Program advisers can help you plan

You can discuss educational objectives, before registering for fall classes, with faculty advisers from specific colleges and departments (as well as the advisers at the Extension Counseling Office).

Students with more than 45 credits, who plan to work toward a degree in the following areas should call 373-3905 to make an appointment: computer science, home economics, mechanical engineering, electrical engineering, civil engineering.

Meetings will be on campus in the evening during August and September. You must bring transcripts of all previous college work.

In addition, General College students may call the General College advising office, 376-2950, for individual appointments to review past work and degree progress.

For students who either are admitted to or interested in the School of Management, evening appointments are available one day each week. Call 373-3701 for an appointment (weekdays, 8 a.m. to 4:30 p.m.). Remember to bring transcripts of all previous college work.

Counselors and program advisers are available in Extension Counseling for all students who have less than 45 credits.

See fall registration dates, page 5

Extension Classes

The University in prime time

Prime-time evening hours aren't just for television. They are for people like you — adult learners in the prime of life (whether it's 18 or 80) who take University of Minnesota Extension classes important to advancing a career, completing a degree, or exploring a new interest.

New courses, registration information, and details on student services are featured in this issue of Info, but be sure to look through the new 1984-85 Extension Classes Bulletin that describes all the learning possibilities available to you through Extension.

Call 376-3000 to request registration forms or a bulletin if you don't have one.

Career workshops start next month

The Extension Counseling Office will offer several sections of its popular Career Planning Workshop during the 1984-85 school year.

Participants in the workshop will take an interest inventory, complete exercises to help them evaluate their skills and values, and learn how to research the job market. The next six-session workshop will meet on Wednesdays, 6 to 8 p.m., September 19 to October 24. Cost is $100. Call 373-3905 for registration information.

A test battery to measure your interests, skills, and values related to academic and career objectives and strengths also is available from the Extension Counseling Office. Test results are reviewed with a counselor. Cost is $76 for students and $115 for others. Call 373-3905 for information.

Fall quarter 1984 begins in midweek

The first day of instruction for regular fall quarter classes is September 20, a Thursday. Fall quarter classes that meet on Friday, Saturday, Monday, Tuesday, or Wednesday will start September 21 through 26 respectively.
The Lou Holtz era in Gopher football begins this fall. The mood among coaches, players, and fans is upbeat and the campaign is on to “Expect A Miracle.” Extension students who register for three credits or more this fall are eligible to purchase season football tickets at student rates (six games for $27). The seating is reserved for each game, and a guest adjacent season ticket may be purchased for the same price. See pages 531-532 in the bulletin for details. Since proof of enrollment is required to pick up or purchase tickets, students should wait to register in person (opens September 5) and pay fees immediately so they have a receipted fee statement to present when obtaining tickets (available the week before the first game — September 4 to 7). The first game is September 8 with Rice. Other home games are with Ohio State, Indiana, Northwestern, Michigan State, and Iowa.

The back-to-school workshop: learning how to learn

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 or program options exist.

If you’re not sure where to start, plan to attend the free back-to-school workshop on Thursday, August 23.

The evening workshop is 6 to 9:30 in 140 Nolte Center on the Minneapolis campus.

You’ll find answers to questions about courses, degrees, financial aid, student advising, and study skills.

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

An instructor from the Reading/Writing Skills Center will answer questions about study skills help and demonstrate in small groups the tutoring program available.

Pre-registration is necessary. Call 376-7500 to add your name to the list or for directions or more information.

Course costs depend on credits, level, and college

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 $37 a credit. Certificate credit courses, entrance credit courses, and most other 0000-level courses have tuition computed at this rate, also.

For 5000- and 6000-level courses, the following per-credit tuition rates by college are used (rates subject to regents approval):

- General College: $47.25
- Liberal Arts: $48.50
- Management: $51.75
- Institute of Technology: $60.00
- Biological Sciences: $62.00
- Education: $63.25
- Agriculture: $64.25
- Home Economics: $65.00
- Public Health: $67.75
- Forestry: $70.75
- Pharmacy: $72.25
- Veterinary Medicine: $75.00
- Nursing: $75.00
- Medical School: $76.50
- Graduate School (8000-level): $85.00

Students who register for graduate credit pay the indicated CEE cost listed with the course. However, if the credits are transferred to the Graduate School record, the student will be charged the difference, if any, between CEE and Graduate School tuition for credits accepted on the graduate program. The tuition difference charged will be the difference between the rates in effect when the credits are transferred.

Students who register for graduate credit pay the indicated CEE cost listed with the course. However, if the credits are transferred to the Graduate School record, the student will be charged the difference, if any, between CEE and Graduate School tuition for credits accepted on the graduate program. The tuition difference charged will be the difference between the rates in effect when the credits are transferred.

Bulletin changes...

(All room changes will be posted in the classrooms)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPsy 5613, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>EPsy 5654, sec 1</td>
<td>Added: Educational Intervention for Emotional Disturbances/Behavioral Disorders, 5 degree credits, $236.25. Fall quarter, 1, 4:15-8, Buhl 123, Wood.</td>
</tr>
<tr>
<td>FScN 3112, sec 1</td>
<td>Add $10 course fee</td>
</tr>
<tr>
<td>FScN 5135, sec 1</td>
<td>Add $10 course fee</td>
</tr>
<tr>
<td>FScN 5523, sec 1</td>
<td>Add $10 course fee</td>
</tr>
<tr>
<td>FScN 5370, sec 1</td>
<td>Added: Quality Programs for Food Processing, 3 degree credits, $146.25. Fall quarter, sec 1, TTh, 4-6, ABLMS 125, St. Paul campus, Busta.</td>
</tr>
</tbody>
</table>
Informal Courses — music to marshes to minis

Informal Courses for 1984-85 offer dozens of noncredit, short-term courses that give you college learning without the formalities of college credit courses (grades, exams, and transcripts, for example).

