

**Summer 2018
Master Schedule Book**

www.kutztown.edu/summer

Table of Contents

Important Information (Numerical and Alphabetical).....	2 - 3
Marine Science Consortium.....	4
Art Education Study Institute for the Professional Development of Teachers.....	5
Study Abroad.....	6 - 7
Course List	8

Important Dates*	SUMMER SESSION I May 30-June 28 Classes held Friday, June 1 Classes held Friday, June 8	SUMMER SESSION 10W ** May 30-August 9 Classes held Friday, June 1 Classes held Friday, June 8	SUMMER SESSION II July 9-August 9
Registration begins	Monday, March 19	Monday, March 19	Monday, March 19
Classes begin	Wednesday, May 30	Wednesday, May 30	Monday, July 9
Last day to drop a course without a "W"	Thursday, May 31	Monday, June 4	Tuesday, July 10
Last Day to register/add courses (including Special Arrangements)	Thursday, May 31	Monday, June 4	Tuesday, July 10
"W" Period	Friday, June 1 Friday, June 15	Tuesday, June 5 Wednesday, July 11	Wednesday, July 11 Friday, July 27
Last day to apply for Summer Graduation	Friday, June 8	TBA	Friday, July 20
Last day of classes. Final exams to be completed by this date .	Thursday, June 28	Thursday, August 9	Thursday, August 9
*Dates are subject to change. Please see online calendar the most up-to-date information regarding dates and deadlines. **General parameters- See course for specific start/end dates as 10W.			

Registration Information

Kutztown students that are active can find directions on how to register through MyKU at <https://www.kutztown.edu/about-ku/administrative-offices/information-technology/myku-information/students.htm>

Non-Kutztown students can complete the electronic registration form by clicking the Non-KU link on the Kutztown Summer website <http://www.kutztown.edu/summer>

Registration in Undergraduate courses for the Summer does NOT admit a student to a regular degree program at Kutztown University or establish any priority for admission. Non-KU students registering for Graduate-level courses (with the exception of Art Institute courses) must also complete the Graduate Admissions Application at <https://www.kutztown.edu/graduateapply>

Registration and course enrollment is not complete until payment is made in full.

Please refer to the Office of Student Accounts' website: <https://www.kutztown.edu/costs-and-financial-aid/office-of-student-accounts.htm> to calculate your bill. Some courses may have additional fees.

Health & Wellness Services

Clinical Services

Clinical Services is located on the first floor of the Health & Wellness Center at Beck Hall. Currently enrolled students who have completed the required electronic medical forms and have paid the health center fee may utilize services. Summer session hours are 9:00 a.m. to 4:00 p.m. No physician appointments are available. Over-the-counter medication may be accessed through a self-care station. Although nursing appointments are available without additional charge, some specialized services require a nominal fee (prescription medications, laboratory testing, etc.) and will be charged to the student's account. For further information about Clinical Services, call (610) 683-4082, Option 1, or review the website: <https://www.kutztown.edu/about-ku/administrative-offices/health-and-wellness-services/clinical-services.htm>

Required Medical Forms

Undergraduate Students: Matriculated undergraduate students attending on-campus courses must complete the required electronic medical forms. Transient students may waive the health record requirement by completing a waiver document. If a transient student utilizes Clinical Services, the required medical forms must be completed.

Graduate, Post-Baccalaureate, and Professional Credit Students: Submission of required medical forms may be waived through a separate document unless a student is living on campus or uses campus Clinical Services.

