

MKC
GEV231



You'll find it all in the new bulletin

Much is new in the 1986-87 Extension Classes Bulletin (some items are highlighted below), and although the bulletin has grown to 648 pages, finding the courses or information you need isn't difficult if you follow some of the guides provided.

First of all, in the course offerings section there are many cross references for

courses on related topics offered by different departments. Courses are listed in the course offerings section alphabetically by department name. Summary listings under topics such as health, business, and education can help you find specific departments with the courses you want, too.

The comprehensive index at the end

of the bulletin features many single entries as well as broad topical lists such as photography, career-related courses, environmental and energy courses, statistics, Minnesota, and many more.

Page references, especially for important procedural or policy matters related to registration, course information, symbols, or degree requirements, are included throughout the bulletin.

See also the list of helpful telephone numbers on the inside front cover and the table of contents for an overview of the bulletin's arrangement.

Each month in **Info**, watch for the "bulletin changes" section that gives important course corrections and additions.

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See fall registration dates, page 3

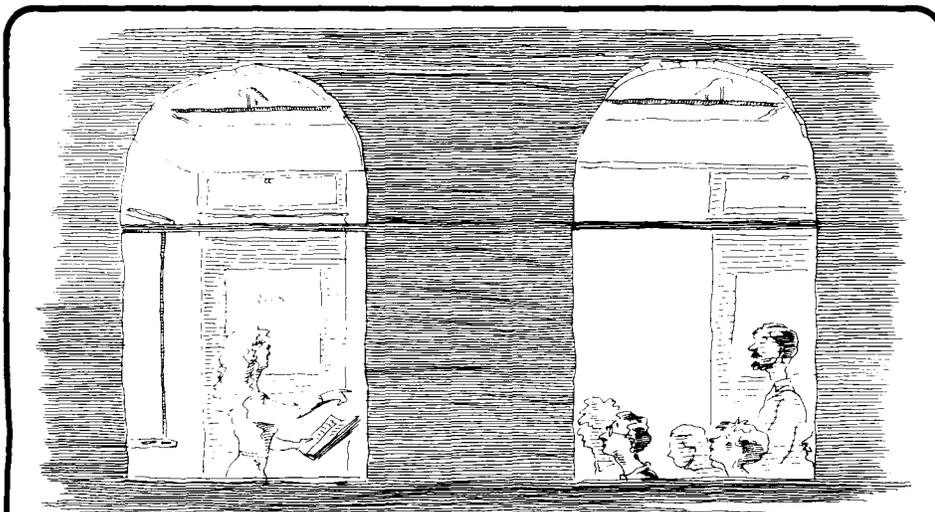
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New courses and programs

Honors Seminars are courses designed to present a special challenge to highly motivated, superior students taking classes in Extension. The courses are offered in cooperation with the College of Liberal Arts; permission from the CLA Honors Office (telephone 624-5522) and a 3.50 GPA are required. See pages 285-286 in the bulletin for program descriptions. The fall course is **HSem 3020 Great Speeches: The Idea of Eloquence**, taught by Professor Robert Scott, chair of the Department of Speech-Communication.

Research Expeditions is a new non-credit opportunity created in Extension Classes that combines learning with

continued page 2



People at work

Each quarter, hundreds of working people take University of Minnesota Extension classes to sharpen job skills. They're people like you, who work during the day in business, government, and at home. In the evening, they take classes in accounting, statistics, management, real estate, writing and editing, personnel, engineering, health care, data processing, psychology, insurance finance, graphic arts, nutrition, logistics, and more.

You don't have to be in a degree program to register for Extension

classes, but if you want a degree, more than 30 majors and options are available. And there's free professional program advising to help you get started—and finish.

New courses, registration information, and details on student services are featured in this issue of **Info**, but be sure to look through the new 1986-87 Extension Classes Bulletin that describes all the learning possibilities available to you through Extension.

Call 624-2388 to request registration forms or a bulletin if you don't have one.

Fall quarter 1986 begins in midweek

The first day of instruction for regular fall quarter classes is September 25, a Thursday. Fall quarter classes that meet on Friday, Saturday, Sunday, Monday, Tuesday, or Wednesday will start September 26 through October 1 respectively.

Career paths in benefits, financial planning

Professional designation programs in employee benefits and financial planning are offered by Extension Classes and sponsoring institutions. Courses are

new

from page 1

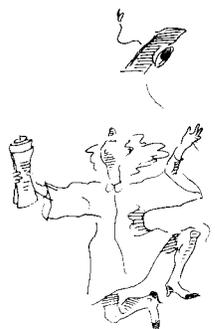
research (and sometimes travel) Participants spend a week or two working on research projects led by University faculty. Summer 1986 programs focus on lake ecology, fish behavior, and soil fertility. See page 523 in the bulletin.

New designators and departments include **CLS** for Clinical Laboratory Science (replacing Laboratory Medicine); Language and Study Skills (**LASK**), formerly PO, Personal Orientation (How To Study); Vocational Education (**VoEd**) with courses related to training and development and interpersonal relations in organizations; and South Asian Studies (**SoAs**), listed under Middle Eastern and South Asian Studies, which includes courses on Buddhism, Gandhi, and India under British rule.

The **Department of Management Sciences**, which offers courses under DSci (Decision Sciences, formerly Quantitative Analysis), LM (Logistics Management, formerly Transportation), MIS (Management Information Systems), and OM (Operations Management), has a fifth area this year—**MSci**, Management Sciences, with courses concentrating on information systems, computer applications, and data analysis. Students interested in degree programs in the School of Management should consult with an adviser at the Extension Counseling Office (625-2500) before registering for these courses. Watch for more about Management Sciences courses and significant changes in the curriculum in an upcoming issue.

Degrees and certificates

General College degrees are being phased out; students in degree programs must complete them before fall 1991. See the bulletin, pages 552-553, for information. The marketing certificate in General College has been discontinued



college level but do not carry degree credit.

The **Certified Financial Planner (CFP)** program is a six-course profes-

(other certificate programs may be, as well), although GC students still may apply (into next winter) for admission to the program.

In the **College of Liberal Arts**, a cultural pluralism requirement takes effect this fall for students applying to CLA; check with the counseling office if you are not yet admitted but have been taking courses.

CLA also has adopted a new second-language requirement for B.A. and B.F.A. students that requires six quarters of a second language. If you have been taking classes but are not yet admitted, or were admitted previously but have been out of school for some time, check with an adviser.

In the **School of Management**, several changes in pre-admission and graduation requirements take effect for students beginning work now or who began work but have not yet been admitted to a B.S.B. program. Changes include more core courses and an area-of-emphasis requirement. See the bulletin, pages 561-569, for an overview, and plan to consult with an adviser.

Registration and procedures

The A-N grading system has been replaced by an **A-F grading system** effective fall quarter. See story next month.

No Extension classes are scheduled at Minnetonka High School or Irondale High School this year.

Applications are no longer accepted for three certificate programs that are being discontinued: adult psychiatry (mental health workers), fire protection, and information systems analysis and design.

Graduate School students who take 5000-level classes for graduate credit in Extension Classes may now elect to pay the full graduate credit tuition rate (\$94.50 a credit) when they register. Previously, students always paid the difference between the Graduate School rate and the 3000/5000 rate when the credits were transferred from their Extension records to their graduate transcripts. Regardless of when the work was done (before or after admission), all University credits accepted on the Graduate School record will be paid for at the Graduate School rate. The difference that must be paid is the tuition difference in effect at the time of transfer (not the difference at the time the course was taken).

sional designation program developed and administered by the College for Financial Planning in Denver.

Students come from various fields including insurance, banking, accounting, tax planning, and investments.

All CFP courses have been approved by the Minnesota Commissioner of Commerce for 25 hours of insurance continuing education credit. Extension Classes offers all six CFP courses on campus during fall, winter, and spring special terms:

CFP 0001C (I) Introduction to Financial Planning (October 8 to December 10)

CFP 0002C (II) Risk Management (March 4 to May 6)

CFP 0003C (III) Investments (July 7 to September 8)

CFP 0004C (IV) Tax Planning and Management (October 7 to December 9)

CFP 0005C (V) Employee Benefits and Retirement Planning (March 3 to May 5)

CFP 0006C (VI) Estate Planning (July 7 to September 8)

To register for a CFP course, you must be enrolled as a student of the College for Financial Planning in Denver. Call Extension Classes at 625-3322 for a CFP bulletin, application forms, and for more information on upcoming courses.

★ ★ ★

Certified Employee Benefit Specialist (CEBS) courses focus on the fundamental principles underlying the design and operation of employee benefit plans. The 10-course professional designation is sponsored jointly by the International Foundation of Employee Benefit Plans and the Wharton School of the University of Pennsylvania.

Courses I, II, III, and V have been approved by the Minnesota Commissioner of Commerce for 25 hours of insurance continuing education credit. Four CEBS courses will be offered this year on campus:

CEBS 0001C (I) Life, Health, and Other Group Benefit Programs (spring quarter)

CEBS 0002C (II) Pension Plans (fall quarter)

CEBS 0006C (VI) Accounting and Information Systems (fall quarter)

CEBS 0010C (X) Contemporary Benefit Issues and Administration (spring quarter)

To register for a CEBS course through Extension, you must be enrolled with the Foundation and the Wharton School. Call Extension Classes at 625-3322 for a CEBS bulletin, application forms, and more information about upcoming courses.

Classes in convenient off-campus locations

In addition to the centrally located Minneapolis and St. Paul campuses of the University, Extension classes are held at three suburban neighborhood locations.

Classes at these local school buildings usually have limits on enrollment, so early registration by mail is recommended. **In-person registrations are not accepted at neighborhood centers.**

Neighborhood centers and fall classes are listed below.

Roseville Area High School—West Campus (Alexander Ramsey), 1261 W. Highway 36, Roseville.

Comp 1011 Writing Practice
Engl 1016 Introduction to American Literature
GC 1111 Weather and Climate

Math 0009 Intermediate Algebra
Math 1111 College Algebra and Analytic Geometry
Math 1201 Pre-Calculus
Math 1211 Calculus I
Psy 3604 Abnormal Psychology
Econ 1001, 1002 Principles of Economics (semester length, 15 weeks)

Richfield Senior High School, 7001 Harriet Ave. S., Richfield

Comp 1011 Writing Practice
BFin 3000 Finance Fundamentals
GC 1540 Accounting Fundamentals
Mktg 3000 Principles of Marketing
Math 0009 Intermediate Algebra
Math 1111 College Algebra and Analytic Geometry
Math 1201 Pre-Calculus
Math 1211 Calculus I

Spch 1101 Oral Communication
WoSt 3501 Women and Literature
Econ 1001 Principles of Economics (semester length)
Psy 1001 Introduction to Psychology (semester length)

Robbinsdale/Armstrong Senior High School (Plymouth), 10635 36th Ave. N., Plymouth

BLaw 3058 Business Law
IR 3002 Personnel and Industrial Relations
Mgmt 3001 Fundamentals of Management
Math 0009 Intermediate Algebra
Phil 1002 Introduction to Philosophy
Econ 1001, 1002 Principles of Economics (semester length)
Psy 1001 Introduction to Psychology (semester length)

Fall registration

Registration for fall classes begins in just a few weeks. Dates and procedures are outlined here, but be sure to refer to the new 1986-87 Extension Classes Bulletin, pages 10-13 and 20-25, for complete information.

MAIL REGISTRATION

August 18 to September 17: Registration forms with checks will be accepted by mail at 101 Wesbrook Hall for limited- and nonlimited-enrollment classes. To request registration forms, call 624-2388.

Students must include a separate check for each limited-class registration; nonlimited classes may be paid for with one check.

Fill out the registration form completely. Social security numbers and birth dates are required for coding purposes.

Registrations are processed daily; early registrations (received before August 18) will be returned to the student.

If your limited class is closed, your registration and check will be returned. If there is an acceptable alternative section or course you want, include an alternate choice form or a note giving your second and third choices.

IN-PERSON REGISTRATION

September 9-17: Registrations will be accepted at 101 Wesbrook Hall on the Minneapolis campus; at the MacPhail Center, 1128 LaSalle Avenue, downtown Minneapolis; or at the downtown St. Paul registration booth in the Norwest Center, Fifth and Minnesota. See page 11 in the bulletin for registration hours. All registration offices are closed weekends.

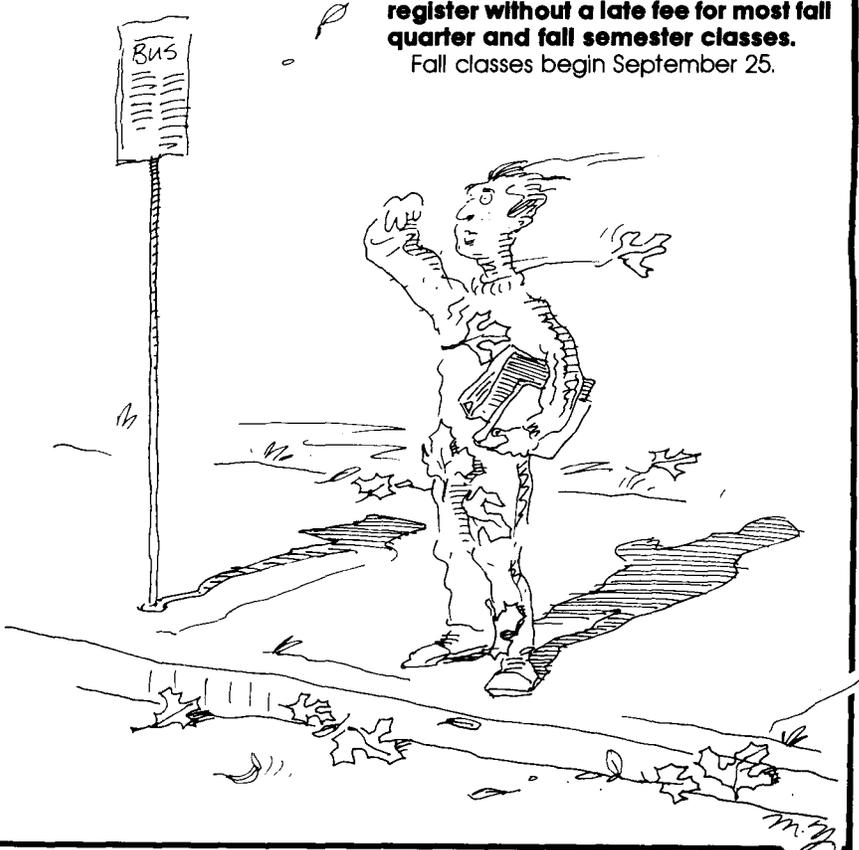
If you reserve space in a limited class during in-person registration, you must pay tuition by the last day of the regular registration period (September 17); otherwise, you forfeit your space in class.

Off-campus classes: Students should register by mail for classes held at neighborhood centers. **In-person registrations are not accepted at neighborhood centers.** Extension

classes are held at Richfield High School, Robbinsdale/Armstrong Senior High School (Plymouth) and Roseville Area High School-West Campus (formerly Alexander Ramsey). Registration materials are available during regular business hours at the school district offices and education centers listed on page 25 in the bulletin.

September 17 is the last day to register without a late fee for most fall quarter and fall semester classes.

Fall classes begin September 25.



Tuition depends on college, credits, level

Tuition for Extension classes varies by course level and the per-credit rate of the college offering the credits. The tuition rate times the number of credits the

course carries—plus any course fees or special fees—determines the course cost.

All 1000-level courses, regardless of college, are \$40 a credit. Certificate credit courses, entrance credit courses, and most other 0000-level courses have tuition computed at this rate, also.

For 3000- and 5000-level courses, the following per-credit tuition rates by college are used (rates subject to regents' approval).

General College	\$40.50
Liberal Arts	\$42.75
Management	\$49.75
Institute of Technology	\$51.75
Biological Sciences	\$53.50
Education	\$52.00
Home Economics	\$54.50
Public Health	\$54.75
Agriculture	\$55.75
Forestry	\$59.50
Pharmacy	\$56.75
Nursing	\$60.25
Veterinary Medicine	\$69.00
Medical School	\$70.00
Graduate School	\$94.50

Courses in Food Science and Nutrition are \$55 a credit, a cost prorated on tuition rates for the colleges of Home Economics and Agriculture.

Perfect time for tickets

Gopher football coach John Gutekunst puts his perfect record on the line this fall in a season that includes six home games.

Perfect record? Gutekunst, remember, is 1-0 after coaching the Gophers to an Independence Bowl victory over Clemson when he succeeded Lou Holtz as head coach.

University football games at the Metrodome this year include contests against Bowling Green, Pacific, Northwestern (homecoming), Indiana, Michigan State, and Iowa.

Extension students who register for three credits or more this fall are eligible to purchase season football tickets at student rates (six games for \$36). The

seating is reserved for each game, and a guest adjacent season ticket may be purchased for the same price. See pages 527-528 in the bulletin for details.

Since proof of enrollment is required to pick up tickets, students should wait to register in person (opens September 9) and pay fees immediately so they have the receipted fee statement to present when obtaining tickets (available beginning the week before the first game, September 8-12). The first game is September 13 against Bowling Green.

For more information about tickets to both women's intercollegiate sports and other men's sports, see the bulletin, page 528.



Head football coach John Gutekunst—another perfect season?

How to obtain transcripts

Students may request official college transcripts in person and receive same-day service.

Cost is \$6 (check or bursar cards only; no cash) for the official transcript (specially certified and embossed with the University's seal), which may be picked up or mailed that same day. Requests should be made in 155 Williamson Hall or in 130 Coffey (for St. Paul campus colleges). You must have a picture I.D.

Regular service is still available: for \$2, the official transcript will be mailed within two to three working days to the student or any location requested.

Unchanged are the procedures for picking up unofficial college transcripts and Extension-only transcripts: students may pick up one free copy per visit at the transcript office.

Transcript requests cannot be taken by telephone.

Requests by mail should go to Certifications Unit, 155 Williamson Hall, 231 Pillsbury Drive S.E., University of Minnesota, Minneapolis, MN 55455 (remember to enclose a check or money order for \$2 or \$6). Include full name, birth date, social security number the last dates or term in attendance and course numbers (for Extension classes), if possible. Give complete addresses for mailing of the transcripts.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO USPS 711-240

Registration Office: 101 Wesbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

Info is a newsletter for University of Minnesota Extension Classes students published 9 times a year—August, September, October, November, December, January, February, March, and April-May—by the Department of Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, Minnesota. POSTMASTER: Send address changes to Info, Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Students are encouraged to submit editorial opinions to the department. For address changes and name removals, see the instructions on the mailing panel.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, religion, color, sex, national origin, handicap, age, veteran status, or sexual orientation.

The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.

Apply early for grants and loans

Financial aid applications for 1986-87 are available now and students are encouraged to apply as early as possible.

Most students will use the ACT packet to apply for part-time and full-time financial aid (with the exception of students taking fewer than six credits a quarter). ACT is the American College Testing Program, a processor of financial aid applications. The packet contains an all-purpose aid application form which covers grants, loans, scholarships, and work-study, as well as other application materials.

Campus-based funds (Supplemental Education Opportunity Grant, National Direct Student Loan, College Work-Study, and University of Minnesota grants, scholarships, and loans) are limited and tend to be committed to early applicants who will attend Extension Classes or day school full-time.

More about financial aid

A free workshop on financial aid options will be offered by the Extension Counseling Office on Wednesday, September 3, 6 to 8 p.m., in 229 Nolte Center on the Minneapolis campus.

If you would like to attend this workshop, contact the Extension Counseling Office, 625-4334. Space is limited.

Career workshops and testing

The career planning workshop, offered by the Extension Counseling Office, can help you make effective decisions about educational alternatives and careers. Workshop participants learn how to identify interests, skills, and values, and how to research career possibilities. The next six-session workshop will meet Wednesdays, September 17 to October 22, 6 to 8 p.m. Cost is \$110.

Career counseling based on career assessment inventories also is available through the Extension Counseling Office. The inventories provide information on interests, personality, and values related to academic and career objectives. A professional counselor reviews results in group and individual sessions. Cost is \$85 for students and \$130 for others.

Call 625-2500 for further information on these programs.

Other funds, such as Minnesota State Scholarship and Grant, Pell Grant, and Guaranteed Student Loan require enrollment for at least six credits a quarter. They will remain options well into the academic year and can be used either for Extension Classes or day school.

The Nolte Scholarship Fund is a newly established program for Extension students who are not eligible for other grant or scholarship aid. This program also requires a separate application form, available from the Extension Counseling Office.

Students enrolled for five credits or less may be eligible for the Minnesota Part-Time Student Grant Program. This program requires a separate application which is available in Extension Counseling.

Since most financial aid is contingent upon admission to a degree or certificate program, you should inquire about admission at the same time you apply for aid.

For additional information about financial aid or admission, contact the Extension Counseling Office, 314 Nolte Center (625-4334).

Advisers can help you plan

You can discuss educational objectives before registering for fall classes with advisers and counselors in the Extension Counseling Office.

While fall quarter registration is the busiest time of year—and detailed advising and transcript evaluation may have to be postponed until later in the fall—advisers can help with course selection and registra-

tion procedures. Walk-in hours, daytime appointments, and telephone consultation are all options.

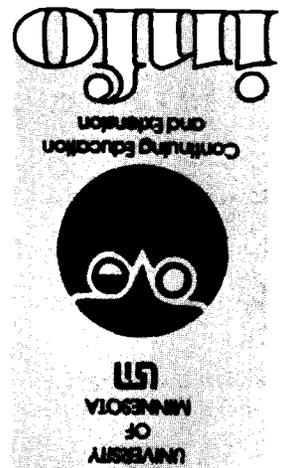
In many cases, it is helpful to call before coming in. Telephone 625-2500. Always bring copies of your transcripts when you come to see an adviser.



Success stories are always nice—especially when they include one of your own. Rich Benson (left) supervisor of the information section in the Extension Classes registration office, completed his B.A. in English after about five years of course work done almost exclusively through Extension. He went through the College of Liberal Arts commencement ceremony spring quarter with his sister and her husband, Barbara and Tom Vize. Tom completed a B.F.A. in studio arts. Barbara, the mother of four, returned to school to complete her bachelor's degree in psychology. But her education isn't over—she was accepted to the University Medical School and begins classes this fall. Both the Vizes combined day and evening classes to finish their degrees.

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Weekenders: live and learn

Combine a little bit of travel with a lot of learning and you have "Weekenders," a close-to-home option from Study and Travel Adventures.

Fall Weekenders, described below, focus on a particular Minnesota topic. They're led by University instructors, they're affordable, but the space is limited. Call 624-3300 for more information.

STA 0800 Ojibwa History and Ricing: A Visit to Leech Lake Indian Reservation, September 11-14. Learn the history of the Ojibwa through discussions with them; visit a Midewiwin, a Grand Medicine burial site; watch the wild rice harvest. Led by Ron Libertus, lecturer in American Indian Studies. Cost \$139; includes three nights lodging, eight meals, instruction, materials, pre-trip lecture.

STA 0801 Minnesota Outdoors, September 12-14. Enjoy fall colors and serene pine woods on the shores of Lake George near Itasca State Park. Walking tours with emphasis on interpreting the landscape—geology, flora and fauna, and more. Led by Professor Edward M. Cushing, chairman of the Department of Ecology and Behavioral Biology. Cost \$99; includes two nights lodging (semi-private rooms in cabins), six meals, pre-trip lecture.

STA 0802 Fall Winery Tour, October 4-5. Visit three Minnesota wineries when fall colors are at their peak. Stops in Stillwater, Lanesboro, LaCrosse, Hastings. Led by Peter Hemstad, a horticulture research scientist. Cost \$119; includes transportation by van from Twin Cities, one night lodging, one dinner, one breakfast, pre-trip lecture.

