

# **Kutztown University Winter 2026 Master Schedule Book**

**[www.kutztown.edu/academics/summer-and-winter-education/winter-online.html](http://www.kutztown.edu/academics/summer-and-winter-education/winter-online.html)**



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Important Dates*	
Registration begins	10/8/2025
Classes begin	12/17/2025
Last Day to register/add courses (including Special Arrangements)	12/18/2025
Last day to drop a course without a "W"	12/18/2025
"W" Period	12/19/2025 - 1/6/2026
Last day to apply for Winter Graduation	TBD
Last day of classes. Final exams to be completed by this date .	1/13/2026
Martin Luther King Day	1/19/2026
Winter Grades Available in MYKU by 8pm	1/20/2026
*Dates are subject to change. Please see online calendar the most up-to-date information regarding dates and deadlines.	

Questions or concerns regarding the calendar should be directed to the Registrar, Ben Trout at [trout@kutztown.edu](mailto:trout@kutztown.edu).

Registration questions/concerns, Registrar's Office 610-683-4485 or via email at [regoffice@kutztown.edu](mailto:regoffice@kutztown.edu).

Computer access questions/concerns, IT Help Center 610-683-1511 or via email at [helpcenter@kutztown.edu](mailto:helpcenter@kutztown.edu).

### Registration Information

**Kutztown students that are active** can register through MyKU at  
<https://reg-prod.ec.passhe.edu/StudentRegistrationSsb/ssb/registration/?mepCode=003322>

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

Registration in Undergraduate courses for the Winter 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/about-ku/administrative-offices/student-accounts.html> to calculate your bill. Some courses may have additional fees.

## 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	AF	Academic Forum	FS	Freyberger Schoolhouse	KY	Keystone Hall	RL	Rohrbach Library
	BH	Boehm Building	GC	Graduate Center	LC	Rickenbach Learning Center	SA	Schaeffer Auditorium
	BK	Beekey Building	GR	Grim-Knedler Sci Building	LY	Lytle Hall	SH	Sharadin Art Studio
	DF	DeFrancesco Building	HO	Honors Hall	RS	Risley Hall	WR	Wells-Rapp Percussion
Campus Store	Please see <a href="https://kubstore.com/">https://kubstore.com/</a> 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 <a href="mailto:summeratku@kutztown.edu">summeratku@kutztown.edu</a> or <a href="mailto:regoffice@kutztown.edu">regoffice@kutztown.edu</a> that they wish to cancel registration <b>PRIOR</b> to the beginning of the winter session in which they are registered.							
Disabilities	<p>If you received disability support services in high school through an IEP or 504 plan or had accommodations while enrolled at another university, you may be able to receive similar support at KU. If you have a disability and have not needed or received prior accommodations, but anticipate needing support in order to have equal access to programs, services, or facilities, you may also request services through the Disability Services Office (DSO).</p> <p>To ensure that accommodations are in place for the start of the semester, visit <a href="http://www.kutztown.edu/DSO/accommodations">www.kutztown.edu/DSO/accommodations</a> to review instructions for completing the online Accommodation Request Form and submitting disability-related documentation. Familiarity with the accommodation request guidelines and procedures will help to prevent unnecessary delays in the process.</p> <p>Please contact the DSO at <a href="mailto:DSO@kutztown.edu">DSO@kutztown.edu</a> if you have any questions.</p>							
Distance Education	4 types of distance education courses are commonly used: Blended – courses meet 30-79% online, 80-99% online, 100% Online, 100% Online Synch . 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.							
FERPA (Family Educational Rights and Privacy Act of 1974 as amended)	This federal law states that institutions may not disclose information about students nor permit inspection of their records without their permission unless such action is covered by certain exceptions stipulated in the act. The full provisions are available at <a href="https://www.kutztown.edu/about-ku/administrative-offices/registrar/ferpa.htm">https://www.kutztown.edu/about-ku/administrative-offices/registrar/ferpa.htm</a>							
Financial Aid	Please see <a href="https://www.kutztown.edu/financialaid">https://www.kutztown.edu/financialaid</a> for information.							
Grading	The following grade options are available: <b>A</b> (4.0), <b>A-</b> (3.67), <b>B+</b> (3.33), <b>B</b> (3.0), <b>B-</b> (2.67), <b>C+</b> (2.33), <b>C</b> (2.0), <b>D+</b> (1.5), <b>D</b> (1.0), <b>F</b> (0.0) <i>*Please note that there are no A+, C- or D- grading options.</i>							
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 <a href="https://www.kutztown.edu/housing">https://www.kutztown.edu/housing</a> for information regarding Housing and Residence Life.							
ID cards	Winter 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 <a href="https://www.kutztown.edu/dining">https://www.kutztown.edu/dining</a> for information.							
Meeting Days in MyKU	<b>M</b> -Monday <b>T</b> -Tuesday <b>W</b> -Wednesday <b>H</b> -Thursday <b>F</b> -Friday <b>A</b> -Saturday <b>S</b> -Sunday							
Overload Approval	“Due to the compressed term, we recommend that students limit their registration to <b>no more than 6 credits for the winter session</b> . Students who wish to enroll in more than 6 credits should consult their academic advisor and request that the advisor provide an approval to exceed the limit. Students should also discuss total charges with student accounts before enrolling in more than 6 credits.”							

