the Web. If you are eligible, you can enroll from home, work, or on campus through your MyWashburn account. The majority of students who are currently enrolled Spring and/or Summer 2005 may participate.

FACTS YOU NEED TO KNOW

The groups of students who must enroll in person and are NOT eligible to enroll on the Web are:

- High School Students
- WECEP Students
- KATS Students (KATS students must go to Benton 306)
- Conditional students must go to the Center for Learning & Student Success (CLASS - Morgan 122) in person for advising and enrollment

Registration may be unavailable when backup and maintenance is scheduled, which is every Wednesday from 12:00 a.m. to 1:00 a.m., and Sundays from 3:00 a.m. to 10:00 a.m.

You may register and/or change your course schedule only during your specified time of the ALPHABETICAL and/or CLASSIFICATION SCHEDULE, or at any time during the OPEN REGISTRATION period.

If you have a hold, the system will tell you and not allow you to register until it has been cleared. If the hold is not cleared before your alphabetical schedule is over, your next opportunity to register will be in Open Registration.

After registering your schedule for courses, view your course schedule to make certain it is accurate.

If you change your mind about any courses, you may add and drop as often as necessary throughout your alphabetical schedule or Open Registration. Be certain to check again to verify that your schedule did change.

Morgan 136 will be staffed at various times during the enrollment process to assist those students having difficulty enrolling.

The instructions for enrolling are the same for all enrollments (except a portion of Late Enrollment). Dates, times, and enrollment schedules may vary.

Instructions for Web Enrollment are listed on page 3 and instructions are on each screen on the web. Follow the instructions carefully.

You cannot see an entire registration page on the screen. Be sure to scroll down as far as necessary to find any links/buttons that you need.

BEFORE YOU CAN ENROLL ON THE WEB

Obtain your WIN (Washburn Identification Number) located on:

- Your iCard (for current students) - obtain your iCard from the Ichabod Service Center in Memorial Union (see page 10).
- Your Admissions Acceptance Letter (for students admitted for the Fall 2005 term).
- Your Admissions printout (for new/returning students admitted on campus during enrollment and late enrollment).

Obtain MyWashburn Account Information (for students who do not already have a MyWashburn password).

Access http://my.washburn.edu
Select "Retrieve Account Information"
Follow the instructions to access MyWashburn.
WEB ENROLLMENT

STEPS FOR ENROLLMENT

1. MEET WITH YOUR ADVISOR
   Go to the appropriate building and room according to your major.
   See the list of Advising Building and Rooms by Department above the Registration Worksheet.
   **Determine your course selections** and include alternate courses.
   Write the CRN's (Course Reference Numbers) and other course information on the Registration worksheet.
   List alternate courses/sections in case your preference of courses is not available.
   **Obtain your Registration PIN** (Personal Identification Number) from your academic advisor before leaving. (When registering on the Web, you will be asked for your Alternate PIN which is the same as the Registration PIN obtained from your advisor.)

2. ACCESS THE INTERNET
   **Log into MyWashburn** [http://my.washburn.edu](http://my.washburn.edu) (make sure you have your WIN)
   MyWashburn may be unavailable due to system maintenance on Wednesdays from 12:00 a.m. to 1:00 a.m., and on Sundays from 3:00 a.m. to 10:00 a.m.
   Select "Web Enrollment" in the right column of the screen in the Self-Service Quick Links box.

3. BUILDING YOUR COURSE SCHEDULE
   Select "Select Term."
   Choose "Fall 2005" from the pull-down menu: press Submit button.
   **NOTE:** To be successful with the registration process, you MUST READ the notes/instructions at the top of the screen and follow the instructions exactly.
   Select "Check your Registration Status."
   If you are NOT eligible to register, a message will tell you why and there will be instructions for obtaining eligibility.
   If you are eligible to register, select "Registration Menu" at the bottom of the screen.
   Select "Register for Courses."
   **Enter your registration PIN** which you obtained from your advisor and select the Submit button.
   Follow the instructions to "Build your Course Schedule."
   This screen also allows you to add or drop courses to or from an existing schedule. Follow the instructions under the appropriate heading.
   **NOTE:** If you do NOT known the CRNs which are required to build your course schedule, select "Search for Available Courses" from the "Registration Menu" or consult the printed Fall 2005 Course Schedule Bulletin.
   If you choose "Search for Available Courses" and complete a search, there are two registration options. You may:
   1. Select "Register" at the bottom of the screen to add your section(s) immediately to the "Current Schedule" section on the "Register for Courses" screen, or
   2. Select "Add to Worksheet" at the bottom, to add CRNs to the "Add Classes" section on the "Register for Courses" screen.
   **NOTE:** Courses will NOT show in the Current Schedule area of the screen if there is a registration error. There is a link on the page to explain the error messages.

4. CHANGE COURSE OPTIONS
   Choose "Change Course Option" at the bottom of the "Register for Courses" screen if you want to change to or from A/pass/fail or audit or change the number of credit hours for variable hour credit courses. You may also choose the same option from the "Registration Menu."

5. VIEW YOUR SCHEDULE
   After submitting your courses, you may view your schedule by selecting "View Student Course Schedule by Day and Time" at the bottom of the screen. You may also view your schedule by returning to the "Registration Menu" and selecting "View Student Detail Course Schedule" or "View Student Course Schedule by Day and Time."

6. PAY FOR IT
   Select "View Registration Fee Assessment" to view information about your tuition and fee charges.
   Select "Account Summary by Term" at the bottom of the screen to see more detail and view your financial aid.
   Pay for your changes using the links at the bottom of the "Accounts Summary by Term" page.
   Arrange an installment plan through the Student Tab on MyWashburn (my.washburn.edu) or, if you choose to mail in or call in a payment, request a plan at that time.

**IMPORTANT:** Protect your confidential information! When you have finished your enrollment activities, log out of MyWashburn. Exit from MyWashburn through the Logout button. Log back into MyWashburn to resume other activities.
ADVISORY LOCATIONS
AND
STUDENT REGISTRATION WORKSHEET

ADVISORY BUILDINGS & ROOMS BY DEPARTMENT

UNDECLARED STUDENTS: CLASS, Morgan 122
INTERNATIONAL STUDENTS: International House
HIGH SCHOOL STUDENTS: Admissions Office, Morgan 114

DECLARED STUDENTS

School of Applied Studies
BE 107 Allied Health (Health Services Administration, Medical Imaging, Diagnostic Medical Sonography, Health Information Technology, Physical Therapist Assistant, Radiation Therapy, Radiologic Technology, Respiratory Therapy
BE 311 Office, Legal & Technology (Banking, Design Technology, Food Service, Industrial Technology, Legal Studies, Office Administration, Purchasing, Technology Administration)
BE 201/204 Criminal Justice
BE 203 Human Services
BE 405 Social Work

College of Arts and Sciences
GC 133 Art & Theatre Arts PC 201 Health & Physical Education & Exercise Science
ST 108 Astronomy, Physics HC 311 History
ST 201 Biology HC 316 Mass Media
ST 302 Chemistry MO 275 Mathematics & Statistics
MO 266 Communication GC 211 Music
BT 100 Computer Information Sciences GC 233 Philosophy
CA 202 Education HC 215 Political Science
MO 258 English HC 211 Psychology
MO 375 Modern Languages HC 218 Sociology/Anthropology

Building Codes
AB Art Building CA Carnegie Hall LL Living Learning Center
BE Benton Hall GC Garvey Fine Arts Center MO Morgan Hall
BT Bennett Computer Center HC Henderson Learning Resource Center PC Petro Allied Health Center
ST Stoffer Science Hall

REGISTRATION WORKSHEET

<table>
<thead>
<tr>
<th>CRN</th>
<th>Subject and Course Number</th>
<th>Credit Hours</th>
<th>Grading Options Grade, Pass/Fail, Audit</th>
<th>Day/Time</th>
<th>Building/Room</th>
</tr>
</thead>
<tbody>
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ADVANCE REGISTRATION
April 4 through April 19, 2005

Advance Registration is for eligible students who are currently enrolled at Washburn during Spring and/or Summer 2005. Follow enrollment instructions listed under Steps for Enrollment on page 3. In order to access Web registration and build your course schedule, you will have to observe the schedule listed below. You will have a date, alphabetical, AND classification registration timeframe.

NOTE: A student's classification will be based on the number of credit hours the student has completed at Washburn University, courses in progress at Washburn, and any transfer credit hours that have been posted.

Classifications:
- Freshman: 0 to 23 credit hours
- Sophomore: 24 to 53 credit hours
- Junior: 54 to 87 credit hours
- Senior: 88 or more credit hours
- Graduate: pursuing graduate courses/degree

- You will only be able to register on your specified dates and during Open Registration.
- Registration is by the first letter of your last name.
- All students of the same classification may register on the last day of their three-day schedule.
- Non-degree seeking students will be classified according to their completed and in-progress credit hours.

REGISTRATION ASSISTANCE - MORGAN 115
Registration staff will be available to answer questions or to provide assistance. The staff will NOT enroll students in person but will assist students who are having difficulty with the registration process on the Web.

ALPHABETICAL/CLASSIFICATION SCHEDULE:

<table>
<thead>
<tr>
<th>Seniors &amp; Graduates</th>
<th>Juniors &amp; Graduates</th>
<th>Sophomores &amp; Graduates</th>
<th>Freshmen &amp; Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 4 A - M</td>
<td>April 7 A - M</td>
<td>April 12 A - M</td>
<td>April 15 A - M</td>
</tr>
<tr>
<td>April 5 N - Z</td>
<td>April 8 N - Z</td>
<td>April 13 N - Z</td>
<td>April 18 N - Z</td>
</tr>
<tr>
<td>April 6 A - Z</td>
<td>April 11 A - Z</td>
<td>April 14 A - Z</td>
<td>April 19 A - Z</td>
</tr>
</tbody>
</table>

OPEN REGISTRATION
April 20 at 8:00 a.m. to August 19, 2005 at 5:00 p.m.

For:
- All Washburn students enrolled for Spring and/or Summer 2005 who did not advance register.
- All new students - must submit an Application for Admission, official transcripts, and ACT scores if fewer than 24 hours of college work has been completed.
- Former students who have been readmitted to the University.

NOTE: To allow for processing, new students and students seeking readmission should submit the above materials to the Office of Admissions by August 1, 2005. Contact Admissions in Morgan Hall Room 114 or at (785) 231-1030 for an Application for Admission.

NOTE: Registration assistance will be available in Morgan 136 on August 17 - 19 and August 22 - 24 from 8:00 a.m. to 5:00 p.m.

IMPORTANT: Students participating in Enrollment must make certain that they have Obtained their WIN and MyWashburn Account Information before registering on the Web. See "BEFORE YOU CAN ENROLL ON THE WEB" on page 2 for details.

To Enroll: Follow the STEPS FOR ENROLLMENT on page 3, Web Enrollment.
New students, returning students, and current students who did not advance register must begin the enrollment process at Step 1.

- There will be NO alphabetical schedule on any of the days.
- The groups of students listed under "Facts You Need to Know" will need to enroll in person.
LATE ENROLLMENT

Late enrollment is for students who did not enroll before August 20, 2005.

Web Enrollment: Saturday, August 20 through Friday, August 26
Students must make certain they have Obtained their WIN and MyWashburn Account Information before they can enroll on the Web. See "BEFORE YOU CAN ENROLL ON THE WEB" on page 2 for details. To enroll, follow the STEPS FOR ENROLLMENT on page 3, Web Enrollment.

Through University Registrar’s Office: Monday, August 29 through Friday, September 9
New students must be admitted through the Office of Admissions before beginning the enrollment process.

To enroll, obtain a LATE ENROLLMENT FORM from the University Registrar's office, Morgan 115, and follow the printed instructions on the form.

DROP/ADD

DROP A COURSE:
Students may drop courses on the Web through their MyWashburn account through Friday, November 4, 2005. Students may not withdraw after November 4.

ADD A COURSE:
Students must have the instructor's permission to add a course beginning Monday, August 29, 2005. The procedures are as follows:

- Obtain the instructor's permission.
- The instructor will provide an electronic permit.
- The student should contact the University Registrar’s Office by email using his/her MyWashburn account (registrar@washburn.edu) or in person in Morgan Hall 115 using a Schedule Change Form.

ENROLLMENT GUIDELINES FOR STUDENTS

1. No student may enroll for more than 20 hours without the consent of the Dean of the academic unit where the student is declared. (Undeclared students go to the Dean of the College of Arts and Sciences.)
2. Undergraduate courses in which the student receives a D or an F may be repeated. Only the repeated grade will be included in determining the cumulative grade point average. It is the responsibility of the student to report repeated courses to the University Registrar's Office. Repeated courses will also be noted by the University Registrar's Office when such circumstances are identified. Students who are taking graduate courses may repeat courses in which they received a grade of C, D, or F if the repeat is granted by the dean/chair of the department offering the course.
3. A freshman is limited to 17 credit hours per semester except upon approval by the faculty advisor and the appropriate Dean.
4. Freshmen whose last names begin with A - K take EN101 during the Fall semester, and those L - Z during the Spring semester.
5. All students must complete 2 credit hours of PE198 Lifetime Wellness. This course may be taken A/pass/fail or for a grade.
6. A/pass/fail option may be selected for one course each semester outside the major area of study with 24 hours and a 2.0 GPA. Through November 4 (for a16-week course), students are allowed to switch from A/pass/fail status to grade status or grade to A/pass/fail status (if qualified). However, only one course per semester (in addition to any courses taught only A/pass/fail) may be so selected.
7. Students enrolled for Audit may convert to credit status by Friday, August 26. Students may not change from grade or A/pass/fail to audit after September 9, 2005.
8. Course Number: Junior status is required for enrollment in English 300. Courses numbered 400 - 499 are also open to graduate students. Courses numbered 500 - 599 are open to graduate students only.
9. Students withdrawing from 16-week courses through September 2, 2005 will not have W’s recorded on their transcripts.
BLUE PRINT
Registration for New Students

All new students and their parents (other than current high school students) are encouraged to attend one of the following registration sessions. These sessions include academic advising and enrollment, and campus tours prior to Orientation in August. Information will be available online at www.washburn.edu/admissions beginning April 1 through June 22, 2005. (All credentials must be received by the Admissions Office and the student file must be completed at least one week prior to each event.)

Freshman Sessions
  Friday, April 29
  Wednesday, June 1
  Friday, June 10

Commonly, this program is geared toward the traditional 18-year old college freshman and their parents.

Transfer Student Sessions
  Thursday, April 28
  Friday, June 3
  Wednesday, June 8

This program is for transfer students.

Open Sessions
  All new students, freshmen and transfers, may pre-register on
  Wednesday, June 15
  Friday, June 17
  Wednesday, June 22
  Friday, June 24

BOD BLAST
Orientation For All New Traditional* Students
August 17 through August 21, 2005
(*An Orientation for new Non-Traditional Students will be held on August 15, 2005)

All students who are new to Washburn should participate in Orientation - whether you are a new freshman or transfer, living on campus or commuting. The program begins with move-in to the residence halls on August 17 and sessions run daily until August 21. There's something for everyone at New Student Orientation. Plan on joining us!

Orientation and Enrollment for Fall 2005 High School Juniors and Seniors
Thursday and Friday
August 11 and 12, 2005
8:00 a.m. - 5:00 p.m.

If you will be a high school junior or senior this fall and would like to take classes at Washburn, plan to enroll on Thursday or Friday, August 11 or 12, from 8:00 a.m. - 5:00 p.m. Students should report to Morgan Hall Room 114. There will be academic advising and enrollment, the opportunity to pay tuition and fees, purchase books, and obtain a student ID card.

To participate in this program, students should complete and mail the following to the Office of Admissions by August 8:
1. Complete a Non-Degree Seeking Application for Admission. These forms are available in high school guidance offices and from the Washburn Admissions Office.
2. Make sure the appropriate people sign the "Request to Enroll Form." These forms are available in high school guidance offices and from the Washburn Admissions Office.

If you took a class at Washburn in Spring 2005, you do not need to file another Application for Admission. Simply complete step 2 above.

Enrollment will follow the orientation session for those who have filed the above forms. For specific information about this program you may call the Washburn Office of Admissions at (785) 231-1030, or talk to your high school guidance counselor.
TUITION AND FEES

BILLING AND PAYMENT

Advanced registered students who do not plan to attend Washburn during the Fall 2005 semester MUST WITHDRAW VIA THE WEB or NOTIFY THE UNIVERSITY to avoid charges.

Online enrollment will be available beginning in April 2005; however, tuition and fees will not be set by the Washburn University Board of Regents until July 2005. Therefore, no fee assessment will occur on student accounts until shortly after that decision is made.

Tuition and fees will be posted on www.washburn.edu/business-office/tuition as soon as they are available. Current rates for 2004-2005 are posted there for budgeting purposes only, as well as on page 53 of this schedule.

Additional information about tuition:

- Classes added after the initial enrollment will be charged 100% of the tuition rate. (Tuition fees are never prorated.)
- Refunds for dropped classes will follow the refund schedule (e.g., class "A" is dropped during the third week of the semester and class "B" is added at the same time – the student will pay 100% of tuition for "B", but receive a 60% refund for "A").
- Resident qualifications are defined in the University catalog.
- The tuition charge per credit hour is applicable to all parts of term such as regular semester, evening programs, etc., whether taken for credit or audit.
- There are no activity fees for telecourses, off-campus courses, or online courses if those are the only courses a student takes.
- Any student enrolling in only short-term/out-of-sequence courses must pay his/her tuition in full by the second day of class.

NEW STUDENT ACCOUNT INTERFACE

Beginning with the Fall 2005 semester, a new, user-friendly student account software will be in place that will offer students more control over their accounts, methods of payment choices, and/or ways that excess financial aid amounts can be paid to them (direct deposit, mailed check, check to be picked up).

With this new software, students can:

- Print Statements of Account (including course information) from the web.
- Print a Payment Voucher for mailing in payment.
- Set up an installment plan and pay for it online or with more traditional methods.
- Set up an automatic payment from a checking or savings account or credit card.
- Set up a preferred email account to automatically "forward" their MyWashburn email.
- Set up parents or others as authorized users. Those authorized users can then:
  - enter direct deposit information for Parent PLUS loan excess;
  - view the student's financial account;
  - set up automatic payment arrangements or make online payments with credit card or web check, in addition to traditional payment methods; and
  - set up preferred email accounts to receive forwarded messages from MyWashburn about their student's account.

In addition, students will be notified via MyWashburn email any time action occurs on their accounts (e.g. when charges are assessed, financial aid released, a payment is due, a late charge is assessed). Authorized parents and others will receive these emails as well.

Students may also request that a printed statement be mailed from the University; however, this printed statement may not be as complete as that which students can print from their MyWashburn accounts, as charges can change when classes are added or dropped, financial aid or scholarship processes are completed, or housing costs are assessed. Information accessed via the web will be the most current available to the student.
PAYMENT OF TUITION AND FEES
(including housing, meals, activity fee)

Tuition and fees are due by the first day of each semester unless payment arrangements are made. The required amount due by the first day varies according to the number of hours taken:

1-2 credit hours - full payment must be made
3-5 credit hours - ½ of the total must be paid; the balance may be paid in one additional payment
6 or more hours - ¼ of the total must be paid; the balance may be paid in three additional payments

Payments may be made in person, by phone (credit card), by mail, or via the web (by web check or credit card). There is a drop box outside the Business Office (Morgan 205) for in-person, after hours payments.

Students who have sufficient financial aid to pay tuition and fees in full need do nothing about payment; financial aid will be applied automatically and excess financial aid disbursed to them according to the student's preferred method of disbursement. However, if a student's financial aid will pay a portion of tuition and fees, the remainder must be paid or set up on installment payments. Students will be able to set up an installment plan via the Web. Some type of arrangement must be made by Friday, August 26, 2005.

Financial Aid Priority deadline for academic year 2005-2006 is March 1, 2005. Students should make sure to submit a FAFSA as close to that date as possible to assure swift processing of financial aid. If a student's financial aid is delayed because his/her FAFSA was not submitted in a timely manner, the student may be required to make a down payment to hold classes.

Last day to pay tuition and fees without a late fee is Friday, August 26, 2005.

Late Fees
After August 26, a single late fee shall be charged according to the number of credits in which you are enrolling.

<table>
<thead>
<tr>
<th>Credits</th>
<th>Late Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.5 - 3.00</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>3.50 - 6.00</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>6.50 - 9.00</td>
<td>$ 75.00</td>
</tr>
<tr>
<td>9.50 or more</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

Refund Dates - Please Note! (See pages 54 and 55 for University Refund Policy)

Tuition is refundable according to the following schedule. The date used to determine the percentage of refund is the day the student processes the withdrawal on the Web. The activity fee and any late registration fees are not refundable. For those students who completely withdraw from classes and have received Title IV funds, please refer to the refund policy published through the Financial Aid Office to determine the refund percentage.

<table>
<thead>
<tr>
<th>Refund Schedule</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 20 - September 2 inclusive</td>
<td>100%</td>
</tr>
<tr>
<td>September 3 - 9 inclusive</td>
<td>60%</td>
</tr>
<tr>
<td>September 10 - 16 inclusive</td>
<td>30%</td>
</tr>
<tr>
<td>September 17 - 23 inclusive</td>
<td>20%</td>
</tr>
<tr>
<td>After September 23</td>
<td>NONE</td>
</tr>
</tbody>
</table>

SHORT TERM CLASSES:

Fees refunded 100% if the student processes the official withdrawal on the Web prior to the beginning of the class.
STUDENT ID's
All students are required to carry the iCard, Washburn University's ID.

New students may obtain their ID on the main level of the Memorial Union in the Ichabod Service Center. Bring one (1) form of government issued photo ID, such as your driver's license, passport, or military ID.

Returning Students with the iCard NO LONGER need to stop by the office. Your cards will be automatically, electronically updated after you have paid your fees.

Special Enrollment Hours:

<table>
<thead>
<tr>
<th>Monday</th>
<th>August 15</th>
<th>8:00 a.m. - 5:00 p.m.</th>
<th>Monday</th>
<th>August 22</th>
<th>8:00 a.m. - 5:00 p.m.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>August 16</td>
<td>8:00 a.m. - 5:00 p.m.</td>
<td>Tuesday</td>
<td>August 23 &amp; 30</td>
<td>8:00 a.m. - 5:30 p.m.</td>
</tr>
<tr>
<td>Wednesday</td>
<td>August 17</td>
<td>8:00 a.m. - 6:00 p.m.</td>
<td>Wednesday</td>
<td>August 24 &amp; 31</td>
<td>8:00 a.m. - 5:30 p.m.</td>
</tr>
<tr>
<td>Thursday</td>
<td>August 18</td>
<td>8:00 a.m. - 6:00 p.m.</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Friday</td>
<td>August 19</td>
<td>8:00 a.m. - 5:00 p.m.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Deposit money on your iCard for use on purchases at participating university locations: Dining Services, University Bookstore, Libraries, Washburn Athletic Department, Washburn Police Department, University Theatre, Vending/Concessions, and the Service Area. The iCard is your photo ID for university services: Library circulation, use of the pool in Petro Allied Health Center, recreational services in the Student Recreation and Wellness Center, and attendance at special music, theatre, and athletic events. The iCard also provides the dining service declining balance account for residence hall students and door access for Living Learning Center/Washburn Village residents.

Call the Ichabod Service Center if you have any questions at (785) 231-1188.

Regular business hours: Monday – Friday, 8:00 a.m. - 5:00 p.m.

*We observe University Holidays*

THE EN 300/200 PLACEMENT EXAM
All students are required to take the EN300/200 Placement Exam. Those whose scores are below the level that indicates the potential for success in EN300 will be required to enroll in and complete EN200 with a grade of C or better to qualify for EN300. Students should understand, therefore, that their enrollment in EN300 is conditional upon the satisfactory completion of the Placement Exam. Scores will be available prior to the first day of class so that students may comfortably rearrange their schedules if necessary. Please register in the English Department, MO 258. The EN300/200 Placement Exam will be given on the following dates:

THURSDAY, April 21, 2005, 2 - 4 and 7 - 9 p.m., Henderson 100
Deadline for registration: Monday, April 18

MONDAY, August 8, 2005, 2 - 4 and 7 - 9 p.m., Henderson 100
Deadline for Registration: Thursday, August 4

You may web-enroll in EN300 after your Placement exam registration has been completed.

Please Note: Students who do not register for the Placement Exam will not be permitted to enroll in EN300. Students who do not take the Placement Exam will not be permitted to remain in class. See prerequisite information, including minimum 53 completed credits.

EN300 ENROLLMENT
Education students must enroll in a section with the Teaching Emphasis.
Business students should enroll in a section with the Business Emphasis.

Update Your Personal Information on the Web
Students may update their permanent, current, and emergency contact addresses using the Web.

To update your address information and your directory profile:
1. Log in to MyWashburn (my.washburn.edu).
2. Select School Services.
4. Select Personal Information Menu.
**COURSE LISTING INFORMATION & EXAMPLES**

Evening courses are in **bold** and shaded:

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Section</th>
<th>Course Reference #</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC</td>
<td>224</td>
<td>EA</td>
<td>10249</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>PM</td>
<td>HC8</td>
<td>5:30 - 6:45</td>
<td>MW</td>
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<tr>
<td>EN101, MA116 (RECOMMENDED) OR MA110, &amp; 24 HRS</td>
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</tbody>
</table>

On-line courses are *italicized*:

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Course Reference #</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BI</td>
<td>203VA</td>
<td>11431</td>
<td>Human Impact on Environment</td>
<td>3</td>
</tr>
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</tbody>
</table>

This course is part of the general education program.

Weekend courses are shaded:

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Building</th>
<th>Room</th>
<th>Time</th>
<th>Day</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>CJ</td>
<td>385WA</td>
<td>Henderson</td>
<td>8</td>
<td>5:30 - 6:45</td>
<td>Monday &amp; Wednesday</td>
<td>Rohr</td>
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</tbody>
</table>

**HOW TO READ THE COURSE INFORMATION:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Course #</th>
<th>Section</th>
<th>Course Reference #</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC</td>
<td>224</td>
<td>EA</td>
<td>10249</td>
<td>Financial Accounting</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building</td>
<td>Room</td>
<td>Time</td>
<td>Day</td>
<td>Instructor</td>
<td></td>
</tr>
<tr>
<td>Henderson</td>
<td>8</td>
<td>5:30 - 6:45</td>
<td>Monday &amp; Wednesday</td>
<td>Rohr</td>
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</tr>
</tbody>
</table>

**Prerequisite:**

EN101, MA116 (RECOMMENDED) or MA110, & 24 HOURS

**NOTE:** Out-of-Sequence or short-term courses are indicated by dates in **bold** beneath the Department designation.

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**IMPORTANT**

The information and classroom assignments in this printed schedule are subject to change after press time; therefore, this schedule should be used for reference only.