Classes feature University faculty, topics and formats designed to stimulate and inform, lively discussion, and sometimes a guest speaker or field trip.

New fall term classes are listed below, but be sure to see the Informal Courses section of the noncredit course offerings in the Extension Classes Bulletin (pages 470-503) for a complete listing of courses with days, dates, and times.

Arts and Humanities

From Dudelsack Through Bach and Back (IC 0112). German and Austrian music including folksongs, tavern songs, waltzes, and the symphonic works of Bruckner, Brahms, Schubert, Strauss, Mozart, more.

Operal: An Introduction (IC 0117). Origins, development, musical examples; meets two Saturday mornings.

Plus: photography, Twin Cities theatre, the future of the city, weaving, printmaking, and railroad history.

The Outdoors

Marsh, Swamp, Bog, and Fen—Minnesota’s Wetlands (IC 0217). Perhaps our most rarely visited ecosystem; wetland classifications, flora and fauna, hydrology, environmental value. Starts September 17; register early.

Mushroom Identification (Informal Courses O227). Introductory course; methods for identifying and collecting; includes field trips; starts September 17; register early.

Superior sailing: getting the itch for Gitchee-Gumee

Learn sailing and navigation techniques through an added informal course this fall, Offshore Cruising Class: Isle Royale—Lake Superior.

The Isle Royale class, like the Apostle Islands classes scheduled this summer, features instruction in boat operation, piloting, and Loran navigation aboard a Tartan 37 sailboat.

Dates are August 13-19 or September 17-23 (Monday to Sunday). Departure is from Bayfield, Wisconsin, with stops at the Apostle Islands, Grand Marais, Isle Royale, and Ontonagan, Michigan.

Section size is limited to three to five students. Cost is $550 for instruction and provisions. Registrations accepted now; call 376-7500 for information.

Plus: birding, mammals, Minnesota plants, nature photography, sailing.

Personal Insights, Social Issues

Advanced Arts Management (IC 0414). Arts organizations—challenges of decision making, administration, funding, policies. Case studies, local arts leaders.

Soil Pollution and Public Policy (IC 0541). Groundwater contamination, toxic wastes, hydrology, leaching processes, nitrogen content.

Layout and Pasteup for Beginners (IC 0445). Techniques and formats, printing processes, art and photography, type selection.

Plus: writing, job stress, owning income property; yoga, home computers, Pompeii, the Soviet Union, more.

Continuing Education for Women courses offer worlds of insight

Continuing Education for Women (CEW) fall classes help you explore your inner world, the world around you, and the world from a woman’s perspective.

Want to know more about the world around you? Contemporary Views of American Life: The Social and Cultural Context of American Painting will help you understand how artists respond to forces in American life, such as the impact of urbanization on a once-rural America. Economic Policy in a Presidential Campaign Season provides economic and political analysis of current issues like unemployment and inflation. Middle East Kaleidoscope: The Quest for a Lasting Peace examines the historical, moral, and material bases for the ongoing conflicts in the region.

Want to know more about your inner world? Learn to distinguish healthy and unhealthy patterns of dependency in Conflicts of Psychological Dependency. Explore positive and negative aspects of risk taking in Taking Risks: A Woman’s Dilemma. Draw from psychology, psychiatry, biology, and sociology to examine theories that explain Women and Depression. Other courses in this series include Women’s Spirituality and Women Alone: Alive and Thriving.

Want to know more about the world from a woman’s perspective? Novels written by women for women will be read to analyze the history of women’s thoughts and lives in Women’s Literature/Women’s History. Legal Rights of Women applies to the rights of women who are on their own, women living in a family setting, and women in work situations. Additional courses are Woman: A Sense of Identity, The Bronte World, and Women and Language.

Call 376-3000 for the Extension Classes Bulletin which lists all the CEW courses. For information about these specific CEW classes, call 373-9743.
All that’s new is fit to print

Much is new in the 1984-85 Extension Classes Bulletin (some items are highlighted below), and although the bulletin has grown to 644 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. Summer listings under topics such as “health” or “business” 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 like “photography” or “energy-related courses.”

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.

Reorganization within Continuing Education and Extension resulted in incorporation of Continuing Education for Women (CEW) courses into Extension Classes. Since the mid-1960s, CEW has been offering both credit and noncredit courses directed at women particularly (although anyone can enroll in CEW classes, of course). The CEW staff and the faculty teaching CEW courses also specialized in recognizing the needs of older-than-average students considering a return to (or start in) college. Noncredit courses, many offered during the day or at off-campus locations, appear on pages 441 to 469. Credit courses are noted within the regular listings by department with a “CEW” marker in the margin next to the course or section.

Professional Improvement Courses and Seminars still are listed in the bulletin (pages 504-520) but registration is through the Department of Continuing Management Education; telephone 373-9992.

Two new financial aid opportunities are the business scholarship (page 36) and the Mucke-Rott Scholarship (page 49, applicable only to courses offered through CEW).

Students in certificate programs who are receiving G.I. Bill benefits must follow new procedures for verification of attendance in classes. Payments are based on clock-hours in class and not on credits. See page 39 in the bulletin.

University employees who wish to take noncredit Informal Courses and Continuing Education for Women noncredit classes may enroll for one-half the regular tuition cost plus any course fees, special fees, or late fees. See page 38 for details. Verification of employment is required.

A $10 returned check fee will be assessed for any check returned by a bank for any reason (e.g., stop payment order, nonsufficient funds). A hold is placed on the student’s record until the handling fee is paid; grades are not issued and credits are not recorded.

