



Spring 2009

CLASS SCHEDULE

www.stmary.edu

Offering Day, Evening and Weekend Classes in
Johnson County, Wyandotte County and Leavenworth

January 9, 2009

LOCATIONS

Wyandotte County

Providence Medical Center
8929 Parallel Parkway
Kansas City, KS 66112

Main Campus

4100 South 4th Street
Leavenworth, KS 66048

Sacred Heart School

21801 Johnson Drive
Shawnee, KS

Johnson County

11413 Pflumm Road
Overland Park, KS 66215

Pre-registration Dates for Spring 2009

Students on an account receivable hold will not be able to register, until the hold is removed. Please note students must have prior advisor approval for course selections. Course fees are non-refundable.

Open online registration dates

1) For classes beginning week of January 4, 2009
November 19, 2008 thru December 9, 2008
December 13, 2008 thru January 1, 2009

2) For classes beginning week of January 12/14, 2009
November 19, 2008 thru December 9, 2008
December 13, 2008 thru January 8, 2009

Payment due date

Payment is due at the time of registration.
Registration is not complete until payment is made.

Payment is due at the time of registration.
Registration is not complete until payment is made.

(Students may elect to wait to register and pay for Spring II classes later)

1) For classes beginning week of March 1, 2009
January 23, 2009 thru February 26, 2009
2) For classes beginning week of March 12, 2009
January 23, 2009 thru March 9, 2009

Payment is due at the time of registration.
Registration is not complete until payment is made.

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Classes will not be changed to a current status until approved payment arrangements have been made.

You may register online using eSpire. Please make sure you have your advisor's approval for the courses you register for online.

Go to www.stmary.edu and choose eSpire - the fourth lower tab on the home page

Log in with the user name and password you were issued. If you have used the system before and have forgotten your password or need to know your user name, you will need to contact the helpdesk. helpdesk@stmary.edu and choose eSpire - the fourth lower tab on the home page.

Once you are logged into eSpire, directions on how to navigate in eSpire are posted on the eSpire help tab.

GENERAL INFORMATION

COURSE NUMBERING

001 – 009 Not Applicable Toward Degree
 100 – 299 Lower Level
 300 – 599 Upper Level
 600 – 799 Graduate

KEY TO BUILDING/ROOMS (LEAVENWORTH CAMPUS)

B	Berchmans Hall
BH	Brooder House, South Campus
CEC	Cecilian Hall, Mead 3rd
CL	Curriculum Lab, De Paul
DP	De Paul Library
M	Miege Hall
MA	Mabee Auditorium, De Paul
MD	Mead Hall
MML	Multi – Media Lab
RSC	Ryan Sports Center
SM	Saint Mary Hall
WR	Walnut Room
X	Xavier Hall
XS	Xavier Studios
MCGFH	McGilley Field House

KEY TO COURSE SUFFIX

L1F - USM Day
 L1A - USM Day Session I
 L1B - USM Day Session II
 L2F - USM Evening
 L2A - USM Evening Session I
 L2B - USM Evening Session II
 M2F - USM Main Campus Graduate Division Session
 M2A - USM Main Campus Graduate Division Session I
 M2B - USM Main Campus Graduate Division Session II
 L3W - USM Weekend
 C2F - USM in Johnson Co.
 C3W - USM in Jo.Co. Weekend
 C2A - USM in Jo.Co. Session I
 C2B - USM in Jo.Co. Session II
 I2F - USM Interactive/Jo.Co. Interactive
 I2A - USM Interactive Session I
 I2B - USM Interactive Session II
 P2F - Providence Medical Center
 P2A - Providence Session I
 P2B - Providence Session II
 C1A - USM in Jo.Co. Day Session I
 C1B - USM in Jo.Co. Day Session II
 C1F - USM in Jo.Co. Day Session
 C4A - USM in Jo.Co. On-line Session I
 C4B - USM in Jo.Co. On-line Session II
 O2A - Off-campus Session I
 O2B - Off-campus Session II
 W4A - On-line Session I
 W4B - On-line Session II

PLEASE NOTICE :

>A course title followed by **(IS)** is an Idea Seminar.
 >A course title followed by **(CS)** is a Cultural Studies course.
 >A course title followed by **(S/L)** was submitted as having a Service/Learning component

Days: M=Monday T=Tuesday W=Wednesday H=Thursday F=Friday S=Saturday U=Sunday

Main Campus Registration

Leavenworth Campus Registration and New Student Orientation, January 12, 2009, 9:00 a.m. - 1:00 p.m.
 Leavenworth Campus Registration and New Student Orientation, January 13, 2009, 9:00 a.m. - 1:00 p.m.

Main Campus Late Registration: Registration after January 13, 2009 is considered late registration. Students enrolling late risk class cancellations or closure. Students will be assessed a \$35 late registration fee.

Workshop Registration

Registration for workshops is encouraged on the scheduled registration dates. However, registration for workshops is permitted in the Registrar's Office up to ONE WEEK before the beginning date of the workshop.

APPLICATION AND ADMISSION

Persons who wish to enroll in a degree program and have not previously attended the University of Saint Mary for credit courses need to submit an application and transcripts of all previous academic work prior to registration. Contact the Admissions Office at (913) 758-6118 for more information.

SPECIAL STUDENT ADMISSION POLICY

Special students, those who are not candidates for a degree, may enroll on a part or full-time basis. The university encourages those who wish to explore new interests, test their abilities, or update their skills to apply as special students. Special students need only submit an application form with a \$25 non-refundable processing fee. Transcripts are not required. Special students may enroll for a maximum of 15 hours. Contact the Admissions Office at (913) 758-6118 for additional information.

HEALTH RECORDS

All students are **REQUIRED** to have an updated health history and immunization record on file with the Health Services Office before receiving on-campus health care. **PHYSICAL EXAMINATIONS** are **REQUIRED** for residential students, International students, athletes, and education majors. Proof of medical insurance is **REQUIRED** for residential and international students. See USM Catalog for more information.

COURSE LOAD & EXCESS HOURS

The normal full-time student load is 14 to 18 hours. The fee for excess hours (over 18 hours) is \$340 per credit. The minimum for full-time in the fall and spring term is 12 hours. To carry excess hours, students must have the approval of their academic advisors and the academic dean.

PASS/FAIL

All internships, practicums, and weekend workshops are graded Pass (P) or Fail (F). This is **NOT** an option and is not used for other courses. See USM Catalog for more information.

AUDIT

Students enrolling for audit must do so during the registration period; students will pay full tuition and fees for audit. Complete records and transcripts will be maintained, although no credit hours are awarded. Approval for audit and the extent of class participation should be determined with the instructor prior to enrollment.

MUSIC LESSONS

Students enrolling for private or group lessons should submit their schedule to the music department immediately after enrollment so that times for lessons can be assigned. It is the student's responsibility to finalize her/his enrollment with the music department. Music fees are in addition to per credit hour tuition.

CHANGE OF ENROLLMENT

Courses (16-week) may be added with approval of advisor, through January 21. No classes may be added after January 21. Courses may be dropped without charge, with approval of advisor through January 28. After that time, a \$5 fee is charged for each withdrawal. All changes in enrollment must go through the Registrar's Office. All changes made by an athlete must also have the approval of the faculty athletic advisor and the athletic department representative. Failure to attend class does not constitute official withdrawal; a student failing to attend class without official withdrawal will receive a failure in the course. Official withdrawals from the university are processed through the Office of the Academic Vice President.

VETERANS

Persons applying for VA education benefits through the Veterans Administration must fill out a form requesting certification. Veterans new to the University of Saint Mary must submit VA form 22-1995 (request for change of program or place of training) or VA form 22-1990 (application for education benefits) along with request for certification prior to or at the time of enrollment. These forms are available in the Registrar's Office. If advanced payment is desired, or questions arise, please contact the campus VA coordinator at (913) 758-6121.