**THE MOST CURRENT COURSE INFORMATION IS LOCATED ON WASHBURN’S WEB SITE AT**

http://www.washburn.edu/schedule/schedules.html

**OR**

my.washburn.edu

**FALL 2005 AVAILABLE COURSE LIST**
ACCOUNTING (AC)
School of Business – HC114

AC 224A  30822  Financial Accounting .........................................3
HC203 8:00 - 8:50  MWF .......... Cummins
EN101, MA116 (RECOMMENDED) OR MA110 & 24 HRS

AC 224B  30823  Financial Accounting .........................................3
HC118 9:00 - 9:50  MWF , Moellenberndt
EN101, MA116 (RECOMMENDED) OR MA110 & 24 HRS

AC 224C  30824  Financial Accounting .........................................3
HC118 10:00 - 10:50  MWF , Moellenberndt
EN101, MA116 (RECOMMENDED) OR MA110 & 24 HRS

AC 224D  30825  Financial Accounting .........................................3
MO16 9:30 - 10:45  TR .......... Wasan
EN101, MA116 (RECOMMENDED) OR MA110 & 24 HRS

AC 224EA  30826  Financial Accounting .........................................3
HC112 5:30 - 6:45  TR .......... Wasan
EN101, MA116 (RECOMMENDED) OR MA110 & 24 HRS

AC 224EB  31372  Financial Accounting .........................................3
HC107 5:30 - 6:45  MW .......... Rohr
EN101, MA116 (RECOMMENDED) OR MA110 & 24 HRS

AC 225A  30827  Managerial Accounting .........................................3
CA300 9:00 - 9:50  MWF .......... Wasan
AC224, MA116 OR MA110, BU250 OR CONCURRENT ENROLLMENT & 24 HRS

AC 225B  30828  Managerial Accounting .........................................3
HC118 11:00 - 11:50  MWF .......... Cammack
AC224, MA116 OR MA110, BU250 OR CONCURRENT ENROLLMENT & 24 HRS

AC 225C  31840  Managerial Accounting .........................................3
HC203 8:00 - 9:15  TR .......... Clevenger, T
AC224, MA116 OR MA110, BU250 OR CONCURRENT ENROLLMENT & 24 HRS

AC 225D  31841  Managerial Accounting .........................................3
HC203 11:00 - 12:15  TR .......... Clevenger, T
AC224, MA116 OR MA110, BU250 OR CONCURRENT ENROLLMENT & 24 HRS

AC 225EA  30830  Managerial Accounting .........................................3
HC307 7:00 - 8:15  MW .......... Ockree
AC224, MA116 OR MA110, BU250 OR CONCURRENT ENROLLMENT & 24 HRS

AC 321A  30831  Int Financial Acc I ..............................................3
HC307 9:30 - 10:45  TR .......... Ockree
AC225 & 54 HOURS

AC 322EA  30832  Int Financial Acc II ............................................3
HC203 5:30 - 6:45  TR .......... Moellenberndt
AC321 & 54 HOURS

AC 325A  30833  Cost Accounting ................................................3
HC118 1:00 - 2:15  MW .......... Cammack
AC225, BU250 & 54 HRS OR CONSENT

AC 330EA  30834  Accounting Systems ..........................................3
HC307 5:30 - 6:45  MW .......... Ockree
AC225, BU250 & 54 HOURS

AC 404A  30835  Independent Study - Accounting ..............................1 - 3
ARR .......... STAFF
CONSENT OF DIRECTING FACULTY MEMBER PRIOR TO ENROLLMENT

AC 423A  30836  Federal Income Taxation I ......................................3
HC204 8:00 - 8:50  MWF .......... Clevenger, N
AC224 & AC225 (minimum grade of C) & 88 HOURS OR CONSENT

AC 424EA  31373  Federal Income Taxation II .................................3
HC305 7:00 - 8:15  TR .......... Martin
AC423

AC 425EA  30837  Auditing ........................................................3
HC204 5:30 - 6:45  MW .......... Clevenger, T
AC321, AC322, AC325, & AC330 (minimum grade of C) OR CONSENT

ALLIED HEALTH (AL)
Allied Health Department – BE107

General Allied Health
AL 101A  30650  Introduction to Health Care .................................3
BE207 9:00 - 9:50  MWF .......... STAFF

AL 101B  30651  Introduction to Health Care .................................3
BE207 10:00 - 10:50  MWF .......... STAFF

AL 101C  30652  Introduction to Health Care .................................3
BE211 2:30 - 3:45  TR .......... STAFF

AL 101VA  30653  Introduction to Health Care ...............................3
Online .......... STAFF

AL 320VA  30683  Human Disease ..................................................3
Online .......... candy.bahner@washburn.edu Bahner
BI250 OR BI255 OR BI275 OR CONCURRENT ENROLLMENT

AL 360A  30686  Independent Study/Allied Health .........................1 - 3
ARR .......... STAFF
CONSENT

AL 366VA  30687  Leg & Reg Iss/Hlth Care Pro ..............................3
Online .......... kelli.benenti@washburn.edu Benintendi
HT MAJORS, JR STATUS OR CONSENT

AL 375EA  30692  Health Care Policy ..........................................3
BE305 5:30 - 8:15  W .......... STAFF
Online

AL 382VA  30696  CV Monitoring & Scanning ...............................3
Online .......... STAFF
ADMISSION TO DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM OR AL289

AL 390A  30699  Special Topics/Allied Health ..............................3
ARR .......... STAFF
CONSENT

AL 400VA  30800  Superv Prac Health Care Prof ..........................3
Online .......... AL367 OR CONSENT

AL 410VA  30801  Health Info Systems .........................................3
Online .......... AL375 OR CONSENT

AL 415A  31340  Seminar in Health Care ......................................3
ARR .......... STAFF
CONSENT

Diagnostic Medical Sonography
AL 300VA  31517  Introduction to Ultrasound ..............................2
8/15 - 12/16/05 .......... doug.jones@washburn.edu Jones
Online

AL 330VA  31523  Ultrasonic & CV Phys & Instr ................................3
8/15 - 12/16/05 .......... jerry.schroeder@washburn.edu Schroeder
Online
ADMISSION TO DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM OR CONSENT

AL 373VA  31524  Gen Sonography Proc I .................................3
8/15 - 12/16/05 .......... kelley.mcdonald@washburn.edu McDonald
Online
ADMISSION TO DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM OR CONSENT

AL 376VA  31465  Gen Sonography Clin I ..................................5
8/15 - 12/31/05 .......... kelley.mcdonald@washburn.edu McDonald
Online
ADMISSION TO DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM OR CONSENT

AC 499A  30838  Internship In Accounting .................................3
ARR .......... Gorman
CONSENT OF ACCOUNTING FACULTY, 75 HOURS, 2.5 GPA
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>AL 304VA 30669</td>
<td>Therapeutic Radiobiology</td>
<td>3</td>
<td><a href="mailto:faye.niesen@washburn.edu">faye.niesen@washburn.edu</a></td>
</tr>
<tr>
<td>AL 304VC 30671</td>
<td>Therapeutic Radiobiology</td>
<td>3</td>
<td><a href="mailto:faye.niesen@washburn.edu">faye.niesen@washburn.edu</a></td>
</tr>
<tr>
<td>AL 306VA 30674</td>
<td>Issues in Rad. Therapy I</td>
<td>3</td>
<td><a href="mailto:kris.bowen@washburn.edu">kris.bowen@washburn.edu</a></td>
</tr>
<tr>
<td>AL 307VA 30677</td>
<td>Simulation &amp; Treatment Proc I</td>
<td>3</td>
<td><a href="mailto:john.kratina@washburn.edu">john.kratina@washburn.edu</a></td>
</tr>
<tr>
<td>AL 307VB 30680</td>
<td>Simulation &amp; Treatment Proc I</td>
<td>3</td>
<td><a href="mailto:john.kratina@washburn.edu">john.kratina@washburn.edu</a></td>
</tr>
<tr>
<td>AL 307VC 30681</td>
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<td>3</td>
<td><a href="mailto:john.kratina@washburn.edu">john.kratina@washburn.edu</a></td>
</tr>
</tbody>
</table>
| AL 120A 30659 | Radiogr. Proc. & Pat. Care I                     | 3       | Croucher
| AL 120AA 30673 | Procedures Lab I                                 | 3       | Croucher
| AL 130A 30661 | Radiogr. Exposure I                              | 3       | Roberts
| AL 130AA 30676 | Exposure Lab I                                   | 3       | Roberts
| AL 134XA 30663 | Radiology Clinical I                             | 3       | Roberts
| AL 220A 30682 | Radiogr. Proc. III                               | 2       | Roberts
| AL 230A 30684 | Radiologic Equipment Operation                   | 2       | Roberts
| AL 237XA 31473 | Radiology Clinical IV                            | 4       | Roberts
| AL 185A 30679 | Princ. of Resp. Therapy I                        | 2       | STAFF
| AL 260A 30689 | RT Independent Study                             | 3       | STAFF
| AL 291A 30700 | Resp Therapy Topics & Proc I                     | 5       | AL289
| AL 292A 30701 | Resp Therapy Topics & Proc II                    | 3       | AL289
| AL 293XA 30702 | RT Clinical Practice                             | 5       | AL289
| AL 382A 30693 | CV Monitoring & Scanning (RT)                    | 0       | AL289
ANTHROPOLOGY (AN)
Sociology & Anthropology Department – HC218

AN 112A 30813 Cultural Anthropology ............................................ 3
HC207 9:00 - 9:50 MWF .......... Field
This course is part of the general education program.

AN 112B 30814 Cultural Anthropology ............................................ 3
HC204 11:00 - 11:50 MWF .......... Field
This course is part of the general education program.

AN 112C 30815 Cultural Anthropology ............................................ 3
HC107 12:00 - 12:50 MWF .......... Savage
This course is part of the general education program.

AN 112D 30816 Cultural Anthropology ............................................ 3
HC104 12:00 - 1:15 MW .......... Otudeko
This course is part of the general education program.

AN 112E 30817 Cultural Anthropology ............................................ 3
HC207 2:00 - 3:15 MW .......... Otudeko
This course is part of the general education program.

AN 112F 30818 Cultural Anthropology ............................................ 3
HC8 9:30 - 10:45 TR .......... Wood
This course is part of the general education program.

AN 112G 31273 Cultural Anthropology ............................................ 3
HC8 11:00 - 12:15 TR .......... Wood
This course is part of the general education program.

AN 112H 31714 Cultural Anthropology ............................................ 3
HC104 1:00 - 2:15 TR .......... STAFF
This course is part of the general education program.

AN 112L 31274 Cultural Anthropology ............................................ 3
HC107 2:00 - 3:15 TR .......... Otudeko
This course is part of the general education program.

AN 112J PM 30819 Cultural Anthropology ............................................ 3
MO179 5:30 - 8:00 T .......... Cavender
This course is part of the general education program.

AN 114A 30820 Introduction to Archaeology ............................................ 3
HC203 12:00 - 1:15 MW .......... Wood
Race & Ethnic Group Relations ............................................ 3
HC217 11:00 - 12:15 TR .......... Burton, R
AN112 OR SO100
Croslisted w/SO207A

AN 207A 30874 The Family .......................................................... 3
HC207 12:00 - 1:15 TR .......... Otudeko
AN112 OR AN114
Croslisted w/SO304A

AN 304A 30892 North American Archaeology ............................................ 3
HC8 5:30 - 8:00 Wood
AN112 OR AN114 OR CONSENT

AN 318A PM 31635 Anthropology of Women ............................................ 3
HC208 1:00 - 2:15 TR .......... Field
Aging and Society .......................................................... 3
Burton, A
SO100 OR CONSENT
Croslisted w/SO326VA

AN 320VA 31638 Creativity & Soc: AN & The Arts ............................................ 3
HC107 1:00 - 2:15 MW .......... Field/Paul
AN112 OR CONSENT
Croslisted w/SO300A

AN 361A 30909 Supervised Study ............................................ 1 - 3
ARR
Zelkovitz
MAJORS ONLY, JR OR SR STANDING AND CONSENT

AN 362A 30821 Methods of Social Research ............................................ 3
HC210 12:00 - 1:15 MW .......... Childers
MAJORS ONLY & 15 HOURS OF ANTHROPOLOGY OR CONSENT
Croslisted w/SO362A

AN 363A 30912 Internship ............................................ 1 - 3
ARR
Zelkovitz
MAJORS ONLY, SR STANDING AND CONSENT

ART (AR)
Art Department – AB101

AR 101A 30045 Survey of Art History I ............................................ 3
GC118 1:00 - 2:15 TR .......... Janzen
This course is part of the general education program.

AR 101B 30352 Survey of Art History I ............................................ 3
GC118 8:00 - 9:15 TR .......... Janzen
This course is part of the general education program.

AR 102A PM 30533 Survey of Art History II ............................................ 3
GC118 5:30 - 6:45 TR .......... Hartley
This course is part of the general education program.

AR 103A 30354 Living with Art ............................................ 3
GC118 9:30 - 10:45 TR .......... Knappe
This course is part of the general education program.

AR 103B 30355 Living with Art ............................................ 3
GC118 11:00 - 12:15 TR .......... Knappe
This course is part of the general education program.

AR 103C 31159 Living with Art ............................................ 3
GC118 8:00 - 9:15 MF .......... Marten-Hamon
This course is part of the general education program.

AR 105A 30498 Art & Mus: Parallels & Inter. ............................................ 3
GC143 8:00 - 8:50 MWF .......... Yee/Mallett
This course is part of the general education program.
Croslisted w/MU105A

AR 120A 30356 Design I B/W ............................................ 3
AB118 9:30 - 12:15 TR .......... STAFF
This course is part of the general education program.

AR 120B 31158 Design I B/W ............................................ 3
AB118 1:00 - 3:45 TR .......... Yee
This course is part of the general education program.

AR 120C 31445 Design I B/W ............................................ 3
AB118 1:00 - 3:45 MW .......... STAFF
This course is part of the general education program.

AR 120D PM 30357 Design I B/W ............................................ 3
AB118 5:30 - 8:15 MWF .......... STAFF
This course is part of the general education program.

AR 121A 30358 Design II Color ............................................ 3
AB118 9:00 - 11:45 MW .......... STAFF
AR120

AR 140A 30359 Drawing I ............................................ 3
AB202 1:00 - 3:45 MW .......... Navone
This course is part of the general education program.

AR 140B 30360 Drawing I ............................................ 3
AB202 9:00 - 11:45 MW .......... STAFF
This course is part of the general education program.

AR 140C 31160 Drawing I ............................................ 3
AB202 9:30 - 12:15 TR .......... Almond
This course is part of the general education program.

AR 140D PM 30361 Drawing I ............................................ 3
AB202 7:00 - 9:45 TR .......... Hartley
This course is part of the general education program.

AR 219A 30369 Introduction to Printmaking ............................................ 3
AB212 1:00 - 3:45 TR .......... Almond
AR120 & AR140

AR 220A 30371 Photography I ............................................ 3
AB216 9:30 - 12:15 TR .......... Wanless
This course is part of the general education program.

AR 220B PM 30372 Photography I ............................................ 3
AB216 7:00 - 9:45 MW .......... Wanless

AR 223A 30499 Intro to Comp. Graphic Design ............................................ 3
AB211 9:00 - 11:45 MW .......... Sharafy
AR120 OR CONSENT

AR 223B PM 30500 Intro to Comp. Graphic Design ............................................ 3
AB211 5:30 - 8:15 TR .......... Zoble
AR120 OR CONSENT

AR 229A PM 30501 Web Graphics I ............................................ 3
CA108 5:30 - 6:45 MW .......... Yeh/Yoon/Marchant
CROSSTLISTED CROSSTLISTED

AR 231A 31528 Basic Digital Photography ............................................ 3
AB216 9:00 - 2:30 F .......... STAFF
AR220

AR 240A 30072 Painting I ............................................ 3
AB205 9:00 - 11:45 MW .......... Navone
AR121, AR140 AND AR141
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**BIOLOGY (BI)**

**Biology Department – ST201**

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**BUSINESS GRADUATE (AC)(BU)(EC)**

**School of Business – HC114**

### Graduate

#### Core level graduate courses

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<td>BU 923GA 30918</td>
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<td>EC 925GA 30948</td>
<td>Economic Environment</td>
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#### Upper level graduate courses

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<td>Legal &amp; Ethical Issues</td>
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### Core level graduate courses

- **BU 483GA 30900** Marketing Management
  - Time: BU360 AND 88 HOURS
  - TR: Stoica

- **BU 473EA 31848** Marketing Channels
  - Time: BU360
  - TR: Revell

- **BU 471A 30900** Marketing Management
  - Time: BU360 AND 88 HOURS
  - TR: Stoica

### Upper level graduate courses

- **BU 952GA 30921** Human Resources
  - Time: HC104 5:30 - 8:15

- **BU 953GA 31849** Product Systems
  - Time: BU923, BU927, BU928

### Chemistry (CH)

**Chemistry Department – ST302**

**Chemistry in Context**

- Time: ST300 9:00 - 9:50
- Instructor: Salem

### Chemistry in Context

- Time: ST300 9:00 - 9:50
- Instructor: Salem

### Chemistry in Context

- Time: ST300 9:00 - 9:50
- Instructor: Salem

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- Instructor: Salem

### Chemistry in Context

- Time: ST300 9:00 - 9:50
- Instructor: Salem
CH 121AR 31736 Gen, Org, & BioChem Recitation.........................0
ST303 4:00 - 4:50 M...............Angel MA110 OR MA116 OR MA140 CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 121BL 30563 PM General, Organic & BioChem Lab .......................0
ST303 5:30 - 6:20 R...............STAFF
ST306 6:20 - 8:29 MA110 OR MA116 OR MA140 CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 121BR 30662 Gen, Org, & BioChem Recitation.........................0
ST303 12:00 - 12:50 T...........Angel MA110 OR MA116 OR MA140 CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151A 30070 Fundamentals of Chemistry I ...............................5
ST103 8:00 - 8:50 MWF...........Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151AL 30074 Fundamentals of Chem. I Lab ..............................0
ST303 2:00 - 2:50 M...............STAFF
ST306 2:50 - 4:59 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151AR 30078 Fund. of Chem. I Recitation...............................0
ST300 12:00 - 12:50 M..............Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151B 31696 Fundamentals of Chemistry I ...............................5
ST103 10:00 - 10:50 MWF...........Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151BL 30075 PM Fundamentals of Chem. I Lab ..............................0
ST303 5:30 - 6:20 M...............STAFF
ST306 6:20 - 8:29 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151BR 30117 Fund. of Chem. I Recitation...............................0
ST303 9:00 - 9:50 T.................STAFF
ST306 9:50 - 11:59 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151CL 30077 Fundamentals of Chem. I Lab..............................0
ST303 9:00 - 9:50 T...............STAFF
ST306 9:50 - 11:59 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151CR 31266 PM Fund. of Chem. I Recitation...............................0
ST300 5:30 - 6:20 M.................Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151DL 31421 Fundamentals of Chem. I Lab..............................0
ST303 2:00 - 2:50 T...............Salem ST306 2:50 - 4:59 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151DR 30217 Fundamentals of Chem. I Lab..............................0
ST303 11:00 - 11:50 T..............Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151EL 30216 PM Fundamentals of Chem. I Lab..............................0
ST303 5:30 - 6:20 T...............STAFF
ST306 6:20 - 8:29 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151ER 30118 Fund. of Chem. I Recitation...............................0
ST300 12:00 - 12:50 T..............Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151FL 31704 PM Fund of Chem I Lab........................................0
ST303 5:30 - 6:20 W.................STAFF
ST306 6:20 - 8:29 MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 151FR 31701 Fund of Chem I Recitation................................0
ST300 3:00 - 3:50 T.................Schmidt MA116 OR CONCURRENT ENROLLMENT
This course is part of the general education program.

CH 320A 31263 Analytical Chemistry.................................3
ST303 10:00 - 10:50 MWF...........STAFF
CH315

CH 321A 31262 Analytical Chemistry Lab...............................1
ST303 2:00 - 2:50 W.................STAFF
ST308 2:50 - 4:59

CH 340A 30119 Organic Chemistry I...............................3
ST101 10:00 - 10:50 MWF...........Leung CH315

CH 342A 30120 Organic Chemistry I Lab.Lecture....................2
ST101 12:00 - 12:50 R..............Leung CH340 OR CONCURRENT ENROLLMENT

CH 342AL 30121 Organic Chemistry I Lab..............................0
ST311 2:00 - 4:59 M...............Leung CH340 OR CONCURRENT ENROLLMENT

CH 342BL 30122 Organic Chemistry I Lab...............................0
ST311 9:00 - 11:59 T.................Leung CH340 OR CONCURRENT ENROLLMENT

CH 342CL 31291 Organic Chemistry I Lab..............................0
ST303 2:00 - 2:50 W.................Leung CH340 OR CONCURRENT ENROLLMENT

CH 344A 31703 Inorganic Chemistry Lab...............................1
ST308 9:00 - 11:59 R.................Schmidt CH342

CH 350A 30029 Biochemistry I........................................3
ST300 11:00 - 11:50 MWF...........Barton CH340

CH 351A 30048 Biochemistry Lab Lecture..............................2
ST303 1:00 - 1:59 T.................Barton CH342, CH350 OR CONCURRENT ENROLLMENT OR CONSENT

CH 351AL 30049 Biochemistry Lab........................................0
ST311 2:00 - 4:59 T.................Barton CH342, CH350 OR CONCURRENT ENROLLMENT OR CONSENT

CH 381A 31702 Physical Chemistry I...............................3
ST300 10:00 - 10:50 MWF...........Angel CH152, PS282 (HIGHLY RECOMMENDED) OR PS262 AND MA152 OR CONCURRENT ENROLLMENT

CH 390A 30144 Undergrad Chemical Research.......................1 - 5
ARR Schmidt

CH 390B 30035 Undergrad Chemical Research.......................1 - 5
ARR Barton

CH 390C 30129 Undergrad Chemical Research.......................1 - 5
ARR Leung

CH 390D 30131 Undergrad Chemical Research.......................1 - 5
ARR Schmidt

CRIMINAL JUSTICE (CJ) UNDERGRADUATE & GRADUATE
Criminal Justice Department – BE201

CJ 100A 30902 Crime & Justice in America...............................3
MO137 9:30 - 10:45 TR............Berry

CJ 100B 30903 Crime & Justice in America...............................3
MO175 2:00 - 3:15 MW...........Taylor

CJ 100EA 30904 Crime & Justice in America...............................3
MO137 5:30 - 8:00 M.............STAFF

CJ 100VA 30905 Crime & Justice in America...............................3
Online STAFF

CJ 110A 30906 Intro to Law Enforcement...............................3
BE211 9:30 - 10:45 TR............Bayens, G
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COMMUNICATION (CN)
Communication Department – MO266

CN 101A 30014 Prin & Prac of Hum Comm.................................3
MO16 9:00 - 9:50 MWF .......... STAFF
This course is part of the general education program.

CN 101B 30161 Prin & Prac of Hum Comm.................................3
MO260 10:00 - 10:50 MWF .......... Kosinar
This course is part of the general education program.

CN 101C 30162 Prin & Prac of Hum Comm.................................3
MO268 12:00 - 1:15 MW .......... STAFF
This course is part of the general education program.

CN 101D 30163 Prin & Prac of Hum Comm.................................3
MO175 9:30 - 10:45 TR .......... O'Leary
This course is part of the general education program.

CN 101E 30164 Prin & Prac of Hum Comm.................................3
MO175 11:00 - 12:15 TR .......... Kosinar
This course is part of the general education program.

CN 101F 30165 Prin & Prac of Hum Comm.................................3
MO159 1:00 - 2:15 TR .......... Kosinar
This course is part of the general education program.

CN 101G 31755 Prin & Prac of Hum Comm.................................3
MO259 4:10 - 5:25 MW .......... STAFF
This course is part of the general education program.

CN 101H 31066 Prin & Prac of Hum Comm.................................3
MO259 5:30 - 6:45 TR .......... STAFF
This course is part of the general education program.

Online 31067 Prin & Prac of Hum Comm.................................3
STAFF
This course is part of the general education program.

CN 150A 30013 Public Speaking.............................................3
MO268 9:00 - 9:50 MWF .......... Ubel
This course is part of the general education program.

CN 150B 30015 Public Speaking.............................................3
MO178 10:00 - 10:50 MWF .......... Brown
This course is part of the general education program.

CN 150C 30016 Public Speaking.............................................3
MO178 11:00 - 11:50 MWF .......... STAFF
This course is part of the general education program.

CN 150D 30017 Public Speaking.............................................3
MO178 12:00 - 1:15 MW .......... AFF
This course is part of the general education program.

CN 150E 31756 Public Speaking.............................................3
MO268 1:30 - 2:45 MW .......... Brown
This course is part of the general education program.

CN 150F 31068 Public Speaking.............................................3
MO268 9:30 - 10:45 TR .......... STAFF
This course is part of the general education program.

CN 150G 31069 Public Speaking.............................................3
GC231 11:00 - 12:15 TR ...... Schnoebele
This course is part of the general education program.

CN 150H 31071 Public Speaking.............................................3
MO158 5:30 - 6:45 MW .......... STAFF
This course is part of the general education program.

CN 150J 31072 Public Speaking.............................................3
MO259 4:10 - 5:25 TR .......... STAFF
This course is part of the general education program.

CN 150K 31157 Public Speaking.............................................3
MO178 5:30 - 6:45 TR .......... STAFF
This course is part of the general education program.

CN 154A 31086 Forensics ..................................................1 - 3
MO260 3:00 - 5:00 MW .......... STAFF
CONSENT

CN 300A 30010 Organizational Communication..........................3
MO268 11:00 - 11:50 MWF .......... Kosinar
CN101

CN 320A 31073 Comm. in the Legal Process..............................3
MO268 10:00 - 10:50 MWF .......... Ubel
CN101

ECONOMICS (EC)
School of Business – HC114

EC 100A 30927 Intro To Economics .........................................3
HC303 11:00 - 11:50 MWF .......... Baker
NOT OPEN TO STUDENTS W/CREDIT IN EC200 OR EC201
This course is part of the general education program.