Some departments or programs have new abbreviations: Quantitative Analysis (QA) is now Decision Sciences (DSc): Educational Psychology (EPsy) incorporates Psychoeducational Studies and Psychological Foundations (and includes courses in areas of counseling and student personnel psychology, psychology in the schools training program, and special education). FW is Fisheries and Wildlife (their old partner, Entomology, is now a separate designator with the original abbreviation, Ent). MESA is Middle Eastern and South Asian Studies and includes MESA culture-related courses, Arabic, Hindi, Persian, and Turkish.

In fall 1986, a new language requirement takes effect in the College of Liberal Arts. Degree candidates entering with fewer than 39 credits will have to complete the equivalent of six quarters of a second language; there will be no Route II option. Check with an adviser at the Extension Counseling Office about admission when to apply or degree requirements that apply to you.

See related stories in this Info about extended hours at some University offices, social work courses, and the Alcohol and Drug Counseling Education Certificate.

Social work note

Social Work/Social Welfare majors admitted to CLA should note that SW 1001, 3004, 3005, 3101, and 3984 are being offered in Extension this year, possibly for the last time. Students should consult with Fran Gumina (telephone 373-9786) as soon as possible regarding completion of the major requirements.

Inquire now about Peru study tour

Make like Indiana Jones (without the risks!) through the first Study and Travel Adventure for 1984-85, The Natural History and Culture of Peru (IC 0926). Peru’s geography ranges from tropical Amazon rainforest to the peaks and plateaus of the Andes to sandy Pacific beaches. This tour features both natural history, particularly birds and plant life, and cultural history and archaeology, with visits to Cuzco, Macchu Pichu, and Lima. The group leader is Kendall Carbin, professor of ecology and behavioral biology.

Dates are October 14 to October 30. Cost is approximately $2,500 for all instruction, transportation, lodging, and some meals.

Scheduling arrangements are in progress and registrations are being accepted now; call immediately for a detailed itinerary and deadline information if you are interested in this study tour, 376-7500.
We’re in your neighborhood this fall

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

Alexander Ramsey High School, 1261 W. Highway 36, Roseville

ArtS 1101 Basic Drawing
IR 3010 Human Relations and Applied Organization Theory
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

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

AmSt 1101/3111 American Life Comp 1011 Writing Practice
IR 3002 Labor Markets and the Management of Human Resources
Mgmt 3001 Fundamentals of Management
Mktg 3000 Principles of Marketing
Math 1111 College Algebra and Analytic Geometry
Math 1201 Pre-Calculus
Math 1211 Calculus I
Spch 1101 Fundamentals of Speech-Communication: Oral Communication
WosSt 3501 Women and Literature
Econ 1001 Principles of Economics
Psy 1001 General Psychology

Irondale High School, 2425 Long Lake Road, New Brighton

Anth 1102 Introduction to Social and Cultural Anthropology

Econ 1001 Principles of Economics
Psy 1001 General Psychology

GC 1111 Science in Context: Weather and Climate

Minnetonka High School, 18301 Highway 7, Minnetonka

BFin 3000 Finance Fundamentals
Blaw 3058 Business Law
Comp 1011 Writing Practice
Math 0009 Intermediate Algebra
Psy 1003 Application of Psychology to Living
Econ 1001 Principles of Economics

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

IR 0001C Supervision I: Elements of Supervision
Math 0009 Intermediate Algebra
Econ 1001, 1002 Principles of Economics
Psy 1001 General Psychology

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 1984-85 Extension Classes bulletin, pages 10-13 and 20-24, for complete information.

MAIL REGISTRATION
August 13 to September 12: Registration forms with checks will be accepted by mail at 101 Westbrook Hall for limited- and nonlimited-enrollment classes. To request registration forms, call 376-3000.

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 13) 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 5 to 12: Registrations will be accepted at 101 Westbrook Hall on the Minneapolis campus; at the MacPhail Center, 1128 LaSalle Avenue, downtown Minneapolis; or at the downtown St. Paul registration booth in the Northwestern National Bank Building, Fifth and Minnesota. See page 71 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 12); 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 Minnetonka High School, Richfield High School, Robbinsdale/Armstrong Senior High School (Plymouth), Irondale High School (New Brighton), and Alexander Ramsey High School (Roseville). Registration materials are available during regular business hours at the school district offices and education centers listed on page 25 in the bulletin.

September 12 is the last day to register without a late fee for most fall quarter and fall semester classes.

Fall classes begin September 20.
At the movies with Extension classes

Movies are more than great entertainment. They can be an important philosophical medium and a significant form for artistic expression.

Several Extension classes from many departments focus on films and filmmaking this year. Only two courses are scheduled in the fall so the list below includes winter and spring courses, too.

Many of these courses are open to noncredit registration at one-half the regular tuition cost (plus any course fees or special fees). See the complete course description in the 1984-85 Extension Classes Bulletin.

Scandinavian Film: Introduction and Survey (Scandinavian 3607). Major trends and filmmakers such as Bergman, Dreyer, others (fall).

Understanding Movies: Strategies for Criticism and Change (Informal Courses 0111). Noncredit course that features reviews of cinematic form, technique; use of dialogue, editing, and sets; more (fall special term, Oct. 2 to Nov. 6).

Italian Cinema Since 1945 (Comparative Literature 5910). Best of Italian movies from “Umberto D” to “Night of the Shooting Stars” plus neorealism, cinema di poesia, spaghetti Westerns (winter).

The Cinema of India (Middle Eastern and South Asian Studies 3456). Meets spring quarter.

Cinemas of the Real (French and Italian 3604). Vigo, Renoir, Wells; surrealism; Visconti, Rossellini, DeSica (winter).

Literature and Film (Spanish 3615). Films of Spanish America, Spain, Portugal, Brazil (spring).

German Literature in Translation and the Film (German 3604). Meets winter quarter.

Alfred Hitchcock (Art History 5940). Themes of guilt, romantic obsession, the double, seductiveness of evil, paralysis; suspense, guilt transfer; framing, close-ups, high and low angles, moving camera; recent interpretations such as Freudian and feminist (spring).