Ease on into school

Sometimes the most troublesome part about college is fear of the unknown—not knowing what to expect in classes, or what courses to take, or what degree options exist.

If you're not sure where to start, plan to attend the free back-to-school workshop on Thursday, August 14, 6-9:30 p.m., at the Earle Brown Continuing Education Center on the St. Paul Campus.

The atmosphere will be informal, with plenty of time for discussion and explanation.

A counselor from the Extension Counseling Office and a tutor from the Reading and Writing Center will lead the program.

You will find answers to questions about courses, degrees, certificates, financial aid, and other student services. You also will learn about educational opportunities in Extension evening (and daytime) classes, courses by correspondence and television or radio, and courses in other Continuing Education and Extension departments.

If you are not confident about how to study or what college work includes, you can find out what kind of help you need and learn about free tutoring and help with study skills.

Free parking is available in public parking lots adjacent to the Earle Brown Center.

Call 624-3300 to add your name to the registration list for this free workshop and to receive a schedule and map.

New numbers in the line-up

The University's new telephone system is almost completely in place.

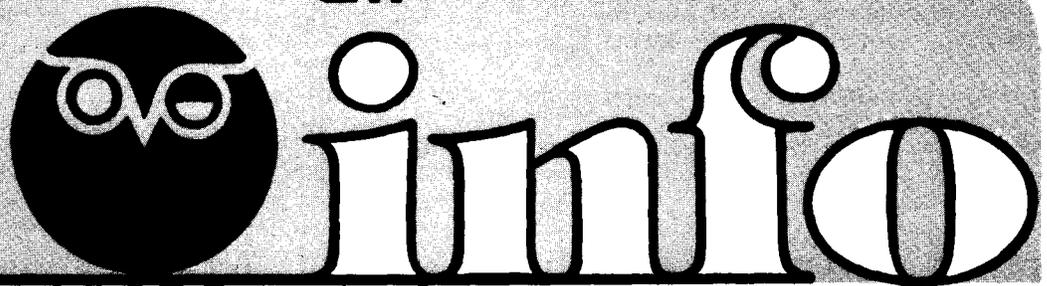
Several new telephone numbers, and the numbers they replaced, are listed below. The 1986-87 bulletin includes all new phone numbers that were known at press time.

If you reach a University number that has been changed, you will receive an intercept message giving you the new number or instructing you to call University information for the new number.

University telephone information is 625-5000.

Information	Old Phone	New Phone
Bulletins, registration forms	376-3000	624-2388
Registration office (101 Westbrook)	373-3195	625-3333
Extension Counseling Office	373-3905	625-2500
Informal Courses, Samplers, Study and Travel Adventures	376-7500	624-3300
Research Expeditions	373-3926	624-9345
Continuing Education for Women	373-9743	624-5267
Study Abroad (ECOSA)	373-1855	625-3379
Independent Study	373-3256	624-0000
Elderhostel	376-2704	624-7004
Rec Sports	373-4200	625-6800

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Honors program comes to Extension

You're not getting older, you're getting better.

Extension students are accustomed to being older than the average student. Now if you're better than the average student, you can take part in Honors Opportunities, a new program of the College of Liberal Arts (CLA) and Extension Classes.

The first course will be available this fall: Honors Seminar 3020 Great Speeches: The Idea of Eloquence.

Roger Page, former associate dean for continuing education in CLA, says the Extension honors seminar is a first attempt to give some visibility to honors programs to an audience that may not be aware of them.

"It's an outreach effort of CLA, an effort to make our facilities and faculty available to more students," Page says.

Capable Extension students are entitled to this sort of opportunity, he notes, one that recognizes their excellence while challenging them to excel.

Page also says he was pleased that a senior faculty member, speech-communication chair Robert Scott, agreed readily to the request that his honors seminar on eloquence and great speeches be the first Extension honors offering. The title is an appealing one, Page says, and it comes from a department that has always had good enrollments in its evening classes.

About the course

"The idea of eloquence has a very long tradition dating to ancient Greece," Scott says. The question students and he address is whether that tradition has a reality for the 20th century.

Capable Extension students are entitled to this opportunity—one that recognizes their excellence while challenging them to excel.

The course reviews selected speeches from a variety of cultures and periods. Classes focus on discussion of those speeches, on their eloquence, and on their historic impact demonstrated in many significant events—particularly political ones—that have shaped Western culture.

"Classes are often as good as the students are, and in an honors seminar that means the class will be stimulating, as much for the instructor as the students," Scott says. "I feel privileged to be there."

Scott notes that his daytime honors class included older-than-average students, and he says that there is no age barrier in the honors experience: "Students must be good students, and they must work hard and be active, but they always seem to be prepared and interested when they come to an honors class."



Great Speeches: The Idea of Eloquence (HSem 3020) is described on page 286 in the bulletin. Registration is limited and a 3.50 grade-point average is an initial requirement. Enrollment is controlled through the CLA Honors Office. Telephone 624-5522 for information.

Extension students who have questions or suggestions for programs may contact Al Balkcum, Program Director, Extension Classes, 625-0566, or Roger Page, CLA Honors Office, 624-5807.

Student board is underway

The Extension Classes Student Board for 1986-87 held its organizational meeting in June and made appointments to the University Senate.

New senators are Karin Alexander, Karen Dewanz, Thomas Lovelace, and Kara Sandin. All had filed as senate candidates last spring. Additional appointments of senators and alternates will be made later in the year.

Last year's board members were cited for their efforts, also. Extension Classes Director John Malmberg thanked board members for their service, especially in meeting with University officials and regents regarding Extension's role in President Kenneth Keller's Commitment to Focus proposals.

Certificates were presented to Charles Armstrong, Cheryl Childers, David Lenander, Thomas Sommerfeld, Linda Sullivan, Patricia Webster, and Pauline Zarling.

Reappointed to the board were Armstrong, Lenander, Sommerfeld, Sullivan, Zarling, and Steven Feig.

Temporary officers were elected. Linda Sullivan will serve as chair, Kara Sandin will be vice chair, Tom Sommerfeld will be secretary. Karen Dewanz will serve as representative to the Rec Sports Board of Governors.

The student board meets monthly, usually on the first Friday evening of the month. If you are interested in talking to a board member or would like to attend a meeting, call 624-3300 for information and to confirm date, time, and location.

General College deadlines for admission corrected

Students seeking a Bachelor of General Studies (B.G.S.) or Bachelor of Applied Studies (B.A.S.) through the General College must have been admitted to GC by **fall quarter 1985**.

The General College degrees section of the Extension bulletin, which lists fall quarter 1986 as the deadline, is incorrect (see page 553).

Students who have been admitted to the General College and are seeking a two-year or four-year degree should check with their advisers on important deadlines and requirements.

New course focuses on quality management

When an organization delivers quality in its goods or services—and fulfills its customers' needs as a result—its success is assured.

Delivering quality, and maintaining and measuring it, also is the basis for a new course in operations management, **OM 3059 Quality Management**, offered this fall.

The instructor, management sciences assistant professor Mark Treleven, says

the course covers policies and strategies for assuring quality, costing systems, quality improvement processes and planning, relations with vendors and customers, as well as statistical quality control techniques such as acceptance sampling and process control.

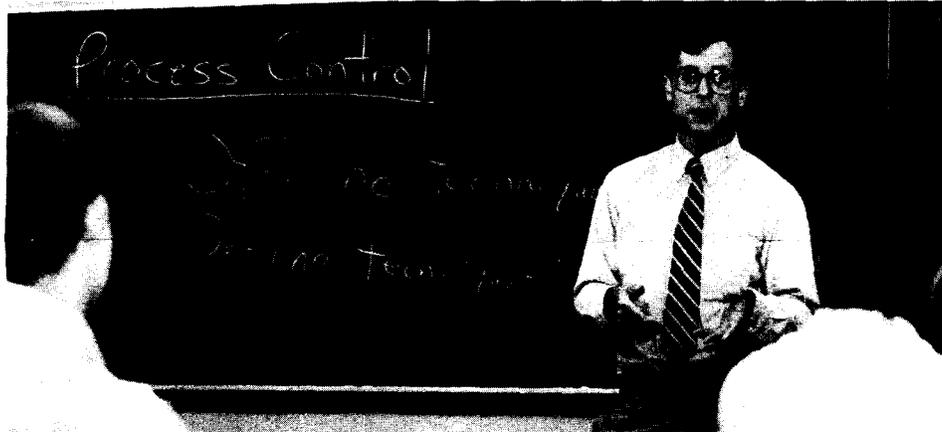
"The emphasis is on management, on prevention of quality problems, so we review techniques both for planning and controlling quality," Treleven notes.

Examples from recent literature and reviews of certain cases are important additional materials Treleven uses in class to show students specific applications of both overall principles and specialized or practical methods.

Quality management in services (as opposed to manufacturing) now is receiving more attention, according to Treleven. "Many methods are applicable in both areas, but with services, setting quality standards and measuring performance are currently the greatest challenges managers face," he says.

Systems and theories from well-known authorities also are examined, Treleven says. Examples include the notion of "breakthrough," presented by Joseph Juran who says that management needs to strive to obtain new, improved levels of quality. Approaches set out by W. Edwards Deming (stressing the integrity of and the reliance upon the individual worker) and Philip Crosby (author of "Quality Is Free") also are studied.

OM 3059 Quality Management, 4 degree credits, \$207.50. Fall quarter, sec 1, W, 5:30-8:50, BlegH 440. See the bulletin, pages 348-349 for complete description and prerequisites.



Assistant Professor Mark Treleven reviews quality management in a new operations management course this fall.

Management Sciences courses

Building skills in analysis and decision making

Management sciences combine technology and business. Courses from several areas are offered through the University's Department of Management Sciences, including: Logistics Management (LM), Management Information Systems (MIS), Operations Management (OM), Decision Sciences (DSci), and Management Science (MSci).

New courses in management sciences are highlighted below. Most review management applications of—and for—use of data and information systems. See the Extension Classes bulletin for complete course descriptions.

MIS 1070 Series—Software and Programming. Familiarity with computing software applications and packages is fundamental to many courses in the School of Management.

MIS 1070 is a two-session orientation course in the basic concepts and use of software packages. Students can continue, in the same term, with remaining courses from the series since these classes start the third week of the quarter and run for eight or nine weeks. Courses are:

- MIS 1070 Orientation to Software and Programming**
- MIS 1071 Electronic Spreadsheets**
- MIS 1072 Database Management Software**

- MIS 1073 Business Graphics Software**
- MIS 1074 Financial Modeling Software Packages**
- MIS 1075 Elementary COBOL**
- MIS 1076 Intermediate COBOL**
- MIS 1077 Elementary FORTRAN**

New costs have been determined for MIS 1070-1077. MIS 1071, 1072, 1073, and 1074 are now offered for one credit. Tuition is \$40 plus an \$8.50 course fee and a \$36.50 special fee; total is \$85. Students who do not have access to a microcomputer may elect the option of using the West Bank Computer Service for an additional fee of \$20. MIS 1070 remains one credit but the new fee schedule also applies (\$85 total). For MIS 1075, 1076, and 1077, there now is an \$8.50 course fee and \$36.50 special fee; total \$125. Students (in these courses and in 1070) without access to a microcomputer may elect to pay the \$20 West Bank Computer Service fee, also.

quantitative analysis. Uses on both micro and mainframe computers are covered. Also, MSci 1010 and 1020 are new pre-admission requirements; 3030 will be a new degree requirement starting in 1988. (Students currently working on admission to the School of Management should check with their adviser about program requirements.)

- MSci 1010 Fundamentals of Computers and Information Technology**
- MSci 1020 Data Analysis and Statistical Inference for Managers**
- MSci 3030 Information Systems and Information Management**

Note: These courses also now include an \$8.50 course fee.

★ ★ ★

DSci 1060 Business Research Practice. Research methods and management—design, sampling, data collection, analysis, reporting; managing research programs and projects.

OM 3059 Quality Management. See related story about this new course.

★ ★ ★

If you have questions about course content or prerequisites for management sciences courses, call Ron Klietsch, extension coordinator for the Department of Management Sciences, at 624-7558.

★ ★ ★

Management Sciences Series. Three new courses (listed below) integrate concepts and skills from MIS and DSci to provide an applications base to information systems, databases, and

Textbooks—you can plan ahead and buy early

University bookstores are open extended hours early each quarter to make it easier for you to shop for textbooks and course materials. Extended hours for fall quarter are given below.

Most required textbooks are in stock before classes begin and may be purchased before or on the first night of class. You are urged to buy books early to assure the best selection of quality used books.

Minnesota Book Center, Williamson Hall (east bank), 625-6000. Books for

most departments in CLA, IT, Education, and General College.

First week of classes: Thursday, September 25, and Monday through Thursday, September 29 to October 2, this bookstore is open 8 a.m. to 7:30 p.m. (Fridays, 8 a.m. to 4:30 p.m.)

Saturdays: September 20 and 27 and October 4 and 11, this bookstore is open 10 a.m. to 4 p.m.

Harold D. Smith Bookstore (west bank), 625-3000. Books for the School of Management, several CLA depart-

ments with west bank offices or classrooms, and Family Social Science courses held on the west bank.

First week of classes: Thursday, September 25, and Monday through Thursday, September 29 to October 2, this bookstore is open 8 a.m. to 7:30 p.m. (Fridays, 8 a.m. to 4:30 p.m.)

Saturdays: September 20 and 27, this bookstore is open 10 a.m. to 2 p.m.

Books Underground (St. Paul campus), 624-9200. Books for classes on the St. Paul campus.

First week of classes: Thursday, September 25, and Monday through Thursday, September 29 to October 2, this bookstore is open 8 a.m. to 6:30 p.m.

Health Sciences Bookstore, 2-554 Moos Health Science Tower (east bank), 625-8600. Books for courses in the health sciences.

First week of classes: Thursday, September 25, and Monday through Thursday, September 29 to October 2, this bookstore will be open 8 a.m. to 6:30 p.m.



Note these corrections to the bulletin on textbook locations:

Textbooks for **Design** courses meeting on the St. Paul campus are at Books Underground; for West Bank Design courses, books are at H.D. Smith Bookstore. Textbooks for **Foreign Studies** are at H.D. Smith Bookstore. Textbooks for **American Indian Studies** are at the Minnesota Book Center. For **Statistics** courses on the Minneapolis campus, books are at the Minnesota Book Center; for Statistics courses meeting on the St. Paul campus, books are at Books Underground.

For regular bookstore hours, including other evening and Saturday hours for the Minnesota Book Center and Smith Bookstore, see the bulletin, pages 29-30. Information about resale of books and other important details also are included there.

You may call for book information and to check on textbook availability. Call early in the day and be ready to give the **department** and **course number** (rather than the course title or topic). This is especially important for General College courses or other colleges or departments with courses in a variety of areas.

Be sure to save the sales receipt if you buy textbooks. If it becomes necessary, you may return books for a full refund through the second week of classes provided you have the sales receipt and the books have not been marked, written in, or damaged in any way.

bulletin changes . . .

(Room changes will be posted in the classrooms)

COURSE	CHANGE
CAPy 5623, sec 1 CE 8625, sec 1	Change date to Oct. 11 Added: Behavior of Reinforced Concrete Structures , 4 degree credits, \$207. Fall quarter, sec 1, TTh, 6:15-8, CivMinE 213, Krauthammer.
DSci 1050, sec 2	Meets Tuesdays, 11 a.m.-1:45, Metropolitan Medical Center, Minneapolis
DSci 1060, sec 4	Added section; fall quarter, sec 4, Th, 11 a.m.-1:45, International Multifoods, Minneapolis.
DSci 3055, sec 2	Meets Fridays, 11 a.m.-1:45, Minnesota Personnel Training Dept., 520 Lafayette Road, St. Paul.
Dsgn 1555, sec 1 Hum 5930, sec 1 MIS 3100, sec 3 MIS 3101, sec 2	Change to 3 credits, \$120. Change time to 6:30-8:30. Meets Mondays, 11 a.m.-1:45, St. Paul City Hall Annex. Meets Mondays, 11 a.m.-1:45, Hennepin County Government Center, Minneapolis.
MatS 0001C, sec 1	Added: Introduction to Physical Metallurgy , 3 certificate credits, \$120, fall quarter, sec 1, M, 6:20-8:40, MinMet 104.
OM 3000, sec 3	Meets Tuesdays, 11 a.m.-1:45, Minnesota Dept. of Jobs and Training, Minneapolis.
OM 3041, sec 2	Meets Tuesdays, 11 a.m.-1:45, Norwest Bank Center, Training Room, St. Paul.
Psy 1011, sec 1 PA 5101, sec 1 SeEd 5218, sec 1 Soc 5953, sec 1 Swed 3101, sec 1	Canceled Canceled Changed to fall quarter, Peikh 155 Canceled Change course number to 1104; change tuition to \$200.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO USPS 711-240

Registration Office: 101 Wesbrook Hall
Telephone 625-3333

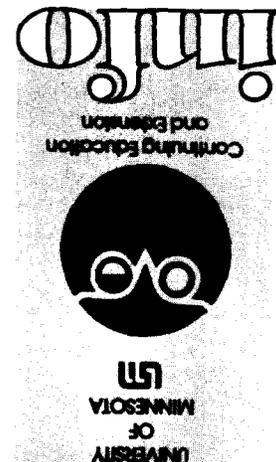
Charles R. Cheesebrough
Editor

Info is a newsletter for University of Minnesota Extension Classes students published 9 times a year - August, September, October, November, December, January, February, March, and April-May-by the Department of Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, Minnesota. POSTMASTER: Send address changes to Info, Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Students are encouraged to submit editorial opinions to the department. For address changes and name removals, see the instructions on the mailing panel.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, religion, color, sex, national origin, handicap, age, veteran status, or sexual orientation.

The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.



Info (USPS 71-240)
 Extension Classes
 University of Minnesota
 180 Westbrook Hall
 77 Pleasant Street S.E.
 Minneapolis, MN 55455

To correct your name or address on our lists, send the entire address panel and mailing label from your **Info to Extension** Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

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Second class postage paid, Minneapolis, Minnesota

Register now for fall classes

You can still register for fall term Extension classes.

Registration by mail continues through September 17, and in-person registration is September 9 to 17 at the locations listed below.

101 Westbrook Hall—Minneapolis Campus. Register in person at 101 Westbrook Hall between noon and 8 p.m. (except for Friday, September 12, when the office closes at 4:30 p.m.).

MacPhail Center, 1128 LaSalle Avenue—Downtown Minneapolis. Registrations are accepted at the MacPhail Center office between noon and 8 p.m. (except for Friday, September 12, when the office closes at 4:30 p.m.).

St. Paul Registration Booth, Norwest Center, Fifth and Minnesota—Downtown St. Paul. The registration booth is on the skyway level and is open from 9 a.m. to 5 p.m.

All registration offices are closed weekends.

Students are urged to register early and to pay tuition with a personal check or money order. The St. Paul registration booth cannot accept cash.

Registration in Extension classes is on a first-come, first-served basis. Some high demand classes or certain sections have already filled. Register as early as

possible.
The last day to register without a late fee is September 17 for most classes.

If you miss the September 17 deadline, you can register by mail with a \$5 late fee on September 18 and 19. Late registration in person resumes on September 22 and continues through the first week of classes with the \$5 late fee.

See page 11 in the bulletin for office hours during late registration. See page 27 in the bulletin for office hours once classes have begun (September 25).

A-F grading implemented

Effective fall quarter 1986, the A-N grading system will be replaced by an A-F system.

The grade of F replaces N ("no credit given"). The grade F represents performance that fails to meet basic course requirements and is unworthy of credit.

The grade F will be included in calculating students' grade-point averages (an F earns no grade points).

The change applies to courses taken fall 1986 or later; it is not retroactive. The S-N grading system is not affected.

The A-F grading system now applies in all cases in the 1986-87 Extension Classes Bulletin where the A-N grading system is listed.

Courses with an eye for art

Continuing Education for Women has combined outstanding University faculty and unique exhibits at two Twin Cities art centers to produce three new fall courses.

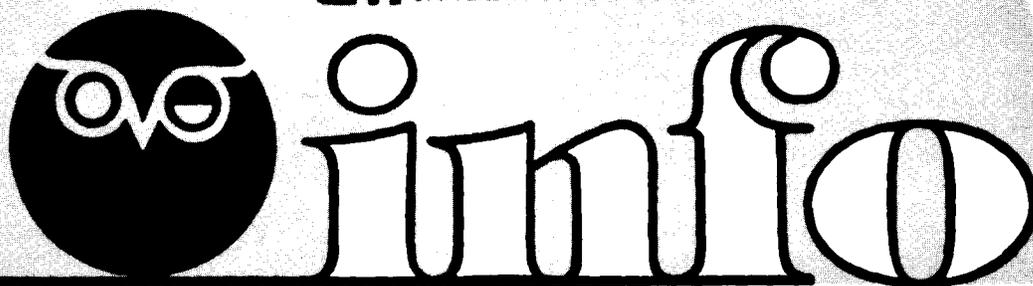
5,000 Years of Human Adornment (begins October 1; Joanne Eicher, instructor) draws on examples from the Minneapolis Institute of Arts exhibit of jewelry. For centuries, men and women have responded to social as well as aesthetic factors in adorning their bodies. Topics include the relationship between dress and social order, and the influence of culture on fashion change and stability.

Manhattan Transfer (begins October 7; Philip Furia, instructor) is based on two exhibitions at the Walker Art Center, "City Life" and "Hugh Ferriss Drawings." The course illustrates contrasts of style and theme between New York art of the 1920s and the 1930s by studying artists, photographers, writers, and composers who worked in New York during these decades.

Changing Relations in American Domestic Architecture (begins October 23; John Archer, instructor) examines four of the most distinctive periods in the history of American architecture: Shingle Style; Frank Lloyd Wright's Prairie Style; the introduction of European Modernism; and the very recent (Venturi, Gehry, et al). It is offered in conjunction with Walker Art Center's Gehry exhibit.

If your interest is in starting your own collection, **Choosing Original Artwork for Your Home** (begins October 2; Harold and Marjorie Alexander, instructors) covers the use of aesthetic and technical criteria when selecting and displaying original artwork. Framing, hanging, and the preservation of artwork are also discussed with at least one field trip to Minneapolis galleries scheduled.

For more information call CEW at 624-5267.



Samplers—a little class for a dollar

Sampler lectures return for 1986-87 with something new and something old.

New are the topics (listed below with dates) starting with a look at the Greco-Roman ruins of Turkey and ending with a look at winter living.

Old is the price. Sampler lectures are still just \$1. No advance registration is necessary. Persons 62 and older are admitted free.

All Samplers are held at the Earle Brown Continuing Education Center on the St. Paul campus and begin at 7:30 p.m. Free parking is available in lots adjacent to the building.

Sampler announcements are issued twice a year. To be placed on the Sampler mailing list, call 624-1883 (birth date required for coding purposes).

Touring the Turkish Coast (October 7), William Coulson, Professor, Classics.

Play Together, Stay Together (October 14), Michael Metz, Assistant Professor, Department of Family Practice and Community Health.

Japan: Beyond Form and Spirit (October 23), David Husom, Assistant Professor in Photography, MacPhail Center, and Ann-Marie Rose, Instructor, Hennepin Technical Center.

Capturing Minnesota's Seasons (October 27), Don Breneman, Associate Professor, College of Education.

Genetic Study of Lake Trout (November 5), Ann Kapuscinski, Assistant Professor, Fisheries and Wildlife.