EC 200A 30928 Principles of Microeconomics............................3
HC208 10:00 - 10:50 MWF .......... Walker
MA116 (RECOMMENDED) OR MA110 AND 24 HRS
This course is part of the general education program.

EC 200B 30929 Principles of Microeconomics............................3
HC207 11:00 - 11:50 MWF .......... Walker
MA116 (RECOMMENDED) OR MA110 AND 24 HRS
This course is part of the general education program.

EC 200C 30930 Principles of Microeconomics............................3
HC307 8:00 - 9:15 TR .......... Nizovtsev
MA116 (RECOMMENDED) OR MA110 AND 24 HRS
This course is part of the general education program.

EC 200D 30931 Principles of Microeconomics............................3
HC112 11:00 - 12:15 TR .......... Nizovtsev
MA116 (RECOMMENDED) OR MA110 AND 24 HRS
This course is part of the general education program.

EC 200E 30932 Principles of Microeconomics............................3
BE211 1:00 - 2:15 MW .......... Byrne
MA116 (RECOMMENDED) OR MA110 AND 24 HRS
This course is part of the general education program.

EC 200EA 30933 Principles of Microeconomics............................3
HC207 7:00 - 8:15 MW .......... Byrne
MA116 (RECOMMENDED) OR MA110 AND 24 HRS
This course is part of the general education program.
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<th>Course</th>
<th>Title</th>
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<td>Principles of Macroeconomics</td>
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<td>History of Economic Thought</td>
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<td>Labor Economics</td>
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<td>Honors Research in Economics</td>
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<td>EC 443EA 31036 PM</td>
<td>Labor Relations</td>
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<td>EC 925GA 30948 PM</td>
<td>Economic Environment</td>
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<td>Sch Supervision &amp; Staff Dev</td>
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| EA 590GA 31692 | Building Internship | 1 | Harden | CONDITIONAL LICENSURE AS BUILDING LEVEL ADMINISTRATOR
ED 315A 30210 Teaching Sci in Elem Sch ............................... 3
CA304 2:01 - 3:30 MWF .......... Ohm
ADMISSION TO TEACHER EDUCATION PROGRAM, PS126, BI100 & BI101
ED 317A 30213 Math/Science Practicum ..................................... 2
CA304 3:31 - 4:30 MWF .......... Coester
CONCURRENT ENROLLMENT IN ED310, ED315 &
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 317B 30218 Math/Science Practicum ..................................... 2
CA304 3:31 - 4:30 MWF .......... Coester
CONCURRENT ENROLLMENT IN ED310, ED315 &
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 317C 30219 Math/Science Practicum ..................................... 2
CA304 3:31 - 4:30 MWF .......... Coester
CONCURRENT ENROLLMENT IN ED310, ED315 &
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 317D 31599 Math/Science Practicum ..................................... 2
CA304 3:31 - 4:30 MWF .......... Coester
CONCURRENT ENROLLMENT IN ED310, ED315 &
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 320A 30231 Teaching Reading in Elem Sch .............................. 3
CA306 8:30 - 9:30 MTWRF ...Woltersberger
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 325A 30232 Tchng Lang Arts & Childrn Lit ............................. 3
CA306 9:31 - 10:30 MTWRF ...Woltersberger
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 327A 30233 Literacy Practicum ............................................. 2
CA306 10:31 - 11:30 MTWRF ...Woltersberger
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 327B 30234 Literacy Practicum ............................................. 2
CA306 10:31 - 11:30 MTWRF ...Woltersberger
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 327C 30235 Literacy Practicum ............................................. 2
CA306 10:31 - 11:30 MTWRF ...Woltersberger
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 327D 30236 Literacy Practicum ............................................. 2
CA306 10:31 - 11:30 MTWRF ...Woltersberger
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 330A 30238 Tchng Soc Stud thr Intg Curric ......................... 3
CA304 12:30 - 2:00 TR .......... Fry
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 335A 30242 Cre Exp in the Elem/Mid Sch ......................... 2
CA304 2:01 - 4:30 T .......... Coester/Mallett
ADMISSION TO TEACHER EDUCATION PROGRAM AND ED300, ED305
ED 337A 30254 Social Studies Practicum ................................... 1
CA304 2:01 - 4:30 R .......... Fry
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 337B 30255 Social Studies Practicum ................................... 1
CA304 2:01 - 4:30 R .......... Fry
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 337C 30256 Social Studies Practicum ................................... 1
CA304 2:01 - 4:30 R .......... Fry
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 337D 30257 Social Studies Practicum ................................... 1
CA304 2:01 - 4:30 R .......... Fry
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 340A 31856 Teaching Adoless in Mid School ......................... 3
CA203 5:30 - 8:30 T .......... STAFF
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 353VA 30262 Assess & Eval in Ear Ch Ed .............................. 3
Online
McConnell
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 362A 30264 Meth of Tchng Eng in Sec Sch ............................ 3
CA203 4:00 - 5:15 TR .......... Dimmitt
ADMISSION TO TEACHER EDUCATION PROGRAM AND CONSENT
ED 363A 30265 Meth-Tchng Math in Sec Sch .............................. 3
CA300 1:30 - 2:45 MW .......... Mower
ADMISSION TO TEACHER EDUCATION PROGRAM AND CONSENT
ED 366A 30266 Meth Tchng Soc Stud in Sec Sch ........................... 3
CA304 7:00 - 9:30 M .......... Goosen
ADMISSION TO TEACHER EDUCATION PROGRAM AND CONSENT
ED 381A 31698 Craft Tech in Mid-Sec Sch ................................. 3
AB125 1:00 - 3:45 TR .......... Lasley
Crosslisted w/AR381A
ED 385A 30275 Foundations of Education ................................. 3
CA203 8:00 - 9:15 TR .......... Harden
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 385B 30276 Foundations of Education ................................. 3
CA300 1:00 - 2:15 TR .......... Harden
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 400A 30277 Understanding the School ................................. 2
CA200 4:00 - 6:30 M .......... Cook
Meets 8/22 & 8/23 in HC100 – 8:00 – 12:00
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 400B 30284 Understanding the School ................................. 2
CA200 4:00 - 6:30 M .......... Cook
Meets 8/22 & 8/23 in HC100 – 8:00 – 12:00
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 402A 30275 Tchng Struggling Learners ................................. 2
CA203 5:30 - 8:30 M .......... STAFF
ADMISSION TO TEACHER EDUCATION PROGRAM
ED 405A 30288 Classroom Management .............................. 1
HC100 1:00 – 3:00 MT .......... Rettig
Meets 8/22 & 8/23 only – class will be online
remainder of semester
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 405B 31238 Classroom Management .............................. 1
HC100 1:00 – 3:00 MT .......... Rettig
Meets 8/22 & 8/23 only – class will be online
remainder of semester
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 410A 30290 Secondary Student Teaching .......................... 12
ARR .......... Cook
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 415A 31610 5th-8th Grade Student Teaching .......................... 4
ARR .......... Cook
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 420A 30292 K - 6 Student Teaching ................................. 8
ARR .......... Cook
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 430A 31609 Student Teaching Birth - Gr 3 ................................. 4
ARR .......... Cook
ADMISSION TO STUDENT TEACHING &
CONSENT
ED 440A 31611 Student Teaching Grades P-12 .......................... 12
ARR .......... Cook
ED302
ED 474A 31760 ST: Teaching in Jamaica ................................. 2
CA304 5:00 - 7:00 R .......... McConnell
ADMISSION TO STUDENT TEACHING &
EN 101D 30417 Freshman Comp....................................................3
MO259 9:00 - 9:15 TR.......................... STAFF
This course is a University requirement.

EN 101E 31169 Freshman Comp....................................................3
MO18 9:00 - 9:50 MWF............. STAFF
This course is a University requirement.

EN 101F 30418 Freshman Comp....................................................3
MO159 9:00 - 9:50 MWF............. STAFF
This course is a University requirement.

EN 101G 30419 Freshman Comp....................................................3
MO159 10:00 - 10:50 MWF............. STAFF
This course is a University requirement.

EN 101H 30420 Freshman Comp....................................................3
MO16 10:00 - 10:50 MWF............. STAFF
This course is a University requirement.

EN 101I 30421 Freshman Comp....................................................3
MO159 11:00 - 11:50 MWF............. STAFF
This course is a University requirement.

EN 101J 30422 Freshman Comp....................................................3
MO16 11:00 - 11:50 MWF............. STAFF
This course is a University requirement.

EN 101K 30423 Freshman Comp....................................................3
MO18 11:00 - 11:50 MWF............. STAFF
This course is a University requirement.

EN 101L 30424 Freshman Comp....................................................3
MO159 11:00 - 12:15 TR............. STAFF
This course is a University requirement.

EN 101M 30425 Freshman Comp....................................................3
MO160 11:00 - 12:15 TR............. STAFF
This course is a University requirement.

EN 101N 30426 Freshman Comp....................................................3
MO158 12:00 - 12:50 MWF............. STAFF
This course is a University requirement.

EN 101O 30427 Freshman Comp....................................................3
MO159 12:00 - 12:50 MWF............. STAFF
This course is a University requirement.

EN 101P 30428 Freshman Comp....................................................3
MO260 12:00 - 12:50 MWF............. STAFF
This course is a University requirement.

EN 101Q 30429 Freshman Comp....................................................3
MO160 1:00 - 2:15 TR............. STAFF
This course is a University requirement.

EN 101R 30430 Freshman Comp....................................................3
MO259 1:30 - 2:45 MWF............. STAFF
This course is a University requirement.

EN 101S 30431 Freshman Comp....................................................3
MO159 1:30 - 2:45 MWF............. STAFF
This course is a University requirement.

EN 101T 31252 Freshman Comp....................................................3
MO260 1:30 - 2:45 MWF............. STAFF
This course is a University requirement.

EN 101U 31509 Freshman Comp....................................................3
MO259 5:30 - 8:00 WI............. STAFF
This course is a University requirement.

EN 101W 31510 Freshman Comp....................................................3
MO259 5:30 - 8:00 W............. STAFF
This course is a University requirement.

EN 101X 31511 Freshman Comp....................................................3
MO260 5:30 - 8:00 W............. STAFF
This course is a University requirement.

EN 101Y 31512 Freshman Comp....................................................3
MO260 5:30 - 6:45 TR............. STAFF
This course is a University requirement.

EN 101Z 31513 Freshman Comp....................................................3
MO260 7:00 - 8:15 TR............. STAFF
This course is a University requirement.

EN 102A 30405 Freshman English Honors........................................3
MO260 9:00 - 9:50 MWF............. Hoogenakker
COnSENT
This course is a University requirement.
EN 102B 30406 Freshman English Honors.................................3
MO259 12:00 - 12:50 MWF ....... Hoogenakker
CONSENT
This course is a University requirement.

EN 102C 30407 Freshman English Honors.................................3
MO259 11:00 - 11:50 TR ......... Stein
CONSENT
This course is a University requirement.

EN 133A 30409 Stories Around the World.................................3
MO180 9:00 - 9:50 MWF ........... Godman
This course is part of the general education program.
Crosslisted w/EN393A

EN 135A 31518 Intro to Lit ..............................................3
MO160 11:00 - 11:50 MWF ......... Godman
This course is part of the general education program.

EN 145A 31187 Shakespeare in Action.................................3
MO160 10:00 - 10:50 MWF ........... Godman
This course is part of the general education program.

EN 178A 30410 Fantasy ..................................................3
MO158 11:00 - 12:15 TR ......... Sheldon
This course is part of the general education program.
Crosslisted w/EN393B

EN 192A 32106 Literature and Film ..................................3
MO180 10:50 - 11:40 W .............. Pruitt
This course is part of the general education program.
Crosslisted w/EN393C

EN 200A 30411 Intermediate Comp.................................3
MO160 9:00 - 9:50 MWF ......... Siebert
EN101 (MINIMUM GRADE C)
Intermediate Comp.................................3
MO178 11:00 - 12:15 TR ......... Siebert
EN101 (MINIMUM GRADE C)

EN 200B 30412 Intermediate Comp-PLAN only ..........................3
Online
EN101 (MINIMUM GRADE C)
Crosslisted w/EN200WB

EN 200VB 31571 Intermediate Comp-No PLAN ..........................3
Online
EN101 (MINIMUM GRADE C)
9:00 - 9:50 MWF ......... Feistau
Crosslisted w/EN200VA

EN 205A 30413 Creative Writing ........................................3
MO260 9:30 - 10:45 TR ....... Averill/Fleury
EN101 OR CONSENT
This course is part of the general education program.

EN 205B 30414 Creative Writing ........................................3
MO260 11:00 - 12:15 TR ....... Fleury/Averill
EN101 OR CONSENT
This course is part of the general education program.

EN 208A 30435 Business & Technical Writing ..........................3
MO180 9:30 - 10:45 TR ......... Sheldon
EN101 OR EN102
This course is part of the general education program.

EN 208B 30436 Business & Technical Writing ..........................3
MO18 11:00 - 12:15 TR ......... Sheldon
EN101 OR EN102
This course is part of the general education program.

EN 208C 30437 Business & Technical Writing ..........................3
PM
MO18 5:30 - 6:45 MW ............. Dawes
EN101 OR EN102
This course is part of the general education program.

EN 208D 30438 Business & Technical Writing ..........................3
PM
MO18 7:00 - 8:15 MW ............. Dawes
EN101 OR EN102
This course is part of the general education program.

EN 214A 30450 Women & Literature ..................................3
PM
MO159 5:30 - 8:00 T ............. Ray
This course is part of the general education program.
Crosslisted w/EN393D & EN596GA

EN 225A 30451 Survey of English Literature ..........................3
MO259 9:00 - 9:50 MWF ......... Kennedy
Survey of Drama ...............................3
GC131 11:00 - 12:15 TR ......... Ray
Crosslisted w/TH206A

EN 299A 31557

Students enrolling for English 300 must take the Placement Exam.
Register in the English Department, MO258.
See Page 10 for details on dates, times, location.
Students who do not take the Placement Exam prior to the beginning of the semester will not be permitted to remain in class (see prerequisite).

EN 300A 30452 Advanced Comp .........................................3
MO260 8:00 - 9:15 TR ......... Kennedy
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300B 30463 Advanced Comp .........................................3
MO160 9:30 - 10:45 TR ......... Penner
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300C 30464 Advanced Comp .........................................3
MO178 9:30 - 10:45 TR ......... Ray
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300D 30465 Adv Comp-Teaching Emphasis ..........................3
MO259 10:00 - 10:45 MWF ......... Dimmitt
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300E 30466 Adv Comp-Business Emphasis ..........................3
MO158 10:00 - 10:50 MWF ......... Sheldon
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300F 30467 Adv Comp-Teaching Emphasis ..........................3
MO259 11:00 - 11:50 MWF ......... Dimmitt
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300G 30468 Advanced Comp .........................................3
MO260 11:00 - 11:50 MWF ......... Siebert
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300H 30469 Adv Comp-Pre-Law Emphasis ..........................3
MO381 11:00 - 11:50 TR ......... Kennedy
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300I 30470 Adv Comp-Business Emphasis ..........................3
MO160 12:00 - 12:50 MWF ......... Sheldon
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.

EN 300J 30471 Adv Comp-PLAN only ..................................3
MO160 12:00 - 12:50 MWF ......... Sheldon
EN101 (MINIMUM GRADE C) & PASS EN300 PLACEMENT EXAM OR EN200 (MINIMUM GRADE C)
This course is a University requirement.
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**Modern Foreign Language Department – MO375**

**Arabic**
- FL 101A 31567 Beginning Arabic I................................. 4 |
  - MO377 4:00 - 4:50 MTWF ...... Schley, A |
- FR 211A 30021 Intensive Grammar Review............................... 3 |
  - MO376 1:00 - 1:50 MWF .......... STAFF |
- FR 290A 31742 Study Abroad in France................................. 6 - 15 |
  - ARR |
  - Parker |
  - CONSENT |
  - FR 306A 31548 La France Contemporaine............................... 3 |
  - MO376 10:00 - 12:05 TR .......... Parker |
  - FR212 OR CONSENT |
  - FR 390A 31744 Study Abroad in France................................. 6 - 15 |
  - ARR |
  - Parker |
  - CONSENT |
- FR 599A 31565 Cultural Differences: French........................... 3 |
  - MO376 12:30 - 2:35 TR .......... Parker |
  - CONSENT |
  - FR 9/27 - 12/1/05 |

**Chinese**
- FL 101B 31568 Beginning Chinese I.................................... 4 |
  - MO381 5:30 - 7:30 TR .......... Li |
- FR 211A 30021 Intensive Grammar Review............................... 3 |
  - MO376 1:00 - 1:50 MWF .......... STAFF |
- FR 290A 31742 Study Abroad in France................................. 6 - 15 |
  - ARR |
  - Parker |
  - CONSENT |
- FR 306A 31548 La France Contemporaine............................... 3 |
  - MO376 10:00 - 12:05 TR .......... Parker |
  - FR212 OR CONSENT |
- FR 390A 31744 Study Abroad in France................................. 6 - 15 |
  - ARR |
  - Parker |
  - CONSENT |
- FR 599A 31565 Cultural Differences: French........................... 3 |
  - MO376 12:30 - 2:35 TR .......... Parker |
  - CONSENT |
  - FR 9/27 - 12/1/05 |

**German**
- GE 101A 30042 Beginning German I................................. 4 |
  - MO378 11:00 - 11:50 MTRF ............ Vogel |
- GE 101B 31212 Beginning German I................................. 4 |
  - MO381 1:00 - 1:50 MWF .......... Lunte |
- GE 207A 31607 Basic German Conversation............................. 3 |
  - MO381 10:00 - 12:50 MWF .......... Lunte |
  - GE102, 2 YRS HS GERMAN OR CONSENT |
- GE 211A 30044 German Grammar Review................................. 3 |
  - MO381 9:30 - 10:45 TR .......... Vogel |
  - GE102 OR CONSENT |
- GE 290A 31537 Study Abroad in Austria................................. 6 - 15 |
  - ARR |
  - STAFF |
  - CONSENT |
- GE 302A 31535 Intro to German Lit.................................... 3 |
  - MO376 11:00 - 11:50 MWF .......... Lunte |
  - GE212 OR CONSENT |
**GE 374A** 31250 Independent Study ...........................................1 - 3  
ARR  Lunte  CONSENT

**GE 374B** 31451 Independent Study ...........................................1 - 3  
ARR  Vogel  CONSENT

**GE 390A** 31257 Study Abroad in Austria .................................6 - 15  
ARR  STAFF  CONSENT

**Japanese**

**JP 101A** 31585 Beginning Japanese I .........................................4  
MO381 3:00 - 3:50 MTWR...... Takahashi

**Spanish**

**SP 101A** 30043 Beginning Spanish I .........................................4  
SP 101B 31051 Beginning Spanish I .........................................4  
SP 101C 31052 Beginning Spanish I .........................................4  
SP 101D 31053 Beginning Spanish I .........................................4  
SP 101E 31539 Beginning Spanish I .........................................4  
SP 102A 31055 Beginning Spanish II .........................................4  
SP 102B 31306 Beginning Spanish II .........................................4  
SP 102C 31223 Beginning Spanish II .........................................4  
SP 211A 31219 Spanish Grammar Review .....................................3  
SP 211B 31422 Spanish Grammar Review .....................................3  
SP 290A 31544 Study Abroad in Latin America .........................6 - 15  
ARR  STA FF  CONSENT

**GEOPGRAPHY (GG)**

**GG 101A** 30449 Intro to Geography ...........................................3  
HC208 9:30 - 10:45 TR ......Schmiedeler  
This course is part of the general education program.

**GG 101B** 30665 Intro to Geography ...........................................3  
HC208 11:00 - 12:15 TR ......Schmiedeler  
This course is part of the general education program.

**GG 208A** 31470 World Regional Geography .................................3  
HC203 5:30 - 8:00 M ...... Baffa  
This course is part of the general education program.

**GG 304A** 31156 Geography of KS ..............................................3  
HC208 1:00 - 2:15 MW ......Schmiedeler  
SOPH STATUS

**GEOLOGY (GL)**

**Physics & Astronomy Department – ST108**

**GL 101A** 30031 Intro to Geology ..............................................3  
ST111 9:00 - 11:40 S ...... Stallard  
This course is part of the general education program.

**GL 101B** 31680 Intro to Geology ..............................................3  
ST111 10:00 - 10:50 MWF ...... STAFF  
This course is part of the general education program.

**GL 101C** 31681 Intro to Geology ..............................................3  
ST111 5:30 - 6:45 TR ...... STAFF  
This course is part of the general education program.

**GL 101D** 31682 Intro to Geology ..............................................3  
ST111 11:00 - 12:15 TR ...... STAFF  
This course is part of the general education program.

**GL 103A** 30388 Historical Geology ...........................................3  
ST103 5:30 - 8:10 M ...... Gilliland  
This course is part of the general education program.

**HISTORY (HI)**

**History Department – HC311**

**HI 100A** 30300 Survey-Early Wld Hist .....................................3  
CA300 12:00 - 1:15 MW ...... STAFF

**HI 100B** 31579 Survey-Early Wld Hist .....................................3  
HC308 11:00 - 12:15 TR ...... Prasch  
This course is part of the general education program.

**HI 100VA** 30301 Online Survey-Early Wld Hist...............................3  
Tucker

**HI 101A** 30320 Chng Wld Hist: Trad & Trans .......................3  
HC204 9:00 - 9:50 MW ...... Morse  
This course is part of the general education program.

**HI 101B** 30348 Chng Wld Hist: Trad & Trans .......................3  
HC6 11:00 - 11:50 MW ...... Morse  
This course is part of the general education program.

**HI 102A** 30365 Modern World History .................................3  
HC304 8:00 - 8:50 MW ...... Cott  
This course is part of the general education program.

**HI 102B** 30366 Modern World History .................................3  
HC304 10:00 - 11:50 TR ...... Cott  
This course is part of the general education program.

**HI 111A** 30367 US History I ..................................................3  
HC308 8:00 - 8:50 MW ...... Dewar  
This course is part of the general education program.

**HI 111B** 31615 US History I ..................................................3  
HC8 9:00 - 9:50 MW ...... STAFF  
This course is part of the general education program.

**HI 111C** 30455 US History I ..................................................3  
HC304 1:30 - 2:45 MW ...... Wagonn  
This course is part of the general education program.

**HI 111D** 30456 US History I ..................................................3  
HC303 4:10 - 5:25 MW ...... Wagonn  
This course is part of the general education program.

**HI 111E** 31616 US History I ..................................................3  
HC308 5:30 - 6:45 MW ...... STAFF  
This course is part of the general education program.

**HI 111F** 30458 US History I ..................................................3  
HC104 8:00 - 9:15 TR ...... Hawkins  
This course is part of the general education program.