Film and Society (General College 3374). Social issues in films; effects of movies on public attitudes, more (winter).

Shakespeare on Film (English 3940, sec 1). Selected texts and films, portrayals. Olivier, Zeffirelli, Welles, Kurosawa (winter).

Teaching Film and Television (Secondary Education 5326). Teaching critical response to film, television; techniques and genres; history and organization. Meets alternate Saturdays (spring).

Sad Movies Make Me Cry: Movies That Touch Our Lives (Informal Courses 0114). Noncredit. A study of films and techniques that engage us on a personal and emotional level, that make us cheer or weep (spring special term, April 9 to May 14).

Financial aid requirements may become stricter this year

Financial aid requirements for satisfactory academic progress may tighten considerably for 1984-85.

Federal and state regulations require that students receiving financial aid demonstrate progress toward completion of a degree or certificate program. Although the standards have not yet received final approval, it is anticipated that part-time undergraduate students will be required to complete a minimum of six credits a quarter or 18 credits an academic year and have a 2.00 grade-point average (C average). It is anticipated that full-time undergraduate students will be required to complete 12 credits a quarter or 36 credits a year and have a 2.00 grade-point average.

The Office of Student Financial Aid recommends that all students obtain a copy of the revised satisfactory academic progress policy available at the financial aid office beginning fall quarter 1984.

Alcohol and drug counseling courses change departments

The Alcohol and Drug Counseling Education Certificate courses formerly listed under Public Health are now all available as Family Social Science (FSoS) courses. Course numbers remain the same. The certificate requirements have not changed. Address is Alcohol and Drug Counseling Education Program, Family Social Science, 201 McNeal Hall, 1980 Buford Ave., University of Minnesota, St. Paul, MN 55108; telephone 373-8175.
Bookstores extend evening hours

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

Bookstore hours are listed in the bulletin on page 30, but there have been some hours added to that schedule so review the evening and Saturday hours as printed below.

Plan your career choice or change

Learn how your personal skills and work experiences are transferable to different occupations through the career planning workshop offered by the Extension Counseling Office. Participants complete exercises to help them identify their skills, abilities, interests, and values and then learn how they fit into the world of work. The workshop also includes assignments on decision making and goal setting to help students develop plans for their careers.

The next workshop begins September 19 and meets once a week on Wednesday nights through October 24 (six sessions). Cost is $100. Call 373-3905 for registration information.

The Extension Counseling Office also offers a battery of tests to help in the career-planning process. Participants review with a counselor the results of a psychological inventory, a values questionnaire, an abilities test, and the Strong-Campbell interest inventory. Cost for testing and interpretation is $76 for students and prospective students and $115 for others. Call 373-3905 for information.

Interior design note

The fall quarter section of Dsgn 3453 Interior Problems IV: Certificate is the last offering of this course in the Interior Design Certificate Program. Students in the program should plan to take this course if they have not completed it.

Students are urged to buy books early. Most required textbooks are in stock before classes begin and may be purchased before or on the first night of classes.

Minnesota Book Center, Williamson Hall (east bank), 373-3688; books for most departments in CLA, IT, Education, and General College.

First week of classes: Thursday, Sept. 20, and Monday through Thursday, Sept. 24-27, this bookstore is open 8 a.m. to 7:30 p.m. (Fridays, 8 a.m. to 4:30 p.m.)

Saturdays: September 15 and 29, this bookstore is open 10 a.m. to 2 p.m.; September 22, 10 a.m. to 4 p.m.

Books Underground (St. Paul campus), 373-0800; books for classes in the health sciences.

First week of classes: Thursday, Sept. 20, Monday through Thursday, Sept. 24-27, this bookstore is open 8 a.m. to 6:30 p.m.

Health Sciences Bookstore — 2-554 Moos Health Science Tower (east bank), 376-4007. Books for courses in the health sciences.

First week of classes: Thursday, Sept. 20, and Monday through Thursday, Sept. 24-27, this bookstore will be open 8 a.m. to 6:30 p.m.

For details on resale of books, books for off-campus classes, and other bookstore details, see the bulletin, pages 29-30.

Be sure to save the sales receipt if you buy textbooks. If your class is canceled or if you drop the class, 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.

MSA Store: This store is a student enterprise of the Minnesota Student Association. The store does not carry textbooks but does sell reference books, popular literature, school and art supplies, crafts and art merchandise, records, greeting cards, health and beauty aids, clothing, and reduced-admission movie tickets — all at discounted prices.

The MSA store is on the ground floor level of Coffman Union; regular hours are 8 a.m. to 7 p.m., weekdays; 11 a.m. to 5 p.m., Saturdays; and 1-5 p.m. on Sundays. Telephone 373-2408 to confirm hours.
Professional certification for financial planners

Saving for a rainy day is hardly a new concept. But that basic tenet has become far more complex and sophisticated with the variety of opportunities now available in financial planning.

Just as savings and investment options have increased, the need for training and professional credentials has become more important for financial planning advisers.

The Certified Financial Planner designation, conferred by the College of Financial Planning of Denver, Colo., is an educational standard based on training and testing in financial planning. The college is an independent nonprofit educational institution that works with colleges and universities across the country, including the University of Minnesota, to provide courses that lead to the CFP designation.

The University has established an advisory board for the CFP program. The board includes practicing Certified Financial Planners, Certified Public Accountants, investment brokers, and University faculty from Finance and Insurance. The advisory board's aim is to ensure program relevance to actual practice.

The six-course program is designed for professionals who offer financial counseling, investment and risk management advice, retirement or estate planning, and general personal financial planning.

Students must be admitted to the College of Financial Planning and follow the testing schedule set by the College. Courses are offered quarterly through Extension Classes; see the course titles and terms below (some courses have been added since the bulletin came out). Complete course descriptions appear on pages 289-291 in the Extension Classes Bulletin.