INTERNATIONAL STUDENTS

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This university is authorized under federal law to enroll non-immigrant students. Students who are citizens of other countries must present their passports, I-94 forms, and I-20 forms at registration. All admissions procedures must be completed before the I-20 is issued to the student and she/he is permitted to enroll.

CLASS CANCELLATION DUE TO WEATHER

It is impossible to contact each person individually; if you have concerns that a class might not meet because of weather, tune in to local radio and television stations. The decision to cancel classes will be made by 3 p.m. for evening classes or 6 a.m. for day classes on the day the class is scheduled to meet. Call (913) 758-6300, for a recorded message regarding snow schedule and cancellation of classes.

WINTER WEATHER LATE OPENING POLICY

If snow and ice make driving hazardous, classes will begin on a snow schedule that should enable students to avoid early morning traffic. On the snow schedule, classes usually in session at 9:30 a.m. will be the first classes of the day. If it appears that driving conditions will be impossible for the entire day, then all day classes will be cancelled. The university will make a decision about the cancellation of evening classes during the afternoon of a winter day.

FINANCIAL AID AVAILABLE

Financial assistance is available for those who qualify. Forms of assistance include grants, scholarships, student employment, and loans. Before receiving financial assistance, students must have applied and been accepted for admission to the University of Saint Mary and ordinarily must be taking a minimum of six credit hours per semester. Outside sources of financial aid should also be investigated by students. For additional information, contact the Financial Aid Office, at (913) 682-5151, ext. 6450.

The University of Saint Mary maintains a non-discriminatory policy in the administration of all its educational policies, admissions policies, school and loan programs, athletic and other school-sponsored programs, and all hiring and promotion practices.

The university reserves the right to change course offerings, regulations and tuition/fees noted in this bulletin.

The average projected graduation rate for students who enter the University of Saint Mary Leavenworth campus program as full-time freshmen is 40%.

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Days: M=Monday T=Tuesday W=Wednesday H=Thursday F=Friday S=Saturday U=Sunday

SPRING 2009 SCHEDULE OF CLASSES

MAIN CAMPUS - 4100 S. 4th Street, Leavenworth, KS

Classes Meet January 14 to May 7, 2009

Dept	Course No.	Course Title	Credits	Days	Time	Room	Faculty
<u>ART</u>							
AR	113 L1F	Basic Design	3	MWF	1:10 - 3:00	X 103	Nelson
AR	153 L1F	Basic Design (for art majors)	3	MWF	1:10 - 3:00	X 103	Nelson
AR	175 L1F	Digital Photography (digital camera required)	3	TH	9:30 - 11:20	X 104	Nelson
AR *	240 L1F	Painting I	3	MWF	9:30 - 11:20	X 105	Robinson
AR *	251 L1F	Drawing II	3	TH	9:30 - 11:20	X 105	Robinson
AR	275 L1F	Digital Photography (digital camera required) (for art majors)	3	TH	9:30 - 11:20	X 104	Nelson
AR	300 L3W	Special Topics:Sculpture (Weekend)	1	See Weekend Courses/Workshops Main			Campus
AR *	340 L1F	Painting II	3	MWF	9:30 - 11:20	X 105	Robinson
AR *	383 L1F	Graphic Design	3	MWF	9:30 - 11:20	X 104	Nelson
AR *	426 L1F	Survey of Art History II (CS)	3	TH	8:00 - 9:20	X 104	Robinson
AR *	440 L1F	Painting III	3	MWF	9:30 - 11:20	X 105	Robinson
AR *	598 L1F	Advanced Studio APPT	3	By Appointment/Arrangement			Robinson
HI *	395 L1F	Spcl Tpcs/HI: 20th Century US Pop Culture (CS)	3	TH	12:10 - 1:30	X 210	Mulliken/Nelson
<u>BUSINESS, ACCOUNTING & SPORTS MANAGEMENT</u>							
AC	251 L1F	Principles of Accounting I	3	TH	9:30 - 10:50	M 115	Dudley
AC *	252 L1F	Principles of Accounting II	3	TH	8:00 - 9:20	M 115	Dudley
AC *	345 L1F	Taxation	3	MWF	9:30 - 10:20	M 104	Dudley
AC *	346 L1F	Cost Accounting	3	MWF	8:30 - 9:20	M 104	Dudley
AC *	445 L1F	Auditing	3	MWF	12:10 - 1:00	M 304	Dudley
EC *	233 L1F	Principles of Macroeconomics	3	TH	1:40 - 3:00	M 114	Logan
MGT	231 L1F	Principles of Management	3	TH	12:10 - 1:30	M 115	Philpot
MGT *	320 L1F	Principles of Leadership	3	MWF	12:10 - 1:00	M 114	Logan
MGT	332 L1F	Legal and Ethical Aspects of Business	3	MWF	9:30 - 10:20	M 113	Philpot
MGT *	420 L1F	Organizational Behavior & Human Resource Management	3	MWF	8:30 - 9:20	M 113	Philpot
MGT *	490 L1F	Production & Operations Management	3	TH	8:00 - 9:20	M 21	Orrell
MGT *	550 L1F	Business Policy and Ethics (IS)	3	TH	9:30 - 10:50	M 114	Philpot
MKT	231 L1F	Principles of Marketing	3	MWF	8:30 - 9:20	M 114	Reynolds
MKT *	350 L1F	Principles of Advertising	3	MWF	10:30 - 11:20	M 113	Reynolds
MKT *	475 L1F	Marketing Research (S/L)	3	MWF	12:10 - 1:00	M 113	Reynolds
MKT *	530 L1F	Strategic Promotion	3	MWF	1:10 - 2:00	M 113	Reynolds
SM *	251 L1F	Sports Facilities, Planning, and Management	3	MWF	2:10 - 3:00	M 113	Zimmerman
SM *	291 L1F	Field Experience in Sports Management APPT	1 - 3	By Appointment/Arrangement			Quashie
SM *	342 L1F	Sports Marketing and Fundraising	3	TH	12:10 - 1:30	M 113	Zimmerman
SM *	499 L1F	Internship in Sports Management APPT	3 - 6	By Appointment/Arrangement			Zimmerman
SM *	550 L1F	Ethics, Issues, and Problems in Sports	3	TH	9:30 - 10:50	M 113	Zimmerman
<u>COMMUNICATIONS</u>							
COM	120 L1F	Public Speaking	3	MWF	8:30 - 9:20	X 206	Trebus
COM *	591 L1F	Internship/Mentorship APPT	1-3	By Appointment/Arrangement			Rieke

*Consult catalog or department for prerequisites and/or approval.

EDUCATION

ED *+	411 L1F	Smnr II:Curriculum, Instruction & Assessment/Diverse Settings	1	TH	11:40 - 1:30	D 12	Juiliano	
NOTE: ED 411 & ED 412 taken together								
ED *+	412 L1F	Teaching Social Studies in Diverse Settings	3	TH	11:40 - 1:30	D 12	Juiliano	
ED *+	460 L1F	Aesthetic Experiences in Elementary School	3	TH	1:40 - 3:00	D 5	Carnahan	
ED *+	499 L1F	Philosophical & Historical Perspectives/Curriculum	3	MW	9:30 - 10:50	D 12	Lenahan	
ED *+	576 L1F	Teaching Reading in the Content Areas	3	TH	9:30 - 10:50	D 5	Carnahan	
ED *+%	590 L1F	Seminar III: Professional Collaborations	1	By Appointment/Arrangement				Newman
ED *+%	594 L1F	Class Management and Student Motivation	3	By Appointment/Arrangement				Carnahan
ED *+%	595 L1F	Student Teaching-Elementary	8	By Appointment/Arrangement				Newman
ED *+%	596 L1F	Student Teaching-Secondary	8	By Appointment/Arrangement				Newman
ED *	756 M1F	Teaching Reading in the Content Areas	3	TH	9:30 - 10:50	D 5	Carnahan	
ED *	759 M1F	Philosophical & Historical Perspectives/Curriculum	3	MW	9:30 - 10:50	D 12	Lenahan	

% ED 590 , 594 and ED 595 or ED 596 are taken concurrently.

