

School of Extended Studies & Adult Degree Completion Program Fall ■, 2009 Schedule of Classes

Drop/Withdrawal Policy

Students are not dropped or withdrawn from courses if they do not attend. To qualify for a refund or reversal of charges you must drop or withdraw from class officially by notifying your academic counselor or learning center staff before the deadline shown. Notifying an instructor or failing to attend class does not constitute an official drop or withdrawal from a course nor does it eliminate the student's financial responsibility for course payment.

- **Refund tuition at 100% (minus a \$50 administrative fee per course) if the student drops before the end of the first week of classes (in writing before Friday @ 5:00 pm). The class will not be recorded on your permanent record.**
- **Students may withdraw up to the end of the sixth week (in writing before Friday @ 5:00 pm) without academic penalty. The student is responsible for full tuition and an administrative fee of \$50 per course. A grade of W will be issued.**
- **It is not possible to withdraw from courses after the sixth week of the term.**

Students withdrawing from UIW may be required to repay some of the federal grants and/or loans. The federal formula requires a return of Title IV aid if the student received federal financial assistance in the form of a Pell Grant, Supplemental Educational Opportunity Grant (SEOG), TIP Grant, Federal Stafford Loan or PLUS loan and withdrew on or before completing 60% of the semester. The percentage of Title IV aid to be returned is equal to the number of calendar days remaining in the semester divided by the number of calendar days in the semester. Scheduled breaks of more than four consecutive days are excluded. If any funds remain after the return of Title IV aid, they will be used to repay UIW funds, state funds, other private sources and the student in proportion to the amount received from each non-federal source as long as there is no unpaid balance at the time of withdrawal. If there is an unpaid balance, then all aid sources will be repaid before any funds are returned to the student.

Text Book Information

Text books for all undergraduate ADCaP students are provided free of charge. Most students will be using e-books for their classes. Some books are not yet adapted to e-book so a hardcover book will be available at the UIW Bookstore.

After you register for classes, and it is approved by your academic counselor, an email will be sent to your Cardinal Email account with complete instructions to either download the e-book or to get it from the UIW Bookstore. Read the email in its entirety before downloading or ordering the book from the Bookstore.

You are strongly advised, do not wait until the last minute to access your e-book. If you have any technical difficulties it will only serve to delay you in getting your text book.

School of Extended Studies and ADCaP

Remaining 2009 School Calendar of Activities

September 14, 2009	First day of Registration - ADCaP and School of Extended Studies Fall II 2009 Term
October 9, 2009	Last day to withdraw from ADCaP and School of Extended Studies Fall I 2009 Term
October 22, 2009	ADCaP and School of Extended Studies Fall I 2009 Term Ends
October 24, 2009	ADCaP Fall II 2009 Term Begins - Weekends
October 24, 2009	School of Extended Studies Graduate Fall II 2009 Term begins - Weekend
October 26, 2009	ADCaP Fall II 2009 Term Begins - Weekday Evenings
October 26, 2009	School of Extended Studies Graduate Fall II 2009 Term begins - Weekend
October 26, 2009	ADCaP and School of Extended Studies Fall I 2009 Term Grades Due
October 30, 2009	Last day to drop at 100% refund - ADCaP and School of Extended Studies Fall II 2009 Term
November 9, 2009	First day of Registration - ADCaP and School of Extended Studies Spring I 2010 Term
November 25/26, 2009	Thanksgiving Holiday - ADCaP and School of Extended Studies Classes Will Not Meet
December 4, 2009	Last day to withdraw from ADCaP and School of Extended Studies Fall II 2009 Term
December 17, 2009	ADCaP and School of Extended Studies Fall II 2009 Term Ends
December 21, 2009	ADCaP and School of Extended Studies Fall II 2009 Term Grades Due
December 24, 2009	Christmas Break - December 24, 2009 - January 1, 2010

DISCLAIMER: This schedule has been prepared by your academic counselor. We have tried to assure that information is accurate and as complete as possible when preparing and posting it for your use. The School of Extended Studies and ADCaP reserves the right to make changes (i.e. changes in course offerings and class locations, as well as deleting classes) as they are necessary. These changes may result in the information given in these pages to be incorrect. We will make every effort to keep these pages updated as changes are made.

Adult Degree Completion Program

FALL II, 2009

Undergraduate Schedule of Classes

ALAMO HEIGHTS CENTER

The Alamo Height Center counselor offices are located in the Kathleen Watson Enrollment Center, located across from the Main UIW campus at 4600 Broadway. Office hours are 8:00 am to 5:00 pm Monday through Friday.