An orientation meeting for the CFP program is scheduled for September 5, 5-6:30 p.m., on campus, for people interested in earning a CFP credential. Topics include the current state of financial planning, career opportunities in the field, the University's role in the program and relationship to the College for Financial Planning, and program requirements. Call 373-1536 for meeting information and location, or for details on the CFP program if you read about the orientation too late.

CFP 0001C (Course I) Introduction to Financial Planning, fall quarter.
CFP 0002C (II) Risk Management, winter quarter.
CFP 0003C (III) Investments, spring quarter.
CFP 0004C (IV) Tax Planning and Management, fall quarter.
CFP 0005C (V) Retirement and Estate Planning, fall quarter. Open only to students previously admitted to the College.
CFP 0006C (VI) Estate Planning, spring quarter.

in short...

Extension students majoring or interested in International Relations can receive the department's quarterly newsletter. Call International Relations (1246, Social Science, West Bank) at 373-2697.

The course title and description for Engl 3940, sec 2 (spring), are changed to include British authors. Figures in English and American Literature: 19th-Century British and American Women Writers. Course examines fiction by American and British women in the 19th century, e.g., L.M. Alcott, J. Austen, H.B. Stowe, C. Bronte, S.O. Jewett, E. Gaskell, others.

English 5852-5853-5854 is listed in the bulletin as Modern Irish Literature, but the correct title is Modern Irish Language. See course description on page 196; note that the emphasis is on grammar and language study.
Daytime, downtown classes prove popular

Noon hour Extension classes in downtown St. Paul and Minneapolis proved a successful experiment this summer.

Introductory Management Sciences courses were scheduled through sponsoring agencies and companies — including the City of St. Paul and Hennepin County — by Ron Klietsch, Extension classes coordinator, in the Department of Management Sciences.

"The courses downtown were an effort to reach more students by offering an alternative to on-campus evening courses," Klietsch says. The offerings are part of a departmental awareness campaign, he notes, based on the theme, "Management Technology: Learn It," that has been promoted on billboards and in publications.

Ron Guilfoile, St. Paul employee relations coordinator, said the class was a welcome effort by the University in bringing its resources to people downtown.

"The courses are relevant, convenient for employees, and can contribute to career development for both degree-seeking students and those who are interested simply in self-improvement," Guilfoile said.

Dean Harold Miller of Continuing Education and Extension addressed the St. Paul group in mid-July and told them that Extension is glad to provide classes on site when invited.

Miller cited the initiative and cooperation of instructors and staff as the key to expanding outreach. "The departments traditionally emphasize the academic importance of courses, but in this case, Management Sciences has not only responded to an educational outreach opportunity but also initiated it," Miller said.

Guilfoile, Miller, and Klietsch agreed that the principal ingredient this summer was the students' interest in specific courses. Guilfoile says the response from his employees was very favorable and their readiness could increase the likelihood of more educational opportunities to everyone downtown.

In Minneapolis, Preston Townley, newly appointed Dean of the School of Management, and Management Sciences Director Carl Adams met with students and Hennepin County training director David Waage.

Townley indicated that the summer courses venture extends the mission of the University and particularly enhances the ways available to reach the adult learner in the business community.

Transcript window and other offices open longer now

The Office of Registration, Student Records, and Scheduling in Williamson Hall has extended hours now for transcript service.

The transcript window is open 8 a.m. to 6:30 p.m. on Mondays and 8 a.m. to 4 p.m. Tuesdays through Fridays, during the school year. (Limited service available over the noon hour.)

Students can pick up unofficial copies (stamped "issued to student") of their Extension or college transcripts during these hours. Remember that requests for official transcripts, certified and embossed with the University seal, must be made in writing and include a check or money order for $2.

Extended hours are also in effect on Mondays at the Minnesota Book Center in Williamson Hall (open until 6:30 p.m.) and at the Office of Student Financial Aid (check with your adviser for details).

Taking business downtown

Several added sections of Management Sciences courses (not listed in the bulletin) will be offered in downtown Minneapolis and St. Paul this fall. Many meet over the noon hour.

Course title, section numbers, and meeting information are listed below. You can register in person or by mail.

Call Management Sciences Extension if you have questions: 376-8236 or 373-4500. Limited enrollment.

MIS 3101 Introduction to Management Information Systems, 4 credits, $187.50. Fall quarter, section 12, Th, 11:15 a.m.-1:30 p.m., St. Paul City Hall Annex, 25 W. Fourth Street, St. Paul (for course description, see Extension Classes Bulletin, page 312).

OM 3000 Introduction to Operations Management, 4 credits, $187.50. Fall quarter, sec 7, W, 11 a.m.-1:30 p.m., Landmark Center, 75 W. Fifth Street, St. Paul (page 342).

OM 3041 Project Management, 4 credits, $187.50. Fall quarter, section 3, Th, 11 a.m.-1:30 p.m., Lutheran Brotherhood Insurance, 625 Fourth Ave. S., Minneapolis (page 342).

MIS 3040 Organizational Use of Computers, 4 credits, $187.50. Fall quarter, section 6, W, 11 a.m.-1:30 p.m., F&M Marquette National Bank, Sixth and Marquette, Minneapolis (page 311).

DSCI 3055 Introduction to Management Sciences, 4 credits, $193.50. Fall quarter, section 7, W, 5-8 p.m., Minneapolis Public Library, 300 Nicollet Mall, Minneapolis (page 146).
You can still register for fall classes

You can still register for fall term Extension classes.

Registration by mail continues through September 12; and in-person registration is September 5 to 12 at the locations listed below:

101 Wesbrook Hall—Minneapolis Campus. Register in person at 101 Wesbrook Hall between noon and 8 p.m. (except for Friday, September 7, when the office closes at 4:30 p.m.)