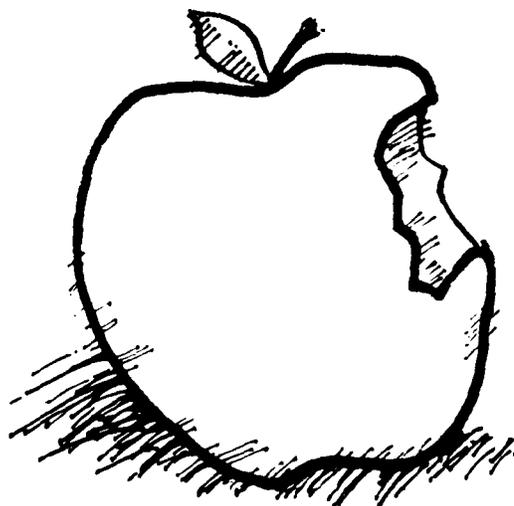
Biomedical Ethics (November 13), John Dolan, Associate Professor, Philosophy and American Studies.

Realities of Women and Women's Realities: Representations in Popular Media (November 18), Kathleen Brady, graduate student, Comparative Literature.

Health Fraud and Nutrition—Not All It's "Quacked" Up To Be (December 2), Edward Blonz, Assistant Professor, Food Science and Nutrition.

The Livable Winter City (December 8), William Rogers, Consultant to the Minnesota International Center.

How Minnesota Wildlife Beats the Cold (December 16), Jake Miller, graduate student, Ecology and Behavioral Biology.



Career planning starts with you

A career planning workshop, sponsored by the Extension Counseling Office, will be offered Mondays, October 27 to December 1, from 6 to 8 p.m. on campus in Nolte Center.

After surveying skills, interests, and values, participants should be able to understand better their career objectives and how to achieve them. Students also complete an interest inventory and learn techniques for setting goals and making decisions. The cost for the workshop is \$110. Call Extension Counseling at 625-2500 for information.



The Extension Counseling Office offers a comprehensive set of career assessment inventories and counseling for students who want to know more about their career and educational options. Students complete interest, values, and personality inventories, and results are reviewed in both group and individual sessions with a career counselor. Cost is \$85 for students and \$130 for others. Call 625-2500 for more information.

CEW gets down to business

Continuing Education for Women offers practical, professional, noncredit business courses to enhance your present job or help you prepare for a new one.

An important but often overlooked part of the job search is evaluating the fit between you and the organizations in which you may want to work. A good fit increases your chances of success and satisfaction in your new position. Discover how to evaluate yourself and potential work organizations in **Finding the Fit: Matching Your Work Values, Needs, and Style to Organization Culture** (Saturday, October 25).

The seminar business is an attractive career opportunity, one that affords flexible scheduling and financial

rewards. **Developing, Marketing, and Conducting Seminars** (Saturday, November 1) teaches you about evaluating the risks and rewards of beginning a seminar business, running the business part time, developing skills as a seminar leader, and promoting your services.

Professional Selling for Women: Techniques (Mondays, October 20-November 17) provides women in sales careers with techniques in presenting themselves, identifying buyers' needs, developing effective questioning and listening skills, performing openings and closings, and handling buyer resistance.

For more information, call CEW at 624-5267.

Discover the University's global campus

Live, learn, and earn University credit with a study abroad program from the Extension Classes Office of Study Abroad (ECOSA).

ECOSA programs are cosponsored by University academic departments and led by University faculty. Most include one quarter of study while living abroad with other University students.

In most cases, credits can be applied to distribution requirements, second language requirements, or major requirements for University degree programs.

Once you apply and are accepted into the program, orientation meetings with instructors and staff help you prepare to live and to study in your host country.

A general information meeting is set for early October. Call 625-3379 for exact time, date, and location or for more information about programs listed below.

Spanish in Cuernavaca—Winter 1987: Spanish language and culture courses (12-14 credits). Students live with Mexican families as part of the program.

Studio Arts in Mexico—Winter 1987: Pre-Hispanic and contemporary Mex-

The Global Campus



Spanish in Cuernavaca
Studio Arts in Mexico
Literature in London
Swedish in Växjö
Summer Writing Program in England
French in Montpellier
Polish in Lublin
German and Austrian Studies in Graz
International Program in Toledo, Spain
Minnesota Studies in International Development
Geology in Iceland

ican folk art provide source material for art studies; Spanish language instruction (11-13 credits). Students study at Cemanahuac educational institute in Cuernavaca, a cultural and arts center.

Literature in London—Spring 1987: Courses in drama, Shakespeare, literary history and geography, cultural perspectives (12 credits). Field trip to Shakespeare performances at Stratford-on-Avon; directed-study internships in London Fringe theatres available.

Swedish in Växjö—Spring 1987: Intensive Swedish language instruction, culture courses, and field trips (15-16 credits).

French in Montpellier—Spring 1987: French language, literature, and history courses (12-14 credits). Home stays with French families; Paris field trip.

Polish in Lublin—Summer 1987: Polish language instruction, culture course, one-week field trip (9 credits). Students study at Marie Curie-Sklodowska University.

German and Austrian Studies in Graz—Fall 1987: German language instruction, culture courses, home-stay experience; field trip to Vienna (12-13 credits).

Minnesota Studies in International Development: Internships, three to six months, in Colombia, India, Jamaica, Kenya, Senegal; variable credits.

International Program in Toledo, Spain: Spanish language and other courses; cosponsored by the College of Liberal Arts; spring and fall semesters, summer terms (18-27 credits).

Summer Writing Program in England—Summer 1987: Study fiction and play writing with University faculty member Alan Burns. Includes four weeks in London, two weeks in a rural Devonshire manor house.

Geology in Iceland—Summer 1987: Field studies in Iceland led by faculty from the University of Minnesota, University of Iowa, and University of Iceland.

Certificate program ends

The Department of Management Sciences and Continuing Education and Extension has discontinued the Information Systems Analysis and Design Certificate as of July 1, 1986.

Students who have completed courses they intended to apply to the certificate, but who have not yet made formal application, may contact an adviser at 625-2500 about late application procedures (through December 15, 1986).

All students must complete the certificate program by July 1991. Check the

Extension Classes Bulletin each year for information on courses which may be phased out in the next several years. Note that MIS 3040, 3100, and 3101 will be discontinued after spring quarter 1988.

Although the certificate program is being discontinued, there will be many individual courses available to give students background and experience in information systems, logistics, operations management, and decision sciences. Check the bulletin for complete course listings.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO USPS 711-240

Registration Office: 101 Wesbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

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The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.

Student board repeats self-defense class for women

This fall, the Extension Classes Student Board again will sponsor an afternoon self-defense workshop for women.

The workshop is Saturday, November 8, from 1 to 5 p.m., in Coffman Memorial Union, room 337 (Mississippi Room).

Minneapolis Police Officer Duane Fredrickson will teach the class. There is no charge to participants.

Parking is available near Coffman Union in the East River Road parking ramp (behind Coffman) in levels 4 and 5 of the Ramp B section.

Graduation notice required

Students in their final quarter of degree programs in the School of Management and the College of Liberal Arts must pay graduation fees by October 17 or they will not graduate fall quarter.

Also, students in their final quarter must notify their college offices of course numbers and sections they are taking through Extension.

School of Management students should contact the Undergraduate Studies Office (624-3313) at least four weeks before the end of the quarter.

College of Liberal Arts students also should contact their college offices at least four weeks before the quarter ends. Check with the Extension Counseling Office (625-2500) if you need the telephone number of your college office.

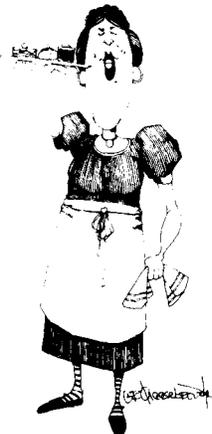
The granting of a degree could be delayed without sufficient notice.

You're invited

Plan to attend our "Informative Affair," an evening of casual visiting, but with exciting insights, about Study and Travel Adventures for 1986-87.

Through Study and Travel Adventures, you'll find a tour with a difference. Trips are led by University faculty, in small groups, and combine the satisfactions of learning with the pleasures of a vacation. Destinations this year include Hawaii, China, Austria, Turkey, the Caribbean, Alaska, Japan, the Soviet Union, and more.

Instructors and staff will be on hand to answer your questions, share information and slides, and help you plan. Thursday, November 6, 7 to 9 p.m., at the Nolte Center Lounge (Minneapolis East Bank campus). R.S.V.P., call 624-3300.



bulletin changes . . .

(Room changes will be posted in the classrooms)

COURSE

CAPy 5623, sec 1
CE 8625, sec 1

DSci 1050, sec 2

DSci 1060, sec 4

DSci 3055, sec 2

Dsgn 1555, sec 1
EPsy 5654, sec 1
EPsy 5643, sec 1
EPsy 5700, sec 1
Hum 5930, sec 1
MIS 3100, sec 3
MIS 3101, sec 2

MatS 0001C, sec 1

OM 3000, sec 3

OM 3041, sec 2

Psy 1011, sec 1
PA 5101, sec 1
PubH 5516, sec 1
PubH 5904, sec 1
Swed 3101, sec 1

VoEd 5770, sec 3

CHANGE

Change date to Oct. 11.

Added: **Behavior of Reinforced Concrete Structures**, 4 degree credits, \$207. Fall quarter, sec 1, TTh, 6:15-8, CivMinE 213, Krauthammer.

Meets Tuesdays, 11 a.m.-1:45, Metropolitan Medical Center, Minneapolis.

Added section; fall quarter, sec 4, Th, 11 a.m.-1:45, International Multifoods, Minneapolis.

Meets Fridays, 11 a.m.-1:45, Minnesota Personnel Training Dept., 520 Lafayette Road, St. Paul.

Change to 3 credits, \$120.

Change time to 4:15-8; change to 4 credits, \$208.

Change to Tuesday.

Change time to 4:15-7; change to 3 credits, \$156.

Change time to 6:30-8:30.

Meets Mondays, 11 a.m.-1:45, St. Paul City Hall Annex.

Meets Mondays, 11 a.m.-1:45, Hennepin County Government Center, Minneapolis.

Added: **Introduction to Physical Metallurgy**, 3 certificate credits, fall quarter, sec 1, M, 6:20-8:40, MinMet 104.

Meets Tuesdays, 11 a.m.-1:45, Minnesota Dept. of Jobs and Training, Minneapolis.

Meets Tuesdays, 11 a.m.-1:45, Norwest Bank Center, Training Room, Minneapolis.

Canceled.

Canceled.

Canceled.

Canceled.

Change course number to 1104; change tuition to \$200.

Change to 2 credits, \$104.



Lou Safer, professor emeritus, still teaches through noncredit Informal Courses. The emphasis is not just on technique but also on enjoyment in his fall course, IC O168 Studio Art Painting in Oils and Acrylics. For beginners as well as more advanced students. Meets Tuesdays for eight weeks starting October 7. See the Informal Courses section of the Extension Classes Bulletin, pages 484-513, for a complete listing of these classes that offer college learning without the obligations of college credit.

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Fall courses in health and helping professions

Several courses, including one-day workshops, on key social and behavioral issues are scheduled this fall in Extension Classes. Several focus on problems of children and adolescents.

Many of the classes are appropriate to teachers, day-care providers, helping professionals, clergy, counselors, and health workers, as well as parents.

Five workshops in Child and Adolescent Psychiatry are offered. All meet on Saturdays and carry one credit (\$70). Graduate credit is available to qualified students.

CAPy 5623 Affective Disorders and Suicide in Children and Adolescents. October 11.

CAPy 5625 Life Stress in Childhood and Adolescence. October 25.

CAPy 5620 Attention Deficit and Learning Disorders. November 1.

CAPy 5628 Developmental Disorders. November 15.

CAPy 5627 Antisocial and Delinquent Behavior. November 22.

For information on CAPy workshops, call 625-9001.

PubH 5644 Challenge of Prevention: Health Promotion for Children and Youth is a one-credit seminar set for Saturday, November 8, on the St. Paul campus. See the description in the bulletin, page 381. No-credit and graduate credit options are available.

Other public health courses (quarter length) also are offered fall quarter, including **PubH 5623 Principles of Maternal and Child Health** (taught by Robert ten Bensel, M.D., a nationally recognized expert on child abuse), **PubH 5631 Health Needs and Problems of Adolescent Females**, and **PubH 5647 Healthy Adolescent Development.** See course descriptions
4 / Info / October 1986

in the bulletin, pages 381-383. Numerous other public health courses are scheduled in a variety of areas, including health education, human sexuality, nursing, nutrition, and more.

Youth Studies courses (from the Department of Youth Development and Research) include three day, three-credit classes in October and November that cover compulsive and addictive behavior, outdoor experiential education for juvenile offenders, working with youth, communicating with adolescents about sexuality, and adolescent parenthood. See the course descriptions (pages 445-448) for details on prerequisites and other course information. Most of these courses can be taken for graduate credit; registration is open now.

See also course listings for Family Social Science and Social Work for additional courses appropriate to people working in the helping professions.

Workshops in human sexuality also are sponsored by the Program in Human Sexuality in the Department of Family

Practice and Community Health. Topics this fall are sexuality and shame, compulsive and addictive behavior, boundary issues, and identity and intimacy in relationships for gays and lesbians. Call 376-7520 for information.

Need financial aid for school?

A workshop for Extension students who want information about financial aid options and eligibility requirements will be offered on Wednesday, October 29, from 6 to 8 p.m., in 235 Nolte Center.

If you are interested in attending this workshop, please call or write the Extension Counseling Office, 314 Nolte Center, 315 Pillsbury Drive S.E., University of Minnesota, Minneapolis, MN 55455; telephone 625-2500. Give your name and a daytime phone number.

If you are unable to attend the workshop, feel free to contact an Extension counselor or adviser at 314 Nolte Center (625-2500) for information.

Explore Minnesota—in one evening

"Minnesota: Loons and A Whole Lot More" is an evening of unique lectures on Minnesota featuring University faculty, Friday, October 17, 7-9:30.

Choose from a series of six lectures on topics such as the migration patterns of loons, a slide trip around scenic Lake Superior, native wines, the writings of naturalist and philosopher Sigurd Olson, and more. Select two, attend the first, take a break for refreshments, and at-

tend the second. Cost is just \$8.50. Advance registration is required. Call 624-3300 for registration information.



MS
3/2/87



Try something new this winter

Hundreds of evening classes are scheduled for winter quarter, including many new ones. A few are highlighted below. See the course offerings section in the bulletin (departments are listed alphabetically) for complete course descriptions.

Many of these courses can be taken for no credit at one-half the regular tuition.

Holiday reminder
November 27-28
(Thursday, Friday)
Thanksgiving holidays.
All offices closed.
Classes do not meet.

tion. Noncredit students attend class, participate in discussion, and keep up with readings, but they do not take exams or do assignments (no transcript record is kept).

Engineering and science

AEM 3401 Dynamical Systems. Mathematical modeling of mechanical, hydraulic, and electro-mechanical systems; Laplace transforms, transfer functions, feedback control, frequency response.

CE 5005 Public Works Management Information Systems. Database and computer systems for public works facility inventory, maintenance management, geocoding, more.

FScN 5562 Flavor Technology. Flavor and off-flavor development; food flavoring production, applications.

Career related, business

CAPy 5624 Eating Disorders in Children and Adolescents. Medical and psychological perspectives; anorexia nervosa, bulimia; health hazards, self-image, detection, treatment. Roles of parents, teachers, peers. One-day, one-credit workshop (Sat., Mar. 21)

Jour 3176 Business and Industrial Journalism. Analysis and content of publications—staffing, design, production.

LA 3098 Landscape Architecture Design. Instruction suited to student's needs—open to entry-level students and working professionals. Plants, land forms, structures; spatial relationships.

Management Science (MSci). New introductory courses in fundamentals of information technology, data analysis, statistical inference and decision making for managers.

RE 0915 Real Estate Investment and Analysis. Investment value, property valuation, taxation, appraisals, management practices, leasing. Spring semester (starts Feb. 16 and runs 15 weeks).

Spch 3441 Communicating in Organizations. How communication creates, maintains, and changes organizational culture.

VoEd 5770 Training and Development (sec 3). Special term class meets two Saturdays, Jan. 17 and 31; now limited to 25 and offered for two credits only (\$104).

Arts and humanities

Arch 5052 Early Medieval Architecture. Through 1150 A.D. Byzantine, Islamic, early Christian, Carolingian, Romanesque periods in the Near East and Western Europe.

ArH 3940 Victorian England: Fine Arts. Meets at the Minneapolis Institute of Arts.

Clas 1005 Age of Augustus. The golden age for Latin literature and monuments; transition from republic to empire.

New from CEW

Personal insights, world insights

Continuing Education for Women's winter offerings include new courses to help you understand yourself and your world.

Mentoring relationships can be valuable, but how do you develop such a relationship, and what should you expect from it? **Women And Mentors** (Wednesdays, Jan. 21 and 28) examines mentoring and how it relates to networking, leadership, and personal and professional development.

Changes in lifestyle and feelings resulting from divorce frequently affect the important relationships in your life. **After Divorce: Rebuilding Relationships** (Thursdays, Jan. 22-Feb. 5) examines these changes and ways to rebuild relationships with children, friendships, and dating/love relationships.

We strive for balance—to connect with someone else, yet remain individual. **Identity and Intimacy in Close Relationships** (Saturdays, Jan. 24 and Feb. 7) explores the dilemmas and choices in intimate relationships between attachment and separation. Participants are

helped to recognize their attitudes about intimacy and to achieve a more comfortable balance.

Each year in countries all over the world, women and their children make up a larger percentage of those living below the poverty level. **Study Group—Feminization of Poverty: Threat to Families, Economies, Societies** (Tuesdays, Jan. 6, Feb. 3, Mar. 3, Apr. 7) examines the implications of this problem on families, the societies in which they live, and the economies of their countries. Join others in reading and thinking about this problem and its possible solutions.

The British lived in India for nearly 350 years and the country exerted a powerful hold on their imagination. **The British Raj in 20th-Century India** (Tuesdays, Jan. 13-Feb. 17) uses the writings of British novelists to examine the people and country of India, as well as the British themselves and their ambivalent attitude toward their greatest colony.

Call CEW at 624-5267 for more information.

continued page 4

Travel with a difference for you

Imagine a vacation where you explore Greek ruins with an archaeologist, tour Japan with a photographer, or travel to the Alaskan wilderness with a professor of wildlife.

That's the kind of experience you will find—travel with a difference—through noncredit Study and Travel Adventures offered by Extension Classes.

This study tour program combines the satisfaction of learning with the pleasures of a vacation through small-group tours led by University faculty.

Beverly Sinniger, assistant director in Extension Classes, says Study and Travel Adventures can be an exciting and unique way to continue learning. "For people with a particular interest or avocation, like music or history, a chance to travel with others who share that interest can make a trip much more enjoyable and memorable," she says.

Sinniger says that student surveys confirm that the expertise of the University faculty leading the groups is also an important attraction for tour participants. A good example, she says, is the **Wildlife and Wild Lands of Alaska** tour where students get background and insight that no cruise ship traveler would find.

Jim Cooper, professor of wildlife, who had led the Alaska tour several times, says the incredible scope of Alaska's landscape and ecosystems means that, without some preparation, uninitiated travelers may never see the animals or scenery they expected. In addition, they may not understand the geological complexity of a countryside that, although very diverse, can also seem repetitive because of its vastness, he warns.

The Alaska trip includes stops at Columbia Glacier and Denali National Park (Mt. McKinley) as well as trips to the oil port Valdez and Homer, a picturesque fishing village.



★ ★ ★

Steve Johnson, associate director of the University's International Study and Travel Center, will repeat his popular tour to the Dominican Republic, **Columbus's Caribbean: Yesterday and Today**.

Johnson, a former Peace Corps volunteer to the Dominican Republic, calls that country "the best-kept secret in the Caribbean" because of its pleasant, non-tourist atmosphere, good weather, and abundance of Spanish American history, a characteristic not associated with other tourist spots in the islands.

The Dominican Republic, Johnson notes, is the birthplace of Spanish America and includes many "firsts" for the Western Hemisphere: the first cathedral, Columbus's palace, and the Museo de las Casas Royales, Spain's headquarters in the New World, from which conquistadores such as Ponce de Leon and Cortez initiated exploration and colonial conquests. The Dominicans have put great effort into restoration, making the old city into an open-air museum of Spanish American history, Johnson says.

"The country, largely because of its size, also is much more diverse economically and geographically than other West Indies island nations," Johnson says. Unlike sand-spit resort islands, the Dominican Republic's dramatic topography ranges from mountain peaks of 10,000 feet to below-sea-level saltwater lakes. The trip features visits to the lush green central agricultural valley that produces cacao, coffee, sugar cane, tobacco, and citrus fruit. That farming industry, so familiar to Midwesterners, currently is more crucial to the country's economy than tourism, a business the country promotes, although not at the expense of unbridled development or glitzy commercialism, according to Johnson.

The tour is limited to 12 participants, and the small group allows for a chance to get out of major traffic areas—into the heartland and to the quiet northern beaches—to see everyday life in another country, Johnson notes.

"With a group the size of ours, you tend not to change the environment so much as take it in," Johnson observes. On previous tours, when they stopped at a marketplace, his tour group blended in rather than stuck out, he says.

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Participants in the **Japan: Photography and Graphic Arts** tour will experience much of the old and much of the new in Japan. "Two weeks will allow us to see the country in depth, to sample the foods, to visit with the

people, and to see technology at work," leader David Husom, assistant professor of photography, says.

Kyoto, the traditional capital of the country—and considered the cultural capital, as well—features the Inari Shrine, the Gold Pavilion, and Toji Flea Market, a bonanza of Oriental art, crafts, antiques, and more. Accommodations are in a ryokan, a traditional Japanese inn, in a historical preservation district in the city.

In contrast, the tour also includes stays in the downtown Shinjuku section of Tokyo, with modern skyscrapers and blocks and blocks of stores featuring the latest in photographic, electronic, and other hi-tech consumer products, according to Husom. The graphic arts and photography emphasis is featured in tours of Dai Nippon Printing, ink and prepress equipment manufacturers, and camera assembly plants, but spaced with plenty of opportunities to shop and explore on your own.

Husom has built in chances to interact closely with Japanese artists and artisans. In Osaka, the group will meet with a commercial photographers association and review work. Other contacts will enable students to see a farm near Shimoda; meet the owner of the Shanghai Palace Hotel (also in Shimoda), who is an architect and designer and created the hotel and its furnishings; and explore the local crafts market and meet with designers.

The itinerary was developed specifically to provide for daily photographic opportunities for those who are interested, Husom notes, including beautiful natural scenery near Mt. Fuji and along the rugged coast. Also featured are travel on the bullet train and visits to the Harajuku fashion district in Tokyo and Tokyo Disneyland, distinctively Disney but uniquely Japanese.

★ ★ ★

Also new this year is **Archaeology of Turkey**, led by University classics professor William Coulson and Nancy Wilkie, anthropology professor at Carleton College.

continued page 4



Places to go, a world to know

Registration is open now for the Study and Travel Adventures listed below. Detailed course descriptions appear in the Extension Classes bulletin, pages 514-522, or call 624-3300 for a Study and Travel Adventures brochure or detailed itinerary.

Aloha Hawaii (Jan. 24-Feb. 6). Enjoy America's tropical paradise and learn about the unique culture, geology, and history of Hawaii. Visits to Oahu, Hawaii,

and Maui; Polynesian Cultural Center, Halekala and Volcano National Park, Pearl Harbor, more.

Columbus's Caribbean: Yesterday and Today (Jan. 30-Feb. 11). An in-depth look at the Spanish Caribbean, "the land Columbus loved best," with an emphasis on colonial history and the dynamics of development in the Dominican Republic.