+ Prerequisite: passing scores on PPST.

ENGLISH

EN	111 L1F	English Composition I	3	MWF	1:10 - 2:00	M 115	Kolb	
EN	112 L1F - 1	English Composition II	3	MWF	1:10 - 2:00	SM 317	Faculty	
EN	112 L1F - 2	English Composition II	3	TH	9:30 - 10:50	SM 317	Faculty	
EN	112 L1F - 3	English Composition II	3	TH	12:10 - 1:30	SM 317	Faculty	
EN	112 L1F - 4	English Composition II	3	TH	1:40 - 3:00	SM 317	Faculty	
EN	246 L1F	British Literature II	3	MWF	2:10 - 3:00	SM 317	Rieke	
EN	310 L1F	Transfer Core: Liberal Learning	3	MWF	2:10 - 3:00	SM 318	Brinkman	
EN	310 L2F	Transfer Core: Liberal Learning	3	See Main Campus Evening Courses				
EN	346 L1F	British Literature II	3	MWF	2:10 - 3:00	SM 317	Rieke	
EN	375 L1F	Forms of Literature	3	MWF	12:10 - 1:00	SM 317	Rieke	
EN	484 L1F	Spec Tpcs in Amer Lit:Women Writing Women	3	MWF	8:30 - 9:20	SM 317	Raser	

GENERAL EDUCATION

GE *	325 L2F	Life Experience Seminar	1	By Appointment/Arrangement			Kolb
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HISTORY, POLITICAL SCIENCE & GLOBAL STUDIES

HI	156 L1F	World Civilization II: Since 1789	3	MWF	12:10 - 1:00	X 210	Scott	
HI	344 L2B	History of Asia	3	See Main Campus Evening Courses				
HI *	395 L1F	Spcl Tpcs/Hi: 20th Century US Pop Culture	3	TH	12:10 - 1:30	X 210	Mulliken/Nelson	
HI	455 L1F	Kansas and the American West	3	TH	1:40 - 3:00	X 210	Mulliken	
HIPS	395 L1F	Spec Top: Our Nation's Capital -- DC Trip	1	(April 7 - 11, 2009)				Mulliken
PHPS	371 L1F	Political Thought I	3	MWF	2:10 - 3:00	X 205	Riegg	
PS	132 L1F	Debating American National, State & Local Governn	3	MWF	2:10 - 3:00	X 210	Scott	
PS	395 L1F	Spec Top/Politcl Science: Adv Human Rights	3	MWF	1:10 - 2:00	X 210	Riegg	
PS *	580 L1F	Theories of International Affairs	3	MWF	8:30 - 9:20	X 210	Scott	

HONORS PROGRAM

GE	350	Honors Seminar	1	W	2:10 - 3:00	M 114	Logan
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INDEPENDENT STUDIES

IDGE	198 L1F - 1	Generic Independent Study	1 - 3	Please use to register temp for a planned indep study			
IDGE	198 L1F - 2	Generic Independent Study	1 - 3	Please use to register temp for a 2nd planned indep study			
IDGE	198 L1F - 3	Generic Independent Study	1 - 3	Please use to register temp for a 3rd planned indep study			

INFORMATION TECHNOLOGY

IT	102 L3W	Word Processing: Microsoft Word	1	See Weekend Courses/Workshops Main Campus				
IT	103 L3W	Spreadsheets: Microsoft Excel	1	See Weekend Courses/Workshops Main Campus				
IT	114 L3W	Internet Research	1	See Weekend Courses/Workshops Main Campus				
IT	115 L3W	Web Page Design	1	See Weekend Courses/Workshops Main Campus				
IT	120 L1F	Management Information Systems	3	TH	1:40 - 3:00	M 21	Orrell	
IT *	320 L1F	Adv Management Information Systems	3	MWF	1:10 - 2:00	M 21	Orrell	
IT	361 L1F	Web Programming	3	TH	9:30 - 10:50	M 21	Orrell	
IT *	591 L1F	Senior Seminar	3	By Appointment/Arrangement				Orrell

LANGUAGE & CULTURE

SPA	111 L1F	Elementary Spanish I	4	TH	12:10 - 1:30	X 206	Caballero
SPA *	112 L1F	Elementary Spanish II	4	TH	1:40 - 3:00	X 206	Caballero
Other levels of Spanish as needed by individual students, independent study							

*Consult catalog or department for prerequisites and/or approval.

LEARNING COMMUNITIES

LC	101 Learning Community	6	MWF	9:30 - 11:20		
(Students will be given a form, in their Fall '08 semester's Learning Community, to indicate their preference for their Spring '09 Learning Community & then will be assigned to one.)						
Man & Machine: Human Interaction with Technology						
HI	140 L1F	Themes in History	3	MWF	9:30 - 11:20	X 210 Mulliken
IT	125 L1F	Fundamentals of Information Technology	3	MWF	9:30 - 11:20	X 210 Hite
Human Rights: Politics & Religion						
SO	145 L1F	Politics of Human Rights	3	MWF	9:30 - 11:20	SM 318 Riegg
TH	140 L1F	Christian Perspectives on Human Rights	3	MWF	9:30 - 11:20	SM 318 Wood
Moral of the Story						
EN	170 L1F	Themes in Literature	3	MWF	9:30 - 11:20	SM 317 Rieke
PH	140 L1F	Introduction to Ethics	3	MWF	9:30 - 11:20	SM 317 Schimoler
Inside Out, Outside In: Learning, Culture, & Power						
ED	155 L1F	Cultural Diversity in Schools	3	MWF	9:30 - 11:20	D 5 Wilbur
PS	155 L1F	Political Behavior	3	MWF	9:30 - 11:20	D 5 Scott

MATHEMATICS

MA *	115 L1F	Intermediate Algebra	3	MWF	8:30 - 9:20	M 115 Dean
MA *	190 L1F	Introduction to Quantitative Reasoning	3	MWF	1:10 - 2:00	M 104 Silvey
MA *	210 L1F	College Algebra	3	MWF	2:10 - 3:00	M 104 Silvey
MA *	222 L1F	Calculus and Analytic Geometry II	4	F	8:00 - 9:20	M 102 Silvey
				TH	8:00 - 9:20	M 102
MA *	230 L1F	Introduction to Statistics	3	MWF	12:10 - 1:00	M 115 Silvey
MA *	371 L1F	Mathematical Modeling	3	MW	8:00 - 9:20	M 102 Silvey
MA *	455 I2F	Modern Geometry (Evening)	3	See Main Campus Evening Courses		

MUSIC

MU *	120 L1F	Diatonic Theory and Form	APPT	3	By Appointment/Arrangement		Proctor
MU	131 L1F	Concert Chorale		1	TH	12:10 - 1:30	WR Proctor
MU	135 L1F	Instrumental Ensemble (Approval of Instructor)	APPT	1	By Appointment/Arrangement		Proctor
MU	136 L2F	University - Community Band		1	See Main Campus Evening Courses		
MU	141 L1F	Class Piano I	APPT	1	By Appointment/Arrangement		Proctor
MU *	142 L1F	Class Piano II	APPT	1	By Appointment/Arrangement		Proctor
MU *	143 L1F	Class Piano III	APPT	1	By Appointment/Arrangement		Proctor
MU	151 L1F-1	Private Piano (Approval of Instructor)	APPT	1	By Appointment/Arrangement		Proctor
MU	151 L1F-2	Private Voice (Approval of Instructor)	APPT	1	By Appointment/Arrangement		Stoner-Hawkins
MU	151 L1F-3	Private Organ (Approval of Instructor)	APPT	1	By Appointment/Arrangement		Proctor
MU	151 L1F-5	Private Flute (Approval of Instructor)	APPT	1	By Appointment/Arrangement		Proctor