**HI 111G** 30607 US History I ..................................................3  
HC104 9:30 - 10:45 TR ...... Hawkins  
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<td>Women in US History</td>
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**Human Services (HS)**

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<td>Human Development</td>
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<td>McMillen BE211 5:00 - 6:45</td>
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**Health (HL)**

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<td>HL 200A</td>
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**Honors (HN)**

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**Human Services (HS)**

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<td>HS 131A</td>
<td>Human Development</td>
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<td>Ford BE211 5:00 - 6:45</td>
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HS 240VA 30973  Intro to Dev. Disabilities ................. 3
dave.skinner@washburn.edu Skinner
Online
HS 241A 30974  Applied Behavioral Interventions........... 3
ST101 1:00 - 1:40 T................. Skinner
HS 241VA 30976  Applied Behavioral Interventions........... 3
dave.skinner@washburn.edu Skinner
Online
HS 243XA 30978  Fund Amer Sign Language ............................ 3
5:30 - 8:00 M................. STAFF
Classes held at KNI, 3107 W 21 St.
(Wheatland Building)
HS 250VA 30979  Becoming A Helping Profesional............ 3
diane.mcmillen@washburn.edu McMillen
HS100 AND HC131
Online
HS 251EA 30982  Case Management.......................... 3
MO179 5:30 - 8:00 M................. McMillen
HS100 AND HS131 OR CONSENT
Croslisted w/HS305EA
HS 260A 30984  Directed Study in HS .......................... 1 - 3
ARR
STAFF
CLOSING FACTS OF FACULTY AND CHAIR
HS 270VA 31258  Theories in Aging.................................. 3
Online
deborah.altus@washburn.edu Altus
HS 280A 30985  Internship I ........................................ 3
ARR W/HS FACULTY ADVISOR STAFF
HS100, HS121, AT LEAST ONE COURSE IN
EMPHASIS AREA AND CONSENT
HS 280VA 30987  Internship I ........................................ 3
iris.wilkinson@washburn.edu Wilkinson
HS100, HS121, AT LEAST ONE COURSE IN
EMPHASIS AREA AND CONSENT
Online
HS 281A 30986  Internship II................................. 3
ARR W/HS FACULTY ADVISOR STAFF
HS250, HS280, AT LEAST TWO COURSES IN
EMPHASIS AREA AND CONSENT
HS 281VA 30992  Internship II ........................................ 3
iris.wilkinson@washburn.edu Wilkinson
HS250, HS280, AT LEAST TWO COURSES IN
EMPHASIS AREA AND CONSENT
Online
HS 290EA 31707  Juvenile Justice.......................... 3
MO175 5:30 - 8:00 W................. Alexander
Croslisted w/CJ270EA
HS 290XA 30989  Intrmd Amer Sign Language II.................. 3
5:30 - 8:00 R................. STAFF
Classes held at KNI, 3107 W 21 St.
(Wheatland Building)
HS 300VA 30990  Prevention in Human Services............... 3
iris.wilkinson@washburn.edu Wilkinson
Online
HS 302VA 30991  Social Change & Advocacy HS.................. 3
paula.daoust@washburn.edu Daoust
Online
HS 305EA 31241  Case Management.......................... 3
MO179 5:30 - 8:00 M................. McMillen
HS100 AND HS131 OR CONSENT
Croslisted w/HS251EA
Online
HS 310EA 30993  Human Sexuality.......................... 3
BE301 5:30 - 8:00 M................. Wright
JR STATUS
HS 315EA 31708  Subs Abuse & Oth Disabilities.................. 3
HC207 5:30 - 8:00 R................. Wilkinson
JR STATUS
HS 325VA 30998  Group Work in Human Services............ 3
diane.munro-seymour@washburn.edu Munro-Seymour
JR STATUS
Online
diane.munro-seymour@washburn.edu Munro-Seymour
HS 325EA 30997  Group Work in Human Services............ 3
BE305 5:30 - 8:00 T................. Osherding
JR STATUS
Online
deborah.altus@washburn.edu Altus
HS 330VA 30999  Theories of Intervention in HS.................. 3
BE305 5:30 - 8:00 T................. Osherding
Online
HS 360A 31000  Directed Study in HS .......................... 1 - 3
ARR
STAFF
CLOSING FACTS OF FACULTY AND CHAIR
HS 380A 31001  Internship III............................... 3
ARR W/HS FACULTY ADVISOR STAFF
HS281, HS300, HS302 AND CONSENT
HS 380VA 31002  Internship III............................... 3
iris.wilkinson@washburn.edu Wilkinson
Online
HS 381VA 31003  Internship III – PLAN 2+2 only.................. 3
iris.wilkinson@washburn.edu Wilkinson
HS281, HS300, HS302 AND CONSENT
Online
HS 390A 31709  Morita Methods in Counseling.................. 3
BE301 1:00 - 3:45 W................. Ogawa
JR STATUS
HS 390WA 31710  Eastern Therapies/Intrv Strat.................. 3
9/30-10/30/05
BE211 ........................................... Ogawa
F: 6:00 - 10:00/SY: 8:00 - 5:00
Meets 9/30 - 10/2, 10/28 - 10/30
JR STATUS
HS 411EA 31261  Family Issues/Human Services............... 3
BE211 5:30 - 8:00 R................. Gunnell
JR/SR STATUS
HS 415EA 31008  Adv Methds Addictn Counseling................ 3
BE207 5:30 - 8:00 W................. Doolin
JR/SR STATUS, HS210 RECOMMENDED
HS 445A 31009  Legal Ethical & Policy Issues............... 3
BE305 1:00 - 3:45 M................. Petersen
JR/SR STATUS
HS 450VA 31010  Multicultural Issues in HS.................. 3
Online
paula.daoust@washburn.edu Daoust
JR/SR STATUS
HS 481A 31011  Internship IV.............................. 3
ARR W/HS FACULTY ADVISOR STAFF
HS380, HS325, HS330, UPPER DIV COURSE IN
EMPHASIS AREA AND CONSENT
Crosslisted w/HS350GV
HS 481VA 31012  Internship IV.............................. 3
iris.wilkinson@washburn.edu Wilkinson
HS380, HS325, HS330, UPPER DIV COURSE IN
EMPHASIS AREA AND CONSENT
Online
HS 495A 31013  Program Evaluation.......................... 3
BE301 1:00 - 3:45 R................. Altus
HS300, HS302
Crosslisted w/HS595GA
HS 498VA 31712  Sr Hum Svcs Capstone Sem................... 3
Online
iris.wilkinson@washburn.edu Wilkinson
MAJORS ONLY
HS 550GV 31014  Multicultural Issues in HS.................. 3
Online
paula.daoust@washburn.edu Daoust
Crosslisted w/HS450VA
HS 595GA 31015  Program Evaluation.......................... 3
BE301 1:00 - 3:45 R................. Altus
Crosslisted w/HS495A
INTENSIVE ENGLISH (IE)
Intensive English Center --- MO375
INTERNATIONAL STUDENTS (NEW & RETURNING)
MUST ENROLL IN THE INTERNATIONAL HOUSE
IE 071A 31349  Basic Grammar & Structures.................. 3
MO178 2:30 - 4:30 MW................. STAFF
CREDIT NOT APPLICABLE TOWARD DEGREE
IE 072A 31350  Basic Reading Comprehension............... 3
MO378 1:00 - 2:00 MTWR.............. STAFF
CREDIT NOT APPLICABLE TOWARD DEGREE
IE 073EA 31351  Basic Spkng & Understanding.............. 3
MO377 5:30 - 7:30 MW................. STAFF
CREDIT NOT APPLICABLE TOWARD DEGREE
IE 074A 31352  Basic Academic Writing.................. 3
MO178 2:30 - 4:30 TR................. STAFF
CREDIT NOT APPLICABLE TOWARD DEGREE
**INTERDISCIPLINARY STUDIES (IS)**  
**College of Arts and Sciences – MO108**

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**IS 375A 31670** Women And Popular Culture....................... 3
**IS 389VA 31107** Capstone Development............................. 3
**IS 390VA 31108** Capstone Project................................. 2

**KANSAS STUDIES (KS)**
**Political Science Department – HC225**

| AR  | 399A | 31531 | Documentary Photo (Small Kansas Towns)...................... 3 |
|     |      |        | MO216 1:00 - 3:45 TR.................STAFF               |
| EN  | 101C | 30416 | Freshman Comp (Kansas Emphasis)...............3 |
|     |      |        | MO159 8:00 - 8:50 TR.................STAFF               |
| EN  | 101P | 30428 | Freshman Comp (Kansas Emphasis)...............3 |
|     |      |        | MO260 12:00 - 12:50 TR.................STAFF               |

**GG 304A 31156** Geography of KS.................................. 3
**HC208 1:00 - 2:15 TR.........Schmiedel**
**PO 307A 31052** Historical Geology (Kansas Emphasis)................ 3
**PO 307B 31053** Historical Geology (Kansas Emphasis)................ 3

**INTERDISCIPLINARY STUDIES (IS)**
**Capstone Project.................................................. 2**

**IS 100A 31102** Women And Popular Culture....................... 3
**IS 327A 31670** Women And Popular Culture....................... 3
**IS 389VA 31107** Capstone Development............................. 3
**IS 390VA 31108** Capstone Project................................. 2

**LEADERSHIP INSTITUTE (LE)**
**Henderson 101**

| LE  | 100A | 31267 | Explore Concept of Leadership......................... 3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| LE  | 100B | 31268 | Explore Concept of Leadership......................... 3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| LE  | 200A | 31347 | Ethics & Rspsibilities of Ldrship.............3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| PO  | 107A | 30252 | Ethics & Rspsibilities of Ldrship.............3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| PO  | 107B | 30253 | Ethics & Rspsibilities of Ldrship.............3 |

**LEADERSHIP INSTITUTE (LE)**
**Henderson 101**

| LE  | 100A | 31267 | Explore Concept of Leadership......................... 3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| LE  | 100B | 31268 | Explore Concept of Leadership......................... 3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| LE  | 200A | 31347 | Ethics & Rspsibilities of Ldrship.............3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| PO  | 107A | 30252 | Ethics & Rspsibilities of Ldrship.............3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| PO  | 107B | 30253 | Ethics & Rspsibilities of Ldrship.............3 |

**LEADERSHIP INSTITUTE (LE)**
**Henderson 101**

| LE  | 100A | 31267 | Explore Concept of Leadership......................... 3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| LE  | 100B | 31268 | Explore Concept of Leadership......................... 3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| LE  | 200A | 31347 | Ethics & Rspsibilities of Ldrship.............3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| PO  | 107A | 30252 | Ethics & Rspsibilities of Ldrship.............3 |
|     |      |        | MO211 1:00 - 2:15 TR.................STAFF               |
| PO  | 107B | 30253 | Ethics & Rspsibilities of Ldrship.............3 |

**LEGAL STUDIES (LG)**
**Office, Legal & Technology Department – BE311**

| LG  | 100A | 30859 | Intro to Paralegalism........................................ 3 |
|     |      |        | MO211 9:00 - 9:50 TR.................STAFF               |

**LG 150EA 30868** Computers in the Law Office.................. 3
**LG 200A 30869** Intro to Law........................................ 3
**LG 200VA 30879** Intro to Law........................................ 3

**LG 215EA 31320** Property Law......................................... 3
**LG 220A 31600** Wills & Estate Admin................................. 3

**LG 220A 31600** Wills & Estate Admin................................. 3
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**LIBERAL STUDIES (LS)**

**Morgan Hall 253**

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**MATHEMATICS & STATISTICS (MA)**

Mathematics and Statistics Department – MO275

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**MATHEMATICS & STATISTICS (MA)**

Mathematics and Statistics Department – MO275

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Mathematics and Statistics Department – MO275

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This course is part of the general education program.
MA 116 30136 College Algebra .................................................3
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 116J 30248 College Algebra .................................................3
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 116K 30249 College Algebra .................................................3
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 116L 30250 College Algebra .................................................3
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 116M PM 30137 College Algebra .............................................3
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 116N PM 30251 College Algebra .............................................3
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 116VA 31168 College Algebra (online) ....................................3
LaLonde
MA104 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 117A 30329 Trigonometry .....................................................3
MA116 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 117B 31655 Trigonometry .....................................................3
MA116 OR EQUIV - GRAPHIC CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 123A 30330 Pre-Calculus ......................................................3
MA110 OR MA116 OR EQUIV - CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 140A 30343 Statistics ...........................................................3
MA110 OR MA116 OR EQUIV - CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 140B 30332 Statistics ...........................................................3
MA110 OR MA116 OR EQUIV - CALCULATOR REQ/TI-83 OR EQUIV
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MA 140C 30331 Statistics ...........................................................3
MA110 OR MA116 OR EQUIV - CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 140D 30339 Statistics ...........................................................3
MA110 OR MA116 OR EQUIV - CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 141A 30346 Applied Calculus I ..............................................3
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 141B 30347 Applied Calculus I ..............................................3
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 141C 31175 Applied Calculus I ..............................................3
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 141D 30349 Applied Calculus I ..............................................3
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 142A 31278 Applied Calculus II ............................................3
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 145A 30036 Math for Decision Making .................................3
MA110 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 151A 30350 Calc & Analytic Geometry I .............................5
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 151B 30351 Calc & Analytic Geometry I .............................5
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.

MA 152A 30020 Calc & Analytic Geometry II .............................5
MA104 OR MA116 OR EQUIV - GRAPHICS CALCULATOR REQ/TI-83 OR EQUIV
This course is part of the general education program.
MA 153A 30019 Calc & Analytic Geometry III .............................. 3
MA 206A 30039 Discrete Math for Computing ............................ 3
MA 228A 30208 Math for Elem. Educators ................................. 4
MA 228AA 30212 Math for Elem. Educators............................... 0
MA 261A 30022 Linear Algebra .................................................. 3
MA 344A 31657 Mathematical Stats I ......................................... 3
MA 346A 31177 Regression Analysis ......................................... 3
MA 354A 31658 Modern Algebra .............................................. 3
MA 390A 31447 Math for Middle School Teachers ....................... 3
MM 100A 30209 Intro to Mass Media ......................................... 3
MM 100B 30083 Intro to Mass Media ......................................... 3
MM 100C 30221 Intro to Mass Media ......................................... 3
MM 100D 30222 Intro to Mass Media ......................................... 3
MM 100E 30223 Intro to Mass Media ......................................... 3
MM 100F 30224 Intro to Mass Media ......................................... 3
MM 100G 30225 Intro to Mass Media ......................................... 3
MM 100H 30226 Intro to Mass Media ......................................... 3
MM 100I 30227 Intro to Mass Media ......................................... 3
MM 100J 30228 Intro to Mass Media ......................................... 3
MM 200A 31590 Media Literacy .................................................. 3
MM 202A 30226 Basic Media Writing ....................................... 3
MM 202B 30227 Basic Media Writing ....................................... 3
MM 210A 31185 Beginning Video Technologies ............................ 3
MM 210B 31186 Beginning Video Technologies ............................ 3
MM 294A 31507 Campus Media Practicum .................................. 1 - 3
MM 300A 30229 Mass Media Law .............................................. 3
MM 310A 30230 TV Production I ................................................ 3
MM 319A 30240 Public Relations .............................................. 3
MM 320A 30241 Advanced Newswriting .................................... 3
MM 321A 30073 Publication Technology ................................. 3
MM 322A 30243 Editing ......................................................... 3
MM 352A 30245 Advertising ..................................................... 3
MM 380A 30246 Online Publishing ........................................... 3
MM 393A 31216 ST: Promotions Writing ................................. 3
MM 400A 31853 Media Effects .................................................. 3
MM 411A 30247 Media Management ......................................... 3
MM 413A 30267 TV Production Lab ......................................... 1
MM 430A 30269 Feature Writing .............................................. 3
MM 490A 30270 Senior Seminar ............................................... 1
MM 492A 30279 Independent Study ........................................... 1 - 3
MM 511GA 31617 Media Management ....................................... 3
MM 515GA 31854 Media Effects .............................................. 3

MASS MEDIA (MM)

Mass Media Department – HC316

MM 100A 30209 Intro to Mass Media ......................................... 3
MM 100B 30083 Intro to Mass Media ......................................... 3
MM 100C 30221 Intro to Mass Media ......................................... 3
MM 100D 30222 Intro to Mass Media ......................................... 3
MM 100E 30223 Intro to Mass Media ......................................... 3
MM 100F 30224 Intro to Mass Media ......................................... 3
MM 100G 30225 Intro to Mass Media ......................................... 3
MM 100H 30226 Intro to Mass Media ......................................... 3
MM 100I 30227 Intro to Mass Media ......................................... 3
MM 100J 30228 Intro to Mass Media ......................................... 3
MM 200A 31590 Media Literacy .................................................. 3
MM 202A 30226 Basic Media Writing ....................................... 3
MM 202B 30227 Basic Media Writing ....................................... 3
MM 210A 31185 Beginning Video Technologies ............................ 3
MM 210B 31186 Beginning Video Technologies ............................ 3
MM 294A 31507 Campus Media Practicum .................................. 1 - 3
MM 300A 30229 Mass Media Law .............................................. 3
MM 310A 30230 TV Production I ................................................ 3
MM 319A 30240 Public Relations .............................................. 3
MM 320A 30241 Advanced Newswriting .................................... 3
MM 321A 30073 Publication Technology ................................. 3
MM 322A 30243 Editing ......................................................... 3
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MM 400A 31853 Media Effects .................................................. 3
MM 411A 30247 Media Management ......................................... 3
MM 413A 30267 TV Production Lab ......................................... 1
MM 430A 30269 Feature Writing .............................................. 3
MM 490A 30270 Senior Seminar ............................................... 1
MM 492A 30279 Independent Study ........................................... 1 - 3
MM 511GA 31617 Media Management ....................................... 3
MM 515GA 31854 Media Effects .............................................. 3

MILITARY STUDIES & MILITARY SCIENCE (MS)

Criminal Justice Department – BE201

MS 100A 31671 Intro to Military Studies .................................. 3
MS 102A 31676 Army ROTC Military Science 1 .......................... 1
MS 102X 31683 Army ROTC Military Science 1 .......................... 1
MS 120A 31100 Army Military Science ...................................... 2
MS 120X 31101 Army Military Science ...................................... 2
MS 202A 31684 Army Basic Military Science ............................ 1

34
**MUSIC (MU)**

**Music Department – GC211**

**MU 70A 31368**
Performance Class .......................... 0
ARR 2:30 - 3:20 T ....................... Saville

**MU 100A 30007**
Enjoyment of Music ......................... 3
GC143 10:00 - 10:50 MWF ........... Elisha, S
This course is part of the general education program.

**MU 100B 30008**
Enjoyment of Music ......................... 3
GC143 11:00 - 11:50 MWF ........... Snook, L
This course is part of the general education program.

**MU 100C 30009**
Enjoyment of Music ......................... 3
GC143 9:30 - 10:45 TR .............. Rivers
This course is part of the general education program.

**MU 100D 30334**
Enjoyment of Music ......................... 3
GC220 1:00 - 2:15 MW .......... Fillerup
This course is part of the general education program.

**MU 100E 31738**
Enjoyment of Music ......................... 3
GC143 11:00 - 12:15 TR .......... Gamboa
This course is part of the general education program.

**MU 100F 30333**
Enjoyment of Music ......................... 3
GC220 7:00 - 9:30 R ............... Beneventi
This course is part of the general education program.

**MU 101A 30088**
American Popular Music .................. 3
GC143 7:00 - 9:30 M .............. Patterson
This course is part of the general education program.

**MU 102A 31733**
American Musicals, A History ............ 3
GC218 7:00 - 8:15 TR ............. Axton
This course is part of the general education program.

**MU 103A 30335**
Jazz History .............................. 3
GC143 9:00 - 9:50 MWF .......... Wilkinson
This course is part of the general education program.

**MU 104A 30336**
Movies & Music .......................... 3
GC143 4:10 - 6:40 T ............. Marshall
This course is part of the general education program.

**MU 104B 30337**
Movies & Music .......................... 3
GC143 7:00 - 9:30 T .............. Marshall
This course is part of the general education program.

**MU 104C 30338**
Movies & Music .......................... 3
GC143 4:10 - 6:40 R .............. Smith
This course is part of the general education program.

**MU 104D 31369**
Movies & Music .......................... 3
GC143 7:00 - 9:30 R .............. Smith
This course is part of the general education program.

**MU 105A 30484**
Art & Music: Para. & Inter......... 3
GC143 8:00 - 8:50 MWF .... Mallett/Barr
This course is part of the general education program.

**MU 109A 30099**
Piano for Beginners I .................. 2
GC235 4:10 - 5:25 MW .......... Strait

**MU 111A 30101**
Group for Beginners .................. 2
GC143 5:30 - 7:10 M .......... Hearrell

**MU 121A 31746**
Intro to Music .......................... 1
ARR 10:00 - 10:50 MWF .......... Mallett

**MU 121B 31748**
Rhythmic Perception .................. 1
GC220 10:00 - 10:50 MWF .......... Morgan

**MU 122A 31750**
Rhythmic Perception .................. 1
GC220 11:00 - 11:50 MWF .......... Morgan

**MU 123A 31751**
Computers & Music ..................... 1
GC235 10:00 - 10:50 MWF .......... Ding

**MU 123B 31752**
Computers & Music ..................... 1
GC235 11:00 - 11:50 MWF .......... Ding

**MU 124A 30104**
Group Piano II .......................... 1
GC235 8:00 - 8:50 MWF .......... Ding

**MU 134A 31440**
Group Piano II .......................... 1
GC235 7:30 - 8:45 TR .......... Taggart

**MU 200A 31475**
Special Topics/Music Instrument Repair I 3
GC218 5:30 - 6:45 M .......... STAFF

**MU 207A 30156**
Double Reed Techniques ............... 1
GC218 4:10 - 6:40 T .......... Krutz

**MU 209A 31721**
Single Reed/Flute Techniques ......... 1
GC218 4:10 - 5:25 MW .......... Treinen

**MU 212A 31336**
Percussion Techniques ................. 1
GC143 4:10 - 5:00 MWF .......... Morgan

**MU 214A 30158**
Group Piano IV .......................... 1
GC235 11:00 - 11:50 MWF .......... Ding

**MU 215A 30160**
Theory & Aural Comp I ................. 4
GC220 9:00 - 9:50 MTWRF .......... Meador

**MU 237A 30162**
Choral Clinic ............................ 1
GC218 10:00 - 10:50 TR .......... Kellim

**MU 243A 30165**
Composition ............................ 1 - 3
GC229 ARR .................. Rivers

**MU 244A 30167**
Accompanying ............................ 0 - 2
GC229 ARR .................. Rivers

**Ensembles**

**MU 245A 30169**
Band ........................................ 0 - 1
GC143 1:00 - 2:20 MWF .......... Higgins/Saville

**MU 246A 31338**
Women’s Chorus ........................ 0 - 1
GC143 12:30 - 2:00 TR .......... Mallett

**MU 247A 30171**
Choir, Singers .......................... 0 - 1
GC143 12:30 - 2:00 TR .......... Kellim

**MU 248A 30172**
Choir, Washburn ........................ 0 - 1
GC143 12:00 - 12:50 MWF .......... Kellim

**MU 249A 30173**
Jazz Ensemble I .......................... 0 - 1
GC143 11:00 - 12:20 TR .......... Wilkinson

**MU 249B 30175**
Jazz Ensemble II .......................... 0 - 1
GC140 11:00 - 12:20 TR .......... Treinen

**MU 251A 30176**
Orchestra .................................. 0 - 1
GC143 3:30 - 4:20 TR .......... Gamboa

**MU 252A 31729**
Orchestra, String ........................ 0 - 1
GC143 2:30 - 4:00 MW .......... Gamboa

**MU 253A 30177**
Percussion Ensemble ..................... 0 - 1
GC143 12:00 - 12:50 MWF .......... Mallory

**MU 254A 30178**
Small Ensembles .......................... 0 - 1
GC329 12:30 - 1:30 TR .......... Gamboa

**Private Lessons**

**MU 255A 30179**
Bassoon ................................... 1 - 3
GC319 ARR .................. Krutz

**MU 256A 30180**
Cello ....................................... 1 - 3
GC315 ARR .................. Elisha, S

**MU 257A 30181**
Clarinet ..................................... 1 - 3
GC213 ARR .................. Saville
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### NURSING (NU)

#### School of Nursing – PC203

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NU 490BF 31792 Capstone Practicum ................................. 2
 10/31 - 12/9/05
NU 500GA 31825 Theor Fnd For Adv Nursing Prac ................................. 3
PC226 1:00 - 3:50 W .......... McBride
ADMISSION TO MSN PROGRAM
NU 506V 31824 Advanced Pathophysiology ........................................ 3
ARR Clark, B
ADMISSION TO MSN PROGRAM
NU 510V 31823 Professional Role Development ........................................ 2
ARR Clark, N
ADMISSION TO MSN PROGRAM
NU 560GA 31376 Special Topics ................................................................. 1 - 3
ARR Hornberger
ADMISSION TO MSN PROGRAM AND CONSENT

OFFICE ADMINISTRATION (OA)
Office, Legal & Technology Department – BE311

OA 128A 31016 Intro to Computer Apps ......................................................... 3
BE210 11:00 - 12:15 TR .......... Diffley
OA 225A 31017 Spreadsheet Applications-Excel ........................................ 3
BE210 12:30 - 1:45 TR .......... Diffley
OA 235A 31038 Database Applications-Access ........................................ 3
BE210 12:30 - 1:45 MW .......... Diffley
OA 242VA 31327 Proc for the Office Prof .............................................. 3
Online judy.diffley@washburn.edu Diffley
OA 290WA 31574 PowerPoint XP .............................................................. 1
10/8 & 10/15/05
OA 290WB 31575 Internet Applications ........................................................... 1
9/24 & 10/1/05
OA 290WC 31576 Dreamweaver ................................................................. 1
11/5 & 11/12/05
OA 290WD 31573 HTML Essentials ......................................................... 1
9/10 & 9/17/05
BE212 8:30 - 4:30 S .......... Sklarman

PEACE STUDIES
History Department – HC311

Core Courses
IS 180A 31852 Int To Peace, Just & Conf Res ........................................... 3
HC104 9:00 - 9:50 MWF .......... Staff
PO 352A 31474 Peace Stud & Conf Res ...................................................... 3
HC304 9:00 - 9:50 MWF .......... Hamilton
Electives
BI 203VA 31296 Human Impact on Environment ........................................... 3
Online Scherff
This course is part of the general education program.
BI 203VB 31666 Human Impact on Environment ........................................... 3
Online Scherff
This course is part of the general education program.
BI 310A 30214 Ecology ................................................................. 4
ST200 2:00 - 3:15 MW ........ Landrum
B105, B110
BI 310AA 30215 Ecology-Lab ................................................................. 0
ST116 2:00 - 4:50 T .......... Landrum
B105, B110
CJ 430A 31022 Crim Just Policy & Issues .............................................. 3
HC217 2:00 - 3:15 TR .......... Smith-Mahdi
CJ 430VA 31081 Crim Just Policy & Issues .............................................. 3
Online jackquice.smith-mahdi@washburn.edu Smith-Mahdi
EC 201A 30934 Principles of Macroeconomics ............................................ 3
HC107 8:00 - 9:15 TR Dickens
EC200, MA116 (RECOMMENDED) OR MA110 AND
24 HRS
This course is part of the general education program.

EC 201B 30935 Principles of Macroeconomics ............................................ 3
HC112 10:00 - 10:50 MWF .......... Kwak
EC200, MA116 (RECOMMENDED) OR MA110 AND
24 HRS
This course is part of the general education program.
EC 201C 30936 Principles of Macroeconomics ............................................ 3
HC112 11:00 - 11:50 MWF .......... Kwak
EC200, MA116 (RECOMMENDED) OR MA110 AND
24 HRS
This course is part of the general education program.
EC 201DA 30937 Principles of Macroeconomics ............................................ 3
HC207 5:30 - 6:45 MW .......... Ball
EC200, MA116 (RECOMMENDED) OR MA110 AND
24 HRS
This course is part of the general education program.
EC 443EA 31036 Labor Relations ......................................................... 3
HC6 7:00 - 8:15 TR .......... Kotch

EN 133A 30409 Stories Around the World .................................................. 3
MO180 9:00 - 9:50 MWF .......... Shelton
This course is part of the general education program.
EN 339A 30547 Stories Around the World .................................................. 3
MO180 9:00 - 9:50 MWF .......... Shelton
Croslisted w/EN339A

EC 200, MA116 (RECOMMENDED) OR MA110

PH 102A 30635 Ethics:Intro to Moral Problems ........................................... 3
GC231 10:00 - 10:50 MWF .......... Jacobs
PH 102B 30637 Ethics:Intro to Moral Problems ........................................... 3
GC231 11:00 - 11:50 MWF .......... Jacobs
This course is part of the general education program.