Photography and Graphic Arts Tour

of Japan (Mar. 13-28). Japan is a country of great contrasts—where ancient traditions live on in one of the world's most modern societies. This tour includes visits to shrines, temples, and historic locations as well as an examination of technology at its best in Japan's internationally known photographic and graphic arts industries. Kyoto, Mt. Fuji, Shimoda, Tokyo, more.

Archaeology of Turkey (Mar. 14-30). Turkey features not only rich natural beauty and a beautiful sunny climate but also many of the finest archaeological sites and ruins in the world. Visit the cradle of the world's oldest civilizations, Mediterranean resort towns, and exciting Istanbul with its Blue Mosque and covered bazaar.

China: Nation in Transition (April 17-May 3). The best of old and new China, a nation of one billion people emerging now under the "four modernizations." Beijing, the Temple of Heaven, Forbidden City, Ming Tombs, Great Wall; Xian's archaeological excavations; cosmopolitan Shanghai; Suzhou, the garden city; and Hong Kong, the world city.

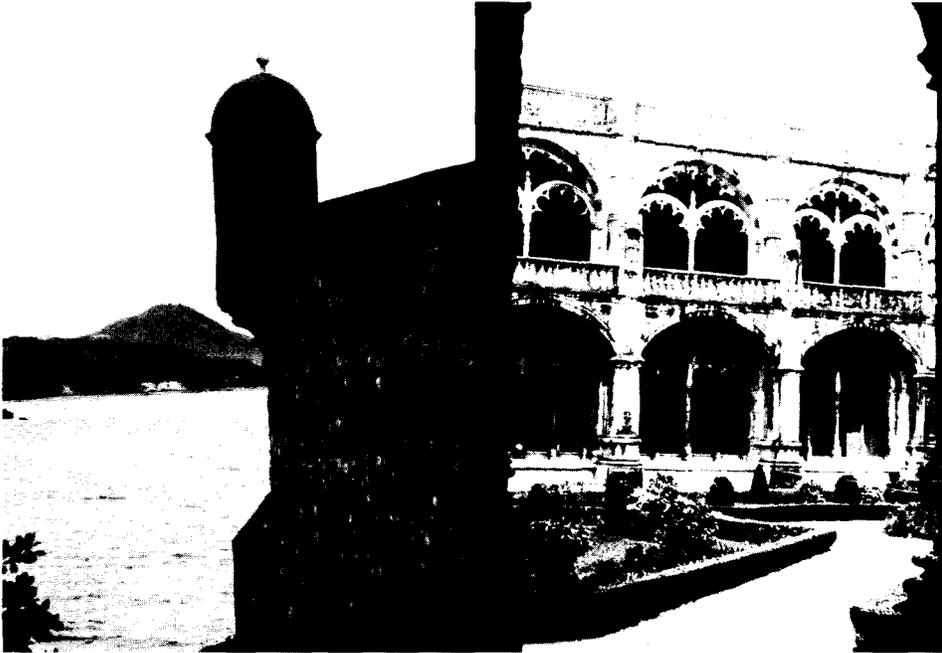
Wildlife and Wild Lands of Alaska (July 17-28). A natural history tour to Alaska, a name synonymous with wilderness—a land of dense green forests, rugged mountains, blue-white glaciers, and bears, caribou, moose, whales, salmon, trumpeter swans, arctic loons, and more.

Natural History of Sweden (July). A review of the origins of many of the customs, foodways, and influences that Swedish immigrants brought to Minnesota. The natural history, resources, and terrain and their effect on lifestyles; vegetation and wildlife; emphasis on rural Sweden and first-hand experience in the field.

Music Festivals of Austria (July 26-August 10). The spectacular sounds of Mozart, Brahms, and Strauss in the scenic land that inspired their music. A trip to charm the ear, dazzle the eye, lift the spirit, and delight the palate. Salzburg, Bregenz, Vienna, more.

Soviet Union: Past and Present (Aug. 28-Sept. 10). The great palaces and museums of Leningrad, tsarist Russia's window to the west that later became the home of the revolution. Moscow, the heart of modern Russia and the seat of government. Planned excursions to Armenia, the Caucasus, and local historical and cultural sites.

Sights and Sounds of Northern New England and Eastern Canada (September). A geographic sampler of the economy, history, and culture of the St. Lawrence River Valley, northern Vermont and Maine, and Nova Scotia and Quebec. Fishing villages, lumber and mill towns, shipbuilding sites, rocky headlands and harbors, and much more.



Top photos: The Caribbean's colonial heritage is emphasized in a Study and Travel Adventure to the Dominican Republic this winter. **Bottom photo:** Sweden tour leaders Ann Sigford and David Johnson took this picture in Abisko National Park, above the Arctic Circle, in Lappland—"Land of the Midnight Sun." Their trip is scheduled for July 1987.

study and travel

from page 2

Turkey is the cradle of many of the world's great civilizations. Coulson says students will visit the ruins and study the legacies of the Trojans, the Hittites, Alexander the Great's empire, the Roman Empire under Hadrian, the early Christian Church and Byzantine Empire, and the Ottoman Turkish Empire.

Featured sites include Troy, where parts of the walled city and fortress still stand and there is a replica of the Trojan horse; Pergamum, home of the Great Altar to Zeus and Athena; and Ephesus, with the reconstructed Library of Celsus, monuments to the Roman emperors, the Temple of Artemus, one of the seven wonders of the ancient world, and the colonnaded Arcadian Way—the avenue where Marc Antony and Cleopatra rode in procession. Ephesus is renowned in Christian history, also, because of Paul's ministry there and as the possible home to Mary, mother of Jesus, during her last days.

Less well-known stops include Halicarnassus, now Bodrum, site of the Tomb of Mausolus (origin of "mausoleum"), another ancient wonder now gone. Bodrum is a modern seaside resort, Coulson says, and offers a chance for shopping, sipping coffee in a cafe, and sampling Turkish delights.

The tour concludes in Istanbul with its museums, palaces, mosques, and covered bazaar.



Edward Farmer, chair of the Department of East Asian Studies, will lead **China: A Nation in Transition**. "It is part of the fascination of China that you see the ancient culture and the modern revolution constantly interacting," he says. His trip includes close views of both.

At the well-known historical sites, Farmer's insights will provide group members some perspectives they might not otherwise get. He notes, for example, that imperial Beijing was a cosmic

city, geographically patterned after the ancient perception of the universe. The emperor is at the center of the Forbidden City with temples or monuments—such as the Temple of Heaven—emanating in each direction.

The statues of Xian command particular interest currently, Farmer says, especially the lifesize soldiers and horsemen built to guard the tombs of the first Ming emperor.

Shanghai and Canton reflect the European colonial period and the commercial influence the British and French had in the 19th century. Today, Shenzhen demonstrates government efforts to create a new enterprise zone, adjacent to Hong Kong, and bring new China into the market economy of the Western Pacific, Farmer says.

Study and Travel Adventures are more than just an exciting way for travelers to learn more about a favorite place or interest. They also can be rewarding teaching experiences, as well. Cooper says he enjoyed the enthusiasm of the Alaska group members and their interest not just in the spectacular, such as the moose and grizzly bears at Denali, but also in the less imposing, such as the tiny summer wildflowers and other flora they discovered on nature hikes. "It was super to be with people who delighted in the things that I have delighted in, cared about, and studied all my life," Cooper says.

Get together

An ongoing support group for older-than-average or returning students will be held on Mondays, 4:30-6 p.m., beginning this month. For more information, contact Jenny Wolfert at the Extension Counseling Office, 625-2500.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO USPS 711-240

Registration Office: 101 Wesbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

Info is a newsletter for University of Minnesota Extension Classes students published 9 times a year—August, September, October, November, December, January, February, March, and April-May—by the Department of Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, Minnesota. POSTMASTER: Send address changes to Info, Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Students are encouraged to submit editorial opinions to the department. For address changes and name removals, see the instructions on the mailing panel.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, religion, color, sex, national origin, handicap, age, veteran status, or sexual orientation.

The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.

new courses

from page 1

CLit 5910 Nietzsche and Modern Criticism.

Dnce 1012 Introduction to Modern Dance I. Other dance courses include ballet and intermediate ballroom dance.

Engl 3390 Major British Writers. Comic tradition in British drama as demonstrated in Wilde, Shaw, Stoppard.

GC 1363 Literature for Children. Survey course, ideal for parents or child-care workers.

Ger 3610 The German Empire. Social, political, and cultural changes, 1871-1918, as reflected in the literature of the time (readings in translation).

Education

CISy 5205 Computer-Based Instruction.

ForP 5405 Paper in Today's World. Intended for teachers but open to anyone. Complete review of paper manufacture, characteristics, uses, recycling. Meets Friday evening, Saturday, Sunday, and Monday evening (Mar. 27-30).

MuEd 5615 Teaching Music Reading. Objectives, materials, teaching procedures; evaluation; general music class approach.

Rec 5190 Commercial Recreation. Profit-making and private recreation agencies, facilities, services.

SeEd 5184 Computer Courseware and Second Languages.

Social sciences

Anth 3131 Religion and Culture. Anthropological perspectives; social order and religion.

FSoS 5240 Violence in the Family. Abuse patterns (physical, emotional, sexual); factors contributing to or inhibiting violence. No prereq.

Hist 3552 History of Ancient Egypt.
HSci 5925 History of 20th-Century Physics. Relativity, quantum mechanics, nuclear physics, and the relationship of science to social and philosophical influences. The great scientists.

Phil 5760 Philosophy and Feminist Theory. Philosophical theories of gender and accounts of women's position in society. How and why theories develop and how to evaluate them.

Pol 3661 Democratic Theory. Postulates and principles; moral foundations; democracy and economics; liberty and authority; majority rule and participation; more.

WoSt 3300 Women and Popular Culture. Portrayals of women in music, art, drama, dance, film, advertising, other media.

sound advice

You still may apply for financial aid

Ample time remains to apply for financial aid for the 1986-87 academic year.

Minnesota Part-Time Student Grant Program, Minnesota State Scholarship and Grant Program, Pell Grant, and Guaranteed Student Loan funds are available for winter quarter and will remain open for spring quarter.

Minnesota Part-Time Student Grant Program is primarily for students enrolled for one to five credits, but it may be awarded to new or returning students registered for six to eleven credits for one quarter only. Students who have a bachelor's degree are not eligible.

Part-Time Grant funds are available for tuition and fees, books and supplies, transportation, and child care. Course work must be applicable to a degree or certificate program, but formal admission is not required. Recipients must be

Minnesota residents and must have household incomes (taxed and untaxed income) which do not exceed the following levels:

One-person household—\$10,350

Two persons—13,825

Three persons—\$17,175

Four persons—\$21,300

Additional income is allowed for larger households.

Minnesota State Scholarship and Grant Program requires enrollment for six credits or more. Both part-time and full-time students are eligible. Recipients must be Minnesota residents and may not have a prior bachelor's degree. Course work must be applicable to a degree or certificate program, but formal admission is not required.

Pell Grant requires admission to a degree or certificate program and

enrollment for at least six credits each quarter. Pell may be used for part-time or full-time study.

Guaranteed Student Loan requires enrollment for a minimum of six credits a quarter and covers part-time or full-time study. There is no restriction on prior bachelor's degrees for GSL. It may be used for either undergraduate or graduate study. Admission is not required. Generally, the maximum adjusted gross income allowed is \$30,000, although some students with higher incomes may qualify if they are able to pass a needs test.

For additional information, contact Extension Counseling, 314 Nolte Center, 625-4334.

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Get started with this workshop

If you have been thinking about going back to school and don't know where to begin, plan to attend the free back-to-school workshop on Saturday, Nov. 15, from 8:30 a.m. to 1 p.m., at the Earle Brown Center on the St. Paul campus.

You'll find answers to questions about courses, degrees, financial aid, student advising, and study skills. Library tours and a campus tour are planned (tentatively).

An adviser from the Extension Counseling Office will explain educational opportunities in Extension Classes, Independent Study correspondence and television courses, Continuing Education for Women programs, and other University departments.

A tutor from the Reading and Writing Center will answer questions about study skills help.

Advance registration is necessary. Call 624-3300 to add your name to the list or for directions or more information.

A free workshop on financial aid options will be offered by the Extension Counseling Office on Monday, December 8, 6 to 8 p.m., in room 235 Nolte Center.

If you would like to attend this workshop, call or write Extension Counseling, 314 Nolte Center, 315 Pillsbury Drive S.E., University of Minnesota, Minneapolis, MN 55455; telephone (612) 625-2500. Leave your name and a daytime phone number. Space is limited.

★ ★ ★

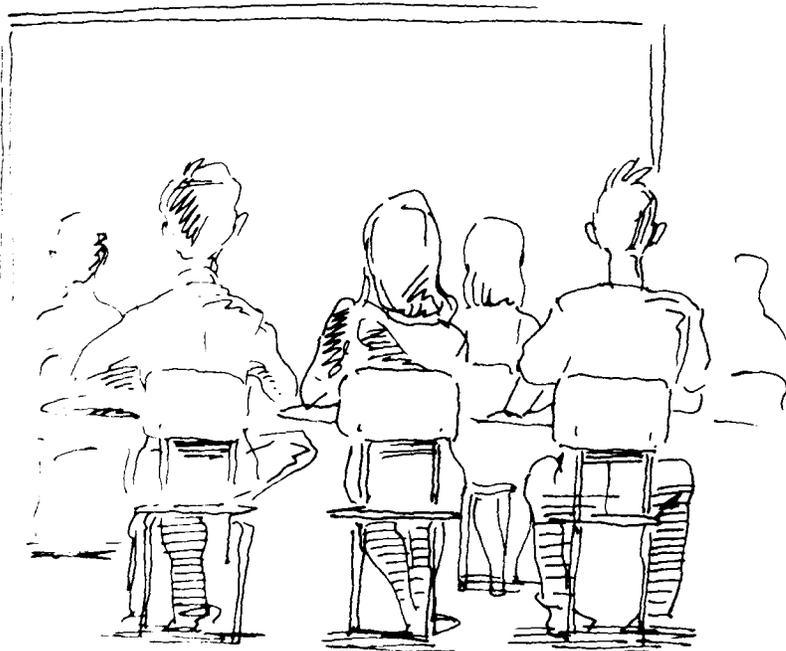
Dream finding begins here

Want to review your educational history and hopes with a counselor?

The Extension Counseling Office offers comprehensive counseling and assessment for students who want to know more about their career and educational options. Students complete interest, values, and personality inventories, and results are reviewed in both group and individual sessions with a vocational counselor. Cost is \$85 for Extension students and \$130 for others. Call 625-2500 for more information.

★ ★ ★

The Extension Counseling Office also will offer its popular Career Planning Workshop in January. Call 625-2500 for registration and dates.





Continuing Education
and Extension



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Info (USPS 711-240)
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Registration—winter quarter and spring semester

Registration for winter quarter classes begins later this month. Dates are given here for mail and in-person registration. Be sure to see the bulletin, pages 20-25, for registration details.

Registration in Extension classes is on a first-come, first-served basis. Many classes fill early. Prompt registration by mail offers you the best opportunity to get into a limited-enrollment class.

MAIL REGISTRATION

November 17 to December 17: Registration forms with tuition checks will be accepted by mail for all winter classes (registrations received before November 17 will be returned).

Students must include a separate check for each limited-class registration; nonlimited classes may be paid for with one check.

Fill out the registration form completely. Social security numbers and birth dates are required for coding purposes.

IN-PERSON REGISTRATION

December 9 to December 17: In-person registration at 101 Westbrook Hall, Minneapolis campus; MacPhail Center, 1128 LaSalle Ave., in downtown Minneapolis; downtown St. Paul Skyway Registration booth in the Norwest Center. See the bulletin, page 15, for hours.

December 17: Last day to register without a late fee. Students who reserve spaces in limited classes during in-person registration must pay tuition by this date or lose their spaces in classes.

To request registration forms, the Extension Classes bulletin, or alternate choice forms, call 624-2388.

Winter quarter classes begin the week of January 5.

Spring semester registration will run simultaneously with winter quarter registration again this year (except that mail and in-person registrations will be accepted much later, through February 4, for spring semester classes).

The important days and special procedures to note are:

- Registrations by mail will be accepted starting November 17.
- If you reserve space in a limited class during in-person registration, you must pay tuition by February 4 to complete registration; otherwise your space in class will be forfeited.

• The extended registration by mail and in person, after the close of the regular winter quarter registration period on December 17, is December 22 to February 4.

• Because classes are not in session for part of this period, and because of holiday closings, office hours vary. Check the office hours on pages 27-28 in the bulletin.

• February 4 is the last day to register without a late fee for spring semester classes.

See page 17 in the bulletin for complete information. Spring semester classes meet February 16 through June 13 (15 weeks).

Classes offered spring semester include:

- Econ 1001, 1002**, and several other intermediate courses.
- Chn 1006**
- Jpn 1006, 1008**
- Chem 1005, 3302, 3306**
- Phys 1042** and other physics courses and laboratories
- RE 0915C** Real Estate Investment and Finance
- RE 0916C** Administration of Real Property
- Ger 1102, 0222**

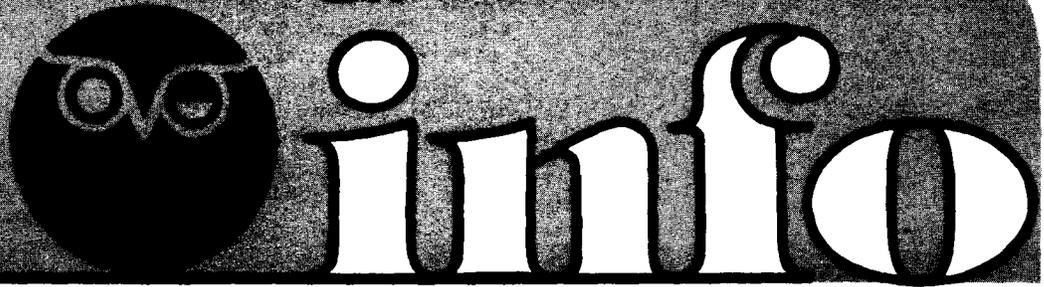


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A NEWSLETTER FOR CONTINUING EDUCATION AND EXTENSION STUDENTS

Volume 17 / Number 8 / December 1986

Continuing Education and Extension
UNIVERSITY OF MINNESOTA



Extension students complete certificates

The following students have earned certificates through Continuing Education and Extension (both the Twin Cities and Duluth campuses).

Fall Quarter 1984

Alcohol and Drug Counseling Education: Janet Breene, with distinction, Minneapolis; James Carbone, Worcester, Mass.; Theresa Powell, with distinction, Ham Lake; Robert Sigmundik, New Brighton; LaVonne Hiatt, with high distinction, Minneapolis.

Behavior Analyst Certificate: Deborah Peterson, with distinction, St. Paul; Jeffrey Sigafoos, with high distinction, Minneapolis.

Commercial Art: Deborah Brown, with high distinction, Cottage Grove; Caroline Panlener, with high distinction, St. Paul.

Human Services: Edythe Bluske, with distinction, Minneapolis; Gayle Godfrey, with distinction, Minneapolis; Errol Krom, with distinction, Rochester; Caroline McFarland, with distinction, Minneapolis; Raymond Petersen, with distinction, Duluth.

Interior Design: Pamela Benner, with high distinction, Eagan; Susan Stoor, with high distinction, Rochester; Charlene Wiest, with distinction, Maple Grove.



Liberal Arts: Janet Droege, with distinction, Minneapolis; Dwayne Lee, Duluth.

Mathematics and Science: Dean Schwappach, Golden Valley.

Senior Accounting: Margaret Fischer, with distinction, Lakeville.

Senior Business Administration: Lois Woyak, with distinction, Eagan.

Junior Business Administration: Scott Carver, Plymouth; Marian Danielson, with distinction, Minneapolis; Steven Heer, with high distinction, Minneapolis; Jeffrey Johnson, with distinction, Lindstrom; Patricia Miller, Minneapolis; Joan Russell, Fridley; Bette Vi-deen, with high distinction, Edina.

Industrial Relations: Brian Bebel, Mendota Heights; Fredrica Berg, with high distinction, Minneapolis; Mark Billeadeau, with high distinction, Minneapolis; David Erickson, with distinction, Minneapolis; Sandra Forsman, Eden Prairie; Paulette Gordon, with high distinction, Minneapolis; Virginia Latocki, with high distinction, Hopkins; Christine Murray, with high distinction, Bloomington; Marlene Robertson, Bloomington; Carol Woodbury, with distinction, Minneapolis.

Information Systems Analysis and Design: James Green, with high distinction, Hastings; Steven Hudoba, with distinction, St. Louis Park; Susan Kelly, with high distinction, Minneapolis; Julia Landry, with distinction, Crystal; LeeNora Lowery, Maple Grove.

Undergraduate Development Certificate (UDC) in Computer Science (45 credits): Steven Galchutt, with distinction, Hopkins.

UDC in Computer Science (90 credits): Richard Heir, St. Paul; Lloyd Skelton, with distinction, Minneapolis.

UDC in Engineering and Science (45 credits): Steven Haselius, with distinction, Columbia Heights; Timothy Whitaker, with high distinction, Minnetonka.

UDC in Electrical Engineering (90 credits): Mark Freese, Eagan.

UDC in Electrical Engineering (135 credits): Nam Huu Hoang.

Offices closed

All registration offices are closed December 18-19 to process winter quarter registrations.

Offices are closed December 24-26 and January 1 for the holidays.

Learn about financial aid

A workshop for Extension students who want information about financial aid options and eligibility requirements will be offered on Monday, Jan. 5, from 6 to 8 p.m., in Nolte Center 229.

If you are interested in attending this workshop, please call or write the Extension Counseling Office, 314 Nolte Center, 315 Pillsbury Drive S.E., University of Min-

nesota, Minneapolis, MN 55455; telephone 625-2500. Be sure to give your name and a daytime phone number.

If you are unable to attend the workshop, feel free to contact an Extension counselor or adviser at 314 Nolte Center (625-2500) for information.

Book your space in a winter class

Dozens of literature courses are scheduled each year in departments other than English. A few, that you might not find otherwise, are highlighted below. Readings are in translation; most courses have no prerequisites.

Many of these classes can be taken for no credit at one-half the regular cost; they are marked with a diamond symbol in the margin of the bulletin.

Clas 1042 Greek and Roman Mythology. Heroes, gods and goddesses, myth backgrounds.

dresses, myth backgrounds.

Frit 3604 Cinemas of the Real. French and Italian films—surrealism, Vigo, Renoir, Wells; Visconti, DeSica.

Ger 3610 The German Empire. Social, political, cultural changes, 1871-1918, as reflected in the literature of the period.

MidE 3601 Persian Fiction. Hedayat's "The Blind Owl"; Chubak's "The Patient Stone"; Se'edi's "The Wedding."

Scan 3614 Popular Fiction in Scandinavia.

Dtch 3610 Dutch Authors in Translation. A principal author studied in detail (Vondel, Multituli, Bomans, others).

HSU 5029 Humanistic Case Studies in Health Care. Literary treatment of medical issues and health care. Books such as "Cancer Ward," "The Elephant Man," "As We Are," "Love Among the Ruins."

ANEJ 3251 Modern Study of the Old Testament. Textual criticism, anthropological and sociological approaches, history of religion.

Hum 1001 Humanities in the Modern World I. Eighteenth-century Europe; Pope, Voltaire, Rousseau, Goethe; plus artists and composers.

Span 3602 The Picaresque Way of Life in Spain and Europe: Literature and the Delinquent. Literary and sociological examination of picaresque novels.