Classes are held at Incarnate Word High School at the corner of US 281 and Hildebrand. The ADCaP offices at IWHS are located in the Library, on the west end of the second floor of the school. Hours for this office are 4:30 pm to 8:00 pm, Monday through Thursday.

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Monday - Wednesday

5:30 pm - 7:40 pm

CRN	COURSE	SEC:	COURSE TITLE	PRE-REQUISITE	Class Size
44611	ARTS 2320	04	Painting I	Permission of Instructor	25
44601	BINF 3367	01	Networks & Telecommunications	BINF 2321, 2328	25
44603	BLAW 3317	08	Business Law I		25
44604	BMDS 3371	08	Analytical Decision Making II	BMDS 3370	25
44598	BMGT 4345	04	Entrepreneurship/Small Bus Mgmt	Completion of Business Core	25
44599	BMGT 4355	05	Organizational Behavior & Leadership	BMGT 3340	25
44597	BMKT 3340	02	Retailing	BMKT 3331	25
44602	ECON 2301	12	Macroeconomics		25
44610	ENGL 1311	25	Composition I		25
44608	HRES 3370	02	Compensation and Benefits	HRES 3330	25
44606	ORGD 3340	04	Organizational Development	BMGT 3354, 4355	25
44605	ORGD 3360	01	Teambuilding in Organizations	ORGD 3340	25
44612	RELS 3365	07	Christian Worship	3 Hrs RELS or Permission	25
44609	SPAN 1312	15	Spanish II	SPAN 1311	25

7:50 pm - 10:00 pm

CRN	COURSE	SEC:	COURSE TITLE	PRE-REQUISITE	Class Size
44616	BINF 4370	04	Project Management	BINF 3363	25
44626	BIOL 1401	10	Diversity of Life and Laboratory		25
44619	BMDS 3370	10	Analytical Decision Making I	MATH 1304	25
44618	BMGT 4340	03	Management Skills	BMGT 3340	25
44615	BMGT 4381	05	Integrative Business Analysis & Decision Making II	BMGT 4380	25
44613	BMKT 3331	10	Marketing Principles		25
44617	COMP 1301	25	Computer Literacy		25
44623	DWHP 3300	05	Dimensions of Wellness		25
44622	HRES 4380	03	Capstone in Human Resources	Completion of Business and HRES Courses	25
44620	ORGD 3370	04	Total Quality Management	ORGD 3340	25
44621	ORGD 4380	03	Capstone in Organizational Development	Completion of Business and ORGD Courses	25
44624	PHIL 1381	20	Introduction to Philosophy		25
44625	SOCI 1311	10	Introduction to Sociology		25

Tuesday - Thursday

5:30 pm - 7:40 pm

CRN	COURSE	SEC:	COURSE TITLE	PRE-REQUISITE	Class Size
44570	EDUC 3300	03	Survey of Child in Div/Inc Settings		22
44572	EDUC 3351	02	Reading, Writing & Study	EDUC 3316	25
44573	EDUC 3373	04	Learning Theories	Admission to Teacher Education	25
44574	ENGL 1312	25	Composition II	ENGL 1311	25
44575	ENGL 2310	25	World Literature	ENGL 1311, Concurrent w/ ENGL 1312	25
44576	HIST 1322	01	U.S. History Since 1865		25
44577	MATH 1304	18	College Algebra	ALMA 0319 or Placement	25
44578	MATH 2375	01	Math/Sci Pedagogy/Elem Tchrs		25
44579	THAR 4301	01	Creativity in the Arts		25

7:50 pm - 10:00 pm

CRN	COURSE	SEC:	COURSE TITLE	PRE-REQUISITE	Class Size
44580	EDUC 2301	04	American Sign Language I		25
44581	EDUC 3317	02	Language and Literary Assessment	EDUC 3316	25
44583	EDUC 3340	03	Technology in Education	Admission to Teacher Education	25
44585	EDUC 3375	02	Teaching the Young Child I	Admission to Teacher Education	25
44586	EDUC 4372	02	Cognitive Structures and Language Development		25
44587	ENGL 4367	02	Literature for Children and Young Adults	ENGL 1311, 1312, & 2310	25
44588	POLS 1315	05	American Politics		25
44589	RELS 3300	06	The Religious Quest		25

Online

Online

CRN	COURSE	SEC:	COURSE TITLE	PRE-REQUISITE	Class Size
44674	NURS 3322	02	Issues in Nursing		25
44672	NURS 3341	03	Health Assessment		25
44673	NURS 4313	02	Health Promotion		25
44675	NURS 4362	02	Practicum in Leadership		25
44669	PHIL 4199	02	Philosophy of Education	Graduating Senior	5