### Important Information (Numerical and Alphabetical) Continued

<b>Repeat Policy (Undergraduate)</b>	Undergraduate students will be limited to a <i>maximum</i> total of <b>six (6)</b> repeats. A single course can be repeated a <i>maximum</i> of <b>three (3)</b> times. Only the most recent grade will be calculated in the GPA and the total credits needed for graduation. The course <i>must</i> be repeated at Kutztown. <b>Students must obtain permission from their Department Chair and the Dean of their major to take a course beyond the maximum number of repeats for an individual course OR the overall maximum repeats.</b> 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.
<b>Transcript Requests</b>	Official transcript requests can be made online through MyKU or via PDF on the Registrar's Office webpage.
<b>Tuition and Fees</b>	Please see Office of Student Accounts' website: <a href="https://www.kutztown.edu/about-ku/administrative-offices/student-accounts.html">https://www.kutztown.edu/about-ku/administrative-offices/student-accounts.html</a> or information.
<b>Veterans</b>	Veterans eligible for educational benefits under the G.I. Bill should contact the certifying official Kate Peffley at <b>610-683-4505</b> or <a href="mailto:Peffley@kutztown.edu">Peffley@kutztown.edu</a> .
<b>Withdrawal Process/Policy</b>	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: ( <a href="https://www.kutztown.edu/financialaid">https://www.kutztown.edu/financialaid</a> ) and Office of Student Accounts website: ( <a href="https://www.kutztown.edu/about-ku/administrative-offices/student-accounts.html">https://www.kutztown.edu/about-ku/administrative-offices/student-accounts.html</a> )

## **KU Faculty Led Winter Study Abroad**

You can study abroad and take classes in your major in English in many countries, regardless of your ability to speak another language. You have endless opportunities available to you. Travel with a small group of KU students on a faculty-led program or venture to a program on your own, where you will meet students from around the United States and the world.

The Office of International Admissions and Services, along with academic advisors, the Registrar's Office, Financial Aid, and many other departments on campus, will support you throughout the entire process. We can help you select a program, get your courses pre-approved for transfer back to KU, provide a pre-departure orientation and give additional support while you are abroad and after your return to KU.