Other courses cover Nietzsche (Comparative Literature and also German in spring quarter), Europe circa 1914 to 1940 (Humanities 1004), and French novels (CEW 0329, noncredit). In the spring, literature courses are offered in French, Russian, Women's Studies, and noncredit Informal Courses (Conrad and Camus).

Weekends are made for Study and Travel Adventures

In addition to the international or longer domestic Study and Travel Adventures featured in **Info** last month, several "Weekenders" are scheduled this winter and spring. Costs are surprisingly low and interest is high, so inquire now. Group size is limited. Telephone 624-3300 for information about the Study and Travel Weekend Adventures listed below.

Winter Photography on the North Shore (Jan. 30-Feb. 1). Pre-trip lecture on winter photography techniques, weekend in a beautiful setting at Cascade Lodge, post-trip photo review session.

Deer and Wolf Research in the Superior National Forest (Jan. 16-18). Study of predation, animal behaviors; live-capture and radio tracking techniques; optional air observation (not included in price); close-up field study.

Winter Wildlife: A Weekend in the North Woods (Mar. 13-15). Animal behavior, winter ecology, opportunities for cross country skiing and snowshoeing; Cascade Lodge.

Spectacle of Wild Geese: A Weekend Field Trip (Apr. 3-5). Wild

geese, harbingers of spring, in a million-plus congregation at Sand Lake National Wildlife Refuge in eastern South Dakota.

A Spring Wildflower Weekend (May 1-3). An outdoor weekend in early spring to explore spring flora—lichens, ferns, mosses, and flowers—at Wilder Forest, a nature preserve in rural Washington County.

* * * * *

Space still remains in a few winter study tours, including **Columbus's Caribbean**, a historical and cultural look at the Dominican Republic; **Archaeology of Turkey**, a two-week tour of key sites in classical history and early Christendom; **Japan—Photography and Graphic Arts**, a first-hand look at the best of traditional culture and the contrasting ultra-modern technology of contemporary society. Discounts are available for Japan, Turkey, and some other trips if you register now.

You may charge Study and Travel Adventures on your Visa and Mastercard account. Call 625-3300 for itineraries and more information.

Training course includes travel to Jamaica

Training and development in Jamaica are emphasized in a new vocational education course this winter, VoEd 5770 (sec 4).

Professor Gary McLean is the instructor for the class which includes meetings Feb. 21, Mar. 7, and Apr. 4 and the trip to Jamaica Mar. 20-27 (approximate dates). Tuition is \$208 (4 credits); travel expenses are approximately \$935. Topics include training and organizational development in Jamaica and

related political, economic, social, religious, and educational influences.

For information, call 625-9001.

Please note the following changes in VoEd listings (pages 438-440 in the bulletin):

All sections are now limited to 25.

VoEd 5762, sec 1, is 2 credits, \$104.

VoEd 5770, sec 3, is 2 credits, \$104; meets 8 a.m. - 5 p.m.

VoEd 5770, sec 6, will be offered winter, not spring.



bulletin changes . . .

(Room changes will be posted in the classrooms)

COURSE	CHANGE
Arch 1022, sec 1	Change title and description: History of Landscape Architecture . Introduction to history and theory; survey from ancient to modern periods.
Arch 1072, sec 1	Added: Basic Design II , 4 degree credits, \$160. Prereq 1071 or #. For information contact Dennis Grebner, 645-8455. Winter quarter, sec 2, TTh, 5-8, Arch-55, Grebner.
Arch 3061, sec 1	Change to winter quarter, M, 6:10-9:40, lab hours arr, Arch 20
Arch 3062, sec 1	Change to spring quarter
ArtS 3410/5410, sec 2	Move to UC Video, 425 Ontario S.E.
ArtS 3420/5420, sec 14	Move to UC Video, 425 Ontario S.E.
Chem 3306, sec 2	First class meeting is Feb. 19
EPsy 5615, sec 1	Change to 4 degree credits, \$208, 4:15-8
EPsy 5626, sec 1	Change to 3 degree credits, \$156, 4:15-7
Elem 5141, sec 1	Change to 4:30-7:15
GC 1311, sec 1	Change to M, NichH 209A
Jour 3173	Limited to journalism majors, prereq #
Jour 5171, sec 2	Added section: Arts Reviewing , 4 degree credits, \$171. Prereq #. Winter quarter, sec 2, T, 3:15-6, MurH 212.
MIS 1070, sec 2	Add \$8.50 course fee and \$36.50 special fee, total \$85; change to S/N only.
MIS 1071, sec 2	Add \$8.50 course fee and \$36.50 special fee, total \$85; change to S/N only.
MIS 1073, sec 1	Add \$8.50 course fee and \$36.50 special fee, total \$85; change to S/N only.
MIS 1076, sec 1	Add \$8.50 course fee and \$36.50 special fee, total \$125; change to S/N only.
MSci 1010, sec 2	Add \$8.50 course fee, total \$168.50
MSci 1020, sec 1	Add \$8.50 course fee, total \$168.50
MSci 3030, sec 1	Add \$8.50 course fee, total \$207.50
Psy 3061, sec 1	Canceled
PubH 5934, sec 1	Added: Administrative Skills Building for Nutritionists and Dietitians , 1-3 degree credits, \$54.75 a credit. Winter quarter, sec 1, F, 9:15 a.m.-noon, Mayo A364.
Spch 5422, sec 2	Canceled
VoEd, all classes	Limited to 25
VoEd 5770, sec 6	Change to winter quarter
CEW 0132, sec 1	Added: Chinese, Japanese, and Sanskrit Poetry , no credit, \$78. Winter spec term, sec 1, Jan. 26-Mar. 16, M, 1-3, MacP, Earl Jackson.
CEW 0332, sec 1	Change to spring spec term, Mar. 30-May 18

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO (USPS 711-240)

Registration Office: 101 Wesbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

Info is a newsletter for University of Minnesota Extension Classes students published 9 times a year - August, September, October, November, December, January, February, March, and April-May-by the Department of Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, Minnesota. POSTMASTER: Send address changes to Info, Extension Classes, University of Minnesota, 180 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Students are encouraged to submit editorial opinions to the department. For address changes and name removals, see the instructions on the mailing panel.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, religion, color, sex, national origin, handicap, age, veteran status, or sexual orientation.

The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.

Plan your career

The Extension Counseling Office will offer a career planning workshop in January. Workshop participants will evaluate their skills, values, and interests through structured exercises, learn how to research occupational alternatives, and develop action plans for change.

The workshop will meet Wednesdays, 6 to 8 p.m., Jan. 7 to Feb. 11. Cost is \$110. Call 625-2500 for registration information.

Study abroad this spring

"It's the best way to learn and improve, to expand and broaden language skills." From a Swedish-in-Växjö participant.

Spend 10 weeks in Sweden this spring discovering the roots of Swedish emigration, studying the Swedish language, and learning about modern Swedish society through the Extension Classes Office of Study Abroad (ECOSA) program in Sweden.

Program participants live with Swedish families and take courses led by faculty from the University of Minnesota and the University of Växjö.

* * * * *

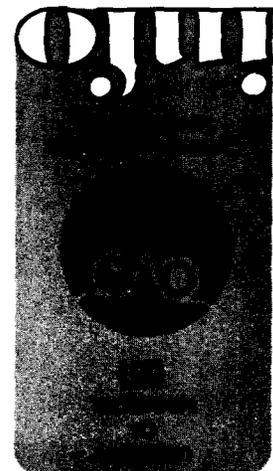
The longest-running ECOSA program, Literature in London, focuses on literature, drama, and culture in contemporary London but with plenty of opportunity to study Shakespeare and other classics or earn credit in directed readings.

University English professor Charles Sugnet leads the London program, which also includes the opportunity for internships in London's Fringe Theatre and a field trip to Stratford-on-Avon with performances by the Royal Shakespeare Company.

For more information and application forms for ECOSA programs, contact the Extension Classes Office of Study Abroad, University of Minnesota, 202 Wesbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455; telephone 625-3379.

The Global Campus





Info (USPS 711-240)
 Extension Classes
 University of Minnesota
 180 Westbrook Hall
 77 Pleasant Street S.E.
 Minneapolis, MN 55455

To correct your name or address on our lists, send the entire address panel and mailing label from your **Info** to Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

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 ARCHIVE
 LIBRARY

Second class postage paid, Minneapolis, Minnesota

Register now for winter classes

Registration for winter quarter Extension classes is open now through Dec. 17.

You may register by mail through that date, or stop by and register in person from Dec. 9 - 17 at the locations listed below.

Registration in Extension classes is on a first-come, first-served basis. Some high-demand classes, or certain sections of them, have already filled.

When you reserve space in a limited-enrollment class in person, you must pay tuition by Dec. 17 to complete registration; otherwise, your space in class is forfeited.

The last day to register without a late fee is Dec. 17 for most winter quarter classes.

Late registration by mail with a \$5 late fee starts Dec. 18. Late registrations are accepted in person at 101 Westbrook

Hall (only) starting Dec. 22.

Offices are closed December 24, 25, 26, and January 1.

Call 624-2388 to request a copy of the Extension Classes Bulletin or registration forms.

IN-PERSON REGISTRATION LOCATIONS—DECEMBER 9-17

- **101 Westbrook Hall, Minneapolis campus.** Hours are 9 a.m. to 8 p.m., Monday through Thursday; 9 a.m. to 4:30 p.m. on Friday.
- **MacPhail Center, 1128 LaSalle Avenue, downtown Minneapolis.** Hours are 9 a.m. to 7 p.m., Monday through Thursday; 9 a.m. to 4:30 p.m. on Friday.
- **Skyway Registration Booth, Norwest Center, downtown St. Paul.** Hours are 9 a.m. to 5 p.m., Monday through Friday.

All registration offices are closed weekends.

Continuing Education for Women

Perspectives on women and identity: a review

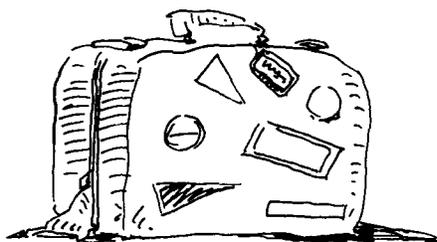
A mini-vacation and an intriguing class combined into one—that's what you will find in **In Pursuit of Ourselves: Historical and Anthropological Look at Women's Identity**, a new course from CEW.

Get away for a weekend to Wilder Forest, a retreat center about an hour's drive from the Twin Cities, and join others in exploring fundamental questions about gender and identity.

The difference between men and women is more than physical. The cultural meanings of gender vary greatly, and they affect women's lives, social roles, and history.

How have different societies defined what it means to be a woman or a man? How has power been distributed

between the sexes? When have women changed the existing definitions of their roles and rights? These questions and

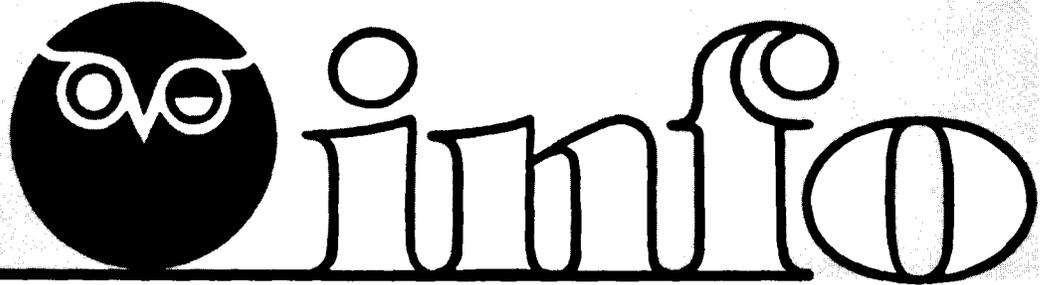


others are examined from social and cultural perspectives in this weekend course.

Lectures and discussions for the class, which begins Friday evening and concludes Sunday noon, Mar. 6-8, are led by Eileen Walsh, a Ph.D. candidate in history, and Caroline Banks, a doctoral student in anthropology.

Free time will be available to enjoy recreational facilities or to relax in the beautiful woodland setting at Wilder Forest in rural Washington County.

Cost is \$119; included are two nights lodging (double occupancy), five meals, instruction, and a pre-trip lecture. Registration is open now; space is limited. Contact CEW at 624-5267 for more information.



Samplers—lots of learning for a dollar

Winter and spring samplers in 1987 offer brief glimpses into the arts, society, and natural world—from the emerging leadership roles women are assuming to the photography, music, and architecture of the 1930s.

Sampler lectures are one-evening presentations by experts that offer insight into topics of interest to almost everyone.

Admission is \$1 payable at the door; no advance registration is necessary. Persons 62 and older are admitted free.

All Sampler lectures begin at 7:30 p.m. and are held at the Earle Brown Continuing Education Center on the St. Paul campus. Free parking is available adjacent to the center.

Sampler announcements are issued twice a year. Call 624-1883 to request the Sampler poster that describes fully the lectures listed below and to be placed on the mailing list.

Women and Leadership (Jan. 12). Gretchen Krueger, Assistant to the Vice President, Academic Affairs.

Peking: Imperial Capital and Cosmic Pivot (Jan. 20). Edward L.

Farmer, Professor of History and Chair, Department of East Asian Studies.

American Photography of the 1930s (Jan. 27). Rob Silberman, Assistant Professor, Department of Art History.

Friendship—Its Value Over Time (Mar. 5). Sue Meyers, Associate Professor and Family Life Specialist, Minnesota Extension Service.

Minnesota's Migratory Birds: Where and How They Spent the Winter (Mar.

18). Bruce Fall, Education Specialist in the General Biology Program.

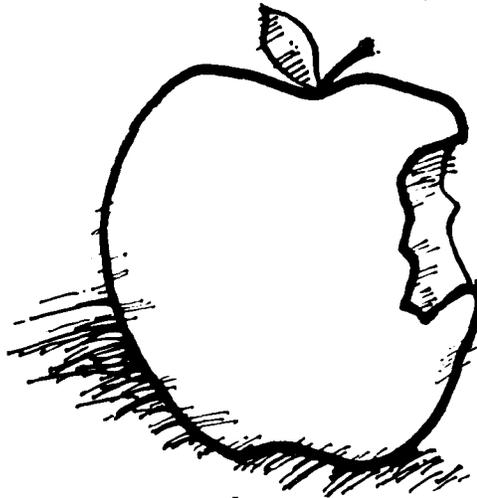
The Poets of Tin Pan Alley (Apr. 9). Philip Furia, Professor, Department of English.

Natural History of the Common Loon (Apr. 13). Gary Dulin, graduate student in the Department of Fisheries and Wildlife.

Your Travels and You: Thoughts on Keeping a Journal (Apr. 20). John Parker, Curator, James Ford Bell Library.

Streamlined Dreams: Movie Theaters and American Life in the 1930s (Apr. 29). Herbert Scherer, Art Librarian, O. Meredith Wilson Library.

Exploring with a Camera: Documentary Photography in the Field (May 4). Donna Schwartz, Assistant Professor, School of Journalism and Mass Communication.



Day classes are open to you

Many day school classes are open to Extension students again this year as joint day/Extension classes.

Registration is through the Extension Registration Office in 101 Wesbrook Hall (not the Registration Center in Fraser Hall). Students enrolled at the University through the day school may not register for day classes through Extension.

Check the course offerings section of the bulletin for those departments that will offer joint day/Extension classes this year. A boxed-in note appears near the beginning of the department's course listing.

Some of the departments that will open many or all day classes to Extension students this year are English, animal science, geography, horticulture, anthropology, political science, most foreign languages, mathematics,

General College, rhetoric, and many more.

Call 624-2388 about two weeks before mail registration starts each quarter to request a day school class schedule and registration instructions. In the class schedule, see the section entitled "Courses Open Through Extension Classes" for a list of joint day/Extension classes.

Cancellations and refunds

Rules, procedures, and policies for canceling classes and receiving refunds differ between day school and Extension Classes.

Students who register for day school classes through Extension follow cancellation and refund procedures for Extension Classes, as outlined in the Extension Classes bulletin, pages 56-58.

Real estate program ends

The Real Estate Certificate program, and the noncredit Real Estate (RE) courses in Extension Classes, will be discontinued after this year. Courses will not be offered after the 1987 summer terms.

For summer 1987, the only courses planned are RE O801C, RE O802C, RE O807C, and RE O808C.

Students who are currently admitted to the Real Estate Certificate program are encouraged to complete courses required in the concentration area during this year. Those who are unable to complete the concentration requirement can call Nancy Gonzales, an adviser in the Extension Counseling Office, to discuss possible course substitutions leading to completion of the program; telephone 625-2500.

Elective courses still will be offered, and students will have through spring quarter 1989 to complete the certificate program.

Informal Courses brighten winter nights

Winter term noncredit Informal Courses have a practical, skills-building emphasis this year in many areas in the arts, the outdoors, and personal interests.

Informal Courses are short-term classes that bring you college learning without the grades, exams, and time obligations of earning credit. Most feature outstanding University instructors and include interesting lectures, stimulating discussion, and sometimes field trips or guest speakers.

Informal Courses usually meet three to eight times and begin later in the quarter. You still can register for most winter Informal Courses without a late fee, but don't delay.

A few courses are highlighted below. See the Informal Courses section of the bulletin, pages 484-514, for complete course listings and descriptions.

Arts and humanities

IC O111 Understanding Movies: Criticism and Appreciation.

Awareness of cinematic form—those aspects of movies which make the film medium special and different from other art forms. Screening and discussion of several significant films.

IC O113 Music: How to Listen to It.

Basic musical elements and trends. The great composers and their music. Classroom performance and recordings.

IC O170 Desire in the Marketplace: Reading the Romance. The resurgence of romance in the popular media.

Plus: photography, archaeology in Minnesota, storytelling.

Nature and the outdoors

IC O226 Ecology and Management of Minnesota Fish. The biology of sport fishes such as walleye, northern pike, and brook trout; fish natural history and management practices; limnology, population dynamics, habitat, species competition.

IC O265 Introduction to Coral Reefs. Structure, function, and management of these spectacular marine ecosystems; related marine life. Useful for divers.

IC O277 Natural History Drawing.

Classically oriented drawing exercises using the Bell Museum's exhibits and collections. Drawing as a means of both exploring and describing nature.

Plus: winter ecology, deep water sailing, and more.

Career, personal interests

IC O416 Effective Time Management. If you want something done, ask a busy person to do it. Learn the time management secrets that work for those busy people.

IC O428 Introduction to Copy-Editing. A practical, intensive introduction to basic editorial skills; copy-editing marks, word usage, fine points of grammar, proofreading.

IC O450 Career Decisions: Strategies for Change. Assess your career, your goals, your skills. Interests testing included. Career alternatives, creative job search techniques.

IC O609 The Natural History of Sweden. Sweden has a diversity of ecosystems, from harsh arctic tundra, rocky seacoasts, and snow-capped mountains to lush southern oak forests—all in a relatively small country. Emphasis on the relationship between nature and the culture and folkways that developed.

Plus: introductory word processing, Italian for travelers.

Registration continues for spring semester classes

Registration is open now for spring semester courses and continues in person and by mail through February 4.

Departments offering some semester-length courses (15 weeks) include economics, chemistry, Chinese, German, Japanese, physics, and real estate. Spring semester classes meet February 16 through June 13.

In-person registration is at 101 Wesbrook Hall on the Minneapolis campus. Office hours are reduced between

quarters, but once winter quarter classes begin (Monday, Jan. 5), the office is regularly open Monday through Thursday until 8 p.m. and Friday until 4:30 p.m.

See page 17 in the bulletin for complete registration information about spring semester. Registration procedures are described on pages 20-25.

February 4 is the last day to register without a late fee.

To request registration forms or an Extension Classes bulletin, call 624-2388.

bulletin changes . . .

(Room changes will be posted in the classrooms)

COURSE

Acct 5126, sec 1
Acct 5180, sec 2

Acct 5270, sec 1
Arch 1072, sec 1

Arch 3061, sec 1

Arch 3062, sec 1
Chem 3306, sec 2
Dsgn 1533, sec 2, 3
Dsgn 3533, sec 1
EPsy 5112, sec 1
EPsy 5948, sec 1
MIS 1071, sec 5

ME 5344, sec 1
Psy 3031, sec 1
Psy 3061, sec 1
Span 3602, sec 1
Spch 5422, sec 2
CEW 0132, sec 1

CEW 0332, sec 1
IC 0279, sec 1
IC 0577, sec 1

CHANGE

Canceled
Added section: **Advanced Accounting**, 4 degree credits, \$199. Spring quarter, sec 2, MW, 6:10-7:40, BlegH 120.

Canceled
Added: **Basic Design II**, 4 degree credits, \$160. Prereq 1071 or #. For information, contact Dennis Grebner, 645-8455. Winter quarter, sec 2, TTh, 5-8, Arch 55, Grebner.
Change to winter quarter, M, 6:10-9:40, lab hours arr, Arch 20.

Change to spring quarter
First class meeting is Feb. 19.

Canceled
Canceled
Canceled
Canceled
Added section: **Electronic Spreadsheets**, 1 degree credit, \$85. Winter spec term, sec 5, Jan. 21-Mar. 11, W, 7:30-9, RarigC 616.

Canceled
Canceled
Canceled
Canceled
Added: **Chinese, Japanese, and Sanskrit Poetry**, no credit, \$78. Winter spec term, sec 1, Jan. 26-Mar. 16, M, 1-3, MacP, Earl Jackson
Change to spring spec term, March 30-May 1.

Canceled
Canceled

Students complete certificates

The following students have earned certificates through Continuing Education and Extension (both Twin Cities and Duluth campuses).

Winter Quarter 1985

Alcohol and Drug Counseling

Education: Randi Born, with high distinction, Osseo; David Burgdorf, with distinction, Minneapolis; Diane Capra, with distinction, Minneapolis; Barbara Goodman, with distinction, St. Paul; Vicky Radel, with distinction, North St. Paul; Randi Vossen, with distinction, Lakeville.

Behavior Analyst: Rebecca Teflie, with high distinction, St. Paul.

Human Services: Diane Bloomdahl, Minnetonka; Daniel Martinez, Lino Lakes.

General Studies: Lori Clough, with distinction, Mound.

Interior Design: Sally Brouillette, with distinction, Fridley; Nancy Olson, with high distinction, Minneapolis; Diane Vos, with distinction, Robbinsdale.

Liberal Arts: Robert Heffernan, Duluth; William Kasel, Eden Prairie; David Roehl, Cloquet.

Mathematics and Science: Michael Barnard, Vadnais Heights.

Senior Accounting: Bill Brabec, Burnsville; Thomas Hagen, Minneapolis; Gloria-Lee Maurer, Minneapolis; James Urbanski, with high distinction, St. Paul.

Senior Business Administration: Alan Carlson, Minneapolis; Gwendolyn McFadden, Minneapolis.

Junior Business Administration: Rita Budig, St. Louis Park; Cindy Dreier, with high distinction, Gaylord; Mark Enderle, Minneapolis; Lori Hannon, with distinction, Minneapolis; Richard Nord, with distinction, St. Paul.

Industrial Relations: Barbara Carroll, with high distinction, Minneapolis; Judith Grant, Minneapolis; Fredrick Neuman, New Berlin, Wis.; Thomas Ring, with distinction, Minneapolis; Craig Runnels, Apple Valley.

Associate in Management of Administrative Services: Deborah Roberts, River Ridge, La.

Information Systems Analysis and Design: William Bichsel, with distinction, Minneapolis; Larry Chambers, South St. Paul; Paula Haram, Burnsville; Keith Kuby, with distinction, Brooklyn Park; John LaMosse, Minneapolis; Glenn Lewis III, Bloomington; Iris Meyer-Guthman, with distinction, Minneapolis; Susan Ryan, Minnetonka; Kate Stolpman, with high distinction, Minneapolis.