MacPhail Center, 1128 LaSalle Ave.—Downtown Minneapolis. Registrations are accepted at the MacPhail Center office between noon and 8 p.m. (except for Friday, September 7, when the office closes at 4:30 p.m.)

St. Paul Registration Booth, Northwestern National Bank Building, 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 may already fill. Register as early as possible.

The last day to register without a late fee is September 12 for most classes.

If you miss the September 12 deadline, you can register by mail with a $5 late fee on September 13 and 14. Late registration in person resumes on September 17 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 begin (September 20).

Workshop courses focus on social and developmental problems

Several workshop courses on key social issues and behavioral analysis, especially about children and adolescents, are offered through Public Health, Child and Adolescent Psychology, and Youth Studies this fall.

PubH 5640 Child Abuse and Neglect Seminar is a one-credit course designed for professionals and community persons on the causes, symptoms, and prevention of child abuse. Particularly useful for teachers, school administrators, clergy, public health workers, child care providers, and helping professionals. Meets one day, 8 A.M. to 4:30 P.M., November 3. The instructor is Robert ten Bensel, M.D., nationally recognized expert on child abuse and sexual abuse.


Youth Studies courses include three-day, three-credit classes that cover compulsive and addictive behavior, working with youth, communicating with adolescents about sexuality, and adolescent parenthood. These three departments also schedule related courses on the regular quarter schedule (most meet one evening per week). See the Extension Classes Bulletin for complete course descriptions. Most of these courses may be taken for graduate credit.

For information about Public Health workshops, call 373-1855; for Child and Adolescent Psychiatry courses, call 373-8871; for Youth Studies courses, call 376-7624.

The Program in Human Sexuality offers a series of workshops, Treatment of Families in Sexual Crises, this fall for counseling professionals.

The first workshop is "Family and Child Sexualities," September 10-11, and it focuses on the development of sexual identity, roles, and behaviors in children (no credit, $75). For information, call 376-7520.
Samplers — just $1 buys a little class

The Principles of Japanese Management Meet the Prairie (October 25), Ann Pflaum and Timothy Delmont, University Planning Office.

Carrabian and Indo-Pacific Coral Reefs (November 1), Frank Barnwell, Professor, Ecology and Behavioral Biology.

Southwest Indian Arts and Cultures (November 17), Elizabeth West, Art History and Anthropology.

Gardens of the Delaware Valley (November 13), Roberta Sladky, Director, College of Biological Sciences Greenhouse.

Quilts: A Survey of Color and Design (December 3), Charlene Burningham, Assistant Professor, Design.

Beginning Piano for Adults: A Demonstration (December 4), Diana Bearmon, Instructor (meets at MacPhail Center for the Arts, 1128 LaSalle Ave., Minneapolis).

The Landscape: A Record of the Public Interest in the Land (December 11), Rod Squires, Associate Professor, Geography.

Contemporary Architecture: The Presence of the Past (January 7), Garth Rockcastle, Assistant Professor, School of Architecture.

Your Home: Its Design and Construction (January 23), Sarah Susanka, Instructor, School of Architecture.

Anesthesia class for nurses added

An advanced pharmacology course, specifically directed at registered nurses and nurse anesthetists, has been added for winter/spring.

The special term class meets from late January through May with class sessions (1:30-4 p.m.) once or twice a week for a total of about 30 classes. Phcl 5107 Pharmacology for Nurse Anesthetists, 8 credits, $496; reviews principal effects of major classes of drugs; graduate credit available.

For more information about topics, class dates, and registration, call 373-1865.
Student board under way for 1984-85

Flexible opportunities for earning credit, additional course offerings in the evening, and assessment of the needs of Extension students were the key issues for the Extension Classes Student Board last year, according to 1983-84 chairperson Steve Hanson.

At the annual board dinner meeting in June, Hanson summarized highlights of the board efforts in those areas as well as the review of in-loading of classes (instructor assignment to evening classes as part of their regular teaching responsibilities) and tax legislation influencing tuition reimbursement by employers.

The dinner meeting was attended by Extension senators declared elected as part of their regular teaching responsibilities. They are John Watson and Kathryn Anderson, co-chairs; Steve Feig, vice-chair; and Judith Zylkowski, secretary. Steven Feig also was appointed representative to the Recreational Sports Board of Governors.

If you are interested in attending a meeting or want to know more about joining the board, call 376-7500 for information. During the school year, the board usually meets once a month on a Friday evening.

Near graduation?

Students in their final quarter in degree programs in the School of Management and the College of Liberal Arts must pay graduation fees by October 12 or they will not graduate fall quarter.

In addition, 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 dean's office (373-3701) 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 (373-3905) if you need the telephone number of your college office.

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

Added noncredit literature class

IC O177 World Literature: Dostoevsky and Camus for Now; no credit. $49. Dostoevsky's "Brothers Karamazov" demonstrates his profound insight into the human psyche — and he deals with the essential ethical questions that are the very fabric of human life. What he writes about is just as relevant here and now as it was a century ago. Camus shares some of Dostoevsky's concerns but deals with them differently. In "The Plague," he is looking at the human problems of alienation, lack of meaning, and other such ills. As the characters in this novel work out their resolutions, they reveal Camus's philosophy. Through discussion of both the works of both authors, students will discover their relevance for today. Fall spec term, sec 1, M--7,9. Oct. 22-Nov. 26 (6 meetings). Folwell Hall 52, Livingston. (Claire Livingstone has taught literature courses at Macalester College, North Hennepin Community College, and Anoka-Ramsey Community College.)

bulletin changes ...

