

Summer 2023

Master Schedule Book

www.kutztown.edu/summer



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Important Dates*	SUMMER SESSION I May 30-July 30	SUMMER SESSION 10W ** May 30-August 10	SUMMER SESSION II July 10 -August 10
Registration begins	Tuesday, March 14	Tuesday, March 14	Tuesday, March 14
Classes begin	Tuesday, May 30	Tuesday, May 30	Monday, July 10
Last day to drop a course without a "W"	Wednesday, May 31	Monday, June 5	Tuesday, July 11
Last Day to register/add courses (including Special Arrangements)	Wednesday, May 31	Monday, June 5	Tuesday, July 11
"W" Period	Thursday, June 1 Tuesday, June 27	Tuesday, June 6 Monday, August 1	Wednesday, July 12 Friday, August 8
Last day to apply for Summer Graduation	Friday, June 9	TBA	Friday, July 21
Last day of classes. Final exams to be completed by this date .	Friday, June 30	Thursday, August 10	Thursday, August 10
*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 **Registrar's Office - Kutztown University**.

Non-Kutztown students can complete the electronic registration form by clicking the Non-KU link on the Kutztown Summer website **Summer Sessions - Kutztown University**.

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 **Apply to Kutztown Graduate programs - Kutztown University**.

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

Please refer to the Office of Student Accounts' website: **Tuition and Fees for Summer Sessions - Kutztown University** to calculate your bill. Some courses may have additional fees.

For Summer Financial aide please go to: **<https://www.kutztown.edu/about-ku/administrative-offices/financial-aid/summer-financial-aid.html>**

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: **Clinical Services - Kutztown University**.

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"> <tr> <td>AF</td><td>Academic Forum</td><td>GC</td><td>Graduate Center</td><td>LY</td><td>Lytle Hall</td><td>SH</td><td>Sharadin Art Studio</td></tr> <tr> <td>BH</td><td>Boehm Science Building</td><td>GR</td><td>Grim-Knedler Sci Building</td><td>OM</td><td>Old Main</td><td></td><td></td></tr> <tr> <td>BK</td><td>Beekey Building</td><td>HO</td><td>Honors Hall</td><td>RS</td><td>Risley Hall</td><td></td><td></td></tr> <tr> <td>DF</td><td>DeFrancesco Building</td><td>KY</td><td>Keystone Hall</td><td>RL</td><td>Rohrbach Library</td><td></td><td></td></tr> <tr> <td>FS</td><td>Freyberger Schoolhouse</td><td>LC</td><td>Learning Center</td><td>SA</td><td>Schaeffer Auditorium</td><td></td><td></td></tr> </table>	AF	Academic Forum	GC	Graduate Center	LY	Lytle Hall	SH	Sharadin Art Studio	BH	Boehm Science Building	GR	Grim-Knedler Sci Building	OM	Old Main			BK	Beekey Building	HO	Honors Hall	RS	Risley Hall			DF	DeFrancesco Building	KY	Keystone Hall	RL	Rohrbach Library			FS	Freyberger Schoolhouse	LC	Learning Center	SA	Schaeffer Auditorium								
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Campus Store	Please see http://www.kubstore.com/ for information regarding the 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 Browse Catalog (kutztown.edu) .																																														
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 www.kutztown.edu/DSO/accommodations 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 DSO@kutztown.edu if you have any questions.</p>																																														
Distance Education	There are 4 types of distance education: Blended - courses meet 30-79% online; 80-99% online; 100% Online and 100% Online Synch (online but meet at a specific time). Sections 800-809 represent Graduate distance education; 810-819 represent Undergraduate distance education.																																														
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 https://www.kutztown.edu/about-ku/administrative-offices/registrar/ferpa.htm																																														
Financial Aid	See Financial Aid's website, http://www.kutztown.edu/financialaid .																																														
Grading	The following grade options are available: A (4.0), A- (3.67), B+ (3.33), B (3.0), B- (2.67), C+ (2.33), C (2.0), D (1.0), F (0.0) <i>*Please note that there are no A+, C-, D+ or D- grading options.</i>																																														
Graduation	Apply through MyKU. To change a name, submit a copy of a marriage certificate, a divorce decree indicating a change of name, or a court order to the Registrar's Office. See Online Calendar for deadline.																																														
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. Cards maybe acquired in the Academic Forum room XXX																																														
Library	All students attending Kutztown receive borrowing privileges at Rohrbach Library.																																														
Meal Plan & Dining Flex Dollars Information	Please see http://www.kutztown.edu/dining or information regarding KU Dining Services.																																														
Meeting Days in MyKU	M -Monday T -Tuesday W -Wednesday H -Thursday F -Friday A -Saturday S -Sunday																																														

Important Information (Numerical and Alphabetical)	
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 be made online through MyKU or via PDF on the Registrar's Office webpage.
Tuition, Fees, Billing, and Refund Policy	Please see Office of Student Accounts' website: https://www.kutztown.edu/about-ku/administrative-offices/student-accounts.html for information.
Veterans	Veterans eligible for educational benefits under the G.I. Bill should contact the certifying official Kate Peffley at 610-683-4505 or Peffley@kutztown.edu
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: Financial Aid - Kutztown University and Office of Student Accounts website: Withdrawal - Kutztown University .