NATURAL SCIENCES

BI *	212 L1F	Diversity of Plants and Animals		3	MW	1:10 - 2:00	M 304 Mackintosh
		Diversity of Plants and Animals Lab			T	9:30 - 11:20	M 307
BI *	259 L1F	Human Anatomy and Physiology with Lab		5	TH	7:00 - 9:20	M 304 & M 305 Al-Arabi
BI *	265 L1F	Basic Microbiology		4	MWF	8:30 - 9:20	M 318 Cozine
		Basic Microbiology Lab			T	9:30 - 11:20	M 305
BI	312 L1F	Biotechnology (S/L)		3	MW	8:30 - 9:20	M 304 Mackintosh
		Biotechnology Lab			H	9:30 - 11:20	M 307
BI *	425 L1F	Genetics		4	MWF	9:30 - 10:20	M 304 Cozine
		Genetics Lab			H	9:30 - 11:20	M 316
BI *	451 L1F	Immunology		2	TH	8:00 - 8:50	M 318 Cozine
BI *	596 L1F	Biology Seminar in Ecology and Evolution		1	F	8:30 - 9:20	M 311 Mackintosh
BI *	599 L1F	Research Problems in Biology	APPT	3	By Appointment/Arrangement		Mackintosh
BICH *	461 L1F	Biochemistry Lecture		1	MWF	10:30 - 11:20	M 304 Mackintosh
CH *	122 L1F	General Chemistry II		4	MWF	2:10 - 3:00	M 223 Ingle
		General Chemistry II Lab			T	12:10 - 3:00	M 208
CH *	331 L1F	Organic Chemistry II		4	MWF	1:10 - 2:00	M 223 Ingle
		Organic Chemistry II Lab			H	12:10 - 3:00	M 206
CH *	420 L1F	Inorganic Chemistry		3	MWF	10:30 - 11:20	M 223 Lin
CH *	465 L1F	Physical Chemistry II		3	MWF	9:30 - 10:20	M 223 Lin
CH *	466 L1F	Physical Chemistry Lab		2	H	9:30 - 3:00	M 203 Lin
CH *	598 L1F	Research Problems in Chemistry I	APPT	2	By Appointment/Arrangement		Ingle
NS *	105 L1F	Physical Science (Lecture)		3	MWF	2:10 - 3:00	M 221 O'Rourke
NS *	108 L1F	Lab Topics		2	TH	7:30 - 9:20	M 203 Ingle/O'Rourke
NS *	290 L1F	Science & Math Undergrad Research Forum		1	(1-day forum) April 21, 2009		Faculty
PHY *	216 L1F	Physics II		4	MWF	12:10 - 1:00	M 221 Lin
		Physics II Lab			T	11:50 - 3:00	M 221

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NURSING

NU *	410 L1F	Research in Nursing		3	Contact Nursing Department for details
BINU *	454 L1F	Pathophysiology		3	Contact Nursing Department for details
NU *	460 L1A	Adult Health I (Spring I)		4	Contact Nursing Department for details
NU *	462 L1B	Adult Health II (Spring II)		4	Contact Nursing Department for details
NU *	510 IL1F	Mental Health		4	Contact Nursing Department for details
NU *	525 L1F	Community Health Care	(CS)	4	Contact Nursing Department for details
NU *	540 L1F	Leadership Roles in Nursing		4	Contact Nursing Department for details
NU *	550 L1F	Senior Clinical Practicum	APPT	2	By Appointment/Arrangement

NURSING RN to BSN ON-LINE PROGRAM

Spring I classes meet January 4 to February 28, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

BINU	370W4A	Nutrition		3	on-line	Lawless
EN	370W4A	Language and Literature		3	on-line	Crumrine
HCMGT	415W4A	Communications and Relationship Building		3	on-line	Blessum
HCMGT	417W4A	Business Skills for Managers		3	on-line	Girard
HCMGT	715W4A	Communications and Relationship Building		3	on-line	Blessum
HCMGT	717W4A	Business Skills for Managers		3	on-line	Girard
NU *	402W4A	Nursing as a Profession		3	on-line	Sullivan
NU *	410W4A	Research in Nursing		3	on-line	Boyer
NU*	520W4A	End of Life Care		3	on-line	McClure
NU *	525W4A	Community Health Care		4	on-line	Spilker
NU*	540W4A	Leadership in Nursing		4	on-line	Bruner-Hill
NU *	590W4A	Senior Integrative Seminar		3	on-line	Parreira
PH	442W4A	Bioethics		3	on-line	Schimoler

Spring II classes meet March 1 to April 25, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

BINU *	454W4B	Pathophysiology		3	on-line	TBA
HCMGT	418W4B	Legal and Ethical Issues in Health Care		3	on-line	TBA
HCMGT	718W4B	Legal and Ethical Issues in Health Care		3	on-line	TBA
HI*	470W4B	The American Century: US in the Modern Era		3	on-line	Mulliken
MA *	230W4B	Introductory Statistics		3	on-line	Silvey
NU *	402W4B	Nursing as a Profession		3	on-line	TBA
NU*	540W4B	Leadership in Nursing		4	on-line	TBA
NU *	590W4B	Senior Integrative Seminar		3	on-line	TBA
PY*	355W4B	Aging: Issues and Perspectives		3	on-line	TBA

PHILOSOPHY

PH	377 L1F	Eastern Philosophy		3	TH	12:10 - 1:30	SM 318	Schimoler
PH	442 L1F	Bioethics		3	MWF	12:10 - 1:00	SM 318	Schimoler
PHPS	371 L1F	Political Thought I		3	MWF	2:10 - 3:00	X 205	Riegg
THPH	225 L1F	What is the Good Life?		3	MWF	10:30 - 11:20	X 205	Hughes

PHYSICAL EDUCATION

PE	131 L1F	Aqua Fitness/Conditioning		1	TH	10:00 - 10:50	Pool	Loewenstein
PE	132 L1F	Bowling		1	TH	10:00 - 10:50	Skyway Lanes	Basler
PE	139 L1F	Weight Training/Physical Conditioning		1	TH	12:40 - 1:30	McGilley	Bishop
PE	146 L1F	Fitness		1	TH	8:30 - 9:20	McGilley	Mazeitis
PE	181L3W	First Aid/CPR	APPT	1	See Weekend Courses/Workshops Main			Campus
PE *	226 L3W	Water Safety Instructor	APPT	2	See Weekend Courses/Workshops Main			Campus
PE	246-5 L1F	Varsity Sports: Men's Basketball	APPT	1	By Appointment/Arrangement			Bishop
PE	246-6 L1F	Varsity Sports: Softball	APPT	1	By Appointment/Arrangement			Lorenzen
PE	246-7 L1F	Varsity Sports: Baseball	APPT	1	By Appointment/Arrangement			Miller
PE	246-9 L1F	Varsity Sports: Women's Basketball	APPT	2	By Appointment/Arrangement			Basler
PE	250-1 L1F	Lifetime Wellness		3	MWF	8:30 - 9:20	M 223	Shumaker
PE	250-2 L1F	Lifetime Wellness		3	TH	1:40 - 3:00	M 115	Lawson
PE *	280 L1F	Care & Prevention of Athletic Injuries		3	MWF	12:10 - 1:00	McGilley	Quashie
PE	291-3 L1F	Methods of Coaching: Soccer		2	TH	12:40 - 1:30	M 318	Mazeitis
PE	291-4 L1F	Methods of Coaching:Football		2	TH	1:40 - 2:30	McGilley	Hinson

*Consult catalog or department for prerequisites and/or approval.