PO 346VA 31480 Legal Issue in Pub Svc .................................................. 3
Online Swartz

PM 250A 31039 Purchasing Internship ................................................... 3
PC125 11:00 - 11:50 MWF .......... Bonnell
Basketball ................................................................. 1
PC100 1:00 - 1:50 TR .......... Staff

Purchasing (PC)

Health and Physical Education Department – PC201

PC 104A 30537 Step Aerobics ................................................................. 1
PC125 11:00 - 11:50 MWF .......... Bonnell
Basketball ................................................................. 1
PC100 1:00 - 1:50 TR .......... Staff

Physical Education (PE)
PE 257 30570 Prevention & Care of Ath Injur........................................3
PC224 9:30 - 10:45 TR ..........Slack
Extra Fee Required.
BI250 OR BI275
PE 258A 31623 Clnc Exp In Athletic Trng-Intr .................................1
PC121 11:00 - 11:50 TR ..........Burns
PE256 AND PE257 OR CONCURRENT
PE 260A 31597 PE Activity Tech 1-Team Sport..................................2
PC250 1:00 - 2:15 TR ..........Lockwood
PE 271A 30577 First Aid & CPR...................................................2
PC226 9:30 - 10:20 TR ..........Wohl
PM  PC226 5:30 - 7:20 T ............Slack
PE 300A 30578 Paych of Sport & Phys Activity......................................3
PC224 12:00 - 12:50 MWF ..........Friesen
PE 304A 30579 Coaching Baseball & Softball.....................................2
PC225 9:00 - 9:50 MW ..........Anson
PE 306A 30580 Admin-Ath, Intramurals & PE....................................3
PC221 1:00 - 2:15 TR ..........Friesen
PE 308A 30581 Nutrition-Sports & Fitness.........................................3
PC221 1:00 - 2:15 TR ..........Anson
PE 310A 30582 Elem/Mid Sch Hlth & PE...........................................3
PC221 11:00 - 12:15 TR ..........Sparks
PE 312A 30586 Kinesiology..............................................................3
PC226 11:00 - 12:15 TR ..........Bender
PE 324A 30587 Act & Meth of Elem Sch PE....................................3
PC221 1:00 - 1:50 MW ..........STAFF
PE270 AND PE311 OR CONSENT
PE 325A 30588 Curr Dev & Sec PE Meth..........................................4
PC221 11:00 - 12:15 MW ..........Sparks
PE300 AND PE310 OR CONSENT
PE 326A 30589 Physiology of Exercise.............................................3
PC226 11:00 - 12:15 MW ......McCormick
BI250 OR BI275
PE 355A 30590 Therap Mod & Exer in Inj Mgmt..............................3
PC121 8:00 - 8:50 MW ..........STAFF
PE270 AND PE311
PE 360A 30591 PE Act Tech III-Ind/Dual Sport....................................2
PC100 11:00 - 12:15 TR ..........Burns
PE 365A 31598 PE Act Tech V-Outdoor Activity................................2
8/20 - 10/27/05
PC221 8:30 - 10:30 TR ..........STAFF
Extra Fee Required.
PE 392A 30592 Clinical Exp in AT-Evaluation...................................2
PC121 9:00 - 9:50 MW ..........Burns
PE300
PE 400A 30593 Planning & Leading Exercise....................................2
PC104 8:00 - 8:50 TR ..........McCormick
PE310 AND PE326
PE 410A 30594 Fitness Testing & Ex Preser ........................................3
PC225 11:00 - 12:15 TR ..........McCormick
PE326
PE 411A 30595 Current Lit in Ex Physiology...................................3
PC92 9:30 - 10:45 TR ..........Burns
PE326
PE 440A 30596 Measurement & Eval in Phys Ed.................................3
PC226 9:00 - 9:50 MW ..........McCormick
MA110 OR MA116
PE 492A 30597 Clin Exp AT-Skill Integration.....................................2
PC121 8:30 - 9:20 TR ..........Burns
AL315 OR AL320
PE 494B 31730 Internship I-Sport Management.................................1 - 12
ARR
Friesen
COMPLETION OF CORE AND CONCENTRATION COURSES
PE 494A 31337 Internship I-Ex Phys.............................................1 - 12
PC225 11:00 - 11:50 F ..........Bender
COMPLETION OF CORE AND CONCENTRATION COURSES
PE 495A 31606 Internship II .........................................................1 - 12
PC225 11:00 - 11:50 F ..........Bender
COMPLETION OF CORE AND CONCENTRATION COURSES
PE 496A 31634 Synthesis & Application in PE..................................2
PC225 11:00 - 11:50 MW ..........Bender
COMPLETION OF CORE AND CONCENTRATION COURSES

PHILOSOPHY (PH)

PH 100A 30632 World Views and Moral Values.................................3
MO158 9:00 - 9:50 MW ..........Nobo
This course is part of the general education program.
PH 100B 30634 World Views and Moral Values.................................3
GC118 11:00 - 11:50 MW ..........Nobo
This course is part of the general education program.
PH 102A 30635 Ethics:Introduction to Moral Problems........................3
GC231 10:00 - 10:50 MW ..........Jacobs
This course is part of the general education program.
PH 102B 30637 Ethics:Introduction to Moral Problems........................3
GC231 11:00 - 11:50 MW ..........Jacobs
This course is part of the general education program.
PH 110A 30639 Logic for Computer Programming.............................3
HC112 8:00 - 8:50 MW ..........Rood
This course is part of the general education program.
PH 115A 30641 Philosophy of Love and Sex.....................................3
GC231 9:30 - 10:45 TR ..........Jacobs
This course is part of the general education program.
PH 201A 30642 History of Ancient Western Philosophy........................3
MO158 9:30 - 10:45 TR ..........Nobo
This course is part of the general education program.
PH 207A 31706 The Existence of God..............................................3
GC231 1:30 - 2:45 MW ..........Rood
EN101 OR EN102
This course is part of the general education program.
PH 220A 30643 History of Western Thought......................................3
GC118 1:30 - 2:45 MW ..........Nobo
This course is part of the general education program.
PH 315A 31218 Philosophy of Law..................................................3
GC231 9:00 - 9:50 MW ..........Jacobs
THREE HOURS OF PHILOSOPHY
This course is part of the general education program.
PH 335A 31718 Metaphysics............................................................3
GC231 9:00 - 9:50 MW ..........Jacobs
This course is part of the general education program.
PH 386A 31716 Special Studies.......................................................1 - 3
ARR
9 HOURS OF PHILOSOPHY AND CONSENT
PH 398A 31734 Senior Thesis Research ...........................................1
ARR
MAJORS ONLY, SENIOR STATUS
PH 399A 31735 Senior Thesis.........................................................3
ARR
PH 403A 31738 Philosophy of Law..................................................3
GC231 9:00 - 9:50 MW ..........Jacobs
THREE HOURS OF PHILOSOPHY
This course is part of the general education program.
PH 515GA 31737 Philosophy of Law................................................3
GC231 9:00 - 9:50 MW ..........Jacobs
THREE HOURS OF PHILOSOPHY
This course is part of the general education program.
PH 535GA 31741 Metaphysics..........................................................3
GC231 9:00 - 9:50 MW ..........Jacobs
PHIL 253 11:00 - 12:15 TR ..........Nobo
PH 520A 31742 Metaphysics............................................................3
This course is part of the general education program.

POLITICAL SCIENCE (PO)

PO 106A 30064 US Government......................................................3
HC217 9:00 - 9:50 MW ..........Freeman
This course is part of the general education program.
PO 106B 30260 US Government......................................................3
HC307 5:30 - 8:00 T ..........Beatty
This course is part of the general education program.
PHYSICS (PS)

Physics & Astronomy Department – ST108

PO 101A 30397 Intro to Physics (Health) 3
ST200 8:00 - 8:55 MWF ................. Mechty
This course is part of the general education program.

PO 101B 30398 Intro to Physics 3
ST103 1:30 - 2:45 MW ................. STAFF
This course is part of the general education program.

PO 101C 31229 Intro to Physics 3
ST101 5:30 - 6:45 MW ................. STAFF
This course is part of the general education program.

PO 120A 31678 Meteorology 3
ST112 11:00 - 12:15 MW ................. STAFF
This course is part of the general education program.

PO 126A 30399 Phys Sci for Elem Ed Lecture 3
ST112 1:00 - 1:50 MTWF ................. Salem
This course is part of the general education program.

PO 126AL 31652 Phys Sci for Elem Ed Lab 3
ST111 2:00 - 4:50 R ................. STAFF
This course is part of the general education program.

PO 261A 30400 College Physics I 5
ST112 9:00 - 9:50 MWRF ............... Camarda
MA116 AN MA117 OR EQUIVALENT
This course is part of the general education program.

PO 261AL 30401 College Physics I Lab A 0
ST115 9:00 - 11:50 T ............... Camarda
MA116 AN MA117 OR EQUIVALENT
This course is part of the general education program.

PO 261BL 30402 College Physics I Lab B 0
ST115 2:00 - 4:50 T ............... Camarda
MA116 AN MA117 OR EQUIVALENT
This course is part of the general education program.

PO 282A 30403 General Physics II 5
ST111 9:00 - 9:50 MTWF ............... Black
PS281
This course is part of the general education program.

PO 282AL 30404 General Physics II Lab A 0
ST115 9:00 - 11:50 R ................. STAFF
PS281
This course is part of the general education program.

PO 282BL 31224 General Physics II Lab B 0
ST115 2:00 - 4:50 R ................. STAFF
PS281
This course is part of the general education program.

PO 332A 31673 Electrical Laboratory 2
ST115 1:00 - 4:50 F ............... Black
PS330 OR CONCURRENT
This course is part of the general education program.

PO 360A 30030 Experimental Physics 3 - 6
ARR ................. CONSENT
This course is part of the general education program.

PO 360B 30034 Experimental Physics 3 - 6
ARR ................. Black
CONSENT
This course is part of the general education program.

PO 365A 31674 Intro to Theoretical Physics 3
ST111 11:00 - 11:50 MWRF ............... STAFF
PS262 OR PS282 OR CONCURRENT
This course is part of the general education program.

PO 366A 31675 Intro to Comp Physics 3
ST111 12:00 - 12:50 MW ............... Camarda
PS262 OR PS282 AND MA153
This course is part of the general education program.

PSYCHOLOGY UNDERGRADUATE & GRADUATE (PY)

Psychology Department – HC211

PY 100A 30063 Basic Concepts in Psych-Mastery 3
HC303 9:00 - 9:50 MWRF ............... Bowman
This course is part of the general education program.

PY 100B 30127 Basic Concepts in Psych-Mastery 3
HC303 9:00 - 9:50 MWRF ............... Russell
This course is part of the general education program.

PY 100C 30106 Basic Concepts in Psych-Mastery 3
HC307 10:00 - 10:50 MWRF ............... MacDonald
This course is part of the general education program.

PY 100D 30107 Basic Concepts in Psych-Mastery 3
HC203 11:00 - 11:50 MWRF ............... MeKee
This course is part of the general education program.

PY 100E 30108 Basic Concepts in Psych-Mastery 3
HC8 12:00 - 1:15 MWRF ............... Nielsen
This course is part of the general education program.

PY 100F 30109 Basic Concepts in Psych-Mastery 3
HC303 1:30 - 2:45 MWRF ............... Altman
This course is part of the general education program.

PY 109G 31170 Basic Concepts in Psychology 3
HC304 7:00 - 8:15 MWRF ............... Romig
This course is part of the general education program.

PY 100H 31171 Basic Concepts in Psych-Mastery 3
HC207 8:00 - 9:15 MWRF ............... Barber
This course is part of the general education program.
PY 100I 31436 Basic Concepts in Psych-Mastery 3
HC207 9:30 - 10:45 TR.... McGuire
This course is part of the general education program.

PY 100J 30110 Basic Concepts in Psych-Mastery 3
HC118 11:00 - 12:15 TR.... McGuire
This course is part of the general education program.

PY 100K 30111 Basic Concepts in Psych-Mastery 3
HC303 1:00 - 2:15 TR.... STAFF
This course is part of the general education program.

PY 100L 30112 Basic Concepts in Psych-Mastery 3
HC303 2:30 - 3:45 TR.... STAFF
This course is part of the general education program.

PY 100M PM 31602 Basic Concepts in Psychology 3
HC303 5:30 - 6:45 TR.... Bartlett
This course is part of the general education program.

PY 100N PM 31603 Basic Concepts in Psychology 3
HC303 9:00 - 11:40 S.... Bartlett
This course is part of the general education program.

PY 105A 30067 Intro Psych Lab 1
HC8 1:30 - 2:45 M.... McGuire
PY100 OR CONCURRENT

PY 105B 30068 Intro Psych Lab 1
HC8 2:50 - 4:05 M.... McGuire
PY100 OR CONCURRENT

PY 150A 30604 Psychological Statistics 4
HC309 9:30 - 10:45 TR.... Russell
PY100 WITH GRADE OF C OR BETTER AND PY105 OR CONCURRENT AND MA104

PY 150A1 30605 Psychological Statistics 0
HC8 1:00 - 2:59 R.... Russell
PY100 WITH GRADE OF C OR BETTER AND PY105 OR CONCURRENT AND MA104

PY 150A2 30606 Psychological Statistics 0
HC8 3:00 - 4:59 R.... Russell
PY100 WITH GRADE OF C OR BETTER AND PY105 OR CONCURRENT AND MA104

PY 210VA 30069 Psych of Infancy & Childhood 3
PY100 OR PY101
PY100 OR PY101
This course is part of the general education program.

PY 210A PM 31605 Psych of Infancy & Childhood 3
HC203 10:00 - 10:50 MWF.... McKee
PY100 OR PY101
This course is part of the general education program.

PY 211A PM 31199 Adolescent Psychology 3
HC307 9:00 - 9:50 MWF..... MacDonald
PY100 OR PY101
This course is part of the general education program.

PY 231A 30076 Abnormal Psychology 3
HC307 11:00 - 11:50 MWF.... Barber
PY100 OR PY101
This course is part of the general education program.

PY 231B 30079 Abnormal Psychology 3
HC104 1:30 - 2:45 MW.... Bowman
PY100 OR PY101
This course is part of the general education program.

PY 231C PM 30080 Abnormal Psychology 3
HC304 5:30 - 6:45 MW.... Fantz
PY100 OR PY101
This course is part of the general education program.

PY 250A 30081 Experimental Psychology 4
HC210 9:30 - 10:45 TR.... Alman
PY102 AND PY105 WITH GRADES OF C OR BETTER

PY 250A1 30124 Experimental Psychology Lab 0
HC205 1:00 - 2:59 T.... Alman
PY102 AND PY105 WITH GRADES OF C OR BETTER

PY 250A2 30125 Experimental Psychology Lab 0
HC205 3:00 - 4:59 T.... Alman
PY102 AND PY105 WITH GRADES OF C OR BETTER

PY 299A 30084 Psychological Forum 1
HC304 12:00 - 1:15 W.... MacDonald
PY100 AND SOPH MAJORS ONLY

PY 301VA 30060 Principles of Learning 3
Online
PY100 OR PY101

PY 305A 30057 Sensation & Perception 3
HC104 11:00 - 11:50 MWF.... Russell
PY100 OR PY101

PY 309A PM 30085 Theories of Personality 3
HC104 5:30 - 6:45 TR.... Nielsen
PY100 OR PY101

PY 310A 31195 Social Psychology 3
HC304 1:30 - 2:45 TR.... London
PY100 OR PY101

PY 336A 30090 Field/Exp Psych Psych 1 - 3
HC205 12:00 - 1:15 F.... MacDonald
PY100 OR PY101

PY 353VA 31194 Psychology of Everyday Life 3
Online
Evans

PY 356A 30091 Psych of Marital & Fam Proc 3
HC204 1:00 - 2:15 TR.... Barber
PY100 OR PY101

PY 389A 30092 Independent Study 1 - 3
ARR
CONSENT

PY 390A 30093 Directed Research 1 - 3
ARR
CONSENT
PY250 AND CONSENT

PY 395A 31290 ST: Industrial/Organizational 3
HC304 3:00 - 4:15 TR.... London

PY 501GA 30094 Experimental Foundations 1 3
HC210 11:00 - 12:15 TR.... Altman

PY 510GA 30095 Intermediate Statistics 3
HC210 1:00 - 2:15 TR.... McGuire

PY 520GA 30066 Int & Diag Assessment-Adults 3
HC205 1:30 - 2:45 MW.... STAFF

PY 550GA 30096 Intro to Psychotherapy Techn 3
HC205 9:00 - 11:45 MW.... Bowman

PY 580GA 30058 Assessment Practicum I 1.5
ARR

PY 590GA 30097 Psychotherapy Practicum I 1.5
ARR
Bowman

PY 601GA 30098 Internship 6
HC205 1:30 - 4:15 R.... Provorse

PY 650GA 30102 Child, Family & Marital Ther 3
HC305 11:00 - 1:45 R.... Stephenson

PY 660GA 30103 Theories of Psychotherapy 3
HC205 8:00 - 10:45 R.... Provorse

PY 695GA 30100 Independent Research 1 - 3
ARR
Provorse

PY 699GA 30105 Thesis 3
ARR
Provorse

RELIATION (RG)

Philosophy Department – GC233

RG 101A 30646 Introduction to Religion 3
LLC 162 9:00 - 9:50 MWF.... Crawford
This course is part of the general education program.

RG 102A 30647 World Religions 3
LLC 162 11:00 - 11:50 MWF.... Crawford
This course is part of the general education program.

RG 105A 30648 Introduction to the Old Testament 3
LLC 162 10:00 - 10:50 MWF.... Crawford
This course is part of the general education program.

RG 331A 31720 Concepts of God: East and West 3
MOS 169 9:30 - 10:45 TR.... Crawford
THREE HOURS OF RELIGION OR PHILOSOPHY

RG 386A 30710 Special Study 1 - 3
ARR
Crawford
NINE HOURS OF RELIGION AND CONSENT

RG 398A 30711 Senior Thesis Research 1
ARR
Crawford
SENIOR RELIGIOUS STUDIES MAJOR
SOCIETY (SO)
Sociology & Anthropology Department – ST108

SO 100A 30793 Introduction to Sociology ........ 3
HC207 8:00 - 8:50 MWF ............. Love
This course is part of the general education program.

SO 100B 30794 ST: Women & Popular Culture ........ 3
HC208 9:00 - 9:50 MWF ............. Burton, A
This course is part of the general education program.

SO 100C 30796 Introduction to Sociology ........ 3
HC204 10:00 - 10:50 MWF ............. Zelkovitz
This course is part of the general education program.

SO 100D 30797 Introduction to Sociology ........ 3
CA205 11:00 - 11:50 MWF .......... Burton, R
This course is part of the general education program.

SO 100E 30802 Introduction to Sociology ........ 3
HC204 12:00 - 1:15 MW .......... Gately
This course is part of the general education program.

SO 100F 30805 Introduction to Sociology ........ 3
HC303 4:10 - 5:25 TR .......... Paul
This course is part of the general education program.

SO 100G 31653 Introduction to Sociology ........ 3
CA300 11:00 - 12:15 TR ............. Gately
This course is part of the general education program.

This course is part of the general education program.

SO 100I 31259 Introduction to Sociology ........ 3
HC303 4:10 - 5:25 TR ............. Paul
This course is part of the general education program.

SO 100J 31618 Introduction to Sociology ........ 3
HC112 5:30 - 8:00 W ............. Coates
This course is part of the general education program.

This course is part of the general education program.

SO 100VA 30842 Introduction to Sociology ........ 3
Online Burton, R
This course is part of the general education program.

This course is part of the general education program.

American Social Problems ........ 3
HC204 2:30 - 3:45 Childers
This course is part of the general education program.

American Social Problems ........ 3
HC204 4:10 - 5:25 MW .......... Childers
This course is part of the general education program.

American Social Problems ........ 3
HC112 5:30 - 8:00 M ............. Alexander
This course is part of the general education program.

Race & Ethnic Group Relations ........ 3
HC217 11:00 - 12:15 TR .......... Burton, R
SO100 OR AN112
Crosslisted w/AN207A

Creativity & Soc: SO & The Arts ........ 3
HC107 1:00 - 2:15 MW .......... Field/Paul CONSENT
Crosslisted w/AN337A

ST: Women & Popular Culture ........ 1 - 3
GC231 1:30 - 4:00 T .......... Sullivan CONSENT
Crosslisted w/AR399B, IS375A, TH399B

The Family ........ 3
HC207 12:00 - 1:15 TR .......... Onudeko
SO100 OR AN112
Crosslisted w/AN304A

Sociology of Mental Health ........ 3
HC217 9:30 - 10:45 TR .......... Burton, R
SO100 OR AN112

SOCIAL WORK UNDERGRADUATE & GRADUATE (SW)
Social Work Department – BE405

SW 100A 30645 Intro to Soc Wk & Soc Welfare ........ 3
Web Ct Assisted CA200 8:00 - 10:45 R .......... Palmer
SW 250A 30649 Gen Soc Wk Perspectives ........ 3
Web Ct Assisted HC207 2:00 - 4:45 R .......... Schbley
SW 325A 30656 Micro Hum Beh & Soc Envir ........ 3
Web Ct Assisted BE305 11:00 - 1:45 R .......... Kaufman
SW/100, SW250 OR CONSENT

SW 325EA 30654 Micro Hum Beh & Soc Envir ........ 3
PM BE305 5:30 - 8:00 R .......... Kaufman
Web Ct Assisted SW/100, SW250 OR CONSENT
SW 350A 30660 Soc Pol & Prog Analysis I ........ 3
Web Ct Assisted BE305 8:00 - 10:50 M .......... Myers
SW/100, SW250 OR CONSENT
SW 350VA 31226 Soc Pol & Prog Analysis I ........ 3
Online carl.myers@washburn.edu Myers
SW/100, SW250 OR CONSENT
SW 352A 30657 Social Work Practice I ........ 3
Web Ct Assisted BE207 11:00 - 1:50 M .......... Palmer
SW/100, SW250 OR CONSENT

SW 325EA 30668 Social Work Practice I ........ 3
PM SW/100, SW250 OR CONSENT
SW 354A 30672 Seminar & Field Practicum I ........ 6
HC102 8:00 - 10:45 T .......... Owens
SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA
SW 354B 30675 Seminar & Field Practicum I ........ 6
HC102 11:00 - 1:45 T .......... Donner
SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA
SW 354C 30691 Seminar & Field Practicum I ........ 6
HC102 2:00 - 4:45 T .......... Owens
SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA

Web Ct Assisted SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA

SW 354EA 30705 Seminar & Field Practicum I ........ 6
HC102 5:30 - 8:00 T .......... Jensen
SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA

Web Ct Assisted SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA

SW 361A 31332 Independent Study ........ 1 - 3
ARR Memnott
CONSENT OF DEPARTMENT CHAIR

Web Ct Assisted SW/100, SW250, SW325, SW326, SW352, SW353,
AND 2.5 GPA IN MAJOR AND 2.0 OVERALL GPA

Web Ct Assisted SW/100, SW250 OR CONSENT

SW 362A 30708 Social Work Research I ........ 3
Web Ct Assisted HC206 11:00 - 1:50 W .......... Schbley
SW/100, SW250 OR CONSENT

Web Ct Assisted SW/100, SW250 OR CONSENT

SW 362EA 31426 Social Work Research I ........ 3
GC131 5:30 - 8:00 W .......... Schbley

Web Ct Assisted SW/100, SW250 OR CONSENT

SO 363A 30911 Internship ........ 1 - 3
ARR Zelkovitz
MAJORS ONLY, SR STATUS OR CONSENT

SO 363VA 31628 Aging & Society ........ 3
Online Burton, A
SO100 OR CONSENT
Crosslisted w/AN326VA
### Technology Administration (TA)

**Office, Legal & Technology Department – BE311**

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### Theatre (TH)

#### Theatre Department – GC133

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### Foundations of Social Policy

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### Theatre (TH)

#### Theatre Department – GC133

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<td>Drama Classics on Video</td>
<td>Depue</td>
<td>M</td>
</tr>
<tr>
<td>TH 101F, 30150</td>
<td></td>
<td>Drama Classics on Video</td>
<td>Depue</td>
<td>M</td>
</tr>
<tr>
<td>TH 102A, 31494</td>
<td></td>
<td>Drama Classics on Video</td>
<td>Depue</td>
<td>M</td>
</tr>
<tr>
<td>TH 102B, 30239</td>
<td></td>
<td>Drama Classics on Video</td>
<td>Depue</td>
<td>M</td>
</tr>
</tbody>
</table>
TH 102C  30564  Introduction to Theatre........................................ 3  
   GC131  5:30 - 8:00  M  Montague  
   This course is part of the general education program.

TH 103A  30565  Voice, Diction & Interp........................................ 3  
   GC32  10:00 - 10:50  MWF  Chinn  
   This course is part of the general education program.

TH 103B  30566  Voice, Diction & Interp........................................ 3  
   GC32  11:00 - 12:15  MW  Weiner  
   This course is part of the general education program.

TH 103C  30453  Voice, Diction & Interp........................................ 3  
   GC32  9:30 - 10:45  TR  Weiner  
   This course is part of the general education program.

TH 103D  31498  Voice, Diction & Interp........................................ 3  
   GC32  11:00 - 12:15  TR  Shonka  
   This course is part of the general education program.

TH 103E  31554  Voice, Diction & Interp........................................ 3  
   GC32  5:30 - 6:45  TR  Chinn  
   This course is part of the general education program.

TH 199A  31497  Principles of Playwrighting ................................. 3  
   GC33  1:00 - 3:40  W  Weiner  
   Crosslisted w/EN399A, HN201B & TH301A

TH 203A  31501  Acting............................................................. 3  
   GC32  12:30 - 3:30  MW  Prece

TH 206A  31502  Survey of Drama I.............................................. 3  
   GC131  11:00 - 12:15  TR  Ray  
   This course is part of the general education program.
   Crosslisted w/EN299A

TH 300A  30568  Theatre Production Crew...................................... 1  
   GC132  ARR  Naylor

TH 300B  31298  Theatre Production Crew...................................... 1  
   GC132  ARR  Naylor

TH 300C  31495  Theatre Production Crew...................................... 1  
   GC132  ARR  Naylor

TH 300D  31496  Theatre Production Crew...................................... 1  
   GC132  ARR  Naylor

TH 301A  30152  Drama Classics on Video.................................... 3  
   GC118  1:00 - 3:45  M  Naylor  
   This course is part of the general education program.

TH 301B  30153  Drama Classics on Video.................................... 3  
   GC31  1:00 - 3:45  W  Weiner  
   This course is part of the general education program.

TH 301C  31301  Drama Classics on Video.................................... 3  
   GC31  1:30 - 4:15  W  Naylor  
   This course is part of the general education program.

TH 301D  31302  Drama Classics on Video.................................... 3  
   GC31  1:00 - 3:45  R  STAFF  
   This course is part of the general education program.

TH 301E  30154  Drama Classics on Video.................................... 3  
   GC118  5:30 - 8:15  W  Dingman  
   This course is part of the general education program.