Important Information (Numerical and Alphabetical)																															
400-level courses	Courses at the 400-level are graduate courses open to undergraduate students in their junior or senior year who have a cumulative grade point average of 2.90 or better. Undergraduates who have less than the required average must obtain written permission from the instructor and submit it with their registration forms.																														
Building Codes	<table border="1"> <tbody> <tr> <td>AF</td> <td>Academic Forum</td> <td>GC</td> <td>Graduate Center</td> <td>LY</td> <td>Lytle Hall</td> </tr> <tr> <td>BH</td> <td>Boehm Science Building</td> <td>GR</td> <td>Grim-Knedler Building</td> <td>OM</td> <td>Old Main</td> </tr> <tr> <td>BK</td> <td>Beekey Building</td> <td>HO</td> <td>Honors Hall</td> <td>RL</td> <td>Rohrbach Library</td> </tr> <tr> <td>DF</td> <td>DeFrancesco Building</td> <td>KY</td> <td>Keystone Hall</td> <td>SA</td> <td>Schaeffer Auditorium</td> </tr> <tr> <td>FS</td> <td>Freyberger Schoolhouse</td> <td>LC</td> <td>Learning Center</td> <td>SH</td> <td>Sharadin Art Studio</td> </tr> </tbody> </table>	AF	Academic Forum	GC	Graduate Center	LY	Lytle Hall	BH	Boehm Science Building	GR	Grim-Knedler Building	OM	Old Main	BK	Beekey Building	HO	Honors Hall	RL	Rohrbach Library	DF	DeFrancesco Building	KY	Keystone Hall	SA	Schaeffer Auditorium	FS	Freyberger Schoolhouse	LC	Learning Center	SH	Sharadin Art Studio
AF	Academic Forum	GC	Graduate Center	LY	Lytle Hall																										
BH	Boehm Science Building	GR	Grim-Knedler Building	OM	Old Main																										
BK	Beekey Building	HO	Honors Hall	RL	Rohrbach Library																										
DF	DeFrancesco Building	KY	Keystone Hall	SA	Schaeffer Auditorium																										
FS	Freyberger Schoolhouse	LC	Learning Center	SH	Sharadin Art Studio																										
Campus Store	Please see http://www.kubstore.com/ for information regarding KU Campus Store.																														
Cancelled-low enrollment	Students will be notified of courses cancelled due to low enrollment no later than the Friday before the start of the course so that they may transfer to another class or receive a credit to their tuition charges.																														
Cancelled-by the student	Students must notify summeratku@kutztown.edu or regoffice@kutztown.edu that they wish to cancel registration PRIOR to the beginning of the summer session (s) in which they are registered.																														
Course descriptions	Course descriptions are available on the website www.kutztown.edu . Click: Current Students> Academics & Research> Courses> Descriptions.																														
Disabilities	For disability accommodations information contact the Disability Services Office at 610-683-4108.																														
Distance Education	3 types of distance education courses are commonly used: Blended – courses meet 30-79% online, 80-99% online, 100% Online. Graduate sections = 800-809; Undergraduate sections = 810-819																														
Dropping a course	Courses can be dropped through MyKU until the dates listed on the previous page. After this time, you must go to the Registrar's Office to drop a course.																														
Financial Aid	Please see http://www.kutztown.edu/FinancialAid for information.																														
Grading	All students can view grades through MyKU. The following grading option will be available: A, A-, B+, B, B-, C+, C, D, F. *Please note that there are no A+, C-, D+ or D- grading options.																														
Graduation	The graduation application is available through MyKU once students are eligible to apply. The application deadlines are available on the previous page.																														
Housing	Please see http://www.kutztown.edu/Housing for information regarding Housing and Residence Life.																														
ID cards	Summer students who are not regular Kutztown University students do not need an ID; however, all students must have an ID card to access a purchased meal plan.																														
Library	All students attending Kutztown receive borrowing privileges at Rohrbach Library.																														
Meal Plans	Please see http://www.kutztown.edu/dining for information.																														
Overload Approval	Neither Undergraduate nor Graduate students should attempt more than nine (9) semester hours of credit in either Summer I or Summer II. A course load of more than 9 hours in either session requires the approval of the Department Chair for Undergraduates and approval from the Graduate Dean for Graduate students.																														
Parking	In summer, students do not need to register their cars on campus. See Public Safety website for restrictions.																														
Repeating a course	Undergraduate students will be limited to a maximum total of six (6) repeats. A single course can be repeated a maximum of three (3) times. Only the most recent grade will be calculated in the GPA and the total credits needed for graduation. The course must be repeated at Kutztown. Students must obtain permission from the Dean of the student's major to take a course beyond the maximum number of repeats for an individual course OR the overall maximum repeats. Graduate and Post-Baccalaureate students can repeat a single course for graduate improvement only once. They will be limited to a maximum of two repeats across the program. The most recent grade (regardless of whether it is higher or lower) will be the grade used for the GPA calculation.																														
Transcript Requests	Official transcript requests can now be made online through MyKU or via PDF on the Registrar's Office webpage. Please allow 2-3 business days after receipt for processing.																														
Tuition and Fees	Please see Office of Student Accounts' website: http://www.kutztown.edu/studentaccounts for information.																														
Veterans	Veterans eligible for educational benefits under the G.I. Bill should contact Sylvia Conrad, 610-683-4718 or Devon Weidenhammer, 610-683-4505.																														
Withdrawal Process/Policy	Withdrawal from a course through midnight of the second day of the session will not be recorded on the student's transcript. The "W" periods are listed on the previous page. The official date of withdrawal is the date the Registrar receives <i>Notification in Writing</i> with the student's original signature. See the detailed Withdrawal Policy page for the Refund/Reduction charts. Please also see the Financial Aid website (http://www.kutztown.edu/FinancialAid) and Office of Student Accounts website (http://www.kutztown.edu/studentaccounts)																														

2018 Chincoteague Bay Field Station of the Marine Science Consortium

Kutztown University is a member of the Chincoteague Bay Field Station of the Marine Science Consortium (CBFS) located in Wallops Island, VA. Through this affiliation we are able to offer three-week long, field-based summer courses for students at the field station in Wallops Island, VA. The CBSF facilities include state-of-the-art classrooms and laboratories, dormitories, and a cafeteria. The CBSF also operates a number of research vessels for use in teaching and research.

Registration Procedures and Information

Kutztown University students can register for the courses listed below through standard web registration or as indicated in the notes of the particular course for which you are trying to register.

There are also other college courses being offered at the CBFS for summer 2018. Students should check the CBFS website at <http://www.cbfieldstation.org/summer-courses.html> to find out more about these other courses and the registration procedures for the sponsoring universities.