PSYCHOLOGY & CRIMINOLOGY

CR *	380 L1F	Juvenile Delinquency	3	MWF	9:30 - 10:20	M 114	Alexander
CR *	450 L1F	Criminology	3	MWF	10:30 - 11:20	M 114	Alexander
PY	150 L1F	Introduction to Psychology	3	TH	12:10 - 1:30	M 104	King
PY	240 L1F	Marriage and Family	3	MWF	8:30 - 9:20	X 205	Greene
PY	290 L1F	Psychology of Childhood and Adolescence	3	TH	8:00 - 9:20	M 104	Shatto
PY	290 L2A	Psychology of Childhood and Adolescence	3	See Main Campus Evening Courses			
PY *	535 L1F	Abnormal Psychology	3	TH	12:10 - 1:30	M 114	Greene
PYAPY	352 L1F	Professional Ethics	3	TH	1:40 - 3:00	M 104	Greene
PYCR *	586 L1F	Research Methods: Statistical Analysis	3	MWF	12:10 - 1:00	M 114	King
PYCR *	590 L1F	Behavioral Sciences Seminar	3	TH	9:30 - 10:50	M 104	King
PYCR *	591 L1F	Practicum I	var	T	1:40 - 2:30	M 113	Alexander
PYCR *	592 L1F	Practicum II	var	T	1:40 - 2:30	M 113	Alexander
SO	110 L1F	Introduction to Sociology	3	MWF	12:10 - 1:00	M 318	Alexander

ROTC - Military Science

Classes meet on University of Kansas Campus

AIR	144	Foundations of United States Air Force	1	KU			
AIR	148	Foundations of United States Air Force	1	KU			
AIR	284	Airpower History	1	KU			
AIR	288	Airpower History	1	KU			
AIR	344	Leadership Studies	3	KU			
AIR	348	Leadership Studies	3	KU			
AIR	404	National Security Affairs	3	KU			
AIR	408	National Security Affairs	3	KU			
ARMY	101	Intro to Military Science	1	KU			
ARMY	120	Intensive Military Science I	2	KU			
ARMY	201	Basic Military Science I	1	KU			
ARMY	220	Intensive Military Science II	2	KU			
ARMY	301	Thry & Dynamics of Tact Ops I	3	KU			
ARMY	401	Concepts of Military Management	3	KU			

THEATRE

THR	250 L1F	Acting	3	MWF	2:10 - 3:00	X 4th Floor	Trebus
THR	320 L1F	Mime	3	MWF	1:10 - 2:00	X 4th Floor	Ibsen
THR	350 L1F	Production	APPT	0-1	By Appointment/Arrangement		Ibsen
THR *	355 L1F	Advanced Acting	3	TH	1:40 - 3:00	X 4th Floor	Trebus
THR *	418 L1F	Theory and Criticism	3	MWF	10:30 - 11:20	X 208	Ibsen
THR *	596 L1F	Theatre Seminar	APPT	2	By Appointment/Arrangement		Ibsen

THEOLOGY & PASTORAL MINISTRY

TH	125 L1F	Introduction to Catholicism	3	TH	9:30 - 10:50	X 205	Hughes
THPH	225 L1F	What is the Good Life?	3	MWF	10:30 - 11:20	X 205	Hughes
TH	235 L1F	Social Justice: Real World Application	3	TH	8:00 - 9:20	SM 318	Connelly
TH	242 L1F	Exploring the Human Experience of God (S-L)	3		Cancelled		
TH	260 L1F - 1	New Testament (IS)	3	MWF	1:10 - 2:00	SM 318	Hughes
TH	260 L1F - 2	New Testament (IS)	3	TH	9:30 - 10:50	SM 318	Wood
TH *	305 L1F	Topics in Spirituality: The Search for God	3	TH	12:10 - 1:30	X 205	Hughes
PM	300 L1F	Top/Min:Confirmation Retreat Team	APPT	1	By Appointment/Arrangement		Wood

*****EVENING/WEEKEND COURSES*******MAIN CAMPUS EVENING COURSES - 4100 S. 4th Street, Leavenworth, KS**

Classes Meet January 14 to May 7, 2009

Dept	Course No.	Course Title	Credits	Days	Time	Room	Faculty
EN	310L2F	Transfer Core: Liberal Learning	3	T	6:00 - 8:40 p.m.	SM317	Rieke
GE	325L2F	Life Experience Seminar	1	Appointment			TBA
MA*	455I2F	Modern Geometries (Class is taught interactive with Overland Park Campus)	3	H	6:00 - 8:40 p.m.	M114	Derendinger
MU	136L2F	University-Community Band	1	M	6:00 - 8:00 p.m.	MD201	Proctor

SPRING I classes meet January 14 to March 5, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

PY	290L2A	Psychology of Childhood & Adolescence	3	H	6:00 - 9:50 p.m.	MD402	Becker
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SPRING II classes meet March 12 to May 7, 2009

Intensive courses taught in eight-week period require pre-assignments.

HI	344L2B	History of Asia	3	W	6:00 - 9:50 p.m.	X210	Davis
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MAIN CAMPUS WEEKEND COURSES

PE	181L3W	First Aid/CPR	1	Appointment Ext. 6622			Loewenstein
PE*	226L3W	Water Safety Instructor	2	Appointment Ext. 6622			Loewenstein

*Consult catalog or department for prerequisites and/or approval.

All workshops meet Fri. 6:00 – 9:00 p.m. and Sat. 9:00 a.m. – 5:00 p.m.

AR	300L3W	Sp Tp: Sculpture	1		Mar. 27/28	XS	Shubert
IT	102L3W	Word Processing:Microsoft Word	1		Feb. 27/28	M21	TBA
IT	103L3W	Spreadsheets:Microsoft Excel	1		Mar. 20/21	M21	TBA
IT	114L3W	Internet Research	1		Mar. 27/28	M21	TBA
IT	115L3W	Web Page Design	1		Apr. 17/18	M21	TBA

WYANDOTTE COUNTY EVENING COURSES, PROVIDENCE MEDICAL CENTER - 8929 Parallel Parkway, KC, KS

Dept	Course No.	Course Title	Credits	Days	Time	Room	Faculty
SPRING I classes meet January 12 to March 5, 2009 (Intensive courses taught in eight-week period require pre-assignments.)							
CR*	380P2A	Juvenile Delinquency	3	T	6:00 - 9:50 p.m.		Istas
MGT	231P2A	Principles of Management	3	M	6:00 - 9:50 p.m.		Freeman

SPRING II classes meet March 12 to May 7, 2009 (Intensive courses taught in eight-week period require assignments.)

MKT	231P2B	Principles of Marketing	3	M	6:00 - 9:50 p.m.		Higney
PY*	355P2B	Aging:Issues and Perspectives	3	T	6:00 - 9:50 p.m.		Leaf

JOHNSON COUNTY CAMPUS EVENING COURSES - 11413 Pflumm Road, Overland Park, KS

Classes meet January 12 to May 7, 2009

CDE	420C2F	Adv Professional Practicum/Seminar in ECE	3		Appointment		Leon
ED*+%	411C2F	Sem II: Cultrl Pluralism	1	T	6:00 - 9:50 p.m.		Huskey
ED*+%	412C2F	Teaching Social Studies Diverse Set	3	T	6:00 - 9:50 p.m.		Huskey
ED*	430C2F/750C2F	Ed Exceptional Children & Youth	3	H	6:00 - 8:40 p.m.		Hogan
ED*+	499C2F/759C2F	Philosophical & Historical Perspectives/Curric	3	M	6:00 - 8:40 p.m.		Lenahan
ED*+	576C2F/756C2F	Teaching Reading in Content Areas	3	??			Carnahan
ED*+##	590	Seminar III: Professional Collab	1		Appointment		Newman
ED*+##	594	Class Management & Student Motivatr	3		Appointment		Carnahan
ED*+##	595	Student Teaching-Elementary	8		Appointment		Newman
ED*+##	596	Student Teaching-Secondary	8		Appointment		Newman
GE	325C2F	Life Experience Seminar	1		Appointment		Craddock
GE	332C2F	Idea Seminar II	6	W	6:00 - 9:50 p.m.		Raser
MA*	455I2F	Modern Geometries	3	H	6:00 - 8:40 p.m.		Derendinger

(Class is taught interactive with Leavenworth Campus)

% ED 411 and ED 412 are taken concurrently.