2022 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 2023. Students should check the CBFS website at <http://www.cbfieldstation.org/summercollegecourses.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 \$1,079. There is a \$100 course deposit required upon registration with the CBFS. For more information, please visit:

<http://www.cbfieldstation.org/register.html>.

The other fee is for tuition, paid to the sponsoring university. Please see the Office of Student Accounts' 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 IV:

July 23rd – August 11th, 2023

<u>Course Number</u>	<u>Course</u>	<u>Instructor</u>
MAR/BIO 340	Marine Mammals	G. Silber

<http://www.cbfieldstation.org/marinemammals.html>

Session IV:

July 23rd – August 11th, 2023

<u>Course Number</u>	<u>Course</u>	<u>Instructor</u>
MAR/GEL 366	Marine Geology	A. Oakley

<http://www.cbfieldstation.org/marine-geology---oakley.html>

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 14, 2023** and will end one week prior to the start of the Institute. No refunds will be given after the start of class.

Online courses are available to in-person workshop participants only. To take the online course you must also take the workshop.

The following is a list of classes from the website. For more information and how to registrar, please see:

Summer Institutes for Art Educators - Kutztown University Department of Art Education - Kutztown University

ARU 535: Discover! Science and Art Integration for K-12 Educators

Instructor: Amy Pfeiler-Wunder

June 21st - July 24th - face to face workshop

June 15th - June 20th & June 25th - online class

ARU 575: To Creativity & Beyond! Unlocking Your Creative Potential to Make, Teach, Learn & Lead

Instructor: Julia Hovanec

July 11th - July 14th - face to face workshop

July 17th - August 7th - online class

ART 561: Local Color: The Art of Growing and Foraging for Pigments

Instructor: Gwendolyn Yoppolo

July 31th - August 4th - face to face workshop

Online class until August 10th

Summer Study Abroad

Spain & Morocco

May 15th– May 25th, 2023

ANT/SOC 213 World Religions (3 credits)

Instructor: Kim Shively

For more information, please refer to website: [https://kutztown-sa.terradotta.com/index.cfm?](https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgramAngular&id=45867)

[FuseAction=Programs.ViewProgramAngular&id=45867](https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgramAngular&id=45867)

or contact:

Dr. Kim Shively

Professor of Anthropology, Dept of Anthropology & Sociology

Shively@kutztown.edu

Ireland:

May 25th- June 24th, 2023

ENG 146 -Ireland's Literary Landscape

HIS 206 -Religious Transitions in Early Christian Ireland

PSY 115 -Self & Social Identities

Instructor: Andrew Vogel

Instructor: Eric Johnson

Instructor: Jason Lanter

For more information, please refer to website: [Programs > Study Abroad Office \(terradotta.com\)](https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgramAngular&id=45867)

or contact:

kuirelandtrip@gmail.com

or

Dr. Andrew Vogel

Dept Chair, English

Lytle Hall 132A

610-683-4354

vogel@kutztown.edu

or

Dr. Jason Lanter

Professor, Psychology

Old Main 399

610-683-4458

lanter@kutztown.edu

or

Dr. Eric Johnson

Assoc Professor, History

Lytle Hall 141

610-683-4391

ejohnson@kutztown.edu

Germany & the Alps Summer Program:

May 25th –June 20th 2023

GER 360 –Study Abroad Experience

COM 315 –International Communications

WRI 108 Introduction to Creative Writing

Instructor: Gregory Hanson

Instructor: Marco Ehrl

Instructor: Brandon Krieg

For more information, please refer to website: [Programs > Study Abroad Office \(terradotta.com\)](https://kutztown-sa.terradotta.com/index.cfm?FuseAction=Programs.ViewProgramAngular&id=45867)

or contact:

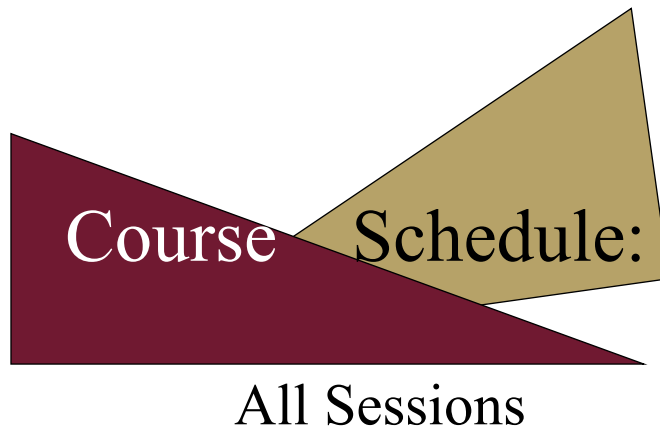
Dr. Gregory Hanson

Assoc Professor, Modern Lang

Old Main 232

484-646-4278

hanson@kutztown.edu



Please see MyKU for the list of course offerings

[View Schedule of Classes \(kutztown.edu\)](http://kutztown.edu)