(All room changes will be posted in the classrooms)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
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<tbody>
<tr>
<td>Arch 5127, sec 1</td>
<td>Added: Law for Architects, 4 degree credits, $186. Fall quarter, sec 1, T, 5:15-7, Arch 50, Heins</td>
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<tr>
<td>Arch 3061, sec 1</td>
<td>Canceled</td>
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<tr>
<td>Jpn 3021, sec 1</td>
<td>Added: Intermediate Japanese, 5 degree credits, $192.50. Fall quarter, sec 1, W, 6:10-9:30, JonesH 2, Jacobson</td>
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<tr>
<td>Chn 1005, sec 2</td>
<td>Canceled</td>
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<tr>
<td>EPsy 5434, sec 1</td>
<td>Added: Counseling Adults in Transition, $141.75. Fall quarter, sec 1, W, 4:15-6:30, BuH 125, Tennyson</td>
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<tr>
<td>EPsy 5613, sec 1</td>
<td>Canceled</td>
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<tr>
<td>EPsy 5654, sec 1</td>
<td>Added: Educational Intervention for Emotional Disturbances/Behavioral Disorders, 5 degree credits, $236.25. Fall quarter, sec 1, T, 4:15-8, BuH 123, Wood</td>
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<tr>
<td>FScN 5380, sec 1</td>
<td>Canceled</td>
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<tr>
<td>FScN 8315, sec 1</td>
<td>Added: Food Proteins, 3 degree credits, $255. Fall quarter, sec 1, T, 4-5:45, ABLS 222, SIP, Campus, Davis</td>
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<tr>
<td>Fren 3015, sec 1</td>
<td>Change to 4 degree credits, $154</td>
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<tr>
<td>Fren 3061, sec 1</td>
<td>Change to 4 degree credits, $154</td>
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<tr>
<td>CFP 0004C (IV), sec 1</td>
<td>Added: Tax Planning and Management, 4 certificate credits, $148. Fall quarter, sec 1, Th, 7:30-10, Blight 435, Kantos</td>
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<tr>
<td>CFP 0005C (old V), sec 1</td>
<td>Canceled</td>
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<td>PA 5540, sec 1</td>
<td>Canceled</td>
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<tr>
<td>PubH 5647, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>RE 0802C, sec 2</td>
<td>Added: Introduction to Real Estate, Course II, 3 certificate credits, $111. Fall quarter, sec 2, MW, 6:10-9:10, FraserH 102</td>
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<tr>
<td>IC O111, sec 1</td>
<td>Change to M, Oct. 1-Nov. 5, EBCEC 135B, SIP, Campus</td>
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<tr>
<td>IC O112, sec 1</td>
<td>Change to M, Oct. 7-9, NichH 111</td>
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<tr>
<td>IC O167, sec 1</td>
<td>Change to M, Oct. 8-29</td>
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<tr>
<td>IC O235, sec 1</td>
<td>Canceled</td>
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<tr>
<td>IC O926, sec 1</td>
<td>Canceled</td>
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</tbody>
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Explore the University's global campus

Live, learn, and earn University credit in another country through study abroad programs offered by 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.

Call 373-1855 for more information about the programs described below. Costs include tuition and fees, airfare deposit, accommodations, and in some cases, meals and in-country field trips. Costs and program details are subject to change.

A general information meeting is set for early October. Call 373-1855 for exact date, time, and location.

Spanish in Cuernavaca - Winter Quarter 1985: Spanish courses available at all levels (12-14 credits). Students live with Mexican families as part of the program; $2,558.

German and Austrian Studies in Graz International Program in Toledo, Spain

Literature in London

Minnesota Studies in International Development

Polish in Lublin

Spanish in Cuernavaca

Studio Arts in Mexico

Swedish in Vaxjo

Sexual harassment policy set

A revised policy on sexual harassment was adopted July 1, 1984, by the University of Minnesota.

Sexual harassment is defined as the unwelcome advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

(1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic advancement;

(2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions or academic decisions affecting the individual;

(3) such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive working or academic environment.

As defined above, sexual harassment is a specific form of discrimination in which power inherent in a faculty member’s or supervisor’s relationship with his or her students or subordinates is unfairly exploited. Sexual harassment most often takes place in a situation where there is a difference in power between the persons involved, but this policy recognizes that sexual harassment may occur between persons of the same University status, i.e., student-student, faculty-faculty.

Consenting romantic or sexual relationships between faculty and student, while not expressly forbidden, are considered very unwise. If a charge of sexual harassment is subsequently lodged, a faculty member must realize that it will be difficult to prove immunity on the grounds of mutual consent.

For more information about sexual harassment policy and complaint procedures, contact the Office of Equal Opportunity and Affirmative Action, 373-7969.

Planned your career — now is the time

A few spaces remain in the Extension Counseling Office's next career planning workshop, October 31-December 12.

The workshop is designed for people who are having difficulty selecting a career. Participants learn about career selection, their vocations, interests, skills and values, and decision-making/goal-setting strategies. Cost is $100. Call 373-3905 for registration information.
The Dean’s Fund: helping CEE help others

The Dean’s Fund for Continuing Education is your opportunity to help us provide exciting new programs and to serve people for whom college might not be possible otherwise.

Continuing Education and Extension (CEE) is the University's major outreach effort for delivering its faculty, ideas, and programs to you.

Evening Extension classes are one of the more visible CEE educational efforts, but there are many more services available to help you learn more about your world or your profession.

CEE is almost entirely self-supporting—operating costs are covered through student tuition.

The development of new ideas—and the turning of those ideas into programs that will serve many people—requires your help. Your donated dollars can help us reach two major objectives:

- Providing access to education for more students. Especially for whom the special features of CEE are an educational necessity—part-time, evening, and off-campus instruction; alternative degree options; and the chance to try college-level study regardless of previous educational experience. Your contribution can provide...
- Expanding services and programs to meet important new needs. Your contribution can help us provide...