% ED 590 , 594 and ED 595 or ED 596 are taken concurrently.

+ Prerequisite: passing scores on PPST.

Student teaching is a day course with tuition charge at the day rate,

(see page listing for tuition and fees per semester).

SPRING I classes meet January 12 to March 5, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

APYCR	325C2A	Introduction to Addictions	3	H	6:00 - 9:50 p.m.		Starrett
HI*	595C2A	SpTp:Ancient Greece and Rome	3	M	6:00 - 9:50 p.m.		Craddock
MGT*	332C2A	Legal & Ethical Aspects of Bus	3	H	6:00 - 9:50 p.m.		Speir
MGT*	410C2A	Human Resource Management	3	T	6:00 - 9:50 p.m.		Smith, S

SPRING II classes meet March 12 to May 7, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

HI*	595C2B	Sp Tp: Vietnam and the 60's	3	M	6:00 - 9:50 p.m.		Craddock
MGT*	420C2B	Organizational Management	3	H	6:00 - 9:50 p.m.		Philpot
PY	290C2B	Psychology of Childhood and Adolescence	3	M	6:00 - 9:50 p.m.		Cummings
PY*	535C2B	Abnormal Psychology	3	H	6:00 - 9:50 p.m.		Dercher

JOHNSON COUNTY CAMPUS WEEKEND COURSES

APY*	552C1W	Methods of Practice III: Family Systems	3	S	9:00 a.m. - 1:00 p.m.		Motl
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(Class meets every other Saturday beginning January 10, 2009)

*Consult catalog or department for prerequisites and/or approval.

JOHNSON COUNTY CAMPUS WEEKEND WORKSHOPS

CDE	406C3W	Integrating Mental, Emotional, Social Hlth/Classrm Class meets March 13/14	1	F	5:00 -9:00 p.m.	Filley
				S	9:00 a.m. - 4:00 p.m.	
CDE	407C3W	Therapy in Classrm:Creating Coop Learning Env Class meets April 17/18	1	F	5:00 - 9:00 p.m.	Filley
				S	9:00 a.m. - 4:00 p.m.	
CDE	408C3W	Kinder Therapy:Teachers as Therapeutic Agents Class meets April 24/25	1	F	5:00 - 9:00 p.m.	Filley
				S	9:00 a.m. - 4:00 p.m.	
TCHED	585/685 C3W	I've BIBEL'd, Now What? Class meets February 20/21	1	F	5:00 - 9:00 p.m.	Stokes
				S	9:00 a.m. - 4:00 p.m.	
TCHED	587/687 C3W	Diffentiated Reading:Small Group Instruction Class meets March 6/7	1	F	5:00 - 9:00 p.m.	Stokes
				S	9:00 a.m. - 4:00 p.m.	
TCHED	557/657 C3W	Strategies that Work: Book Study Class meets May 1/2	1	F	5:00 - 9:00 p.m.	Stokes
				S	9:00 a.m. - 4:00 p.m.	

GRADUATE DIVISION

JOHNSON COUNTY CAMPUS - 11413 Pflumm Road, Overland Park, KS

Classes meet January 4 to April 25, 2009

Dept	Course No.	Course Title	Credits	Days	Time	Room	Faculty
MGT	795C2F-1	Business, Policy and Ethics (Class will meet 10 times)	3	M	6:00 - 9:50 p.m.		Smith,P
MGT	795C2F-2	Business, Policy and Ethics (Class will meet 10 times)	3	W	6:00 - 9:50 p.m.		Smith,P

Classes meet January 12 to May 7, 2009

PY	721C2F	Advanced Social Psychology	3	M	7:31 - 10:00 p.m.		Greene
PY	730C2F	Methods of Research & Assessment	3	T	5:00 - 7:29 p.m.		Gregerson
PY*	731C2F	Statistical Analysis in Psychology	3	H	5:00 - 7:29 p.m.		King
PY*	734C2F	Personality Assessment	3	H	7:31 - 10:00 p.m.		Hemphill
PY	744C2F	Career Development & Counseling	3	W	5:00 - 7:29 p.m.		Gregerson
PY	748C2F	Multicultural Counseling	3	M	5:00 - 7:29 p.m.		Hemphill
PY	749C2F	Helping Relationship Skills	3	T	7:31 - 10:00 p.m.		Gregerson
PY*	761C2F	Practicum	VAR	W	7:31 - 10:00 p.m.		Hemphill
PY	780C2F	Summary Portfolio	1		Appointment		Gregerson

Dept	Course No.	Course Title	Credits	Days	Time	Room	Faculty
SPRING I classes meet January 4 to February 28, 2009 (Intensive courses taught in eight-week period require pre-assignments.)							
ED	737C2A	Leadership and Change in Educ	3	T	5:00 - 8:50 p.m.		Williams
MGT	701C2A	Organizational Management	3	H	6:00 - 9:50 p.m.		Growney, Sr
MGT	708C2A	Human Resource Management	3		Cancelled		
MGT*	711C2A	Mangerial Accounting (Prerequisite: On-line primer must be completed)	3	W	6:00 - 9:50 p.m.		Orrell
HCMGT	717W4A	Business Skills for Managers	3		on-line		Girard
MGT	731C2A	Management Information Systems	3		Cancelled		
MGT*	757C2A	Training and Development (Prerequisite: MGT 708 Human Resource Management)	3		Cancelled		

SPRING II classes meet March 1 to April 25, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

Dept	Course No.	Course Title	Credits	Days	Time	Room	Faculty
ED	734C4B	Adult Education: Theory and Practice	3		on-line		Thomas
ED	736C2B	Reading Instruction & Curriculum K-12	3	T	5:00 - 8:50 p.m.		Mitchell
MGT*	709C2B	Managerial Economics (Prerequisite: On-line primer must be completed)	3	W	6:00 - 9:50 p.m.		DeLaPasion
MGT*	714C2B	Global Management (Prerequisite: MGT 704 Marketing Mgt;MGT708 Human Resource Mgt;MGT 709 Managerial Economics;MGT 712 Managerial Finance)	3	T	6:00 - 9:50 p.m.		Growney, Sr.
HCMGT	718W4B	Legal and Ethical Issues in Healthe Care	3		on-line		Blessum
MGT	750C2B	Leadership	3	M	6:00 - 9:50 p.m.		Gunter
MGT	753C2B	Conflict Management and Negotiation	3	T	6:00 - 9:50 p.m.		Kane
MGT*	769C2B	Financial Decisions (Prerequisite: MGT 768 Financial amd Capital Issues)	3	H	6:00 - 9:50 p.m.		Smith, P

* Consult catalog or department for prerequisites and/or approval.

PROVIDENCE MEDICAL CENTER - 8929 Parallel Parkway, Kansas City, KS

SPRING I classes meet January 4 to February 28, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

MGT	701P2A	Organizational Management	3		Cancelled	
MGT	704P2A	Marketing Management	3	H	6:00 - 9:50 p.m.	Higney

SPRING II classes meet March 1 to April 25, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

MGT*	712P2B	Managerial Finance	3	W	6:00 - 9:50 p.m.	Swainston
		(Prerequisite: On-line primer must be completed and MGT 711 Managerial Accounting)				
MGT	713P2B	Operations Management	3	H	6:00 - 9:50 p.m.	Lennard

MAIN CAMPUS – 4100 S. 4th Street, Leavenworth, KS

SPRING I classes meet January 4 to February 28, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

ED	732M2A	Political and Ethical Structure in Educ	3	W	5:00 - 8:50 p.m.	DP12	Lenahan
MGT	704M2A	Marketing Management			Cancelled		

SPRING II classes meet March 1 to April 25, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

MGT	708M2B	Human Resource Management	3	M	6:00 - 9:50 p.m.	M114	TBA
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SACRED HEART SCHOOL - 21801 Johnson Drive, Shawnee, KS

SPRING I classes meet January 4 to February 28, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

MGT	708O2A	Human Resource Management	3	M	6:00 - 9:50 p.m.		Rasmussen
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SPRING II classes meet March 1 to April 25, 2009 (Intensive courses taught in eight-week period require pre-assignments.)