### **Pre-Application Time Period**

\_\_\_ Attend a **Study Abroad Information Session** or meet with a staff member from the Office of International Admissions & Services (OIAAS)

\_\_\_ Meet with your Academic Advisor to discuss your interest in studying abroad and how to make it work with your program

\_\_\_ Research program options & choose a program

\_\_\_ Apply **online** for approval to study abroad

*(Applications for Winter 2025 and Spring 2026 programs are due October 1st.)*

### **After KU approval**

\_\_\_ Apply to Study Abroad Program

\_\_\_ Meet with Financial Aid

\_\_\_ Complete all post-decision steps

\_\_\_ Research and apply for scholarships

### **After Program Acceptance**

\_\_\_ Confirm housing in host country

\_\_\_ Attend **Pre-Departure Orientation** (MANDATORY)

\_\_\_ Make travel plans

\_\_\_ Confirm flight information & itinerary

### **KU Study Abroad: London -Program Brochure (terradata.com)**

Live and Learn in London this Winter! KU in London is an opportunity for all majors to travel and earn credit in England during the Winter session. Engage classes in Creative Writing or Inter-cultural Communication while you visit Westminster Abbey, English Parliament, Stonehenge and Buckingham Palace! London is a truly multicultural city and you'll be exposed to new food, new people and new ways of thinking about yourself and the world.

### **Courses:**

Applicants will select one of the following courses to take for this program:

- ENGL 102 World Literature II (3 credits) - taught by Dr. Colleen Clemens
- INTL 010 Introduction to International Studies (3 credits) - taught by Dr. Andrew Vogel

### **Program Dates (approximate)**

Start Date: December 26, 2025

End Date: January 12, 2026

### **Application Deadlines**

Final Deadline: 10/1/2025

### **Application Process:**

**Security > International Education and Global Engagement (terradata.com)**

### **Contact**

**Derek Mace**

**Dept of Psychology**

**mace@kutztown.edu**

**studyabroad@kutztown.edu**

## **KU Faculty Led Winter Study Abroad**

**KU Study Abroad: Belize** <https://kutztown-sa.terradata.com/portal/tds-program-brochure?programid=39629>

We invite you to join the KU Belize Winter Study Abroad Program—an unforgettable immersive experience in one of the most ecologically and culturally rich regions of the world. This program is far from the traditional classroom; our learning unfolds in ancient Mayan ruins, traditional Garifuna communities, lush tropical forests, and vibrant coral reefs. As we explore Belize, students will gain firsthand insights into traditional ecological knowledge, sustainable agriculture (including shade-grown cacao), and conservation practices aimed at protecting endangered species. We'll hike through protected rain forests alive with biodiversity, snorkel the world's second-largest barrier reef teeming with marine life, and experience cultural traditions through music, cuisine, and community connection.

### **Courses:**

Applicants will select one of the following courses to take for this program:

- BIOL 125: Exploring Biodiversity (open to all)
- BIOL 342: Herpetology (for biology majors)

### **Program Dates (approximate)**

Start Date: December 29, 2025

End Date: January 11, 2026

### **Application Deadlines**

Final Deadline: 10/1/2025

### **Application Process:**

**[Security > International Education and Global Engagement \(terradata.com\)](#)**

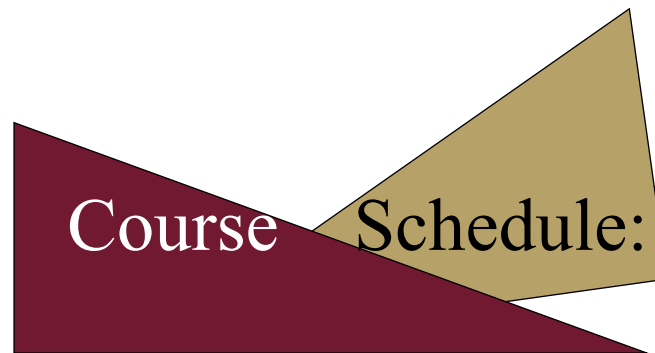
### **Contact**

**Christopher Habeck**

**Department of Biology**

**[habeck@kutztown.edu](mailto:habeck@kutztown.edu)**

**[studyabroad@kutztown.edu](mailto:studyabroad@kutztown.edu)**



*Please see MyKU for the list of course offerings*

Select a Term