Real Estate: Douglas Gregoire, Bloomington.

Undergraduate Development Certificate (UDC) in Computer Science (45 credits): Cheryl Street, with distinction, Minneapolis.

UDC in Computer Science (90 credits): David Drake, Maplewood; Steven Hintzke, Minneapolis; Suzanne Hatlestad, with distinction, Brooklyn Center.

UDC in Engineering and Science (45 credits): Robert Ferril, Wayzata; George Gawrys, Shoreview; Donald Hallgren, West St. Paul; Timothy McCabe, Little Canada.

UDC in Engineering and Science (90 credits): Gary Berscheid, St. Louis Park.

UDC in Mechanical Engineering (94-96 credits): Warren Nelson, Burnsville.

Free guide to the library

Learn to use libraries efficiently and effectively through the free library course this month.

The noncredit class meets two Wednesday evenings, January 14 and 21, 6:30-9, in Wilson Library 454 on the West Bank. The instructor is Marcia Pankake, associate professor in the library.

Formal registration is not required, but call 624-2388 to reserve a space in class.

The first session shows you how libraries are organized and means of access to information and services in libraries. The second class introduces reference books and shows you how resources are organized in various subjects. This can help you find information you need, especially for term papers or research projects, even when you don't know the subject well.

The course content applies to all libraries, but special attention is given to University of Minnesota libraries.



UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO (USPS 711-240)

Registration Office: 101 Wesbrook Hall
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Charles R. Cheesebrough
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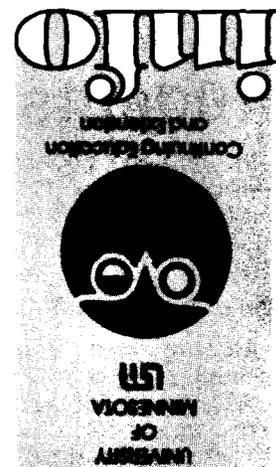
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Testing can aid in career choices

The time to start planning your future is now.

The Extension Counseling Office offers comprehensive counseling and assessment for students who want assistance in identifying their career and educational options and developing plans for pursuing their goals.

Students may complete interest, values, and personality inventories and review the results in both group and individual sessions with a counselor. Cost for testing is \$85 for Extension students and \$130 for others. Call the counseling office at 625-2500 for information.



Info (USPS 71-240)
 Extension Classes
 University of Minnesota
 180 Westbrook Hall
 77 Pleasant Street S.E.
 Minneapolis, MN 55455

To correct your name or address on our lists, send the entire address panel and mailing label from your **Info** to Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

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 UNIVERSITY OF MINNESOTA
 CONTINUING EDUCATION
 AND EXTENSION
 180 WESTBROOK HALL
 MINNEAPOLIS, MN 55455

Second class postage paid, Minneapolis, Minnesota

New noncredit courses from CEW

Continuing Education for Women is offering winter courses that examine situations women are facing today in the workplace and in their relationships with men.

Because careers in science-related fields are often very demanding of time and energy, and because women are still a minority in these fields, they frequently encounter barriers to personal and career satisfaction and success. **Women in Science** (Wednesdays, Feb. 4 - Mar. 18) helps women move beyond the barriers and develop leadership over their own lives and careers, as well as within their organizations and communities.

How do women as managers approach and solve problems? Do women make decisions differently than men? **Managerial Problem Solving and Decision Making: An Identity-Anchored Model** (Mondays and Wednesdays, Feb. 9 - 18) focuses on

these two processes from the perspective of identity and teaches participants how to formulate problems, recognize and deal with uncertainty, and communicate decisions.

Who are the male role models for today? **Men in the 1980s** (Thursdays, Feb. 19 - Mar. 5) examines the ways in which

the women's movement has affected male roles, male-female relationships, and the expectations women have of their male partners. Includes discussion of alternatives for men in their roles and relationships to women.

Call CEW at 624-5267 for more information.

Winter storm information

Extension Classes are rarely canceled for any reason, including weather cancellations.

When Extension classes are canceled, there will be an announcement broadcast on KUOM radio (770 AM) at 4 p.m. (or earlier). Other local radio and television stations generally are notified and also carry the announcement.

Listen for this announcement; it is the quickest and easiest method of obtain-

ing the information.

Classes that meet at neighborhood centers in suburban school districts (Roseville, Richfield, Robbinsdale/Plymouth) will not meet if those school districts cancel classes and close schools.

Classes are canceled rarely and reluctantly. Missing one Extension class is often equivalent to missing a week of day school classes.

Financial aid workshop

A workshop for Extension students who want to know more about financial aid options and eligibility requirements will be offered on Monday, Feb. 2, 6-8 p.m., in 229 Nolte Center on the East Bank.

If you are interested in attending this workshop, please call or write the Extension Counseling Office, 314 Nolte Center, 315 Pillsbury Drive S.E., University of Minnesota, Minneapolis, MN 55455; telephone 625-2500. Be sure to give your

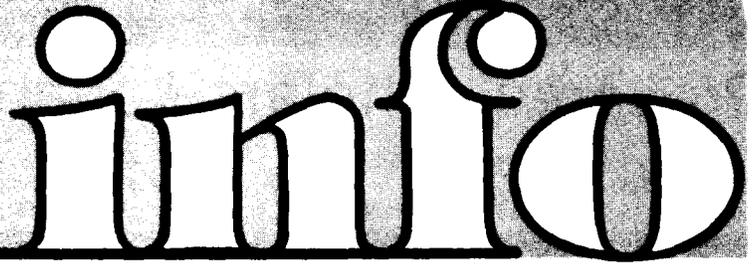
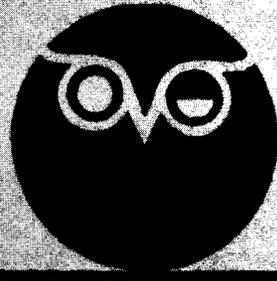
name and a daytime phone number.



Get together, again

An ongoing support group for older-than-average and returning students is being organized by the Extension Counseling Office.

For information about days and times, contact Jenny Schwieters at 625-2500.



Be a part of a University research team

Join a University of Minnesota research team, support important research, and share in a spirit of discovery.

Research Expeditions, a new program developed by Extension Classes, offers the opportunity for public participation in field projects led by University faculty.

Volunteers apply for projects that interest them. Your willingness to assist faculty in University research, your desire to see your world from new perspectives, and your curiosity and adaptability are the main criteria for selection.

Team members are expected to share in the workload of the day under the guidance of research team leaders. Typical activities include data collection, sampling, observation, record keeping and coding, and conducting interviews.

Selected individuals contribute their share of the cost of participating and are responsible for all travel expenses. As a donation to the University, the con-

tribution is tax deductible (and so are many expenses related to your participation).

For more information about the Research Expeditions listed below, telephone 626-0214.

Ruffed Grouse Drumming (Cloquet)
On-Farm Management: Calving (southern Minnesota)

Performance Testing of Beef Cattle (River Falls, Wis.)

Taking the "Wild" Out of Wild Rice (Grand Rapids)

Lake Superior Trout Survival (DNR Hatchery, St. Paul)

Young Fish and Their Diets (Lake Itasca)

Foraging Activities of Fish (Lake Itasca)

Ground Water Quality (Hennepin and Olmsted counties)

The Kelheim Archaeological Project (Bavaria, West Germany)

The Tel Dor Excavation (Israel)

Manitoba Battles Mistletoe (Manitoba, Canada)

Chronobiology—Medical Treatment and Body Rhythms (University Hospitals)

Plus: studies in nutrition for older adults, facial structure mapping and correction, and more.

New deadlines for admission to Liberal Arts

Priority deadlines for fall quarter admission to the College of Liberal Arts (CLA) have been moved up.

Freshmen (applicants with fewer than 39 attempted college credits) must apply by February 1. Transfer or advanced-standing students (39 or more college credits attempted) have a priority deadline of April 1.

Qualified applicants will be admitted after these deadlines on a space-available basis.

Winter and spring quarter deadlines remain November 15 and February 15, respectively.

Check with an adviser at the Extension Counseling Office, 625-2500, or contact the CLA Prospective Student Office in 49 Johnston Hall; 624-4110, if you have questions regarding admission criteria.

Jobs fair coming in February

At the annual Career Information Fair, you can meet with representatives from business, government, and professional organizations to discuss career opportunities, expand your knowledge of the work world, and learn how to prepare for a particular career.

The event is free; Thursday, Feb. 26, 10 a.m. to 3 p.m., in the Great Hall at Coffman Union. For information, contact 625-2500 or 624-7505.



As part of a Research Expedition, Carol Manussier worked with fisheries and wildlife professor Anne Kapuscinski studying trout survival and reproduction.

sound advice

Prepared scholars collar dollars

Now is the time to begin planning for financial aid for 1987-88.

Several aid options are available to Extension students, and many students are eligible for some type of aid. But processing takes several months, and a timely, accurate application is crucial.

Most students will use the ACT packet to apply for part-time and full-time financial aid (with the exception of students taking fewer than six credits a quarter). ACT is the American College Testing Program, a processor of financial aid applications. The packet contains an all-purpose aid application form—which covers grants, loans, scholarships, and work-study—as well as other application materials.

Applications for 1987-88 are available now, and you are encouraged to apply as early as possible. Applications will be processed as they are received, and financial aid will be awarded as long as funds are available.

Campus-based funds (College Work-Study; National Direct Student Loan; Supplemental Educational Opportunity Grant; and University of Minnesota grants, scholarships, and loans) are limited and tend to be committed to early applicants who will attend Extension Classes or day school full time.

Other programs, such as Minnesota State Scholarship and Grant, Pell Grant, and Guaranteed Student Loan require enrollment for at least six credits a

quarter. They will remain options into the next academic year and can be used either for Extension classes or day school.

Students enrolled for fewer than six credits may be eligible for the Minnesota Part-Time Student Grant Program. Applications for the MPTSGP for 1987-88 should be available in late spring.

Since most financial aid is contingent upon admission to a degree or certificate program, you should inquire about admission at the same time you apply for aid.

For additional information about financial aid or admission, contact the Extension Counseling Office, 314 Nolte Center; 625-4334.

Ease on into school

If you want to return to school, or try college for the first time but aren't sure where to begin, the back-to-school workshop is for you.

The atmosphere at this free workshop—set for Saturday, Mar. 7, 8:30 a.m. to 1 p.m.—will be informal, with plenty of time for discussion and explanation.

The location is the Earle Brown Continuing Education Center on the St. Paul campus. A Continuing Education and Extension adviser and a tutor from the Reading and Writing Center will lead the program.

You will find answers to questions about courses, degrees, certificates, study help, financial aid, and other student services. You will also learn about educational opportunities in Extension Classes, Independent Study correspondence and television courses, Continuing Education for Women programs, and other University departments.

If you are not confident about how to study or what to expect in college classes, you can find out what kind of help you need and about free tutoring and help with study skills.

Free parking is available in parking lots adjacent to the Earle Brown Center on the St. Paul campus.

Call 624-3300 to add your name to the registration list for this free workshop.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO (USPS 711-240)

Registration Office: 101 Westbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

Info is a newsletter for University of Minnesota Extension Classes students published 9 times a year—August, September, October, November, December, January, February, March, and April-May—by the Department of Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, Minnesota. POSTMASTER: Send address changes to Info, Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Students are encouraged to submit editorial opinions to the department. For address changes and name removals, see the instructions on the mailing panel.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, religion, color, sex, national origin, handicap, age, veteran status, or sexual orientation.

The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.

A free workshop on financial aid options will be offered by the Extension Counseling Office on Monday, Mar. 2, 6 to 8 p.m., in 235 Nolte Center on the Minneapolis campus.

If you would like to attend this workshop, contact the Extension Counseling Office, 625-4334. Space is limited.

Financial aid tax alert

If you are receiving a scholarship, fellowship, or other grant aid, the 1986 Tax Reform Act could affect your tax returns.

Keep records—it is important to keep receipts and any other written documentation. Determining your tax liability will require a record of all sources of grant aid (including waivers of tuition, state and federal aid, scholarships, and fellowships) as well as a record of your tuition and related expenses such as books, supplies, and equipment required for courses.

Under the new law, all degree-seeking students who receive a scholarship, fellowship, or other grant aid must include in their gross income any aid they receive that exceeds tuition costs and related expenses.

Interpretation of the Tax Reform Act is still underway by the U.S. Treasury Department, and the University has limited information regarding the effects of the new law. More information may be available from the IRS, 1-800-424-1040.

Watch for additional details in upcoming issues of **Info**.

Get involved—you can make a difference

If you are interested in issues important to Extension students—course availability, graduate credit, lighting and security, student services, and Extension's role within the University—then consider running for the University Senate.

Eight elected Extension student senators (or alternates) will join faculty and day school student senators in the senate to consider both the University's internal affairs and place in the community.

You will also serve on the Extension

Classes Student Board with other appointed board members and Extension staff.

Candidates must file for election between March 2 and April 3.

From April 27 through May 11, Extension students will vote in classrooms or by mail for senators and alternates.

To file as a candidate, you must meet these eligibility requirements:

1. You must be carrying three credits through Extension at the time of election (spring quarter).

2. You must have earned a minimum of 12 credits within the last five years.

Filing forms, election information, and details on the student board may be obtained at 180 Westbrook Hall on the Minneapolis campus; telephone 624-3300.

bulletin changes . . .

(Room changes will be posted in the classrooms)

COURSE

Acct 5135, sec 3
Acct 5180, sec 2

Acct 5270, sec 1
Arch 1022, sec 1

Arch 1023, sec 1
Arch 3062, sec 1
Arch 1073, sec 3

ArtH 3940, sec 3
ArtS 1102, sec 3
ArtS 3410/5410, sec 3
Chem 3306, sec 2
CSci 3104, sec 7,8,9
CSci 5201, sec 1
Dsgn 1533, sec 3
Dsgn 3533, sec 1
Dsgn 3550, sec 1

EAS 3970, sec 1
EdPA 5281, sec 1
EPsy 5636, sec 1
EPsy 5849, sec 1
EPsy 5700, sec 1
BFin 3500, sec 3
HSU 5028, sec 1
Hist 3412, sec 1

Hist 3426, sec 1
MIS 1070-1074

MIS 1071, sec 6

MIS 1072, sec 3

MIS 1075-1077

MSci courses
MthE 5355, sec 1
PA 5293, sec 1

SeEd 5219, sec 1
Spch 3204, sec 1

VoEd 5770, sec 6
CEW 0332, sec 1

IC 0577, sec 1

CHANGE

Change to TTh
Added section: **Advanced Accounting**, sec 2, MW, 6:10-7:40, BlegH 120

Canceled
Changed to spring quarter (**History of Landscape Architecture**)

Canceled (changed to winter)
Changed to spring quarter (**Building Systems**)
Added: **Basic Design III**, 4 credits, \$160. Spring quarter, sec 3, TTh, 5-8, Arch 55, Grebner, limit 60. Prereq # or 1071, 1072.

Limited to 35; move to FraserH 102

Change to Th, ArtB 150
Move to UC Video, 425 Ontario S.E.

Laboratory starts Feb. 19
Change to T, ME 212
Canceled (changed to winter)

Canceled
Canceled
Added: **Interior Design Presentation**, 3 degree credits, \$163.50. Spring quarter, sec 1, arr.

Canceled
Change to T
Change to 4 credits, \$208, 4:15-8

Canceled
Change to 3 credits, \$156, 4:15-7

Change to 5-7:30
Change to 5:15-7
Added: **History of Brazil, 1808 To Present**, 4 credits, \$171. Spring quarter, sec 1, M, 6:20-8:50, AndH 230. Schwartz.

Canceled
All are 1 credit, \$40 plus \$8.50 course fee and \$36.50 special fee, total \$85. All S/N only.

Added section: **Electronic Spreadsheets**, 1 degree credit, \$85. Spring spec term, sec 6, Th, April 16-June 4, 7:30-9, RarigC 616.

Added section: **Database Management Software**, 1 degree credit, \$85. Spring spec term, sec 3, M, April 13-June 8, BlegH 5.

Add \$8.50 course fee and \$36.50 special fee, total \$125. All S/N only.

Add \$8.50 course fee
Change to spring

Added: **Planning and Economic Reform in East European Countries**, 3 credits, \$128.25. Spring quarter, sec 1, TTh, 5:15-6:30, HHH Ctr 60, Bochniarz. Change to spring, M, 3-5:30, PeikH 155

Added: **Television Production**, 4 credits, \$171 plus \$4 special fee, total \$175. Spring quarter, sec 1, Th, 6:20-8:50, RarigC 610.

Canceled (changed to winter)
Change to spring spec term, March 30-May 18 (**Reviewing for the Mass Media**)

Canceled

New economics class

The Prospective World Economy (Econ 3041/5041) will be offered spring semester. For many years, this was a popular day school class open to both economics majors and other students. No longer scheduled during the day, it is offered for the first time in Extension, Thursdays, 6:10-7:50 p.m. (15 weeks, starting Feb. 19).

The course examines the economic possibilities the future may hold, the problems that may occur, and their social and political implications. The position of the United States in the world economy will receive particular attention.

The course is non-mathematical and no term paper is required. No-credit registration for one-half the regular tuition also is possible (no transcript record is kept for no-credit registration). See the bulletin, page 165, for a complete description and prerequisites.

Registration is open through Feb. 4 without a late fee (late registration also possible) at 101 Westbrook Hall; telephone 625-3333. For information about the course, contact Professor Harlan Smith at 625-8035 or 644-8000.

Know thyself

If you would like to learn more about yourself, your abilities, and your career choices, the Extension Counseling Office can help.

Professional counselors can assist you in identifying your career and educational options and in developing plans for pursuing your goals. As part of the counseling, you can complete career inventories to assess your interests, values, and personality. Results are reviewed in both group and individual sessions. Cost for testing is \$85 for Extension students and \$130 for others. Call 625-2500 for more information.

DUF466223
 MRS PENILOPE S KROSCHE
 10 ARCHIVES
 10 WALIB
 MPLS, MN 55455

Second class postage paid, Minneapolis, Minnesota

Spring registration

Registration for spring quarter classes begins later this month. Dates are given here for mail registration and in-person registration. Be sure to see the bulletin, pages 20-25, for registration instructions.

Registration in Extension classes is on a first-come, first-served basis. Many classes fill early. Prompt registration by mail offers you the best opportunity to get into a limited-enrollment class.

MAIL REGISTRATION

February 16 to March 18: Registration forms with tuition checks accepted by mail for all spring classes. (Registrations received before Feb. 16 will be returned.)

Include a separate check for each limited class; nonlimited classes may be paid for with one check.

Fill out the registration form completely. Social Security numbers and birth dates are required for coding purposes.

IN-PERSON REGISTRATION

March 10 to March 18: In-person registration at 101 Westbrook Hall, Minneapolis campus; MacPhail Center, 1128 LaSalle Ave., in downtown Minneapolis; and the St. Paul Skyway Registration Booth, Norwest Center, Fifth and Minnesota, downtown St. Paul. Weekdays only.

If you reserve space in a limited class during in-person registration, you must pay tuition by the last day of the registration period (March 18); otherwise, you forfeit your space in class.

See the bulletin, page 19, for complete details and hours.

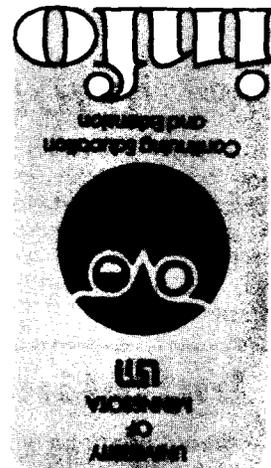
March 18: Last day to register without a late fee for most spring quarter credit classes.

To request the Extension Classes Bulletin or registration forms, call 624-2388.

Spring quarter classes begin the week of March 30 and run through June 13.



To correct your name or address on our lists, send the entire address panel and mailing label from your **Info** to Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street SE, Minneapolis, MN 55455.



Info (USPS 711-240)
 Extension Classes
 University of Minnesota
 180 Westbrook Hall
 77 Pleasant Street SE
 Minneapolis, MN 55455

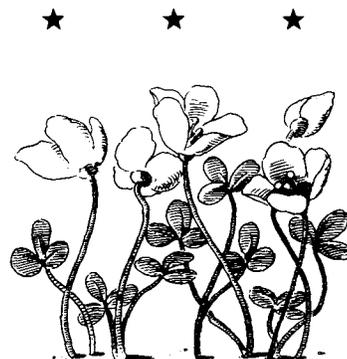
Last call for China and winter

Deposits are due Feb. 12 for **China: Nation in Transition**, the showcase Study and Travel Adventure for 1987. The 17-day tour is led by Edward L. Farmer, professor, Chinese history, and chair of the Department of East Asian Studies.

The itinerary includes the best of old and new China—from the great palaces and temples of Beijing, the Great Wall, and the archaeological excavations at Xian to modern Canton, cosmopolitan Shanghai, and Hong Kong, "the world city" (April 17 - May 3).

If you want something closer to home, a few spaces remain in **Winter Wildlife: A Weekend in the North Woods**, a popular "weekender" adventure that features nature hikes, birding, optional snowshoeing, and relaxing at comfortable Cascade Lodge on the North Shore. Cost is \$119 for two nights lodging, three meals, instruction, and a pre-trip lecture (March 13 - 15).

Call 624-3300 for information or itineraries for these trips and others to come, including **Music Festivals of Austria, Spring Wildflower Weekend, Wild Geese Migration, and Natural History of Sweden.**





Students earn Extension certificates

The following students have completed certificates through Continuing Education and Extension.

Spring Quarter 1985

Alcohol and Drug Counseling Education: Thomas Brenny, Excelsior; Patricia Casagrande, with distinction, Minnetonka; Michael Coyne, Roseville; Jacquelyn Dennis, Blaine; Lois Hoseth, San Diego, Calif.; Eileen Klein, with distinction, Minneapolis; John Maas, Robbins-

dale; Mary Motzko, Falcon Heights; Sharon Ondich, with high distinction, St. Louis Park; Cynthia Stead, with high distinction, Minneapolis; Robert Tavani, Minneapolis.

Commercial Art: Shari Breed, with high distinction, Minneapolis; Carolyn Kaiser, with high distinction, Minneapolis; Thomas Lull, with distinction, St. Paul.

Human Services: Michele Henry, New Brighton.

Interior Design: Marlene Hernick, with distinction, Minneapolis.

Mathematics and Science: Robert Ferril, Wayzata.

Senior Accounting: Barbara Andre, with distinction, Minneapolis; Sheri Bauer, Excelsior; Lisa Ferris, with distinction, Roseville.

Junior Accounting: Lynn Willenbring, Vadnais Heights.

Junior Business: Carolyn Clarke, St. Paul; Kenneth Frigstad, Roseville; Steven Kurtz, with high distinction, St. Paul; Lynn Willenbring, Vadnais Heights.

Industrial Relations: Lori Adsem, with high distinction, Minneapolis; Janet Connolly, with distinction, Brooklyn Park; Charles Felton, with distinction, St. Paul; Carol Gruender, with high distinction, Minneapolis; Steven Hawley, with distinction, Oakdale; Irene Koski, with high distinction, Maple Grove; Mark Langseth, with high distinction, Minneapolis; Julia Madden, White Bear Lake; Bonnie Olsen, with high distinction, Morristown; Diane Pozdolski, with high distinction, New Hope; Lynda Randall, with distinction, Bloomington; Shirley Swaser, Coon Rapids.

Credit and Financial Management: Gordon Morrill, with high distinction, Excelsior; Karen Smith, Eden Prairie.