TH 314A  31503  Children's Theatre Tour..................................... 3  
   GC32  12:30 - 3:30  MW  Prece
   CONSENT

TH 314B  31504  Children's Theatre Tour..................................... 3  
   GC32  12:30 - 3:30  MW  Prece

TH 399A  30569  Principles of Playwrighting ................................. 3  
   GC33  1:00 - 3:40  W  Weiner  
   Crosslisted w/EN399A, HN201B & TH399A

TH 399B  31504  Women & Popular Culture................................... 3  
   GC231  1:30 - 4:00  T  Sullivan  
   Crosslisted w/AR399B, IS375A, SO300B

TH 416A  30571  Special Projects/Act/Direct .............................. 1 - 3  
   ARR  Prece
   CONSENT

TH 416B  30572  Special Projects/Design................................... 1 - 3  
   ARR  Naylor
   CONSENT

TH 416C  30574  Special Projects/Playwriting............................. 1 - 3  
   ARR  Weiner
   CONSENT

TH 416D  30576  Special Projects/Theatre................................... 1 - 3  
   ARR  Sullivan
   CONSENT

TH 416E  30154  Special Projects/Theatre................................... 1 - 3  
   ARR  Prece
   CONSENT

REFER TO THE WEB FOR THE MOST CURRENT SCHEDULE INFORMATION AND CLASSROOM ASSIGNMENTS

http://www.washburn.edu/schedule/schedules.html

OR

my.washburn.edu

Fall 2005 Available Course List

46
### Tentative Final Exam Schedule – Fall 2005

for Classes Beginning Prior to 4:00 pm

Examinations are given in the regular classroom at the time and date indicated, unless the instructor makes other arrangements.

Exam times for consultation courses will be arranged by the instructor. If a student is scheduled for two finals at the same time, the student will take the final for the course listed first in the schedule below, and the instructor of the other course will make arrangements for an alternate final examination time for the student. Students should notify instructors of conflicts prior to the last week of class.

<table>
<thead>
<tr>
<th>If your class begins at</th>
<th>on the following days</th>
<th>your final exam is tentatively scheduled for</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday, December 12</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:00 am or 9:30 am</td>
<td>MTWRF, MWRF, MTWR, MTWF, MTRF, MWF, MW, M, W, F</td>
<td>9:00 am</td>
</tr>
<tr>
<td>11:00 am, 11:30 am, or Noon</td>
<td>TR, TF, T, R</td>
<td>1:30 pm</td>
</tr>
<tr>
<td><strong>Tuesday, December 13</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9:30 am, 9:00 am, or 10:00 am</td>
<td>TR, T, R</td>
<td>9:00 am Gordon</td>
</tr>
<tr>
<td>1:00 pm, 1:25 pm., 1:30 pm, 2:00 pm, 2:30 pm, 2:50 pm, 3:00 pm, 3:30 pm, or 3:45 pm</td>
<td>TWR, TR, TF, T, R</td>
<td>1:30 pm Gordon</td>
</tr>
<tr>
<td><strong>Wednesday, December 14</strong></td>
<td></td>
<td><strong>Common Final Exam time for all sections of</strong> <strong>BU250 - Henderson 100</strong></td>
</tr>
<tr>
<td>10:00 am or 10:31 am</td>
<td>MTWRF, MTWR, MTWF, MTRF, MWF, MW, MF, M, W, F</td>
<td>9:00 am Gordon</td>
</tr>
<tr>
<td>1:00 pm or 1:30 pm</td>
<td>MTWR, MTWF, MWF, MW, M, W, F</td>
<td>1:30 pm Gordon</td>
</tr>
<tr>
<td><strong>Thursday, December 15</strong></td>
<td></td>
<td><strong>Common Final Exam time for all sections of</strong> <strong>AC224 - Henderson 100</strong> <strong>AC225 - Henderson 112</strong></td>
</tr>
<tr>
<td>11:00 am, 11:21 am, or 11:30 am</td>
<td>MTWF, MTWR, MTRF, MWF, MW, M, W, F</td>
<td>9:00 am Gordon</td>
</tr>
<tr>
<td>2:00 pm, 2:01 pm, 2:45 pm, 2:50 pm, 3:00 pm, or 3:30 pm</td>
<td>MTWR, MW, MWF, MW, WR, M, W, F</td>
<td>1:30 pm Gordon</td>
</tr>
<tr>
<td>8:00 am or 8:30 am</td>
<td>TR, T, R</td>
<td>1:30 pm Gordon</td>
</tr>
<tr>
<td><strong>Friday, December 16</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8:00 am, 8:15 am, or 8:30 am</td>
<td>MTWF, MTWF, MWF, MW, MF, M, W, F</td>
<td>9:00 am Gordon</td>
</tr>
<tr>
<td>7:00 am, 7:30 am, Noon, 12:15 pm, 12:30 pm, 2:00 pm, or 2:30 pm</td>
<td>MTWR, MTWF, MWF, MW, WR, TWR, TR, M, T, W, R, F</td>
<td>1:30 pm Gordon</td>
</tr>
</tbody>
</table>
Final exams for courses beginning 4:00 pm or later start at their regular class time, unless otherwise arranged by the instructor. If a student is scheduled for two finals at the same time, the student will take the final for the course listed first in the schedule below, and the instructor of the other course will make arrangements for an alternate final examination time for the student. Students should notify instructors of conflicts prior to the last week of class.

<table>
<thead>
<tr>
<th>If your class regularly meets on</th>
<th>your final exam is tentatively scheduled for</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday only, Friday/Saturday, Friday/Saturday/Sunday</td>
<td>Saturday, December 10</td>
</tr>
<tr>
<td>Saturday or Sunday only (at any time of the day)</td>
<td>Saturday, December 10</td>
</tr>
<tr>
<td>Monday only</td>
<td>Monday, December 12</td>
</tr>
<tr>
<td>Monday/Wednesday at 7:00 pm, 7:30 pm, 6:30 pm, 4:00 pm, 4:10 pm, or 4:30 pm</td>
<td>Monday, December 12</td>
</tr>
<tr>
<td>Tuesday only</td>
<td>Tuesday, December 13</td>
</tr>
<tr>
<td>Tuesday/Thursday at 4:00 pm, 4:10 pm, 4:30 pm, 6:30 pm, or 7:00 pm</td>
<td>Tuesday, December 13</td>
</tr>
<tr>
<td>Wednesday only</td>
<td>Wednesday, December 14</td>
</tr>
<tr>
<td>Monday/Wednesday/Friday at 6:00 pm</td>
<td>Wednesday, December 14</td>
</tr>
<tr>
<td>Monday/Wednesday at 5:30 pm, 5:45 pm, or 6:00 pm</td>
<td>Wednesday, December 14</td>
</tr>
<tr>
<td>Thursday only</td>
<td>Thursday, December 15</td>
</tr>
<tr>
<td>Tuesday/Thursday at 5:30 pm, 5:00 pm, 5:01 pm, 5:10 pm, or 6:00 pm</td>
<td>Thursday, December 15</td>
</tr>
</tbody>
</table>

- Final exam dates and times for telecourses, short term courses and weekend courses are determined by the instructor.

- The final exam schedule for the School of Nursing will be issued by the Dean of the School of Nursing.
Online credit courses are available in Allied Health, Anthropology/Sociology, Business, Communications, Criminal Justice, Education, English, History, Human Services, Legal Assistance, Military Studies, Nursing, Physical Education, Political Science, Psychology, Social Work, and Technology Administration. These courses require that you have access to the Web or use the campus computer labs to access the course Web sites and materials. Some of the courses require periodic on-campus sessions, interactive television (ITV) class sessions, or proctored exams.

To view the list of online courses, go to http://www.washburn.edu/online-education/ and select the Available Course List link. The Online Education home page also offers additional information on Washburn degree and certificate programs, as well as a special quiz designed to see if online education is right for you. You may enroll in an online course the same way you enroll in any other WU credit courses (refer to the registration section of the class schedule for specific enrollment information).

To access online courses, faculty and students must login to MyWashburn at my.washburn.edu. In MyWashburn, select the Student tab, then click on My Courses. Clicking the title of a WebCT-enabled course will cause a new window to open in WebCT and sign you in automatically!

All students enrolled in online courses also have access to the WebCT Student Orientation. This can be visited from the myWebCT screen (accessible from the top menu of any WebCT course). Students new to online classes are strongly encouraged to read the orientation material during the first week of classes. The orientation covers each of the WebCT tools and answers some of the most commonly asked questions.

For technical support with online classes, e-mail webtech@washburn.edu or call (800) 332-0291 x. 2381. Phone support is available Monday through Friday, 8:00 a.m. – 5:00 p.m.

WebCT Student Orientations are held on the Washburn campus before classes begin each semester. Orientation dates and reservations are available at:

http://www.washburn.edu/its/seminars/webct_orientation.html

Bachelor of Integrated Studies
Bachelor of Health Sciences
Bachelor of Applied Science in Human Services
Bachelor of Applied Science in Technology Administration
Bachelor of Science in Criminal Justice
Bachelor of Science in Nursing

The Partnership for Learning and Networking (PLAN) is a collaborative set of 2+2 baccalaureate degree completion programs offered by Washburn University in conjunction with 14 Kansas community colleges. These programs allow you to complete an associate degree at any of the participating community colleges and then a baccalaureate degree from Washburn University in another two years without traveling to Topeka for classes.

Program Requirements include 124 total semester credit hours, of which at least 60 hours must be from a four-year university (45 hours must be upper division credit and 30 hours must be from Washburn University). All of the required WU courses are offered online. For more information about the 2+2 PLAN degree completion programs, visit the PLAN web site at http://www.washburn.edu/PLAN/, or send an email to the PLAN Coordinators at 2PLUS2@washburn.edu.
The Division of Continuing Education has a broad mandate to extend the resources of the University to meet the educational needs of individuals, businesses, and organizations in Topeka, Shawnee County, the state of Kansas and beyond, through quality educational events. The Division provides an array of services including assessment, program development, budgeting, marketing and promotion, computerized registration services, financial accounting, and assistance of a team of managers and office support staff.

Program areas include:

**Computer/Technology Training**
To assist the client in keeping pace with today’s changing technologies, two-day classes are offered in the Microsoft Office Suite (Word, Access, Excel, PowerPoint). Classes are tailored to instruct the beginner through the advanced user. We also offer classes in DeskTop Publishing, Presentation Graphics, and Internet/Macromedia. JAVA, Visual Basic, and C++ are some of the programming seminars available. Custom classes can be designed to meet the needs of your organization.

**Spanish for the Workplace**
Spanish is rapidly becoming a common language in many of today’s diverse work settings. Command Spanish® materials and methods, developed for over 30 different career fields, teach employers and their staff how to communicate with Spanish-speaking employees and customers. Short-term and practical classes teach basic pronunciation, communication strategies, job-specific phrases, and will have you “hablando español” in as little as sixteen (16) hours.

**Management and Human Resource Training**
Managers need a variety of interpersonal, organizational, and leadership competencies to meet the challenges of a growing, changing, and demanding business environment. Topics include recruiting and retaining quality employees, effective problem solving and performance appraisals, and other essential management skills. Human Resource training and certification courses developed by the Society for Human Resource Management (SHRM), the world’s largest organization dedicated to the field, provides knowledge and skills to HR specialists or those who want to enter this growing and highly complex profession.

**Kan Be Healthy Nursing Training**
The KAN Be Healthy training program prepares nurses to assess and refer health programs that could lead to future medical or learning disabilities. In partnership with SRS, this statewide training program is offered online, in the classroom, and via independent study.

**Joint Center for Violence and Victim Studies**
The Joint Center is an interdisciplinary affiliation between California State University at Fresno and Washburn University. The JCVVS addresses issues of violence and victimization through professional training and education, consultation, research and special projects. A practitioner in victim services, criminal justice, mental health and other social services benefits from the various professional education programs addressing this complex and multi-faceted area.

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**Contract Programs**
The Division of Continuing Education can provide special assistance to meet your organization’s in-house training, seminar, conference, institute and multi-day program needs. Utilizing the Washburn faculty and drawing from talent nationwide, the Division brings together the education, experience and resources needed to create a dynamic event. A major benefit of contract programs is that the unique needs of an organization or area are integrated into the curriculum.

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Washburn University
Division of Continuing Education
1700 SW College Avenue
Topeka, KS 66621

Phone: (785) 231-1399
Fax: (785) 231-1028

E-Mail: ce@washburn.edu
Web: www.washburn.edu/ce
General Information
For complete University policies and procedures, see the University Catalog

Admissions
Students are admitted as degree candidates, non-degree seeking, or non-credit auditors according to their personal desires and academic background. The requirements for degree-seeking applicants are as follows:

1. **An Application for Admission** must be completed by all first time students and by former students who were not in attendance during the prior semester. An Application for Admission can be obtained from the Admissions Office upon request, or be accessed online at www.washburn.edu/admissions.

2. An Application Fee of $20 must be mailed in with the application for all first time degree-seeking students.

3. **Official high school or GED transcripts** are required of all degree-seeking applicants and transfer students with fewer than 24 hours of college work completed.

4. **Official transcripts** of all previous work from each institution attended must be submitted prior to enrollment by all degree-seeking applicants.

5. Entering freshmen or students who have not attained the classification of sophomore are required to submit ACT test scores. These results will be used to determine admission status and by your advisor to select the proper courses of study.

6. **Applications for Admission** and official transcripts should be on file by August 1, 2005. Applications received after August 1 will still be accepted but may cause a student to enroll late.

7. **Priority Admission.** Students meeting one of the following criteria will be granted admission. High School GPA ≥ 3.5 on a 4.0 grading scale or ACT Composite Score ≥ 24 or ACT Composite Score 21, 22, or 23 and High School GPA ≥ 2.60 on a 4.0 grading scale or ACT Composite Score 18, 19, or 20 and High School GPA ≥ 2.90 on a 4.0 grading scale or ACT Composite Score 16 or 17 and High School GPA ≥ 3.20 on a 4.0 grading scale

8. **Conditional Admission for Home School Students:**
   - ACT Composite Score ≤ 20 and GED Score ≥ 45 together with a prescription for freshman success.
   - **NOT admitted:** ACT Composite Score < 24 and GED Score < 45.

**GED Students.** Students who are not graduates of a high school may qualify for admission by taking the GED. The University requires receipt of official GED transcripts and official ACT report of scores.

9. **Priority Admission for GED Students:**
   - ACT Composite Score ≥ 24 or
   - ACT Composite Score 21, 22, or 23 and GED Score ≥ 50

10. **Conditional Admission for GED Students:**
    - ACT Composite Score ≤ 20 and GED Score ≥ 45 together with a prescription for freshman success.
    - **NOT admitted:** GED Score < 45 and ACT Composite Score < 24.

Financial Aid
Washburn University students have many financial aid options including grants and scholarships, college work-study and student loans. Funding sources include the Federal Government, the state of Kansas and Washburn University. In order to apply for financial aid, students should complete the Free Application for Federal Student Aid (FAFSA). You may obtain a FAFSA from the Financial Aid Office or by completing an application through the Web at www.fafsa.ed.gov. For priority consideration of financial aid, the FAFSA results should be in the office before the March 1 deadline.

Last year, Washburn University awarded approximately 5.1 million in scholarships. For priority consideration of the Washburn University scholarship awards, continuing students should complete the General Academic Scholarship Renewal Application and submit it to the Financial Aid Office by March 1. New students must submit the Degree-Seeking Application for Admission and all official credentials to the Admissions Office by March 1 for scholarship consideration.

If you have any questions, the Financial Aid Office invites you to stop by Morgan Hall 267 or call (785) 231-1151 or (800) 524-8447. You may also call for a personal appointment with a financial aid director.
Tuition-Fees Fall 2005
Charges below are for 2004 – 2005 only. Charges for 2005 – 2006 will be announced publicly before the Fall 2005 semester and will be posted on www.washburn.edu/business-office after approval by the Washburn University Board of Regents in their July 2005 meeting.

The tuition charge per credit hour is applicable to all parts of term such as regular semester, evening programs, etc. whether taken for credit or as an auditor.

(For Budgeting Purposes ONLY)

Undergraduate Tuition
<table>
<thead>
<tr>
<th>Qualification</th>
<th>Rate per Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas Resident*</td>
<td>$150 per credit hour</td>
</tr>
<tr>
<td>Non Resident*</td>
<td>$339 per credit hour</td>
</tr>
<tr>
<td>PLAN 2+2</td>
<td>$190 per credit hour</td>
</tr>
<tr>
<td>Distance Education</td>
<td>$190 per credit hour</td>
</tr>
<tr>
<td>Radiation Therapy</td>
<td>$250 per credit hour</td>
</tr>
</tbody>
</table>

Graduate Tuition (except School of Law)

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Rate per Credit Hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kansas Resident*</td>
<td>$206 per credit hour</td>
</tr>
<tr>
<td>Non Resident*</td>
<td>$419 per credit hour</td>
</tr>
<tr>
<td>Distance Education</td>
<td>$250 per credit hour</td>
</tr>
</tbody>
</table>

*Resident qualifications are defined in the University Catalog.

Activity Fees (except School of Law)

<table>
<thead>
<tr>
<th>Hours</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>3, 4, or 5 hours</td>
<td>$15.00</td>
</tr>
<tr>
<td>6 or more hours</td>
<td>$31.00</td>
</tr>
</tbody>
</table>

There are no activity fees for Telecourses or off-campus courses. Resident qualifications are defined in the University Catalog.

Payment of Tuition
The University reserves the right to correct clerical errors.

All tuition and fees are due by August 20 for advanced and open web registered students, and by August 26 at 5:00 p.m. for late enrolled students. Charges and payments will be assessed to registered students automatically as they enroll. Students MUST NOTIFY the University if they have completed advance registration but do not intend to attend Washburn during the fall semester, and have not dropped their courses via the Web.

Through the web enrollment process, the student is able to pay online with a credit card or Web check. If the Web check process is chosen, the student enters his/her bank routing numbers and personal account numbers on an online “check.” After clearing the bank, the payment will be automatically credited against the student’s account. Electronic checks are generally processed by banks before paper checks; please take this into account.

The University will accept Master Card, Visa and Discover credit card payments. These may be made on the Web, in person, or by phone. In addition, the University accepts cash, paper checks, money orders, and employer authorizations. In a case where a student has remitted a check that has been returned for insufficient funds, no personal checks will be accepted to repay that obligation. Any scholarships, grants, or loans coming through Financial Aid to the student’s account will be applied first to tuition and fees. Students are able to check whether or not the Financial Aid is ready by accessing their student account online.

If the student is enrolled in three or more hours and cannot pay the entire balance of his/her charges on the day tuition and fees are due, AND s/he has a good payment history or delayed financial aid, special arrangements can be made to defer part of the fees. This is available as part of the web enrollment process. Students may set up an installment plan via the web for Fall 2005. No interest is charged for an installment plan, but a set up fee will be charged. More information will be available via MyWashburn and/or the Business Office web site prior to the date Fall tuition and fees are set.

Installment payments will be due on the following days:

- Downpayment by August 20
- First Installment September 19
- Second Installment October 19
- Third Installment November 19

If any installment payment is not received by the Business Office by the appropriate date, a late fee will be assessed for that installment and will be added to the student’s account. See “Late Registration and Delinquent Payments” for more information.

If a student is receiving financial aid, it must be applied to the total charges first and is considered the first payment or a part thereof. Any remaining balance can be deferred and will follow the schedule of payments listed above.

Any student enrolling in only short-term/out-of-sequence courses must pay his/her tuition in full by the second day of class.

After enrollment is completed, students can check their accounts on the Web to determine how much they owe, how much excess financial aid they may expect, when payments are due and the amounts of those payments. Reminders of payments due will be sent to students/authorized parents and others via email. Timely payments are the student’s responsibility and the information is available through MyWashburn.

Excess Financial Aid
Instant checks for excess financial aid are no longer available at the Business Office cashier’s windows. Assessments will be processed, and direct deposit transfers made and excess aid checks printed in batches.

Refunds of excess financial aid (credit balance) will be disbursed within 14 calendar days after funds are credited to the student’s account. The preferred method of disbursement of excess financial aid is direct deposit to a student checking or savings account. This can be set up through MyWashburn for Fall 2005 by the student. Parents who will receive excess funds for Parent PLUS loans may also provide direct deposit authority after they are made authorized users by their student. Students may request that a check be mailed, or they may pick up a check – specific dates, times and places for that process will be posted on MyWashburn, on the Business Office Web page (www.washburn.edu/business-office.html), and via email to students and authorized users. You will be able to change your mailing address through your MyWashburn account. PLEASE make sure that your address information is correct. Checks are mailed to a student’s current address.
Advance Registration Tuition Payment for Fall 2005
When tuition and fees for Fall 2005 are set by the Washburn University Board of Regents in July, student accounts will be assessed in a batch process. Through Trichnet student software, accessible via MyWashburn, students may request that a paper statement be mailed. However, a printed statement is only current up to the moment it is printed. The most up-to-date student statement of account will be available via the Web. It can be printed, as can a payment coupon, if the student prefers to mail payment to the University. This statement of charges will be available to students and any person for whom they establish authorization. See www.washburn.edu/business-office.html for additional information.

Please refer to the “Payment of Tuition” and “Excess Financial Aid” sections of the schedule for more information about Web payment.

Washburn will still accept payment at the cashier’s window via cash, check, money order, or credit card (MasterCard, Visa, and Discover). Checks and money orders may also be mailed, and credit card payments can be accepted over the phone.

Remember, if you enroll in a short term class, you must pay the tuition in full by the second day of class.

Drop/Adds (Class schedule changes) can be done any time the Web is available to you up to the last day to withdraw. Please keep in mind that if you request a printed statement and then drop and add classes after the statement is mailed, it will change your account and the statement might be incorrect. You can keep track of that by checking your account on the Web. ONE MAJOR CHANGE is that drops and adds are figured separately, so in order to drop and add an equal number of class hours without any charge, you must do that within the published 100% refund period (the first two weeks of the semester) (see page 55.).

Making changes to your course schedule may cause you to have an amount you owe to the University. Please check this on the Web. If an action causes you to have a credit balance, the credit will either be applied to your account, if you have a balance, or the excess will be direct deposited or mailed to you in check form according to your instructions. Please be sure your address in MyWashburn is correct.

Late Enrollment and Delinquent Payments
Late enrollment fees are applicable to those students who have not processed their enrollment statement of charges through the Business Office on the dates set and published as the last day to pay without a late fee (August 26). Late enrollment fees apply to TV Courses.

Students who do not meet this deadline shall be charged a single late fee according to the number of credits in which they are enrolling:

<table>
<thead>
<tr>
<th>Credits</th>
<th>Late Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>0.5 – 3.00</td>
<td>$ 25.00</td>
</tr>
<tr>
<td>3.50 – 6.00</td>
<td>$ 50.00</td>
</tr>
<tr>
<td>6.50 – 9.00</td>
<td>$ 75.00</td>
</tr>
<tr>
<td>9.50 or more</td>
<td>$100.00</td>
</tr>
</tbody>
</table>

The deadline for completing the enrollment process, with late fee, shall be September 9. No student shall be allowed to clear the Business Office after this date without authorization.

Out-of-sequence courses starting after the regular registration period and scheduled for periods other than the full semester are not subject to the late registration fees. TV courses are not out-of-sequence courses. Drop/adds after initial registration will not be assessed a late fee.

Delinquent payment fees are applicable to those students who have not paid their installment payment on or before the due date specified. Delinquent payment fees are $25.00 for each late payment. (A postmark on or before the due date will be accepted as timely payment.)

Installment payments may be made after 5:00 p.m. and before 8:00 a.m. at the depository box outside of Morgan 205. Please use the envelopes provided and print your WIN # on the envelope or your payment. Payments may also be made by mail, by phone, or 24/7 via the Web.

Procedures for Withdrawing from Classes
Students may withdraw from courses on the Web until the last day to withdraw (November 4). After accessing MyWashburn, select “Web Enrollment”, “Select Term”, choose “Fall 2005”, and then select “Register for Courses.” This screen allows you to drop courses from your existing schedule. The date of withdrawal is determined by the day the withdrawal is processed on the Web. The responsibility for completing the withdrawal process rests with the student. Failure to officially withdraw results in the recording of "F" grades at the end of the semester/term.

Tuition Refunds
The University reserves the right to correct clerical errors.

A student permitted to withdraw may be allowed a refund of the University tuition charge for an academic session in which she or he is enrolled according to the published tuition refund schedule. Tuition refunds different from the published schedule are not permitted unless the course is canceled by the University or unless an error was made by the University. No refunds will be made of the late registration fee or student activity fee unless such charges have been made through an error of the University. In the event some or all of the tuition and fees were paid by some source(s) other than the student, including but not limited to scholarships, grants, Federal Title IV funds, the first refund amounts will be made payable to those sources. If the student has any unpaid account with the University any refund due from withdrawal may be applied to such account. Any refund amounts that exceed the amounts paid by other sources and amounts due to the University will then be paid to the student. For those students who completely withdraw from classes and have received Federal Title IV funds, please refer to the refund policy published through the Financial Aid Office to determine the percentage of refund. Refunds issued for withdrawal are not on the same timetable as excess financial aid refunds.

The refund policy for credit courses that are less than five weeks duration and more than one day is 100% if the student processes the official withdrawal prior to the first class session. The first business day after the officially published days of registration constitutes the beginning of the semester for tuition refunds. For courses which are scheduled out-of-sequence of the regular Fall, Spring, and Summer sessions, the day published as the official first class meeting for the course constitutes the beginning of the course for tuition refund purposes, assuming the course is for a term of five or more weeks and is subject to tuition refund.
**Tuition Refund Schedule**

Tuition is refundable according to the published schedule. The date used to determine the percentage of refund is the day the student processes the withdrawal on the Web. The activity fee and any late registration fees are not refundable. For those students who completely withdraw from classes and have received Title IV funds, please refer to the refund policy published through the Financial Aid Office to determine the refund percentage.

- August 20 – September 2 inclusive .................... 100%
- September 3 - 9 inclusive .................................. 60%
- September 10 - 16 inclusive ................................. 30%
- September 17 - 23 inclusive ................................. 20%
- After September 23 ........................................... NONE

**Short Term Classes**

Fees refunded 100% if the student processes the official withdrawal on the Web prior to the beginning of the class.

**Deferred Payment Obligations (Installment Plans)**

The University's tuition refund policy is not affected by a student electing the deferred payment method. In such event, the refund shall be calculated by multiplying the total tuition charge for the academic session in which such student is enrolled by the appropriate percentage to determine the amount to be retained by the University. The University shall retain from any payments made to it the amount of University fees charged and the amount of tuition payment to which it is entitled under the refund schedule. If a student on deferred payment withdraws from courses, any outstanding deferred payment obligation, taking into consideration the amount of tuition then due and owing to University under the refund schedule, must be paid in full.