ED	733O2B	Diagnostic Procedures & Instructional Approaches	3	M	5:00 - 8:50 p.m.		Malcolm
MGT*	709O2B	Managerial Economics	3	M	6:00 - 9:50 p.m.		DeLa Pasion
		(Prerequisite: On-line primer must be completed)					

* Consult catalog or department for prerequisites and/or approval.

UNLESS OTHERWISE NOTED, TEXTS ARE TO BE ORDERED ONLINE AT:

<http://direct.mbsbooks.com/univofsaintmary.htm>

OR BY PHONE AT: 1-800-325-3252, OR BY FAX AT: 1-800-499-0143

IF YOU USE VOUCHERS TO MAKE BOOK PURCHASES, PLEASE CONTACT THE UNIVERSITY OF SAINT MARY BUSINESS OFFICE BEFORE ORDERING TEXTS.

IT IS SUGGESTED TO ORDER YOUR BOOKS AT LEAST TWO WEEKS BEFORE CLASS BEGINS.

SPRING 2009 ADVISING CALENDAR

First Meeting for Classes - 16 week

Evening classes begin...undergraduate degree completion program Overland Park	12-Jan
Evening classes begin...undergraduate Leavenworth programs	14-Jan
Day classes begin	14-Jan

Students enrolling after January 13 will be assessed a \$35 late registration fee.

Last day for registration	21-Jan
Last day to add classes*	21-Jan
Last day to drop a course without \$5.00 fee*	28-Jan
Dropped courses indicated with a mark of "W"*	29-Jan
Mid-term grades due in Registrar Office	6-Mar
Last day to drop a course and receive a refund*	10-Mar
Spring Break - Leavenworth Campus Day/Evening	6-15 Mar
Classes resume	16-Mar
Last day to drop a course with a mark of "W"*	25-Mar
Dropped courses now indicated with a mark of "WP" or "WF"*	26-Mar
Easter Break	10-12 Apr
Last day to drop a course*	24-Apr
Final exams	4-7 May
Commencement	9-May

For classes beginning week of January 4 - 1st 8 Weeks

Last day to add classes	may not add once classes have begun
Last day to drop a course without \$5.00 fee	11-Jan
Dropped courses indicated with a mark of "W"	12-Jan
Last day to drop a course and receive a refund	31-Jan
Last day to drop a course with a mark of "W"	7-Feb
Dropped courses now indicated with a mark of "WP" or "WF"	8-Feb
Last day to drop a course	15-Feb

For classes beginning week of January 12 - 1st 8 Weeks

Last day to add classes	may not add once classes have begun
Last day to drop a course without \$5.00 fee	19-Jan
Dropped courses indicated with a mark of "W"	20-Jan
Last day to drop a course and receive a refund	8-Feb
Last day to drop a course with a mark of "W"	13-Feb
Dropped courses now indicated with a mark of "WP" or "WF"	14-Feb
Last day to drop a course	20-Feb

For classes beginning week of March 1 - 2nd 8 Weeks

Last day to add classes	may not add once classes have begun
Last day to drop a course without \$5.00 fee	8-Mar
Dropped courses indicated with a mark of "W"	9-Mar
Last day to withdraw & receive refund	28-Mar
Last day to drop a course with a mark of "W"	4-Apr
Dropped courses now indicated with a mark of "WP" or "WF"	5-Apr
Last day to drop a course	12-Apr

For classes beginning week of March 12 - 2nd 8 Weeks

Last day to add classes	may not add once classes have begun
Last day to drop a course without \$5.00 fee	19-Mar
Dropped courses indicated with a mark of "W"	20-Mar
Last day to withdraw & receive refund	8-Apr
Last day to drop a course with a mark of "W"	16-Apr
Dropped courses now indicated with a mark of "WP" or "WF"	17-Apr
Last day to drop a course	24-Apr

***Contact Business Office for details concerning refund policy for special courses, weekend courses and workshops.**

Exam Week Schedule - Leavenworth Campus

ALL FINAL EXAMINATIONS must be taken during the scheduled exam week and at the scheduled times.

CHANGES IN EXAMINATION TIMES are not allowed except in emergencies. In case of emergency, request forms and instructions for change of exam are available in the Registrar's Office.
Payment of the \$30 change of final exam fee is required for each change.

CONFLICTS IN EXAMINATION TIMES should be reported to the Registrar's Office at least three weeks before the beginning of exam week and a change of exam form must be filled out. Students are not charged for change of exam due to scheduled conflicts.

MONDAY MAY 4	TUESDAY MAY 5	WEDNESDAY MAY 6	THURSDAY MAY 7
<p>8:00 - 9:50 A.M. Courses taken MWF @ 8:30 - 9:20 MW @ 8:00 - 9:20 MW @ 8:30 - 9:20 F @ 8:30 - 9:20</p>	<p>8:00 - 9:50 A.M. Courses taken TH @ 7:00 - 9:20 TH @ 7:30 - 9:20 TH @ 8:00 - 8:50 TH @ 8:00 - 9:20 TH @ 8:30 - 9:20</p>	<p>8:00 - 9:50 A.M. Courses taken MWF @ 10:30 - 11:20</p>	<p>8:00 - 9:50 A.M. Courses taken T @ 1:40 - 2:30 TH @ 1:40 - 2:30 TH @ 1:40 - 3:00</p>
<p>10:00 - 11:50 A.M. Courses taken MWF @ 9:30 - 10:20 MW @ 9:30 - 11:20 MW @ 9:30 - 10:50</p>	<p>10:00 - 11:50 A.M. Courses taken TH @ 9:30 - 10:50 TH @ 9:30 - 11:20 H @ 9:30 - 3:00 TH @ 10:00 - 10:50</p>	<p>10:00 - 11:50 A.M. Courses taken MWF @ 12:10 - 1:00</p>	
<p>1:00 - 2:50 P.M. Courses taken MWF @ 1:10 - 2:00 MWF @ 1:10 - 3:00 MW @ 1:10 - 2:00</p>	<p>1:00 - 2:50 P.M. Courses taken TH @ 11:40 - 1:30 TH @ 12:10 - 1:30 TH @ 12:40 - 1:30</p>	<p>1:00 - 2:50 P.M. Courses taken MWF @ 2:10 - 3:00 W @ 2:10 - 3:00</p>	<p>By Appointment Final test dates and times will be determined by instructors for courses which were conducted by appointment/arrangement, for physical education <u>activity</u> courses, & nursing department courses.</p>
<p>6:00 - 8:00 P.M. Monday evening campus 16-week courses</p>	<p>6:00 - 8:00 P.M. Tuesday evening campus 16-week courses</p>	<p>6:00 - 8:00 P.M. Wednesday evening campus 16-week courses</p>	<p>6:00 - 8:00 P.M. Thursday evening campus 16-week courses</p>

Consult instructor for final test date and time for 8-week and off-campus courses.