Information Systems Analysis and Design: Suzanne Bach, Minneapolis; Bonita Bauer, with distinction, Eden Prairie; Janet Brecke, Coon Rapids; Sheryl Buelow, St. Louis Park; Michael Cusick, Woodbury; James Huber, with high distinction, Minneapolis; Karen Ippel, Ramsey; Christopher Juettner, Minneapolis; James Minard, with distinction, Apple Valley; Linda Ridlehuber, with high distinction, Minneapolis; John Roadfeldt, with distinction, Minneapolis; Michael Ryan, with distinction, Cottage Grove; Barbara Scherer, Minneapolis; William Stoyhoff, with distinction, Eden Prairie; Joseph Wittig, with distinction, Plymouth; Jennifer Yon, Lakeland.

Real Estate: Carol Madsen, with distinction, Bloomington.

Ophthalmology Technician: Andrea Atherly, Edina; Thomas Elliot, Richfield;

Summer study abroad in Poland, England, Iceland

The Extension Classes Office of Study Abroad (ECOSA) will offer a six-week study abroad program in Poland this summer, a six-week summer writing workshop in England, and geology study and field work in Iceland.

Polish in Lublin features Polish language and culture and is sponsored with the Department of Russian and East European Studies. The instructor is Professor Leonard Polakiewicz. Dates are July 20 to August 31.

The program is centered at the Marie Curie Sklodowska University in Lublin, a city of 300,000. Included are lectures and meetings with writers, poets, journalists, as well as performances of Polish films, dances, and cultural events, and a week-long field trip to major cities.

The Summer Writing Program in England is July 7 to August 17. Students study fiction writing or playwriting and work on individual creative projects. The program is led by English professor Alan Burns, novelist and playwright, and includes four weeks in London and ten days in Devon.

Sessions with novelist Alan Sillitoe and playwright Maggie Gee, visits to the National Theatre and Royal Shakespeare Theatre, and performances at West End and Fringe theatres are planned.

The Geology Program in Iceland also includes Icelandic studies and is cospon-

sored by the University of Iceland and the University of Iowa.

Credits earned in ECOSA programs can be applied to degrees at the University and other colleges. Graduate credit options are available to qualified students.

For information, contact the Extension Classes Office of Study Abroad, 202 Westbrook Hall, 77 Pleasant Street S.E., University of Minnesota, Minneapolis, MN 55455; telephone 625-3379.

The Global Campus



High school program—still growing strong

High school students, a steadily growing constituency in Extension classes for the last decade, became an even more significant audience last year with the passage of the Post-Secondary Enrollment Options Act (PSEO) by the Minnesota legislature.

The influx of new learners resulted in a new office, the Advanced High School Student Services Office, which formally opened in January 1986. Much has changed for the advising office since then, according to director Darryl Sedio.

A growing program

The PSEO was widely publicized, but only this year (1986-87) has the law's application caught up with the expectations. Hundreds of qualifying high school students have enrolled in college classes with their tuition and textbooks paid for by the state.

Sedio's office is now the established entry point for anyone coming to the University who is high-school age. A number of them, 50 or 60 a year currently, leave high school and end up in early admission programs in the University's colleges. The majority of them,

however, remain as advisees in Sedio's office, taking college classes (day or evening) and independent study courses by correspondence under the PSEO and registering through the Department of Extension Classes or through Extension Independent Study.

"Students get a chance at advanced education, at college learning—they're breaking new ground, not filling old holes."

The intent of the law is to promote academic excellence and not simply to provide more educational choices. That means standards are rigorous, Sedio says, both for students and what is available to them. Remedial courses, noncredit courses, non-academic skills courses (music performance or flight training are examples) don't qualify. College learning, in regular classroom situations and in approved courses, is emphasized.

The program, by definition, must concentrate on the most capable high school students, Sedio says. The admission requirements are clearly defined and the process is a selective one, keeping with the spirit and requirements of the law. Sedio points out that the program is much more than a diversion from high school or an addition to school curriculum. "Students get a chance at advanced education, at college learning—they're breaking new ground, not filling old holes."

Students usually must be in the top 20 percent of their class. Most qualify for almost any entry-level course, and many can and should take intermediate or upper division courses, Sedio says. The in-depth study in a topic they enjoy often is preferable to survey courses in that same topic, according to Sedio.

Some flexibility exists in admission, and strong consideration is given to indicators other than class rank. PSAT scores, other testing results, and especially the recommendation of high school counselors can indicate students have the ability to try college courses. Some students, although they may be only slightly above average overall, qualify for the program if they are very strong in a single area, such as mathematics. Course selection is carefully monitored by advisers in these cases.

Better screening and advising assure a strong likelihood of success for the younger-than-average scholars. "Most of our students look at this as an exciting next step in education. They're still high school kids but they've 'plateaued' in the classroom, especially in the challenging or abstract subjects, such as math, art, science, or languages."

A growing office

This academic year, the advising/registration system is working more smoothly than it did a year ago, Sedio says. For one thing, advance notice has made for better planning by students. Students are coming in for advising a quarter or two ahead of time rather than a few weeks before the quarter begins. In addition, high school counselors and the state education department have refined procedures and have more information available about PSEO.

Sedio's office is modeled after the Extension Counseling Office and offers a service-oriented approach necessary for students (and parents) who are new to the University. Sedio and his staff, adviser Sue Galler and secretary Christine Pistulka, are familiar with the entire

Select your way to learn

Several learning options exist for high school students taking courses under the Post-Secondary Enrollment Options Act. Check with the high school student services office for more information (626-1666).

1. Evening Extension classes on campus.
2. Evening Extension classes at neighborhood centers (Roseville Area High School, Robbinsdale/Armstrong High School, Richfield High School).
3. Independent study courses by correspondence.
4. Independent study media courses by television and radio.
5. Weekend-scheduled Extension classes.
6. Day school classes (with registration through the Department of Extension Classes).

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO (USPS 711-240)

Registration Office: 101 Wesbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

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continued page 5

Canceling classes? Don't delay

Cancellation and refund policies vary between Extension Classes and day school.

If you register for regular day classes through the Extension registration office, refund policies of the Department of Extension Classes apply to your registration.

Students who wish to cancel classes must do so officially in person (using an Extension cancellation form) or in writing to the Department of Extension Classes. Cancellations by mail are effective the date of postmark. Late fees and transfer fees are not refundable.

For spring 1987, refunds of tuition and fees for cancellation of day school classes registered through Extension will be made as follows:

- 100 percent (minus \$5 cancellation fee) through April 2;
- 75 percent through April 9;
- 50 percent through April 16;
- 25 percent through April 23.

This refund schedule is based on the date of cancellation, not the number of times the student has attended.

Noncredit courses from CEW

Two major societal and political issues are examined in new spring classes from Continuing Education for Women. Call CEW at 624-5267 for more information.

Crisis in American Agriculture, taught by geography professor Philip Gersmehl, explores institutional and environmental factors contributing to the crisis including farm economics, lifestyles, farm practices, and political and economic issues in different regions of the country. Mondays, 12:30-2:30 p.m., April 13-May 11.

Women Define "Peace With

Justice" examines the causes of war and the relationship between militarism and sexism. Topics include the climate of violence in our culture, the role of multi-national corporations and their effect on the lives of third-world women; the relationship between the U.S. military budget and increasing female poverty; and the philosophy of nonviolence. The course is taught by Polly Kellogg, adjunct faculty member in Women's Studies and director of Women's Welfare Versus the Pentagon Project of WAMM. Wednesdays, 6-8 p.m., April 8-May 13.

in short . . .

Learn about the library

Take the popular free library course this spring and learn to use the library effectively and efficiently.

This two-part course meets Tuesday, April 7 and 14, 6:30 to 9 p.m., in Wilson Library, room 454, on the West Bank.

The first session shows you how libraries are organized and means of access to information in libraries. The second class introduces reference books and shows you how resources are organized in various subjects. This knowledge can help you find the information you need, especially for papers or assignments, even if you don't know the subject well.

The instructor is Marcia Pankake, associate professor in the Humanities/Social Science Library.

Everyone is welcome. No formal registration is required, but call 624-2388 to reserve a space.

★ ★ ★

Added history class

Hist 5200 Topics in European History: Restoration of Democracy in Southern Europe, 1945-Present, 4 degree credits, \$171. The development of democratic traditions in the Mediterranean states of Europe. Prominent

guests from the United States and Europe will be guest lecturers. Spring quarter, sec 1, Th, 6:20-8:50, room arr, Munholland. Register in 101 Wesbrook Hall.

★ ★ ★

Dollars for college

A free workshop on financial aid options will be offered by the Extension Counseling Office on Monday, April 6, 6 to 8 p.m., in the Nolte Center library room on the Minneapolis campus.

If you would like to attend this workshop, contact the Extension Counseling Office, 625-2500. Space is limited.

★ ★ ★

Critical change

CEW O332 Reviewing for the Mass Media: Writing Critical Reviews, a noncredit course from Continuing Education for Women, has been rescheduled to spring. The course meets Mondays, March 30-May 13 (8 meetings), 1-3 p.m., at MacPhail Center in downtown Minneapolis. Cost is \$92; instructor is George Hage. Limited to 18. Call CEW at 624-5267 for information.

Real estate reinstated

The real estate program has been extended through 1987-88. (In the January issue of **Info**, it was reported that the courses would be discontinued after this summer.)

Students enrolled in the Real Estate Certificate program, or those interested in knowing more about course options in real estate, should contact Nancy Gonzales in the Extension Counseling Office, 625-2500.

Graduation day

If you plan to graduate spring quarter 1987, the graduation fee payment deadline is April 8. No exceptions or extensions to this date are made.

Students in the final quarter of degree programs in the School of Management and the College of Liberal Arts must notify their college offices of course numbers and sections they are taking through Extension.

Business degree students should contact the Undergraduate Studies Office, 624-3313, at least four weeks before the end of the quarter.

Liberal Arts students also should contact their college offices at least four weeks before the end of the quarter.

Check with the Extension Counseling Office, 625-2500, if you need the telephone number of your college office or need to know more about filing for graduation.

bulletin changes . . .

(Room changes will be posted in the classrooms)

COURSE	CHANGE
Acct 5135, sec 3	Change to TTh
Acct 5180, sec 2	Added section: Advanced Accounting , sec 2, MW, 6:10-7:40, BlegH 120
Acct 5270, sec 1	Canceled
Arch 1022, sec 1	Changed to spring quarter (History of Landscape Architecture)
Arch 1023, sec 1	Canceled (changed to winter)
Arch 1073, sec 3	Added: Basic Design III , 4 credits, \$160. Spring quarter, sec 3, TTh, 5-8, Arch 55, Grebner, limit 60. Prereq # or 1071, 1072.
Arch 3062, sec 1	Changed to spring quarter (Building Systems)
Arch 5033, sec 1	Canceled
Arch 5054, sec 1	Added: Renaissance and Baroque Architecture , 4 credits, \$207 plus \$4 special fee, total \$211. Spring quarter, sec 1, W, 6:10-9:40, Arch 60.
Arab 1201, sec 1	Canceled
Arth 3940, sec 1	Limited to 35
ArtS 1102, sec 3	Change to Th, ArtB 150
ArtS 3410/5410, sec 3	Move to UC Video, 425 Ontario S.E.
CDIS 5608, sec 1	Change time to 4:15-6
Comp 3080, sec 1	Change tuition to \$125.50
CSci 3104, sec 7,8,9	Change to T, ME 212
CSci 5106, sec 1	Change to MW, 6:10-7:30
CSci 5201, sec 1	Canceled (changed to winter)
Dsgn 1533, sec 3	Canceled
Dsgn 3533, sec 1	Canceled
Dsgn 3550, sec 1	Added: Interior Design Presentation , 3 credits, \$163.50. Spring quarter, sec 1, arr.
EAS 3970, sec 1	Canceled
EdPA 5281, sec 1	Change to T
EPsy 5636, sec 1	Change to 4 credits, \$208, 4:15-8
EPsy 5849, sec 1	Canceled
EPsy 5700, sec 1	Change to 3 credits, \$156, 4:15-7
BFin 3500, sec 3	Change to 5-7:30
ForP 5405, sec 1	Change dates to Apr. 3,4,5,6
HSU 5028, sec 1	Change to 5:15-7
Hist 3412, sec 1	Added: History of Brazil, 1808 To Present , 4 credits, \$171. Spring quarter, sec 1, M, 6:20-8:50, AndH 230, Schwartz.
Hist 3426, sec 1	Canceled
Hum 1001, sec 2	Change day to Thursday
HSU 5028, sec 1	Canceled
MESA 3213, sec 1	Added: The Qur'an as Literature , 4 credits, \$171. Spring quarter, sec 1, M, 4:15-6
MIS 1070-1074	All are 1 credit, \$40 plus \$8.50 course fee and \$36.50 special fee, total \$85. All S/N only.
MIS 1071, sec 6	Added section: Electronic Spreadsheets , 1 degree credit, \$85. Spring spec term, sec 6, Th, April 16-June 4, 7:30-9, RarigC 616.
MIS 1072, sec 3	Added section: Database Management Software , 1 degree credit, \$85. Spring spec term, sec 3, M, April 13-June 8, BlegH 5.
MIS 1075-1077	Add \$8.50 course fee and \$36.50 special fee, total \$125. All S/N only.
MSci courses	Add \$8.50 course fee
MthE 5355, sec 1	Change to spring
Nurs 5738, sec 1	Added: Transcultural Nursing: Theories and Issues , 2-3 credits, \$140 or \$210. Spring spec term, sec 1, Th, April 20-June 4, 4:15-6, HSUnitF 4-150.
PA 5231, sec 1	Added: Strategy and Tactics in Project Planning , 4 credits, \$171. Spring quarter, sec 1, M, 5:15-7:30, HHHctr 60.
PA 5293, sec 1	Added: Planning and Economic Reform in East European Countries , 3 credits, \$128.25. Spring quarter, sec 1, TTh, 5:15-6:30, HHHctr 60, Bochniarz.
Psy 3051, sec 1	Change to spring
PubH 5023, sec 1	Change time to 5:15-7
SeEd 5219, sec 1	Change to spring, M, 3-5:30, PeikH 155
Soc 5960, sec 2	Added: AIDS, A Sociological Perspective , 4 credits, \$171. Spring quarter, sec 1, TTh, 3:15-5, AndH 230, Fulton.
Spch 3204, sec 1	Added: Television Production , 4 credits, \$171 plus \$4 special fee, total \$175. Spring quarter, sec 1, Th, 6:20-8:50, RarigC 610.
SW 5023, sec 1	Change time to 5:15-7
VoEd 5770, sec 6	Canceled (changed to winter)
CEW 0127, sec 1	Change dates to Apr. 2-23
CEW 0332, sec 1	Change to spring spec term, March 30-May 18 (Reviewing for the Mass Media)
CEW 0613, sec 1	Change to Apr. 28

Touring— University style

Try a tour with a difference this summer—and save money by registering early.

Music Festivals of Austria, led by music professor Stan Engebretson, is July 26 to August 10. Register by April 17 and save \$50.

Wildlife and Wild Lands of Alaska, July 17-28, is led by Professor Jim Cooper, Department of Fisheries and Wildlife. Save \$50 by registering by April 24.



certificates from page 1

Craig Hager, South Bend, Ind.; Julie Henningsgard, Valley City, N.D.; Susan Henry, St. Paul; James Larson, Las Vegas, Nev.; Erik Lindstrom, Mahtomedi; Stephen Mma, St. Paul; Dena Henderson Naylor, Minnetonka; Patricia Paca, Tucson, Ariz.; Sharon Petzer, Mt. Clemens, Mich.; Laura Swenson, Hudson, Wis.

Undergraduate Development Certificate (UDC) in Computer Science (45 credits): John Laing, with distinction, St. Louis Park; Stephan Marusich, Roseville.

UDC in Computer Science (90 credits): Brenda Gunderson, Minneapolis; Jeffrey O'Connor, West St. Paul.

UDC in Engineering and Science (45 credits): Steve Compton, Anoka; Evan Green, Brooklyn Center; Michael Murtaugh, with high distinction, Minneapolis; Joseph White, with distinction, St. Paul.

UDC in Electrical Engineering (90 credits): Thomas Larson, Sr., St. Louis Park; Roberta Pope, with high distinction, Eagan.

UDC in Electrical Engineering (135 credits): Kham Ngoc Vu, Brooklyn Park; Cong Van Nguyen, Brooklyn Park.

UDC in Mechanical Engineering (94-96 credits): Stephen Larsen, Inver Grove Heights; Craig Meredith, St. Paul; John Prescott, St. Paul.

File now for senate and student board seats

People who take Extension classes generally prove to be determined and dedicated students with clear ideas about what they hope to achieve and what they expect in their education.

That conviction to improving personal and career opportunities shows up in the efforts of the Extension student senators on the Extension Classes Stu-

dent Board.

The board in recent years has been very active on issues important to Extension students—campus lighting and security, student services and fees, quality of instruction, availability of degrees and classes, and communication with legislators, regents, and University administrators.

high school students from page 2

University and its wide range of programs, courses, and services. In addition to advising on course selection and registering, advisees learn about obtaining books, finding classrooms, and what to expect in class—all in one location.

Registration has climbed steadily, from about 50 to 70 students a quarter a few years ago to over 200 registrations in fall 1985 when PSEO took effect. Over 350 advisees, registered in more than 600 classes, are active now (winter 1987).

The advising load presents the next challenge to the Advanced High School Student Services Office. "We're adapting to those numbers—it's a challenge, but we are still maintaining the individual contact these students need to have the right start," Sedio says.

Parents and students have expressed interest in knowing more about procedures, services, the University campus, and the University's structure, so plans are underway to set up informal orientation sessions later this year.

The biggest advantage to an orientation may be in the camaraderie, Sedio says. "Students would be together, meet one another, discuss expectations, learn who else is doing what they're doing, and find out how it's going for others."

Those who prefer anonymity or who care only about class content and not about shared experiences (or being identified with the advanced high school student program) still have that prerogative, Sedio notes.

Is the PSEO having more than short-term benefits for the students? Sedio says students consistently are finding it does. Colleges across the country have indicated to Sedio and his advisees that the students' college experiences are an impressive addition to their applications for admission.

Study skills workshop

Back in school and need help with your studies?

Continuing Education for Women is offering a one-session workshop which can help. **Study Skills** (Saturday, Mar. 21, 9 a.m.-1 p.m.) offers basic techniques on budgeting your time, developing efficient study habits, getting the most from lectures and texts, taking notes, and studying for and taking exams. Seminar includes lecture, discussion, and exercises. Call 624-5267 for more information.

Filing is open March 2 through April 3 for Extension students seeking election to the University Senate (and an automatic seat on the student board).

Eight senators and eight alternates will be elected during the election period, April 27 to May 11, by Extension students voting in class and by mail.

Elected senators (or alternates) will join faculty and day school student senators in the University Senate to consider both the University's internal affairs and its role in the community.

Senators and alternates serve on the student board, which meets monthly with staff members from Continuing Education and Extension discussing and working on the concerns and problems encountered by adult and part-time students.

To file as an Extension candidate, you must meet these eligibility requirements:

1. You must be carrying three credits through Extension at the time of election (spring quarter).

2. You must have earned a minimum of 12 University of Minnesota credits within the past five years.

Filing forms for the senate election, other election information, and details on student board activities may be obtained at 180 Wesbrook Hall on the Minneapolis campus; telephone 624-3300.

March hours and closings

Special office hours and closings in March include the following:

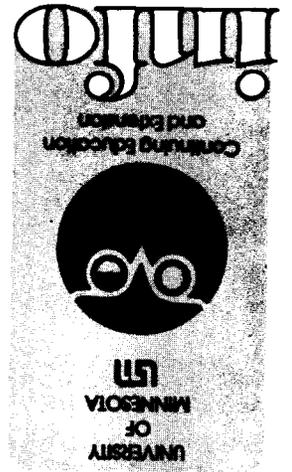
March 19-20: Registration and cashier's offices closed to process spring quarter registrations (late registrations accepted by mail only with a \$5 late fee).

March 23-26: Late registration period for spring quarter. Registration office in 101 Wesbrook Hall open 8 a.m. to 8 p.m. (Monday through Thursday).

March 27: Reopening Day—forfeited spaces in closed classes become available, 8 a.m. to 4:30 p.m. (Friday only).

March 23-28: Spring semester classes (15-week term classes that began Feb. 16) are dismissed for spring semester recess.





Info (USPS 711-240)
 Extension Classes
 University of Minnesota
 180 Westbrook Hall
 77 Pleasant Street S.E.
 Minneapolis, MN 55455

To correct your name or address on our lists, send the entire address panel and mailing label from your **Info** to Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455

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Second class postage paid, Minneapolis, Minnesota

It's not too late to register

Registration for most spring quarter Extension classes is open now through March 18.

You may register by mail through that date, or stop by and register in person from March 10 to March 18 at the locations listed below.

Registration in Extension classes is on a first-come, first-served basis. Some high-demand classes, or certain sections of them, already have filled.

When you reserve classes in person, you must pay tuition by March 18 to complete registration. Otherwise, your space in class is forfeited.

The last day to register without a late fee is March 18 for most spring quarter classes.

If you miss that deadline, you may register by mail with a \$5 late fee beginning March 19. Late registrations will be accepted in person at 101 Westbrook

Hall (only) starting March 23. See page 19 in the bulletin for a summary of dates and hours for spring registration (including late registration).

Call 624-2388 to request registration forms or the Extension Classes Bulletin.

Spring quarter classes begin the week of March 30.



IN-PERSON REGISTRATION LOCATIONS—MARCH 10-18

- 101 Westbrook Hall, Minneapolis campus. Hours are 9 a.m. to 8 p.m., Monday through Thursday; 9 a.m. to 4:30 p.m. on Friday.
- MacPhail Center, 1128 LaSalle Avenue, downtown Minneapolis. Hours are 9 a.m. to 7 p.m., Monday through Thursday; 9 a.m. to 4:30 p.m. on Friday.
- Skyway Registration Booth, Norwest Bank Building, downtown St. Paul. Hours are 9 a.m. to 5 p.m., Monday through Friday.
- All registration offices are closed weekends.

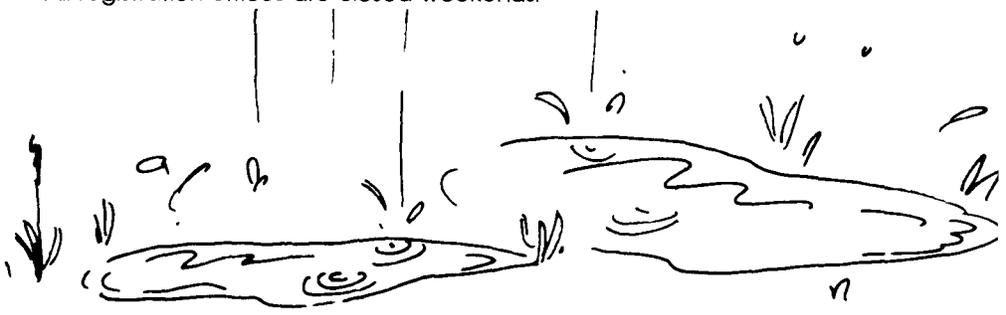
Career open house, April 26

The College of Home Economics Career Open House is scheduled for Sunday, April 26, 1-4 p.m., in McNeal Hall on the St. Paul campus. The event is free and open to the public.

Alumni, students, and faculty will be on hand to answer questions about program majors and related careers in design, food science and nutrition, home economics, home economics education, human relationships (family, youth, social service), housing, retail merchandising, technical communication, or textiles and clothing.

Parking is available in lots adjacent to the Earle Brown Continuing Education Center and the state fairgrounds.

For more information, call 624-6762.



