Summer 2018
Master Schedule Book

www.kutztown.edu/summer
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<tr>
<th>Important Dates*</th>
<th>SUMMER SESSION I</th>
<th>SUMMER SESSION 10W **</th>
<th>SUMMER SESSION II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration begins</td>
<td>Monday, March 19</td>
<td>Monday, March 19</td>
<td>Monday, March 19</td>
</tr>
<tr>
<td>Classes begin</td>
<td>Wednesday, May 30</td>
<td>Wednesday, May 30</td>
<td>Monday, July 9</td>
</tr>
<tr>
<td>Last day to drop a course without a “W”</td>
<td>Thursday, May 31</td>
<td>Monday, June 4</td>
<td>Tuesday, July 10</td>
</tr>
<tr>
<td>Last Day to register/add courses (including Special Arrangements)</td>
<td>Thursday, May 31</td>
<td>Monday, June 4</td>
<td>Tuesday, July 10</td>
</tr>
<tr>
<td>“W” Period</td>
<td>Friday, June 1</td>
<td>Tuesday, June 5</td>
<td>Wednesday, July 11</td>
</tr>
<tr>
<td>Friday, June 15</td>
<td>Wednesday, July 11</td>
<td>Friday, July 27</td>
<td></td>
</tr>
<tr>
<td>Last day to apply for Summer Graduation</td>
<td>TBA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Last day of classes. Final exams to be completed by this date.</td>
<td>Thursday, June 28</td>
<td>Thursday, August 9</td>
<td>Thursday, August 9</td>
</tr>
</tbody>
</table>

*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)

<table>
<thead>
<tr>
<th>400-level courses</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Codes</td>
<td>AF Academic Forum</td>
</tr>
<tr>
<td></td>
<td>BH Boehm Science Building</td>
</tr>
<tr>
<td></td>
<td>BK Beekey Building</td>
</tr>
<tr>
<td></td>
<td>DF DeFrancesco Building</td>
</tr>
<tr>
<td></td>
<td>FS Freyberger Schoolhouse</td>
</tr>
<tr>
<td>Campus Store</td>
<td>Please see <a href="http://www.kubstore.com/">http://www.kubstore.com/</a> for information regarding KU Campus Store.</td>
</tr>
<tr>
<td>Cancelled-low enrollment</td>
<td>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.</td>
</tr>
<tr>
<td>Cancelled-by the student</td>
<td>Students must notify <a href="mailto:summenatl@kutztown.edu">summenatl@kutztown.edu</a> or <a href="mailto:regoffice@kutztown.edu">regoffice@kutztown.edu</a> that they wish to cancel registration PRIOR to the beginning of the summer session (s) in which they are registered.</td>
</tr>
<tr>
<td>Course descriptions</td>
<td>Course descriptions are available on the website <a href="http://www.kutztown.edu">www.kutztown.edu</a>. Click: Current Students&gt; Academics &amp; Research&gt; Courses&gt; Descriptions.</td>
</tr>
<tr>
<td>Disabilities</td>
<td>For disability accommodations information contact the Disability Services Office at 610-683-4108.</td>
</tr>
<tr>
<td>Distance Education</td>
<td>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</td>
</tr>
<tr>
<td>Dropping a course</td>
<td>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.</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>Please see <a href="http://www.kutztown.edu/FinancialAid">http://www.kutztown.edu/FinancialAid</a> for information.</td>
</tr>
<tr>
<td>Grading</td>
<td>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.</td>
</tr>
<tr>
<td>Graduation</td>
<td>The graduation application is available through MyKU once students are eligible to apply. The application deadlines are available on the previous page.</td>
</tr>
<tr>
<td>Housing</td>
<td>Please see <a href="http://www.kutztown.edu/Housing">http://www.kutztown.edu/Housing</a> for information regarding Housing and Residence Life.</td>
</tr>
<tr>
<td>ID cards</td>
<td>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.</td>
</tr>
<tr>
<td>Library</td>
<td>All students attending Kutztown receive borrowing privileges at Rohrbach Library.</td>
</tr>
<tr>
<td>Meal Plans</td>
<td>Please see <a href="http://www.kutztown.edu/dining">http://www.kutztown.edu/dining</a> for information.</td>
</tr>
<tr>
<td>Overload Approval</td>
<td>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.</td>
</tr>
<tr>
<td>Parking</td>
<td>In summer, students do not need to register their cars on campus. See Public Safety website for restrictions.</td>
</tr>
<tr>
<td>Repeating a course</td>
<td>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.</td>
</tr>
<tr>
<td>Transcript Requests</td>
<td>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.</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>Please see Office of Student Accounts’ website: [<a href="http://www.kutztown.edu/student">http://www.kutztown.edu/student</a> accounts](<a href="http://www.kutztown.edu/student">http://www.kutztown.edu/student</a> accounts) for information.</td>
</tr>
<tr>
<td>Veterans</td>
<td>Veterans eligible for educational benefits under the G.I. Bill should contact Sylvia Conrad, 610-683-4718 or Devon Weidenhammer, 610-683-4505.</td>
</tr>
<tr>
<td>Withdrawal Process/Policy</td>
<td>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 Notification in Writing 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="http://www.kutztown.edu/FinancialAid">http://www.kutztown.edu/FinancialAid</a> and Office of Student Accounts website [<a href="http://www.kutztown.edu/student">http://www.kutztown.edu/student</a> accounts](<a href="http://www.kutztown.edu/student">http://www.kutztown.edu/student</a> accounts).</td>
</tr>
</tbody>
</table>
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](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](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

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE</th>
<th>INSTRUCTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR/BIO 226</td>
<td>Marine Biology</td>
<td>W. Ryan</td>
</tr>
</tbody>
</table>

Session III:
JULY 1 - JULY 20, 2018

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE</th>
<th>INSTRUCTOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAR/BIO 340</td>
<td>Marine Mammals</td>
<td>TBA</td>
</tr>
</tbody>
</table>
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/epprd/?cmd=login