Students planning on counting non-KU CBFS courses toward their major should consult with their faculty advisor regarding course selection and appropriate course registration procedures. Students will also need to file a **PASSHE Visiting Student** form for these courses prior to the start of the course.

Students **must register both** through the CBFS Website AND through the sponsoring university.

Fees

All of the courses at the CBFS involve two fees, one is a basic fee of \$816 per course which covers housing, meals, and service operations for one three-week session in the traditional dorms or you can stay in the new college dorm facility for a fee of \$922. There is a \$100 course deposit required upon registration with the CBFS. For more information, please visit: <http://www.cbfieldstation.org/fees.html>

The other fee is for tuition, paid to the sponsoring university. Please see the Bursar's website for information regarding per credit fee, instructional technology fee, instructional service fee, and any other applicable fees for both PA and non-PA students.

Session I:

MAY 20 - JUNE 8, 2018

<u>COURSE NUMBER</u>	<u>COURSE</u>	<u>INSTRUCTOR</u>
MAR/BIO 226 http://www.cbfieldstation.org/2018-marine-biology.html	Marine Biology	W. Ryan

Session III:

JULY 1 - JULY 20, 2018

<u>COURSE NUMBER</u>	<u>COURSE</u>	<u>INSTRUCTOR</u>
MAR/BIO 340 http://www.cbfieldstation.org/2018-marine-mammals.html	Marine Mammals	TBA

Art Education Study Institute for the Professional Development of Teachers

The Summer Institutes for Art Educators are held in the summer months that correspond to Public School summer vacation schedules. The Institutes provide intensive one to two week instruction in art education and its related fields of study. Art Education and Visual Studies classes meet for one week, all studio courses run for two weeks. The Institutes connect students with community resources and visiting artist/scholars. The Institutes are designed to provide in-depth experiences that are unavailable through regular coursework.

Registration will begin March 19, 2018 and will end one week prior to the start of the Institute. No refunds will be given after the start of class.

Non-credit registrations are limited.

Workshops are for ACT 48 hours only.
Online courses are for 3 credits.

The following is a list of classes from the website. For more information and how to registrar, please see:
<http://www3.kutztown.edu/arteducation/art-ed-institutes.html>

June 25 - 29

ARU/CFT 888-546 Charms, Talismans and Amulets Workshop

July 1 - 21

ARU /CFT 546-888 Charms, Talismans and Amulets Workshop -Online Course

June 30 - July 3

ARU/CFT 888-515 Philadelphia: An Urban Resources Toolkit Workshop

June 30 - July 18

ARU/CFT 515-888 Philadelphia: An Urban Resources Toolkit Workshop -Online Course

July 16 - 29

ARU/CFT 888-540 Art Quilts: Beyond the Block, Exploring Expressive Narrative Workshop

July 21 - August 12

ARU/CFT 542-888 Art Quilts: Beyond the Block, Exploring Expressive Narrative Workshop -Online Course

July 23 - August 3

ARU/CFT 888-543 A Refined Palette: Nourishing a Unique Approach to Color in the Ceramic Process

July 4 - August 17

ARU/CFT 543-888 A Refined Palette: Nourishing a Unique Approach to Color in the Ceramic Process -Online Course

Summer Study Abroad

Austria/Germany:

May 24th-June 19th
GER 104 or HIS 227

For more information, please refer to website: https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=32665

or contact:

Gregory Hanson
Old Main 232
hanson@kutztown.edu
484-646-4278

Cuba:

May 12th-16th -Online
May 17th-June 27th
SPU 314

For more information, please refer to website: https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=33873

or contact:

Diane King
Program Coordinator/Instructor
king@kutztown.edu
610-683-4290
or
Cheryl Oberheim
Secretary, Dept of Special Education
oberheim@kutztown.edu
610-683-4290

Ireland:

May 23rd-June 23rd
ENG 146 –Andrew Vogel instructor
HIS 206 –Eric Johnson
PSY 280 –Jason Lanter

For more information, please refer to website: https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=33503

or contact:

kuirelandtrip@gmail.com

Mexico:

May 13th-May 28th
INT 101

For more information, please refer to website: https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=34197

or contact:

Derek Mace
Instructor
mace@kutztown.edu

Summer Study Abroad Continued

Valladolid Spain:

May 24th-June 27th

SPA 103, SPA 104, SPA 341, SPA 360 or SPA 370

For more information, please refer to website: https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=32666

or contact:

Angelo Rodriguez

Dept of Modern Language Studies

arodrigu@kutztown.edu

484-646-4114

Old Main B Wing, Room 240

or

Merlene Oswald

Secretary, Dept of Modern Language Studies

moswald@kutztown.edu

610-683-4427

Old Main B Wing, Room 231

South Africa:

July 10th-August 12th

SPU 316

For more information, please refer to website: https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgram&Program_ID=34196

or contact:

Tabetha Berstein-Danis

Instructor

bernstein@kutztown.edu

Course Schedule:

All Sessions

Please see MyKU for the list of course offerings

<https://myku.kutztown.edu/psp/eprd/?cmd=login>