**Refund Due to Serious Illness or Injury**

If a student is unable to complete a semester or term due to serious illness or injury, the student must present an affidavit signed by a licensed health care provider certifying the circumstances. This affidavit is available in the University Registrar’s Office. The completed form should be directed to the University Bursar’s Office. If the request relates to a semester other than the current one, the VPAA’s Office must approve the academic withdrawal. Based on an approved request, the student will be withdrawn from all his/her courses and refunded the tuition and fees for the semester/session, provided the student has personally and fully paid all outstanding tuition and fees, and has no other outstanding University financial obligations.

If the above student has received Title IV federal financial aid, then the current “Return of Title IV Funds” policy will be applied according to PL 105-244, Sec 484B, 64FR59016. (Federal Pell Grants are only adjusted based on the student’s enrollment status during the first week of classes.) A student eligible for a tuition refund based on serious illness or injury and a complete withdrawal from classes that occurs after completion of 60% of the semester/session is not subject to Federal “Return of Title IV Funds” policy, and is considered to have earned their Federal Title IV aid. In this event, a tuition refund will be made first to University scholarships and finally to the student.

**Refund Due to Death of Student**

If a student should die during a semester/session in which the student is duly enrolled, the student’s estate will be refunded the tuition and fees based on the above stated policies. To initiate this process, the family may contact the Student Life Office.

**Non-Credit Hour Courses**

Due to the unique nature of the various programs offered, cancellations and refunds may be different depending on the program or course. If you are unable to attend a course, please refer to the cancellation and refund policy established for each program as indicated in the program brochure, on the program web page, or by contacting the coordinator responsible for the program. If a policy is not specified, the Division must receive your request for a refund no later than three (3) business days prior to the start of the program to receive a full refund. No refunds will be granted once the program begins.

**Residency**

The residency status of a student for the purpose of paying tuition to Washburn University is determined at the time the student applies or reapplies to the University. If a new student questions the status that was assigned, he/she should contact the Office of Admissions for further information and instructions. Current students classified as non-residents who have continuously lived in Kansas for at least six months, have continued to attend Washburn without having to reapply, and believe that they have met residency requirements as described under "Residence Qualifications" of the University Catalog, may contact the Office of the University Registrar for information and instructions to have their status reviewed. The deadline for contacting the appropriate office and for completing and providing all necessary documentation for review is September 19, 2005 for the Fall 2005 semester.

**Final Grades**

Final grades will be able to be viewed on the Web through your MyWashburn account. Grades will not be given over the telephone.

**Degrees**

**Degree Conferment** – The University confers degrees three times a year to students who have met all requirements as of the last day of final examinations for each of the three semester/terms: Fall semester, Spring semester and Summer term. Degrees for the Fall 2005 semester will be dated December 16, 2005. All work not completed (i.e. incomplete grades, transfer work, etc.) by January 6 will result in graduating the following term/semester or later.

**Application for Degree** – Students planning completion of the baccalaureate and/or associate degree for Summer should have filed the Application for Degree form in the University Registrar's Office, Morgan Hall 115, by September 16, 2005. A new Application for Degree must be submitted for a later term/semester if you do not graduate Fall 2005.

**Diplomas**

**Diploma Distribution**

Diplomas will be available approximately two months after each semester/term. Diplomas may be picked up in the Office of the University Registrar, Morgan Hall 115, during regular business hours. Photo identification must be presented to obtain your diploma. Students may have diplomas mailed by completing the diploma mailing card in the University Registrar's Office. Students may also obtain the Diploma Mailing form by printing it after accessing www.washburn.edu/registrar. After printing and completing the form, return it to the University Registrar's Office by mail.
with the appropriate fee, by fax to (785) 231-1104 with your
credit card information, or by bringing it to the office in person.
The fee for mailing a diploma is $5.00 if mailed to U.S.
address and $10.00 if mailed to an address outside of the United
States. Diplomas are not issued if the student has outstanding
financial obligations to the University.

Diploma Replacement
A diploma may be replaced providing a request is made in
writing. The Diploma Replacement Form is available in the
Office of the University Registrar, 115 Morgan Hall, during
regular business hours or it may be obtained by printing it after
accessing www.washburn.edu/registrar. The same procedures
for returning the form may be used as listed under "Diploma
Distribution." The replacement processing fee is $30.00.

Diploma Designations
Majors and minors are not designated on the diploma; however,
they are reflected on the transcript. If a student adds a
major/minor to a degree after the diploma is issued, the
additional designation will be reflected on the transcript. An
additional diploma will not be issued. Only Latin honors
(Summa Cum Laude, Magna Cum Laude, and Cum Laude) are
designated on undergraduate, bachelor degree diplomas. In
addition to Latin honors, Stoffer Honors, Departmental and
School Honors, and University Honors are posted on the
transcript.

Transcripts
A transcript is an official copy of a student's permanent
academic record. Official transcripts are available from the
Office of the University Registrar. Each transcript costs $3.00.
A transcript request must be written and the fee must be paid in
advance. A transcript request will not be processed for students
who have financial or other obligations to the University.

Transcripts may be requested in person upon showing some
form of photo identification at the University Registrar's Office,
115 Morgan Hall, during regular business hours or by dropping
in the University Registrar's Office dropbox east of the office
after the office is closed. Any transcript mailed, or faxed, or
picked up by the student will be marked "Issued to Student."

Transcripts may be requested through the mail or by fax at
(785) 231-1104. A mailed request must be sent to the Office of
the University Registrar, 115 Morgan Hall. The request should
include the following information: current name and other
names while attending Washburn, student signature,
identification number/social security number, return address for
receipt purposes, current phone number, date of birth, date of
attendance at Washburn, the number of transcripts requested,
complete and accurate addresses where each transcript is to be
sent, and $3.00 for each transcript requested paid at the time of
request. A faxed request may request that a transcript be mailed
or faxed. If the transcript is to be faxed, the request must
include the information listed above as well as the fax number,
who is to receive the fax, and the Company/Agency/Institution
name where it is to be faxed. Fax requests will not have
processing priority over requests received by mail or in person.
Some agencies or institutions will not accept faxed transcripts
as official.

Checks should be made payable to Washburn University. Fax
requests must be paid by credit card. The University accepts
Visa, MasterCard and Discover (Novus). A fax request must
include the type of card, the number of the card, its expiration
date, and signature of student. Fax requests without complete
information, including credit card information, cannot be
processed.

A Transcript Request form may also be obtained by printing it
after accessing www.washburn.edu/registrar. It may be
returned to the University Registrar's Office by mail, fax, or in
person by following the relative procedures described in this
section.

Evening Office Hours
These following academic and support areas will remain open
on Tuesdays and Wednesdays from 5:00 p.m. until 5:30 p.m.
when classes are in session:
Admissions: Morgan 114
Financial Aid: Morgan 267
University Registrar: Morgan 115

A representative from Academic Advising will be available
in the Admissions Office.

Classification of Students

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<thead>
<tr>
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<td>Freshman</td>
<td>less than 24 hours</td>
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<td>2</td>
<td>Sophomore</td>
<td>24-53 hours</td>
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Student Services

Center for Learning and Student Success
(CLASS)

Academic Advising
Professional advisors provide assistance to those undergraduate students who have not yet declared a major in a department or school. Advisors assist students in selecting degree programs, guide them in career exploration, make referrals to departments for more specific information, and work with them in planning course schedules and registering for classes.

Academic Advising is located in CLASS, Morgan 122. For information call (785) 231-1010, ext. 1450 between 8:00 a.m. and 5:00 p.m., Monday – Friday. Further information can be obtained at (785) 231-1010, ext. 1450 between 8:00 a.m. and 5:00 p.m., Monday – Friday. No appointment is necessary. Office hours are 8:00 a.m. - 5:00 p.m., Monday – Friday.

Career Services
Career Services can assist students and alumni with finding full-time and part-time employment, as well as internship opportunities. Career Services also offers on-campus interviews held each fall and spring, interview preparation assistance, job listings and referrals, resume and letter development assistance, job fair events, and a resource center for employer literature, videotapes, and job search information.

To participate in campus recruiting, resume referrals, and/or job listings, the student must be registered with Career Services. To register or to schedule an appointment, call (785) 231-1010, ext. 1450 between 8:00 a.m. and 5:00 p.m., Monday - Friday. Further information can be obtained at www.washburn.edu/services/career and/or by visiting Career services in CLASS, Morgan 122.

Counseling and Testing
Counseling and Testing services include helping students decide on a major and clarification of career goals. Personal concerns may also be explored by professionally trained counselors. Confidentiality is maintained for all types of counseling. This area also serves as a testing center for the registration and administration of nationally standardized tests. These services are located in CLASS, Morgan 122, www.washburn.edu/services/ct. Office hours are 8:00 a.m. to 5:00 p.m., Monday - Friday. For an appointment call (785) 231-1010, ext. 1299.

Learning Enrichment
The Center for Learning and Student Success provides workshops and individual assistance related to student success (e.g., study skills, time management, test taking, stress management). CLASS also sponsors Supplemental Instruction for certain courses in collaboration with academic departments. For more information about CLASS, visit our website at www.washburn.edu/services/class or stop by Morgan 122.

Information Technology Services
(ITS)

MyWashburn
MyWashburn, our campus portal, is available to all students on or off-campus through an Internet connection. MyWashburn provides Web-based access to campus news, Washburn e-mail accounts, virtual groups, course enrollment, and other self-service features. To obtain MyWashburn account information, students need to know their Washburn Identification Number (WIN). Visit my.washburn.edu for additional information.

Student Web Sites
Each student is provided with space on a Web server for the publication of a Web site on students.washburn.edu.

Online Classes and Distance Education
Courses offered by Washburn online are accessed through MyWashburn. For additional information, visit www.washburn.edu/online-education.

Interactive distance learning classrooms in Henderson Hall are used for videoconferencing. Telecourses are broadcast on the educational access channel, Washburn University Cable Television (WUCT - Channel 13), as well as on our public television station, KTWW - Channel 11. Telecourse tapes are also available in Mabee Library for viewing and checkout.

Wireless Access On-Campus
Wireless Access is now available to students in several locations across campus. Additional information about registering wireless devices is available online at www.washburn.edu/wireless.

On-Campus Labs
Information Technology Services (ITS) facilities are available to all Washburn University students. Students must have a User ID and password to use the ITS computer systems. This account information may be obtained in Bennett Hall, Room 104.

Technology Support Center Fall Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Time</th>
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<tbody>
<tr>
<td>Monday – Thursday</td>
<td>7:30 a.m. – 11:00 p.m.</td>
</tr>
<tr>
<td>Friday</td>
<td>7:30 a.m. – 11:00 p.m.</td>
</tr>
<tr>
<td>Saturday</td>
<td>8:00 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>Sunday</td>
<td>1:00 p.m. – 11:00 p.m.</td>
</tr>
</tbody>
</table>

See www.washburn.edu/its/docs/labs.html for locations of other campus labs.

Off-Campus
Students may access Washburn computer systems through an Internet connection or through dial-up after providing their ITS User ID and password. For more information, obtain a copy of the Remote Access Quick Facts at the Bennett 104 service window, or online in the Quick Facts section of the ITS Web site: www.washburn.edu/its.

Policies
All users of Washburn's computing resources are expected to abide by Acceptable Use of Computing Resource policies online at www.washburn.edu/its/docs/policies. Students are encouraged to visit the Student Copyright Web site at www.washburn.edu/copyright/students for copyright guidelines.
The Writing Center
The Writing Center is a center of support for students currently enrolled in courses at all levels that need the special help and attention that close one-on-one tutoring can provide. Services are offered free of charge to all Washburn students. The Center is located on the second floor of Morgan Hall, Room 257, and the hours are posted by the door. The Center can be reached by phone at (785) 231-1010, extension 1409 or 1441, for additional information.

Student Activities/Greek Life
The Office of Student Activities & Greek Life promotes extracurricular and co-curricular student life at Washburn University. The Office acts as a clearinghouse, providing students with information about registration of clubs and organizations, coordination of campus activities, Greek Life, and advisement of organizations.

Whether you have an interest in getting involved with student government, working on the University newspaper and yearbook, helping plan campus entertainment, Greek life, or just want to get involved with one of many registered student groups on campus, the Student Activities & Greek Life personnel will assist you. For further information call (785) 231-1010 extension 1723.

Ichabod Service Center/Student ID’s
The Ichabod Service Center, a centralized office for your iCard (Student ID), is located on the main level of the Memorial Union. The iCard is used for Washburn’s all campus system. Deposit money on your iCard for purchases at participating University locations: Dining Services, University Bookstore, Libraries, Washburn Athletic Department, Washburn Police Department, University Theatre, Vending/Concessions, and the Service Area. The iCard is your photo ID for University services: library circulation, use of the pool in Petro Allied Health Center, use of recreational facilities in the Student Recreation and Wellness Center, and attendance at special music, theatre, and athletic events. The iCard also provides the dining service declining account balance for residence hall students and door access for Living Learning Center/Washburn Village residents. The Ichabod Service Center also provides copy, printing and fax services.

Service Center Hours: Monday – Friday 8am – 5pm

Multicultural Affairs Office
The Multicultural Affairs Office (MAO) promotes awareness of cultural diversity and multicultural issues. In this capacity, the Office serves as a resource and referral center for students, faculty, and staff, as well as the Topeka community and national organizations.

MAO works toward goals that are inclusive of all cultures, while influencing a campus environment that is supportive of differences.

Throughout the year, MAO unites with the local community to host a variety of cultural activities, including cultural celebrations, conferences, seminars, teleconferences, etc. MAO also provides advisement and support to multicultural student organizations, has a diversity resource library, receives employment/internship/scholarship information and has information on multicultural Greek fraternities and sororities.

For more information, contact Multicultural Affairs Office in Morgan 110 or phone (785) 231-1010, extension1622.

Disability Services
The Services for Students with Disabilities Office (SSWDO) is responsible for assisting in arranging accommodations and for identifying resources on campus for persons with disabilities. Qualified students with disabilities must register with the Office to be eligible for services. SSWDO MUST have current documentation on file in order to provide services. Accommodations may include in-class note-takers, test readers and/or scribes, adaptive computer technology, brailed materials, or other as determined. New requests for accommodations should be submitted two months or more prior to the date services should begin; however, contact SSWDO as soon as a need may arise.

Location: Student Services, Morgan Hall, Room 150
Phone: (785) 231-1010, extension 1629
(may leave voice mail 24 hrs./day)
TDD: (785) 231-1025
Email: student-services@washburn.edu
Website: http://www.washburn.edu/services/studentaffairs/stuservices

Students may voluntarily identify themselves to the instructor for a referral to SSWDO.

Student Recreation and Wellness Center
The mission of the Student Recreation and Wellness Center (SRWC) is to enrich the quality of campus life by promoting and offering opportunities for physical and mental growth, as well as social interaction in healthy surroundings and superior recreational facilities. The SRWC’s innovative co-curricular programs and offerings serve to provide a connecting link between students and the Washburn University experience.

We hope you take advantage of the campus recreation program. There are opportunities for everyone: from the novice to the advanced recreational athlete. Offerings include informal, intramural, group exercise, climbing wall and wellness opportunities. Visit us to make friends, have fun and be healthy.

For more information, check us out on the web at www.washburn.edu/getfit.

Educational Opportunity Program
The Educational Opportunity Program (EOP) seeks to build bridges within the Washburn community so that more students will be successful. If you have a question or concern, or need academic assistance (tutoring, mentoring services), contact us. If you are looking for an opportunity to work as a peer tutor, we would like to talk with you. The EOP main office is in Morgan 123 and can be reached by phone at (785) 231-1010, extension 1871. You can also learn more information about EOP at the web site www.washburn.edu/cas/trio.

Office of International Programs
Located in the International House, the Office of International Programs coordinates a number of study abroad programs: Denmark International Studies in Copenhagen; Fukuoka University in Fukuoka, Japan; University of Klagenfurt, Klagenfurt, Austria; University of Orebro, Sweden; University of Clermont-Ferrand, France; Cambridge University, England (for summer only); Zhejiang Normal University and Tongji University in the People’s Republic of China; University of
Pretoria, South Africa, Tunghai University in Taiwan, the Megellan Exchange in western Europe, CONAHEC in Mexico and Canada, the University of Cantabria in Spain, among many others. In close cooperation with International Center of Topeka, Inc, the office serves a variety of campus and community constituencies interested and involved in international and intercultural affairs. The office is the principle hosting unit for foreign students studying at Washburn, serves as hosting and facilitating unit for foreign scholars and speakers, and provides access to international resources for instructors teaching courses on international topics and for community groups interested in international education and programming. Other services include free English language members, and assistance to students, faculty and community members who wish to study or travel abroad. For more information, call 231-1051.

Veterans
Applications for several educational benefits provided by the Veterans Administration or the Department of Defense are available in the Washburn University Veterans Affairs Office, Morgan Hall 150, (785) 231-1010, extension 1629.

To establish educational entitlement for most benefit programs, the applicant should contact the Washburn VA Office, or call the Veterans Administration at 1-888-442-4551. Program eligibility generally ceases ten years from the date of the veteran's release from active duty.

Eligible recipients of educational assistance must certify their enrollment each semester through the Washburn VA office to assure continuous benefits. When changes in enrollment occur, such as dropping courses, not attending class, or not formally withdrawing from the University, a report of mitigating circumstances must be submitted.

Reminder: TV and independent study courses must not exceed one-half of the total hours attempted for the semester. Students enrolling in short-term courses will be paid only for the duration of the course.

65 Years of Age and Over Audit Program
Topeka area citizens, age 65 and over, have opportunities to continue their education in regular credit courses at the University on a cost-free audit basis. Washburn University Board of Regents policy makes possible the waiver of tuition charges for older adults who desire to audit University credit classes on campus.

Students in this program may attend classes on a space-available basis. As University auditors, adults are included in all classroom activities but do not take examinations nor do they receive college or continuing education credit.

If you are a first-time participant to this program, call (785) 231-1074 to request a 65 and Over application. The application should be returned by August 12, 2005. It may be returned to Morgan Hall 115 in person or mailed to the University Registrar's Office, Washburn University, 1700 SW College Avenue, Topeka, KS 66621.

Registration for classes will be August 19 in Morgan Hall, Room 137. An alphabetical schedule will be followed. M – Z (first letter of last name) will register from 9:30 a.m. to 10:30 a.m. and A – L will register from 2:30 p.m. to 3:30 p.m. The schedule will rotate each semester.

Student Health Services
The Student Health Services office is located in Morgan Hall, Room 170. A physician and a nurse practitioner are available to provide patient care. All Washburn University students are eligible to visit the Student Health Services office. Treatment is not available to spouses or children of students.

Services provided by the Student Health Services office include care for minor illness/injury, health education, preventive medicine, gynecologic care, and also diagnostic consultation of physical and emotional problems. Referrals to other health care facilities are made when necessary and would be made at the student's expense.

If a provider is not available and a student does not have a family physician in Topeka, treatment may be obtained at the following emergency care centers at the student’s expense:

- Med Assist
- Minor Med
- Tallgrass Immediate Care
- St. Francis Hospital and Medical Center
- Stormont-Vail Regional Medical Center

The Student Health Services office is open Monday through Friday, 7:30 a.m. - 1:00 p.m. and 2:00 p.m. - 4:30 p.m. A provider is available between 8:00 a.m. - 1:00 p.m. and 2:00 p.m. - 4:00 p.m. No appointment is necessary.

The service component of visits is free; there are charges for immunizations and lab tests.

Student Health Insurance information is available in the Student Health Services office and also in the Student Life Office, Morgan Hall 104. Purchase of the health insurance plan is optional and is not required for visits to the campus Student Health Services office.

For more information, contact the Student Health Services office at (785) 231-1010, extension 1470.

University Bookstore
The Washburn University Bookstore welcomes you to Washburn University. We take great pride in providing the necessary course materials, supplies, and memorabilia to support the mission of the University. We strive to provide as many used books as possible in order to economize the cost of the student's education without sacrificing the quality of their education. We also work closely with the Service Center to provide course syllabi, course packs, and on-campus publications. Our Trade Book Department works to provide timely and current study aids and reading material that supplement the educational process. Our Supply Department provides office supplies for departments and current school supplies that supplement the educational process. Want to show your school support for the Ichabods? The Washburn University Bookstore is the place to go. We have the world’s largest supply of Washburn memorabilia. Don’t see something you’d like us to carry? Please let us know. We are always looking for new and exciting products and services to better serve you.

Fall Semester Hours:
Monday - Thursday 8:00 a.m. - 7:00 p.m.
Friday 8:00 a.m. - 5:00 p.m.
Saturday 11:00 a.m. - 2:00 p.m.

Contact us:
In person: Lower Level, Memorial Union Building
Web: http://www.washburnbookstore.com
Email: bookstore@washburn.edu
Phone: (785) 231-1049
(888) 475-6360 (outside of Topeka)
Library Facilities

THE UNIVERSITY LIBRARY, MABEE LIBRARY, is located in the center of the campus. Its three floors provide a variety of attractive study environments, from quiet individual study carrels to group study rooms. The library maintains a technologically rich environment with recent developments in library technology and provides facilities for use of audio-visual materials, microforms, and Internet-based services. ATLAS, the online public access catalog, includes the holdings of the Mabee Library and Curriculum Resources Center, the Washburn Law Library, the Kansas Supreme Court Library, the Kansas State Library, and the Kansas State Historical Society Library. The online catalog and other periodical databases can be accessed over the campus computer network, or over the Internet. An Electronic Classroom, Special Collections, a Multi-Purpose/Lecture room, and provisions for displays are included in the building. Present holdings include approximately 350,000 books/materials, 1,800 periodical subscriptions, and dozens of full-text electronic databases. A valid Washburn ID is required for check-out.

The Curriculum Resources Center, a branch of the Mabee Library, is located in Carnegie Hall and is primarily for the use of the faculty and students of the Department of Education, but is open to all University personnel and students. Organized to represent a current school resource center, it houses an extensive collection of children's and juvenile literature, primary and secondary textbooks, teacher reference works and multimedia instructional materials.

Mabee Library Hours
*Fall Semester Hours:
Monday – Thursday 7:45 a.m. - 11:00 p.m.
Friday 7:45 a.m. - 6:00 p.m.
Saturday 10:00 a.m. - 5:00 p.m.
Sunday 1:00 p.m. - 11:00 p.m.

CRC Hours
*Fall Semester Hours:
Monday & Tuesday 8:00 a.m. - 8:00 p.m.
Wednesday & Thursday 8:00 a.m. - 6:00 p.m.
Friday 8:00 a.m. - 5:00 p.m.
Saturday 10:00 a.m. - 2:00 p.m.
Sunday CLOSED

*Special hours during holidays, interims and finals will be posted at Mabee Library and the Curriculum Resources Center. Library hours are also available on the ATLAS catalog Web page. When classes are not in session, Mabee Library is open from 8:00 a.m. to 6:00 p.m., Monday-Friday, and closed weekends.

Contact us:
Web Page: http://www.washburn.edu/mabee
E-mail: refemail@washburn.edu
Phone: (785) 231-1485

Military Science

Army ROTC
Under an agreement between Washburn University, the University of Kansas, and the U.S. Army, Washburn students may participate in Army ROTC classes taught at Washburn by KU faculty. The culmination of the ROTC program is a commission as an officer in either the active Army or in the reserves or National Guard. Students simultaneously pursue an academic degree in any academic major of their choice. Contact: The KU Military Science Department by calling collect at (785) 864-3311 or call the WU Army ROTC office in Benton Hall, Room 204, at (785) 231-1010, extension 1248.

Air Force ROTC
Washburn University currently has a cross-town Air Force Reserve Officer Training Corps program with the University of Kansas and Kansas State University. This program allows Washburn students to complete their primary course of study at Washburn, but participate in the officer program at KU or KSU. Contact: Captain Major Ardis G. Cecil of the KU Department of Aerospace Studies at (785) 864-4676, or Captain Clarence Ward of the KSU Department of Aerospace Studies at (785) 532-6600.

Navy ROTC
The University of Kansas Naval ROTC Unit offers a cross-town enrollment program for those individuals interested in obtaining a commission in the U.S. Navy Nurse Corps. These courses are currently only offered at the Lawrence campus. Contact: (800) JHK-NAVY.

Washburn Police Department

The mission of the Washburn Police Department is to help create an atmosphere on the Washburn University campus that enhances the educational process.

Easy access to the Washburn Police Department is available through its headquarters on campus located in Morgan Hall at the south end of the middle wing. The telephone number is (785) 231-1153 (campus extension 1153). Police officers are available while on foot patrol, bicycle patrol, or vehicle patrol.

Contact can also be made with the University Police Dispatcher by using the ‘EMERGENCY PHONES’. The ‘EMERGENCY PHONES’ are marked with the word ‘EMERGENCY’ in red on a stainless steel column. To use the ‘EMERGENCY PHONE’, simply push the button on the phone and the caller will be immediately connected to the Washburn Police Dispatcher. One does not have to have an emergency to use these phones.

Locations of ‘EMERGENCY PHONES’:
- Northeast of Morgan Hall by K-zone parking lot
- East of Petro Allied Health Center by the southeast entrance
- South of Stoffer Science Hall at the west end of parking lot #2
- Southwest of KTWU by parking lot #7
- Southwest of the Garvey Fine Arts Center on Jewell Ave.
- North of the Law School by parking lot D
- Northeast of Mabee Library by parking lot #16
- Northwest of Benton Hall on Jewell Ave.
- Southwest corner of Kuehne Hall by sidewalk near parking lot #9
- Northeast corner of 19th & Jewell Ave. by Henderson Learning Resources Center
- Southeast corner of Washburn Village Complex on Jewell Ave.
- North side of parking lot of the Student Recreation Center

The Washburn Police Department operates 24 hours a day, 365 days a year. Washburn Police perform a variety of duties to provide a crime-free and safe environment on campus. University administrators are given monthly crime reports and special reports on criminal activities. The public may view University Police crime reports at: www.washburn.edu/right-to-know or at the Washburn Police Department Office.