PLEASE NOTE DAY CODES:

M Monday
T Tuesday
W Wednesday
H Thursday
F Friday

TUITION & FEES PER SEMESTER
All Tuition and fees are due and payable at registration

Undergraduate

Tuition ⁽¹⁾

Full-time 12-18 hours per semester	\$8,850	per semester
Overload hours more than 18 per semester	\$340	per credit hour
Part Time Day		
7-11 hours per semester	\$590	per credit hour
1-6 hours per semester	\$340	per credit hour
Evening & Weekend	\$340	per credit hour
On-line	\$320	per credit hour

Fees ⁽²⁾

Advance tuition deposit for all new students, non-refundable	\$200	
Leavenworth campus student activity fee		
Full-time 12 or more hours per semester	\$25	per semester
7-11 hours per semester	\$19	per semester
1-6 hours per semester	\$10	per semester
Leavenworth campus general fee		
Full-time 12 or more hours per semester	\$170	per semester
7-11 hours per semester	\$110	per semester
1-6 hours per semester	\$50	per semester

Resident Fees ⁽³⁾

Advance housing deposit, non-refundable	\$100	per semester
Accident insurance for residential students	\$80	per academic year
Room-double occupancy	\$1,100	per semester
Room-single occupancy	\$1,650	per semester
Board	\$1,925	per semester
Postal Unit	\$10	per academic year

Nursing Fees

Testing	\$115	per semester
Lab	\$50	per semester
Syllabus/Assessment	\$70	per semester
Liability	\$50	per semester
Nursing Activity	\$75	per semester
Course fee, NU 406	\$150	per course
On-line Service fees	\$30	per credit hour

Music Department Fees ⁽⁵⁾

Private lessons for enrolled students paying tuition for credit		
Organ, Piano, Flute and Voice	\$100	one half-hour lesson per week
Lessons for no credit (no tuition)		
Private	\$150	one lesson per week
Class Piano or Voice	\$125	
Rental of instruments	\$20	per semester

Education Department Fees

Student teaching fee, secondary ⁽⁴⁾	\$125	
Student teaching fee, elementary ⁽⁴⁾	\$125	
Reading Practicum fee	\$50	
Secondary Practicum fee	\$50	
Laboratory fee, per course (chemistry, biology, physics)	up to \$75	per course
Art Studio fees	up to \$90	per course
Athletic Insurance	\$80	per academic year
Credit for Experiential Learning	\$150	per credit hour
CLEP, PEP Processing fee	\$100	per course
Departmental Exam Processing	\$100	per credit hour

High School

Leavenworth High School	\$75	per credit hour
St. Thomas Aquinas	\$75	per credit hour
Leavenworth Campus	\$110	per credit hour

Graduate

Masters of Business Administration	\$440 per credit hour
Masters of Arts - Psychology	\$440 per credit hour
Masters of Arts - Counseling Psychology	\$440 per credit hour
Masters of Arts - Education	\$300 per credit hour
Masters of Arts - Adaptive Special Education	\$300 per credit hour
Masters of Arts in Teaching	\$400 per credit hour
On-line Service fees	\$30 per credit hour

Other Fees

Application fee, all new applicants, non-refundable	\$25
Change of final exam fee	\$30
Deferred Tuition Payment Plan	\$50 per term
Each change in enrollment after the official drop/add period	\$5
Extension of incomplete grade fee	\$30
Graduation fee	\$80
Late registration fee	\$35
Leavenworth Campus Parking fee	\$60 per academic year
Returned check fee	\$25
Transcript fee	\$5

- (1) The full-time rate will be charged for 12 or more hours, where six or more are during the day.
- (2) Fees are non-refundable
- (3) See Refund Policy.
- (4) Students who practice teaching outside of the local area will be assessed additional charges.
- (5) Private and group lessons in other than listed instruments are arranged with approved musicians who set their own

Refund Policy

withdrawal date, not attendance. The official withdrawal date is the date the student initiates the formal withdrawal notice. If the

Eight-Week Courses

Withdrawal prior to the semester start date and 1 through 6 calendar days	100%
Withdrawal 7 through 13 calendar days	90%
Withdrawal 14 through 20 calendar days	50%
Withdrawal 21 through 27 calendar days	25%

15 and 16 Week Courses

Withdrawal prior to the semester start date and 1 through 6 calendar days	100%
Withdrawal 7 through 13 calendar days	90%
Withdrawal 14 through 27 calendar days	50%
Withdrawal 28 through 55 calendar days	25%

warrant a refund.

3. Refund of board will be computed from the beginning of the second week after withdrawal.
4. Advance room deposits are not refunded.
5. Advance tuition deposits are not refunded.
5. Course and other fees are non-refundable.

The University of Saint Mary is a private, coeducational, Catholic, liberal arts school offering day, evening, and weekend programs for working adults and traditional age university students. The university was founded by the Sisters of Charity of Leavenworth, who believe in helping students live lives of learning, service, and character

Day program offerings on the main campus enable students to work toward bachelor's degrees in accounting, art, biology, business administration, chemistry, criminology, education, English, global studies, healthcare informatics, history, information technology, interdisciplinary studies, liberal studies, mathematics, medical technology, nursing, pastora ministry, political science, psychology, sports management, theatre, and theology or toward an associate's degree in liberal studies.

Through its Center for Graduate & Continuing Studies, the University of Saint Mary offers graduate, bachelors degree completion and community education programs. These offerings are available through the home campus in Leavenworth in conjunction with Providence Medical Center at 8929 Parallel Parkway in Kansas City, Kansas and at its Overland Park Kansas facility located at 11413 Pflumm Road. Programs are also offered at locations throughout the region, on an as needed basis. The Master of Arts in Teaching is available worldwide through distance learning

The University of Saint Mary strives to provide activities and programs geared toward developing the whole person, not just the intellect. For that reason, a full range of recreational, social, spiritual, intellectual and physical programs and services at the University include financial aid, academic and career counseling, internships, campus ministry, cultural programs and lecturers.

De Paul Library, located on the main campus in Leavenworth, houses over 119,000 volumes; its Special Collections include the Craig Collection of Sacred Scripture, the Bernard Hall Lincoln Collection, the Shakespeare Collection and the Kansas Collection of Primary Materials on the State and on the History of the Catholic Church in Kansas

The University of Saint Mary is a member of the National Association of Intercollegiate Athletics (NAIA) Division II, and competes in the Kansas Collegiate Athletic Conference. The Spires represent the University of Saint Mary by competing in six sports and fielding eight teams. Both men and women participate in basketball and soccer; women field teams in softball and volleyball; men field teams in football and baseball.

For Further Information

USM Center for Graduate and Continuing Studies	(913) 345-8288	Fees, Refunds (St. Mary 106)	Ext. 6482
		Financial Aid (St. Mary 1st Floor)	Ext. 6314
Leavenworth	(913) 682-5151	ID Cards (Berchmans 108)	Ext. 6120
		Academic Resource Center (Miege 101)	Ext. 6426
Academic Matters (St. Mary 105/207)	Ext. 6705/6115	Library (De Paul)	Ext. 6306
Admissions	Ext. 6118	Lockers (Berchmans 108)	Ext. 6120
Service Learning Center (Miege Hall)	Ext. 6112	Health Matters (Berchmans Grd. Floor)	Ext. 6145
Athletics	Ext. 4340	Payment Plans (St. Mary 106)	Ext. 6482
Bookstore (Mead First Floor)	Ext. 6114		
Business Office (St. Mary 106)	Ext. 6482	Recreation (McGilley Field House)	Ext. 4343
Campus Ministry (Berchmans 110)	Ext. 6146	Registrar (St. Mary 105)	Ext. 6705
Car Registration (St. Mary 106)	Ext. 415	Residential Life (Berchmans 101)	Ext. 4363
Career Services (Berchmans 113)	Ext. 6142	Scholarships (St. Mary 1st Floor)	Ext. 6118
Commuters (Berchmans Ground Floor)	Ext. 6618		
Counseling (Berchmans 116)	Ext. 6143	Student Employment (Berchmans 113)	Ext. 6142
Day Care (Maria Ground Floor)	Ext. 6113	Transcripts (St. Mary 105)	Ext. 6705
		Veteran's Information (St. Mary 105)	Ext. 6121