Workshop helps you plan

The next career planning workshop, offered by the Extension Counseling Office, will be offered on Mondays, March 30 to May 4. In the six evening meetings, students will learn about their interests, skills, and values related to work and education planning. Methods of researching career possibilities and setting occupational objectives are covered. Cost is \$110.

Career counseling and assessment also are available for students who want assistance in identifying educational and career options. Students complete inventories to assess interests, values,

and personality. Results are reviewed in both group and individual sessions with a career counselor. Cost is \$85 for students and \$130 for nonstudents.

Call the counseling office at 625-2500 for information.

Architecture note

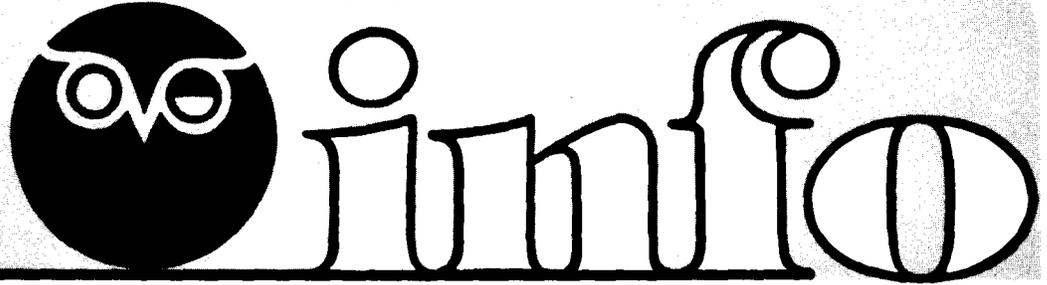
April 1 is the new deadline for application to degree programs in the School of Architecture. Check with an Extension adviser for details.

MKC
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A NEWSLETTER FOR CONTINUING EDUCATION AND EXTENSION STUDENTS

Volume 17 / Number 9 / April-May 1987

 Continuing Education and Extension
UNIVERSITY OF MINNESOTA



Plan now for summer evening classes

Summer terms for Extension classes begin June 16, and many high-demand, introductory, and required courses are scheduled.

Classes in a few areas are highlighted below; see the Summer Evening Extension Classes Bulletin for complete course descriptions.

Call 624-2388 to request a summer bulletin if you don't have one.

Call 625-2500 if you need to speak with an Extension adviser about course selection and degree requirements.

Business

Introductory and required courses include **Acct 1024-1025 Principles of Financial Accounting I-II** and **Acct 3001 Managerial Accounting**. Note that all accounting courses meet twice a week for seven weeks (although they follow the 10-week term for registration purposes).

Business and Society (BGS 3002): strategic and dynamic relations of business and society; offered once only, during the first 5-week term.

The basic **Business Law** course (BLaw 3058) is offered all terms, so students can select the schedule that suits them. BLaw 3078 is offered the second 5-week term.

Introductory **Computer Science** courses in FORTRAN (CSci 3101) and pro-

gramming (CSci 3104) will be offered both the first and second 5-week terms.

Pre-Professional Writing for Business (Comp 3032) focuses on the form and style of business writing, communicating in organizations, exercises and examples tied to students' major fields; fulfills senior business writing requirement.

Other courses: Beginning computer programming courses in **Management Information Systems** as well as required courses in managerial statistics (DSci 1050) and operations management (OM 3000 and 3041) are offered through Management Sciences. Some sections will meet over noon hours at downtown locations.

Summer notices

Counseling Office

Walk-in advising services will not be available in the Extension Counseling Office on May 4,5,13,14,15. (Advisers are in training sessions.)

Holidays

Offices will be closed and no classes will meet on the following University holidays: Memorial Day (**May 25, 1987**) and Independence Day (**July 3, 1987**).

Also available are **Ins 3100 Risk Management and Insurance** and **Ins 3200 Personal Financial Management**; three courses in Industrial Relations; three courses in Business Finance; three Management courses; **Principles of Marketing** and **Buyer Behavior and Market Analysis**; and basic Real Estate courses (certificate credit).

Arts and Humanities

Language courses in several departments are offered, including the non-credit courses designed to prepare graduate students for the second-language reading requirement in French, German, or Spanish. Beginning courses in Portuguese (for Spanish-fluent students), German, and Latin, as well as intermediate courses in French and Spanish, are set for summer, too.

Mus 1001 Fundamentals of Music. Musical elements, relationships, notation, basic background. Other music courses include beginning piano.

ArH 3940 English Painting in the 19th Century. Landscape watercolorists; Turner, Constable; Victorian and Aesthetic movements.

Hum 1001 Humanities in the Modern World I emphasizes 18th-century European arts and cultural expression.

Ger 3641 Introduction to German Folklore. Legends, fairy tales, ballads; no German required.

continued page 3

Make summertime a learning time

Through summer evening Extension classes, you can sharpen job skills, work toward a degree, or explore a new interest.

For many students, summer evenings are a good time for earning college credit because of the special schedule for most classes. Two class meetings each week mean: (1) many quarter-length classes can be offered over 5-week terms; and (2) semester-length classes and five-credit courses have shorter class periods or are offered over 10 weeks instead of 15 weeks.

More than 200 credit and noncredit classes are waiting for you. So credit yourself for making a few summer evenings a time for learning this year. Check through the course titles in the Summer Evening Extension Classes Bulletin. If you don't have a copy, call 624-2388 to request one.



Japan tour: Culture and business

A new study tour offers a close-up view of Japanese business and how the country's culture influences it. **Japan: How Culture Impacts Business** (Sept. 7-22) is led by Charles Manz, assistant professor of management and author of "The Art of Self-Leadership." The 16-day trip includes stops at technical and business centers, meetings with Japanese business leaders, visits to cultural and historical sites, as well as pre- and post-trip meetings. For more information, telephone 625-9001.

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Take off with Study and Travel Adventures

Discover travel with a difference this summer—in Alaska, Sweden, Austria, the Soviet Union, and New England.

Study and Travel Adventures combine the satisfactions of learning with the pleasures of a vacation through small group tours led by University instructors.

For more information about the tours

listed below—including a newly added tour of Thoreau's Walden—call 624-3300 or see descriptions in the summer bulletin.

The Wildlife and Wild Lands of Alaska (STA O923), July 27-18. A 12-day natural history tour, escorted by wildlife professor Jim Cooper, to Alaska's

greatest sites—Denali National Park, Kenai National Moose Range, Prince William Sound and the Columbian Glacier—and featuring beautiful dense green forests, rugged mountains, caribou, moose, whales, trumpeter swans, arctic loons, and more in this land synonymous with wilderness.

Natural History of the Swedish Countryside (STA O939), June 7-21. A review of the origins of many of the customs, foodways, and influences that Swedish immigrants brought to Minnesota. Cottage industries and hand-crafts; the natural history and terrain of Sweden and its effect on life-styles, vegetation, and wildlife; emphasis on rural Sweden and firsthand experience in the field.

Music Festivals of Austria (STA O930), July 26-Aug. 10. The spectacular sounds of Mozart, Brahms, and Strauss in the scenic land that inspired their music. A trip to charm the ear, dazzle the eye, lift the spirit, and delight the palate. Salzburg, Bregenz, Vienna, more. Led by music professor Stan Engebretson.

Soviet Union: Past and Present (STA O947), Aug. 27-Sept. 10. The great palaces and museums of Leningrad, tsarist Russia's window to the west that later became the home of the revolution. Moscow, the heart of modern Russia and the seat of government. Planned excursions to Armenia, the Caucasus, and other local historical and cultural sites. Led by Professor Adele Donchenko.

Walden at Walden (STA O950), Aug. 28-Sept. 3. The writings and world of Henry David Thoreau. Walden Pond, the Thoreau Lyceum, Esterbrook Woods, the manse, other sites around historic Concord.

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Only have a few days? Try a weekender in northern Minnesota.

Birds of Minnesota's North Shore (STA O945), June 19-21.

Wilderness Photography in Voyageur's National Park (STA O952), Aug. 6-9.



Split Rock Arts Program: Art expression joins education

The Split Rock Arts Program returns this summer combining people, learning, and place to provide an exciting experience in the arts.

The program is based in Duluth, a location that offers the facilities of a major college campus but the charm of a small city with the natural beauty of the North Shore close at hand.

Through week-long workshops you can explore an art in an inviting, supportive atmosphere in classes led by accomplished artists.

Topics abound—paint landscapes, create original prints, write personal essays, design and construct quilts, examine poetry and politics, write a play or short story or longer fiction, take a drawing tour of the North Shore or Duluth, write or illustrate children's books, prepare a visual or written journal, photograph nature, hand build pottery, investigate the nature of creativity—more than 40 workshops are available.

Courses are offered for credit, but noncredit, reduced-tuition registration is available. Qualified students may earn graduate credit.

On-campus apartments and excellent food services are available at

very low cost on the University's Duluth campus.

Split Rock opens July 5 and new workshops begin each Sunday for six weeks.

For information about registration and accommodations, as well as complete course descriptions, call the Split Rock Arts Program at 624-6800.



SPLIT ROCK
arts program

Duluth, Minnesota

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO (USPS 711-240)

Registration Office: 101 Westbrook Hall
Telephone 625-3333

Charles R. Cheesebrough
Editor

Info is a newsletter for University of Minnesota Extension Classes students published 9 times a year – August, September, October, November, December, January, February, March, and April-May—by the Department of Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, Minnesota. POSTMASTER: Send address changes to Info, Extension Classes, University of Minnesota, 180 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Students are encouraged to submit editorial opinions to the department. For address changes and name removals, see the instructions on the mailing panel.

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, religion, color, sex, national origin, handicap, age, veteran status, or sexual orientation.

The contents of this publication and other University bulletins, publications, or announcements are subject to change without notice.

Summertime...and the learning is easy with Informal Courses

Informal Courses offer natural and convenient study opportunities this summer with several courses emphasizing the great outdoors.

Informal Courses are short-term, non-credit classes that offer college learning in a casual way, without the pressures of

exams, assignments, or grades. Many classes feature field trips or guest speakers. See the partial listing below; complete course descriptions are in the Summer Extension Classes Bulletin, pages 95-100.

IC O205 Natural History of the Prairie. Influence of prairie on American history and settlement; the prairie as an ecosystem; identification of grasses, flowers, birds, animals; grassland ecology, restoration. Trips to Schaefer Prairie, Red Wing, southwestern Minnesota, plus five evening meetings, July 21-Aug. 18. Also offered: **The Prairie in Midsummer** (July 9, 11) and **The Prairie in Late Summer** (Aug., 20, 22).

IC O217 Marsh, Swamp, Bog, and Fen—Minnesota's Wetlands. September trips (cool, bug-less) to see insectivorous plants, a dark and quiet black spruce swamp, an alkaline fen with showy flowers, a cattail marsh, peat fields; classification of wetlands, typical flora and fauna; hydrology. Field trips plus five evening meetings, Aug. 25-Sept. 22.

IC O234 Wildflowers of the Oak Savanna. One evening meeting plus one field trip, July 23, 25. Also offered: **Wildflowers of the Bog** (June 25, 27).

IC O244 The Exotic World of the Japanese Garden. The influence of history and philosophy in development of Japanese gardens; materials, techniques. One evening meeting plus field trips, June 11 and 13.

IC O274 Nature Photography, Art and Technique. For those who want striking photos, background in natural history coupled with practical field techniques can yield an exciting new photographic experience. Topics: bird photography without a telephoto lens; "wet-belly" photography; film and equipment choices; composition and camera technique. Three Saturday morning field trips, four evening meetings; June 22-July 13.

Other Informal Courses offer sailing in the Apostle Islands waters and to Isle Royale in Lake Superior; newsletter writing; career planning strategies; basic drawing; and field methods in bird study.



Naturalist Mary Lynn Cowan will lead several Informal Courses this summer on wildflowers and prairie ecology.

Summer courses from page 1

Design courses are offered that focus on the design process and color and on practical applications for students in programs in interior design and graphic design.

Studio arts courses and beginning poetry writing, which often fill during the regular school year, are also scheduled.

Also: Don Quijote; Greek and Roman mythology; New Wave cinema (Frit 3608); James Joyce; America since 1920; more.

Social Sciences

Important prerequisite courses in economics, philosophy, family social science, anthropology, political science, psychology, and sociology will be offered this summer. Also available are intermediate or advanced courses in sociology and psychology and courses in the Alcohol and Drug Counseling Education program.

WoSt 3602 Women and Work covers several contexts: economic, social, familial; women and the professions; working-class women; women and development in the third world.

Ling 3001 Introduction to Linguistics. Phonetics, phonology, morphology, syntax, semantics; universals of language; language in society; language change and history.

FSoS 5240 Violence in the Family. Abuse forms and patterns, causes, treatment.

Phil 5760 Medical Ethics. Moral problems associated with medical treatment, research, public policy, abortion, mental illness, confidentiality, genetic engineering, more.

Hist 3835 History of Civil Liberties and Civil Rights in the United States. Taught by Paul Murphy.

Science and Engineering

PubH 5935 Adolescent Nutrition. Graduate credit available.

Biol 1009 General Biology: the cell, metabolism, heredity, reproduction, ecology, and evolution; laboratory follows lectures, TTh, 10-week term.

ME 1025 Engineering Graphics: engineering representation; sketching techniques; standard and simplified practices; and more.

IEOR 3000 Industrial Engineering Analysis. Scientific management, methods of engineering, work measurement, human factors, production and plant planning.

Also, many key **mathematics** courses, especially introductory non-credit and credit courses in algebra and calculus, are offered in the summer. Check with an Extension adviser (625-2500) if you aren't sure what mathematics course is right for you.

Students finish certificates

The following students have completed certificates through Continuing Education and Extension.

Summer 1985

Alcohol and Drug Counseling:

Catherine Heibel, Minneapolis; Phyllis Klatt, with distinction, Eagan; Wayne Nelson, St. Paul; Mary Stenoien, with distinction, St. Louis Park; Peter Van Dusartz III, with distinction, Phoenix; Rhoda Weber, with distinction, Los Angeles.

Commercial Art: Marcia Roberts, with high distinction, Marion, Iowa.

Human Services: Walter Rockman, Jr., Minneapolis.

Interior Design: Gayle Mullen, North St. Paul.

Mathematics and Science: Paul Cording, Alexandria; Tom Henke, Excelsior.

Junior Accounting: Valerie Ewald, with distinction, Minnetonka; Debra Risch, Minneapolis.

The Nolte Fund

We've only just begun

by Claire Olson
CEE Development Office

If you have been reading **Info** over the last year, you are probably familiar with the Nolte Fund, a scholarship fund designed to help Extension students who have no other source of financial aid for their tuition and fees.

The Nolte Fund was created last year, and many readers of **Info** sent in their contributions to help get the fund started. More than \$10,000 was collected and it was matched by a gift from an anonymous donor. We couldn't have done it without you, and you can take pride in your accomplishment.

Junior Business: Wendy Farden, St. Paul; Wendy Fong, with distinction, Bloomington; Linda Tiedeken, with distinction, Fridley; Gregory Hanson, Minneapolis.

Industrial Relations: Anthony Brown, with distinction, Plymouth; Carolyn Davidson, with distinction, Minneapolis; Gregory Dziejewczynski, with distinction, St. Anthony; Lisa Fay, with distinction, St. Paul; Veronica Iserhienrhien, with distinction, Minneapolis; Shelly Johnson, with high distinction, New Hope.

Information Systems Analysis and Design: Gregory Dziejewczynski, St. Anthony; Maria Estrada, St. Paul; Danny Johnson, with distinction, Brainerd; Susan Misterek, with high distinction, Minneapolis; Thomas Poeschl, Jr., with distinction, St. Paul; Larry Sampson, with distinction, Cottage Grove.

Associate In Management of Administrative Services: Dolsa Sciaky, Minneapolis.

Real Estate: Jeffrey Gisselbeck, Pequot Lakes.

Undergraduate Development Certificate (UDC) in Computer Science (45 credits): Roger Bruvold, Burnsville.

UDC in Engineering and Science (45 credits): Paul Cording, Alexandria; Michael Garman, St. Paul; Tom Henke, Excelsior.

UDC in Engineering and Science (90 credits): David Morrisette, with distinction, Shoreview; Darlene Russo, with distinction, Shoreview.

UDC in Mechanical Engineering (94-96 credits): Edward Johnson, Mahtomedi.

News bulletin: New bulletins

Watch for the 1987-88 Extension Classes Bulletin this summer. It is in production now and will be available in mid-July. You will receive a copy automatically if you have registered for an Extension class any time in the last two years (and notified us of any address changes during this period). If you do not receive a copy by August 1, call 624-2388 to request one.

IT students may register for placement

Students in the Institute of Technology who will graduate between December 1987 and August 1988 should check with the IT Placement Office during this spring quarter for information about applying for graduation, placement procedures, and on-campus recruiting dates for fall and winter quarters. The office is in 330 Wulling Hall and the telephone number is 624-4090.

Name _____

Address _____

City _____ State _____ Zip _____

Telephone _____

Amount enclosed: \$100 _____ \$50 _____ \$25 _____ \$10 _____ Other \$ _____

Your contribution is tax deductible to the extent allowed by law.

Thanks for your help.

Make check payable to "University of Minnesota-The Nolte Fund"

Send to: The Nolte Fund
Continuing Education and Extension
150 Westbrook Hall
77 Pleasant Street S.E.
Minneapolis, MN 55455

CEW—a world of learning for you

Add to your summer pleasure by exploring the worlds of music, art, and nature through noncredit courses from Continuing Education for Women (CEW).

Improve your listening skills while learning where to go in the Twin Cities to enjoy summer music in the CEW noncredit class, **Music in the Summer: Listening and Enjoying** (Tuesdays, 10:30 a.m. -12:30, June 16-July 14).

Explore the development of personal flower gardens from 1800 to the present in **English Flower Gardens: From the Landscape Style to the Room Outside** (Tuesdays, 10 a.m. - noon, July 21-Aug. 11). One session meets at the Minnesota Arboretum to view border plantings.

Landscape Environments in France and America: 1870 to the Present (Tuesdays, 1 - 3, June 30-July 28) examines the impact of light on the French impressionists and how contemporary

video artists reinterpret such influences in their own works. Offered in cooperation with Walker Art Center.

A Celebration of Women Artists: 1830-1930 (Thursdays, 10 a.m. - noon, July 9-30) is offered in conjunction with a special exhibit at the Minneapolis In-

stitute of Arts. This exhibit celebrating the inauguration of the National Museum of Women in the Arts will show the work of pioneering women artists over a 100-year period.

Call CEW at 624-5267 for more information.

Elderhostel: education you won't outgrow

Elderhostel, a living-and-learning program based on the idea that people 60 and older really are getting better instead of older, will offer three one-week sessions at the University of Minnesota this summer and fall.

Elderhostel students stay on campus, interacting with peers and younger students, and take specially designed college-level, noncredit classes. Extracurricular and evening activities also are offered.

Cost to hostellers is \$215 for accommodations, meals, and instruction.

Dates and course titles are given below for Elderhostel at the University of Minnesota-Twin Cities (one of many participating Minnesota colleges). Call 624-7004 for more information.

June 28-July 4, Minneapolis Campus: **Contemporary African Politics; Debussy-Music at the Turn of the Century; The Best Years of Our Lives—Popular Culture of the Middle 20th Century.**

July 23-29, Minneapolis Campus: **Sommerfest 87—a Viennese Music Festival.**

Sept. 27-Oct. 2, Itasca State Park: **Autumn in the Mississippi Headwaters Country.**

Summer registration

TERMS

First 5-week term June 16 (Tuesday) to July 20
 10-week term June 16 to August 26
 Second 5-week term July 23 to August 26

REGISTRATION DATES

By mail (first 5-week and 10-week terms) May 11 to June 4
 (second 5-week term) May 11 to July 10
 In person (first 5-week and 10-week terms) May 27 to June 4
 (second 5-week term) May 27 to July 10

REGISTRATION OFFICES

Minneapolis campus (625-3333) 101 Wesbrook Hall
 Downtown MacPhail Center (627-4020) 1128 LaSalle Ave., Minneapolis

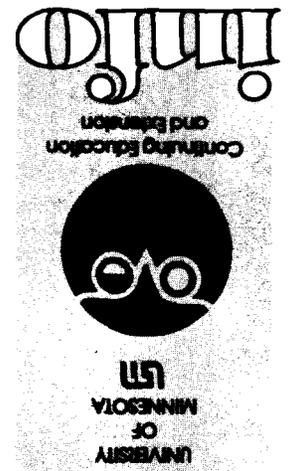
All registration offices are closed weekends and holidays.

Mail registrations received before May 11 will be returned to the student. Students are urged to register by mail for all classes (limited and unlimited). **June 4 is the last day to register without a late fee for 10-week term classes and first 5-week term classes; July 10 is the last day to register without a late fee for second 5-week term classes.**

Students who reserve space in limited classes during in-person registration must pay tuition by June 4 (for all terms); otherwise their spaces in classes are forfeited.

See the Summer Evening Extension Classes Bulletin for complete registration instructions, dates, and hours.





Info (USPS 711-240)
 Extension Classes
 University of Minnesota
 180 Westrook Hall
 77 Pleasant Street S.E.
 Minneapolis, MN 55455

To correct your name or address on our lists, send the entire address panel and mailing label from your **Info** to Extension Classes, University of Minnesota, 180 Westrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455.

Second class postage paid, Minneapolis, Minnesota

Financial aid programs change

The 1986-87 academic year has been marked by many changes in financial aid.

The Minnesota State Scholarship and Grant Program, which had previously required full-time enrollment, opened up to part-time students enrolled for a minimum of six credits a quarter.

The Minnesota Part-Time Student Grant Program, which previously had been an option for students enrolled between one and eleven credits, was targeted to registrants taking one to five credits.

Guaranteed Student Loan now requires applicants to go through a need analysis and, beginning this summer, will require admission to a degree or certificate program. Students who meet the eligibility requirements for the loan will be allowed to borrow larger sums due to increased annual maximum and aggregate borrowing limits.

In a related development, the 1986 Tax Reform Act also influenced financial aid recipients. Students admitted to a degree or certificate program must include as part of their gross income all grant, scholarship, and fellowship aid



which exceeds tuition and fees and books and supplies expenses. Non-admitted students must declare all scholarship, grant, and fellowship aid as taxable income. For more information, contact the Internal Revenue Service, 1-800-424-1040.

Many other financial aid programs open to Extension students have not changed their requirements. Extension Counseling Office staff are available to help you identify aid options best suited to your individual situation. Be sure to inquire about financial aid several months in advance of the quarter you need it. For additional information, contact the Extension Counseling Office, 314 Nolte Center; telephone 625-4334.

Financial aid workshop

A free workshop on financial aid options will be offered by the Extension Counseling Office on Monday, May 11, 6 to 8 p.m., in 235 Nolte Center on the Minneapolis campus.

If you would like to attend this workshop, contact the Extension Counseling Office, 625-2500.

Career quandary? Counseling office can help

Career counseling, including a set of career assessment inventories, is available through the Extension Counseling Office. Students complete an interest inventory, a values questionnaire, and a personality inventory. Results are reviewed with a professional counselor in both group and individual sessions. Cost is \$85 for current and prospective students and \$130 for others (fees will increase July 1). Call 625-2500 for more information.

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An ongoing support group for older-than-average students meets on Tuesdays from 4:15 to 5:30 p.m. in Room

303, Eddy Hall. Extension students are invited. Call Jenny Schewiters at 625-2500 for more information.

No election for Extension senators

Because an insufficient number of candidates filed for University Senate elections, no election will be held for Extension candidates.

An election commission of the student board will meet to declare the filed candidates elected as senators.