University Service Area

The University Service Area provides students with copying, color copying, printing, digital services, and mail services. Staff is available to provide help with student projects ranging from banners to reports. The University Service Area is located in Morgan 113 and is open 7:30 a.m. to 5:00 p.m. on Monday through Friday.
Policies Affecting Your Rights & Responsibilities

Procedure for Contesting Grades

The College and Schools, except the School of Law

The obligation of the instructor to evaluate the performance of students on sound academic grounds is basic to the formal education process. A student who believes the grade awarded him/her by an instructor is based upon reasons other than the student's academic performance may appeal the grade received in a course as follows.

a. Consultation with the Instructor
A student must first attempt to resolve his/her dispute concerning the final grade received in a course through consultation with the instructor of the class. Such consultation normally shall take place following award of the grade but in no event shall such consultation take place later than the fourth week of the next regular academic semester following the award of the grade. In the event the course instructor is no longer at the University or is on a leave of absence during the semester following the contested grade or the instructor shall have refused to consult with such student, the student may proceed to the next stage, mediation by the Department Chair (where such exists). If no Department Chair exists, the next stage is mediation by the Dean of the College or School in which the course was offered (see Step c).

b. Mediation by the Department Chair
If the student is dissatisfied with the result of his/her consultation with the instructor or the student shall have been unable to meet with the instructor because of the instructor's refusal to meet or absence, the student may seek mediation of the matter with the Department Chair in the unit in which the course was offered. The Department Chair must be notified in writing by the student of his/her intention to continue the appeal process. Such notification must be received within 10 working days of the day on which the student/instructor consultation has been completed. The process shall be terminated if notification is not received within the 10 working days. The instructor shall make available to his/her Department Chair all of the materials and criteria which entered into the determination of the student's final grade in the course. The student shall provide the Department Chair, in writing, the grounds for contesting the grade by the instructor. After receiving and reviewing these materials, the Department Chair shall meet with the student and the instructor, either jointly or separately, to attempt to mediate the dispute about the contested grade.

c. Mediation by the Dean of the College or School in which the course was offered
If the student is dissatisfied with the result of his/her consultation with the instructor or the student shall have been unable to meet with the instructor because of the instructor's refusal to meet or absence, the student may seek mediation of the matter with the Dean of the College or School in which the course was offered. The Dean must be notified in writing by the student of his/her intention to continue the appeal process. Such notification must be received within 10 working days of the day on which the student/Department Chair consultation has been completed. The process shall be terminated if notification is not received within the 10 working days. The instructor shall make available to his/her Dean all of the materials and criteria which entered into the determination of the student's final grade in the course. The student shall provide the Dean, in writing, the grounds for contesting the grade by the instructor. After receiving and reviewing these materials, the Dean shall meet with the student and the instructor, either jointly or separately, to attempt to mediate the dispute about the contested grade.

d. Appeal to Grade Appeal Committee
If, after mediation with the Dean as provided above, the student is still dissatisfied with the result, she/he may file a notice of appeal with the Dean, which shall specify the relief requested and provide a written summary of the grounds for appeal to the Grade Appeal Committee. Such notification must be received by the Dean within 10 working days of the day on which the student/instructor consultation has been completed. The process shall be terminated if notification is not received within the 10 working days. Upon receipt of the notice of appeal, the Dean shall forward it and all materials submitted by the instructor and student during the mediation process to the Vice President for Academic Affairs. The Vice President for Academic Affairs, upon receipt of the notice and materials, shall appoint and convene a committee of five persons, comprised of three faculty members (two from the same department or area, one faculty from another department or area), and two students, to serve as the Grade Appeal Committee. At its first meeting, the Grade Appeal Committee shall select its chairperson and set the date, time and place for the appeal to be heard. The committee shall advise the student and the instructor of the hearing date.

(i) Hearing
The hearing will take place before the entire committee. The burden of proof rests with the student who shall, during the course of the hearing on the contested grade, be responsible for presenting evidence to support the claim. The hearing will be informal and the formal rules of evidence shall not be applicable. Oral testimony of witnesses may be presented but is not required. If either the student or the instructor presents witnesses, she/he must provide to the Committee a written summary of the testimony expected of the witness(es) to the Committee and to the other party not later than three days prior to the date of the hearing. The student or the instructor may be accompanied by an advisor whose only role in the course of the hearing will be to render advice to the student/instructor. The amount of time allotted to each party will be left to the discretion of the Committee.

(ii) Decision
At the close of the hearing the Committee shall meet and determine by a vote of four out of five of the members, whether the student has proved the relief sought should be awarded for the reasons stated in his/her notice of appeal and the student's grade changed. The Committee shall report its decision in writing to the student, the instructor and to the Vice President for Academic Affairs. The decision of the committee shall be final. If it is the judgment of the committee that the grade be changed, then the Vice President for Academic Affairs shall notify the Registrar, who will enter the changed grade which will be initialed by both the Vice President and the Registrar.

Sexual Harassment Policy

Washburn University intends to assure a harassment-free environment in which to work and to pursue educational goals. Sexual harassment is a form of misconduct which undermines the integrity of employment and student-faculty relationships.

Employees: Harassment on the basis of sex is defined by Section 703 of Title VII of the Civil Rights Act of 1964 as: Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Students: Sexual harassment of students is a violation of Title IX of the Education Amendments of 1972, which prohibits sex discrimination in education. Academic sexual harassment is the use of authority to emphasize the sexuality of a student in a manner which prevents or impairs that student's full enjoyment of educational benefits, environment or opportunities. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) the conduct has the purpose or effect of interfering with the individual's academic performance, or of creating an intimidating, hostile or offensive educational environment (2) imposed by an employee or agent of Washburn University which denies, limits, conditions or provides different aid, benefits, services or treatment.
All persons must be allowed to pursue their activities at Washburn University free from unsolicited and unwelcome sexual overtures or conduct. The administration of Washburn University strongly disapproves of such inappropriate conduct and will not tolerate its occurrence.

Complaints of sexual harassment should be made verbally or in writing to Carol L. Vogel, Equal Opportunity Director, Morgan Hall 380A, 231-1010, x 1509.

Drug Free Schools and Campuses Information/Annual Security Report
The Washburn University's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Washburn; and on public property within, or immediately adjacent to and accessible from, the campus. Other reports include institutional policies concerning campus security, such as policies concerning alcohol and other drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by contacting the Office of Student Life (104, Morgan, 231-1010, ext. 2100)

Equal Opportunity Policy Statement
It is the policy of Washburn University to assure equal educational and employment opportunity to qualified individuals without regard to race, color, religion, age, national origin, ancestry, disability, sex, marital or parental status or sexual orientation.

Equal educational opportunity includes, but is not limited to, admissions, recruitment, extracurricular programs and activities, housing, facilities use, access to course offerings, counseling and testing, financial aid, health services and employment. Equal employment opportunity includes, but is not limited to, recruitment, hiring, assignment of duties, tenure and promotion determinations, compensation, benefits, training and termination.

It is University policy to have positive action taken to assure the full realization of equal opportunity for all who work for the University. Special efforts will be made to identify promising minority persons and women for positions in all areas and at all levels in which these groups are under-utilized relative to their availability. All selections will be based solely on the candidates' qualifications to carry out the duties that the positions require, knowing that such actions can only result in raising the quality and competence of faculty and staff.

The administration of Washburn University is committed to its support of the principles of equal opportunity for students, faculty and staff. Each unit within the University is charged with conducting its practices in conformity with these principles and in accordance with the Affirmative Action Plan. Responsibility for monitoring and implementation of this policy is delegated to the Affirmative Action Director; however, all personnel will share in the specific activities necessary to achieve these goals.

*The Equal Opportunity Director is Carol Vogel, MO 380A, 231-1010, x 1509.

Student Conduct Code
The students of Washburn University are responsible for complying with policies, standards, rules, and requirements for academic and social behavior formulated by the University community. At the same time, students have protection through orderly procedures against arbitrary or capricious actions or decisions by University authorities. Due process is recognized as essential to the proper enforcement of University rules. The purpose of this document is to provide a procedure and rules by which a student will be afforded due process in the matter of alleged violations of University standards, rules and requirements governing academic and social conduct of students.

Prohibited behaviors include, but are not limited to: disruption and disorderly conduct which interferes with the rights and opportunities of other students to pursue their academic studies; theft or malicious destruction, intentional damage, or misuse of University property or private property of another member of the University community, whether occurring on or off campus; or theft or malicious destruction, intentional damage, or misuse on campus of property of a nonmember of the University community; unauthorized entry upon the property of the University or into a University facility or any portion thereof, including a computer file, which has been reserved, restricted in use, or placed off limits; unauthorized presence in any University facility after closing hours; or unauthorized possession or use of a key to any University facility; possession, use, or distribution on campus of any controlled substance as defined by the laws of the United States or the State of Kansas except as expressly permitted by law; possession or use of alcoholic beverages on campus except as permitted under policies adopted by the Board of Regents.

For a complete copy of the Student Conduct Code, contact the Student Life Office, Morgan Hall 104. The conduct code is also included in the Student Planner/Handbook.

Academic Impropriety Policy
The grades and credits earned by college students in their courses provide an important measure of the quality and extent of their academic achievements. Preserving the integrity and significance of grades and credits is a professional responsibility of the teaching faculty, but requires the cooperation and support of students. The present policy is designed to assist faculty and students in this task. First, it identifies the basic presumption underlying the integrity and significance of academic grades and credits. Second, it defines as academically improper, and officially forbids, all forms of student behavior that undermine, or that could reasonably be interpreted as undermining, the validity of this basic presumption. Finally, it requires faculty to take reasonable steps to prevent such behavior from occurring and to take appropriate academic action when it does occur.

The Basic Presumption—Grades or credits are fair and equitable measures of academic achievement only on the presumption that the academic work submitted by each student is his or her own and is created under course conditions or rules (e.g., time and resources allowed for the completion of an examination) common to all students in that course. The moment this presumption's validity is reasonably doubted, the integrity of grades and credits as signs of actual academic achievement is seriously undermined. Therefore, it is incumbent on students and faculty alike to ensure that the validity of the basic presumption is preserved beyond any reasonable doubt.

For a complete copy of the Academic Impropriety Policy, contact the Vice President for Academic Affairs Office, Morgan Hall 262.

Family Educational Rights and Privacy Act
The Family Educational Rights and Privacy Act of 1974, as amended, protects the privacy of students and provides for the right to inspect and review educational records. These rights include, but are not limited to the following:

1. The right to inspect and review their education records.
2. The right to seek correction of their education records.
3. The right to file complaints concerning the alleged failures by the University to comply with the Privacy Act.
4. The right to restrict the release of Directory Information.

The Act prescribes the conditions under which information about students can be released without prior consent.

Disclosure to Faculty and Administrative Officers of the University
The University discloses academic records without written consent of students to those designated university officials within the institution who have a legitimate educational interest.

Disclosure to Parents
Students may share their education records with parents at their own discretion. Academic records may be provided to parents who make the request directly to the institution upon:

a. Obtaining and providing the student's written consent, or
b. Establishing the student's dependency as defined by the Internal Revenue Code of 1954, Section 152.

Disclosure to Government Agencies
Some federal and state agencies specified in the Family Educational Rights and Privacy Act have the right to student records without written consent. In addition, judicial order or lawfully issued subpoenas can secure student records without the written consent of the student.
Disclosure to Other Individuals and Organizations
The University may release without written consent certain information identified by the institution as public or directory information. Directory information at Washburn University includes: name, current address and phone number, permanent address and phone number, classification status, major field of study, date and place of birth, dates of attendance, awards and academic honors, enrollment status (full-time, half-time, less than half-time,) most recent educational institution attended, participation in officially recognized activities and sports, height and weight of members of athletic teams.

Federal law and University policies allow the Office of the University Registrar to release directory information to the public unless the student requests otherwise. Students who choose not to have directory information published in the Campus Directory may indicate so by updating their directory profile through MyWashburn Self-Service by August 30 of each year they are enrolled.

If no release of information to public inquiry is desired, a separate form must be submitted to the Office of the University Registrar. The form may be submitted throughout the year and becomes effective when submitted.

If no listing in the Commencement Program is desired, the student must indicate this on the Application for Degree Form available in the Office of the University Registrar.

PARKING REGULATIONS

9.1.1 Registration of vehicles operated on the campus by all faculty, staff, and students is required. Vehicles are registered at the time of enrollment and/or upon acquisition.

Any changes of vehicle and/or tag information should be completed at the Washburn Police department.

9.1.2 Persons operating or parking a vehicle on campus shall be fully responsible for that vehicle and its contents. The University and the City of Topeka are not responsible for vehicles or protection of any vehicles or their contents while on campus. Faculty, staff, and students shall be held responsible for violations by vehicles registered to him/her either through University registration or tracing through the State Motor Vehicle Department regardless of the operator at the time of violation.

9.1.3 These regulations are in effect 24 hours a day, 365 days a year. Reserved parking spaces are available for open parking after 5:00 O'clock PM except where otherwise posted.

9.2 Parking
9.2.1 Certain parking spaces and parking lots have been designated for reserved parking by faculty, staff, visitors and students. Parking in reserved parking areas is by permit only.

9.2.2 Students are not eligible for reserved parking privileges.

9.2.3 Handicapped Parking
Certain parking spaces have been designated as handicapped parking. Parking in designated handicapped parking spaces is reserved for those persons whose vehicles display:

• a specially issued license plate displaying the international symbol of access to the physically handicapped; or
• a specially issued State of Kansas identification card displaying the international symbol of access to the physically handicapped.

Persons desiring special parking considerations because of temporary or permanent disability are advised to obtain a State Handicapped Parking Permit by making application at the State Office Building or County Treasurer's Office. This permit is recognized universally. The University is not authorized to permit parking in designated handicapped spaces.

Students with documented disabilities are encouraged to consult with the Director of Student Services in Morgan Hall 150, x1629. Violators of handicap parking laws will receive tickets issued by officers of Washburn University, City of Topeka, Shawnee County, and/or State of Kansas. Fines will be according to the city or county statutes.

9.2.4 Faculty and Staff Reserved Parking
Faculty and staff may apply for a reserved parking permit. Application for a reserved parking permit may be made at the University Police Office. A reserved parking tag shall be displayed on the rearview mirror of the vehicle.

9.2.5 Overlength Vehicle
Overlength or oversized vehicles such as buses, trucks and campers can not be parked in regular parking spaces. Visiting groups and charter buses may arrange for special parking assignments with the University Police Office.

Parking for camping or overnight sleeping in vehicles is prohibited.

9.2.7 Prohibited Parking
The following acts are prohibited and University tickets may be issued for such infractions by officers of Washburn University, City of Topeka and/or Shawnee County:

1. Double parking or blocking streets;
2. Parking on sidewalks or grass;
3. Parking in service or restricted areas;
4. Parking across drive entrances or sidewalk crossings;
5. Parking outside marked spaces;
6. Parking in fire hydrant zones and/or fire lanes;
7. Parking overlength vehicle without permit;
8. Parking in any area designated by signs or curb markings as a no parking area;
9. Parking in a lot or space for which vehicle is not permitted;
10. Any other parking violation(s) as defined by city or county statutes.

9.2.8 Fees for Misuses of Parking and Late Payment
A fee of $10.00 shall be charged for all Washburn University tickets issued for restricted parking (except for handicap parking violations). Such fees are due and payable at the University Business Office within five (5) days following the date the ticket is issued.

If the fee is not paid, a late payment fee of $10.00 for restricted parking shall be assessed on the sixth day following the date of issuance of the University parking ticket.

Faculty and staff shall pay the misuse parking fee within five (5) days of the date the ticket was issued. Faculty and staff are subject to the $10.00 late fee.

Faculty and staff with unpaid parking fees shall be subject to administrative review.

9.2.9 Failure to Pay Parking Misuse Fees
Students with unpaid misuse and/or late payment fees shall have a hold placed on their transcripts and re-enrollment until such fees are paid in full.

9.2.10 Misuse of Parking and Vehicle Removal
Motor vehicles parking in violation of any of these regulations may be deemed a common nuisance and the nuisance abated by removal or towing away of the vehicle. The cost of abating, towing and impoundment shall be a lien against the vehicle.

9.3 Vehicle Operation
9.3.1 The provisions of the City of Topeka traffic codes and state highway traffic codes, Chapter 8 of the Kansas Statutes Annotated, are applicable to the operation and condition of motor vehicles operated on the University campus except as may be otherwise provided in these regulations by the Board of Regents.

9.3.2 Vehicles shall stop and yield to all for pedestrians.

9.3.3 All vehicles are to be driven prudently and not in excess of 20 mph on the streets and roads on the University campus. Except as may be otherwise posted, speed limits for vehicles operated in the University parking lots shall not exceed 12 mph.

9.3.4 The following acts are prohibited:
1. Driving over curbs or sidewalks;
2. Driving on grass or seeded areas;
3. Driving in excess of the speed limits;
4. Reckless Driving;
5. Failing to yield to a pedestrian in a crosswalk or at an intersection;
6. Driving in violation of the provisions of Chapter 8 of the Kansas Statutes Annotated.

9.3.5 Vehicle Parking & Operations; City Ordinances, State Law and Enforcement of
The University is within the city limits of the City of Topeka. Officers of Washburn University, City of Topeka, Shawnee County and State of Kansas have the authority to enforce all laws of the State of Kansas and any general ordinances of the city on the University campus. Violations of city ordinances or state statutes will be processed by the appropriate court of jurisdiction. Fines and court costs will be assessed by the court.

Failure to pay Vehicle Operation Violation Fees
Students who have received Washburn University tickets and have not paid any fee(s) charged, shall not be permitted to re-enroll, graduate or transfer, and...
a hold shall be placed on the student's transcript and re-enrollment until such fees are paid in full.

9.4 Accidents
All accidents, including motor vehicle, occurring on the University campus should be reported to the Washburn Police Office. The Topeka Police Department also has jurisdiction to investigate all accidents occurring in the City of Topeka.

9.5.1 Hearings
A person desirous of contesting the issuance of a University ticket issued to him or her may obtain a hearing in accordance with the following procedures.
1. A complaint regarding a specific ticket issuance may be made at the Police Office.
2. If the individual is not satisfied with the disposition of the complaint regarding a specific ticket, the individual may submit in writing to the Director of Police his/her reason for a review request. The written statement must be submitted to the Director of Police within one week following registering the complaint to Police office. Upon receiving the written request for a review of the complaint the Director of Police will schedule a hearing by the Parking Ticket Review Board which will consist of two students, two faculty or staff members and the Director of Police. The Director of Police will only vote in the event of a tie.

Visitors
Visitors to the campus are defined as those individuals who are not students, faculty or staff of Washburn University. Visitors ticketed by the University for parking violations may be excused for such parking violations (except handicapped parking, fire lanes) by taking or mailing the University ticket, with proper identification, to the Business Office or Police Office. Tickets issued on state or city ordinances may be contested in city or county courts.

Students
Students are defined as those individuals who are currently enrolled at Washburn University or were enrolled for the preceding regular or summer term, and have not graduated. Any individual having evidence showing that they will not be a Washburn Student for the current or next term will be considered a Visitor.

Although care is taken to ensure the accuracy of all information, errors may occur and changes or deletions may be made without further notification. Washburn University reserves the right to withdraw courses at any time, change the fees, change the rules and calendar regulating admission and graduation requirements, and change any other regulations affecting the student body. Changes shall become effective whenever the proper authorities so determine and shall apply not only to prospective students but also to those who at the time are matriculated in the University. It is understood that the ultimate responsibility for complying with degree requirements rests with the student.

Disclosure of Education Records or Personally Identifiable Information
University Police Personnel shall have access to student class schedules in an emergency situation when knowledge of the information concerning the emergency, is considered necessary to protect the health or safety of students or other persons.

University Police Personnel will attempt to verify the identity of the person requesting information and the emergency situation. The class schedule will not be released to the requesting individual but a security officer will attempt to contact the student directly.

A record of each disclosure request must be made and maintained. The record should include the name and address of the requestor, date and time of request, and the nature of the emergency situation. These records are considered part of the student's educational record.
### Important Locations & Phone Numbers

<table>
<thead>
<tr>
<th>Academic Services</th>
<th>Location</th>
<th>Ext.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions Information/Catalogues/Class Schedules</td>
<td>Morgan 114</td>
<td>1030</td>
</tr>
<tr>
<td>Academic Advising</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Applied Studies</td>
<td>Benton 306</td>
<td>1282</td>
</tr>
<tr>
<td>Arts and Sciences</td>
<td>Morgan 108</td>
<td>1636</td>
</tr>
<tr>
<td>Business</td>
<td>Henderson 114</td>
<td>1308</td>
</tr>
<tr>
<td>Nursing</td>
<td>Petro Center 203</td>
<td>1525</td>
</tr>
<tr>
<td>Undecided/Undeclared</td>
<td>CLASS, Morgan 122</td>
<td>1942</td>
</tr>
<tr>
<td>Adding or Dropping a class</td>
<td>University Registrar's Office, Morgan 115</td>
<td>1074</td>
</tr>
<tr>
<td>Address Change</td>
<td>University Registrar's Office, Morgan 115</td>
<td>1074</td>
</tr>
<tr>
<td>Books/Supplies/Clothing/Gifts</td>
<td>Bookstore, Lower Level, Memorial Union</td>
<td>1049</td>
</tr>
<tr>
<td>Business Office</td>
<td>Morgan Hall 205</td>
<td>1156</td>
</tr>
<tr>
<td>Career Services</td>
<td>CLASS, Morgan 122</td>
<td>1450</td>
</tr>
<tr>
<td>Complete Withdrawal</td>
<td>University Registrar's Office, Morgan 115</td>
<td>1074</td>
</tr>
<tr>
<td>Declaring a major</td>
<td>Department chairperson of proposed major</td>
<td></td>
</tr>
<tr>
<td>Educational Opportunity Program (EOP)</td>
<td>Morgan 123</td>
<td>1871</td>
</tr>
<tr>
<td>Financial Aid/Scholarships</td>
<td>Financial Aid Office, Morgan 267</td>
<td>1151</td>
</tr>
<tr>
<td>Honors Program</td>
<td>Dr. Donna LaLonde, Morgan 275</td>
<td>1494</td>
</tr>
<tr>
<td>Housing Information</td>
<td>Cap. Fed. Ctr. for Learning, LLC 152</td>
<td>1065</td>
</tr>
<tr>
<td>Information Technology Services / MyWashburn</td>
<td>Bennett 104</td>
<td>3000</td>
</tr>
<tr>
<td>Library</td>
<td>Mabee Library</td>
<td>1485</td>
</tr>
<tr>
<td>Online Classes</td>
<td>Bennett 102</td>
<td>2381</td>
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<td>Study Skills Information</td>
<td>CLASS, Morgan 122</td>
<td>1299</td>
</tr>
<tr>
<td>Tutoring</td>
<td>Call Department Office</td>
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<tr>
<td>Transcript Request</td>
<td>University Registrar's Office, Morgan 115</td>
<td>1078</td>
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<tr>
<td>Veterans Education Benefits Information</td>
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<tr>
<td>Writing Center</td>
<td>Morgan 257</td>
<td>1409</td>
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<tr>
<td>Personal Services</td>
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<tr>
<td>University Police and Campus Safety Dept.</td>
<td>Morgan, Center wing, outside entrance</td>
<td>1153</td>
</tr>
<tr>
<td>Charting a new student organization</td>
<td>Student Activities, Memorial Union</td>
<td>1723</td>
</tr>
<tr>
<td>Child Care</td>
<td>University United Methodist Church</td>
<td>232-0263</td>
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<tr>
<td>Co-curricular Activities</td>
<td>Student Activities, Memorial Union</td>
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<tr>
<td>Counseling</td>
<td>Counseling &amp; Testing Services, CLASS, Morgan 122</td>
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<td>Disability Services</td>
<td>Morgan 150</td>
<td>1629</td>
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<tr>
<td>Food Service</td>
<td>Memorial Union</td>
<td>1456</td>
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<tr>
<td>&quot;Good Student&quot; discount on car insurance</td>
<td>University Registrar's Office Morgan 115</td>
<td>1074</td>
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<tr>
<td>iCard (Washburn's ID), copies &amp; faxing</td>
<td>Ichabod Service Center, Memorial Union</td>
<td>1188</td>
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<tr>
<td>Illness</td>
<td>Student Health Services, Morgan 170</td>
<td>1470</td>
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<tr>
<td>International Activities</td>
<td>Office of International Programs</td>
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<tr>
<td>Jobs (off-campus)</td>
<td>Career Services, CLASS, Morgan 122</td>
<td>1450</td>
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<td>Lost &amp; Found</td>
<td>Police/OFFICE, Morgan, Center wing, outside entrance</td>
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<td>Mail packages or purchase stamps</td>
<td>Post Office Located east of the stadium</td>
<td>231-1158</td>
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<tr>
<td>Multicultural and Diversity Programming</td>
<td>Multicultural Affairs, Morgan 110</td>
<td>1622</td>
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<tr>
<td>Post notices or signs on campus</td>
<td>Student Life Office, Morgan 104</td>
<td>2100</td>
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<tr>
<td>Printing, copying, mailing</td>
<td>University Service Area, Morgan 113</td>
<td>1605</td>
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<td>Refunds tuition</td>
<td>Business Office, Morgan 205</td>
<td>1156</td>
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<td>Residential Living</td>
<td>Cap. Fed. Ctr. for Learning, LLC 152</td>
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<td>Room reservations (on campus)</td>
<td>Academic &amp;Community Events Scheduling (ACES), MO 265</td>
<td>1301</td>
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<td>Student Health Insurance</td>
<td>Student Life Office, Morgan 104</td>
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<td>Student Health Services &amp; Insurance Information</td>
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<td>Student Recreation and Wellness Center</td>
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<td>Ticket Information:</td>
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<td>Athletic</td>
<td>Petro Allied Health Center</td>
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<td>Cultural</td>
<td>Facts &amp; Snacks, Memorial Union</td>
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<td>Work-Study/Part time employment</td>
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<td>Other</td>
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<td>Equal Opportunity Office</td>
<td>Morgan 380A</td>
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<td>Alumni Office</td>
<td>Bradbury Thompson Center</td>
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<td>Student Government</td>
<td>Memorial Union, WSGA Office</td>
<td>1169</td>
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<td>Campus Switchboard</td>
<td>On Campus: Dial 0</td>
<td>231-1010</td>
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<tr>
<td>TDD (Telecommunications Device for the Deaf)</td>
<td>Morgan 150</td>
<td>231-1025</td>
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