...more vocational counseling for adults...
...programs on topics with particular importance in today's society, such as the needs of working women, health issues, and personal development...
...seed money for the development of new courses, scheduling options, and alternative locations and delivery modes (computer instruction, independent study, courses by television).

Be an advocate for outreach, for bringing the University into more people's lives, through your tax-deductible contribution to the Dean's Fund for Continuing Education.

To learn how you may contribute, contact The Dean's Fund for Continuing Education, Continuing Education and Extension, University of Minnesota, 150 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455. Telephone 376-8286.

Interior design correction

In the September Info, it was incorrectly reported that the current offering of Dsgn 3453 Interior Design Problems IV: Certificate would be the last time this course is available in the Interior Design Certificate Program. The course will be scheduled in upcoming years (tentatively scheduled next for spring 1986). See your adviser or check with the Extension Counseling Office if you have questions.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO
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Registration Office: 101 Westbrook Hall
Telephone 373-3195

Info is a newsletter for University of Minnesota Extension Classes students. It is published 9 times a year - August, September, October, November, December, January, February, March and April-May by the Department of Extension Classes, 180 Westbrook Hall, University of Minnesota, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, MN. Students are encouraged to submit editorial opinions to the department. To be placed on the Info mailing list, call 376-7500. For address changes and name removals, see the instructions on the mailing panel of this issue.

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 or veteran status.

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

4 / Info / October 1984
PICs: timely, flexible, practical

Professional Improvement Courses and Seminars (PICs) can provide high-quality, cost-effective means for career development and skills building. Noncredit PICs are timely because they reflect the latest and best information on important management issues. They are flexible because many are scheduled during the day and in the evening (once a week) for your convenience. And they are practical since instructors blend the best in theory with the latest in on-the-job application.

A few upcoming PICs are highlighted below. For more information about these courses, call Continuing Management Education at 373-9992.

Management Skills. The functions of management and the five major skills required for successful management. For supervisors and middle managers without formal management training. February 7 to March 7, 5:30-8:30 p.m.

How Successful Women Manage. There is no difference between what male and female managers must do to get the job done, but there is a significant difference in how it must be done to get results. Designed for women supervisors and managers who want to be accepted for what they do, not who they are. February 19 to March 26, 7-9 p.m.

The Manager as Coach: Correcting Performance Problems. How to confront, discuss, and improve the work of employees with performance problems: coaching poor workers into becoming high-quality employees. February 12, 8:30 a.m. to 4:30 p.m.

Practical Negotiation Skills. Being a good negotiator can be an important business advantage. Learn the characteristics of effective negotiations. January 30 to February 20, 6-9 p.m.

Overcoming Fear of Speaking. How to prepare and give presentations, build self-confidence, and avoid nervousness and anxiety. February 13 to March 20, 6:30-8:30 p.m.

Becoming an Effective Listener. Attitudes, behaviors, and habits of listening: sharpening concentration so you are a better receiver of information. January 14, 8:30 a.m.-4:30 p.m.

Introduction to Microcomputers: Hardware and Software. Equipment, applications, data base concepts, practical laboratory. February 7 to March 7, 6-9 p.m.

Planning Cash Flow. Introductory but comprehensive look at cash flow management: cash, receivables, inventory, debt planning, investment. January 29 to February 26, 6-9:30 p.m.

Plus: leadership, dealing with nonproductive employees, assertiveness training, writing for the working world, budgeting by department, designing questionnaires and surveys, public relations use of the media, marketing for service organizations, and microcomputer laboratory workshops.

Need help with study problems?
Skills center offers tutoring

If you need help with study problems, stop by the Extension Classes Reading/Writing Skills Center in room 1 Nicholson Hall.

Free tutoring is available to students having difficulties in note taking, outlining, theme writing, research techniques, reading, grammar, footnoting, preparation of bibliographies, vocabulary, spelling, and studying techniques for exams.

Any student registered in an Extension class is eligible.

No appointment is necessary. The study center is open Monday through Thursday from 8 a.m. to 8 p.m.; 8 a.m. to 3 p.m. on Friday. The center is closed weekends, between quarters, and in the summer.

Many classes in study skills and writing skills also are available through Extension classes (at regular tuition rates). Six individual study courses offered through the skills center are described in the bulletin on pages 233-234. Students proceed at their own rate and arrange their study schedule with the instructor.

Other courses are GC 1403 Reading, Comprehension, and Study Skills, GC 1433 Basic Mathematics, and Rhet 1147 Efficient Reading.

In addition, a free two-session course about how to use the library is offered each quarter; see page 498 in the Extension Classes bulletin for a description and dates.

Sampler correction

The correct date for the Sampler lecture entitled A Multi-Faceted View of Southwest Indian Arts and Cultures is November 7, not November 17 as printed in_info_ last month. There is no Sampler lecture on November 17.

HOLIDAY REMINDER
November 22-23
(Thursday, Friday)
Thanksgiving holidays.
All offices closed.
Classes do not meet.

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Travel with a difference for you

Imagine a vacation where you explore Egyptian ruins with an archaeologist, or tour ancient Rome with a classics scholar, 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 satisfactions of learning with the pleasures of a vacation through small group tours led by University instructors.

Study and Travel Adventures developed from the success of the many nature and outdoor-related informal courses that included weekend field trips. The first major excursion came in 1980-81 with a whales course that incorporated a land/sea trip to Baja, California, to view gray whales.

In March 1982, Steve Johnson, associate director of the University's International Study and Travel Center, led a study tour course to the Dominican Republic that was the first Study and Travel Adventure.

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-commercial atmosphere, good weather, and abundance of Spanish-American history, a characteristic not associated with other tourist spots in the islands.

"The most appealing feature to me, and the students, was that this was a real-life educational opportunity," Johnson says, "and not history books and film strips."

Touring the island country in a minibus gave the group great flexibility, Johnson notes. The tour turned out to be an inside, in-depth look at both another culture and the influence of Spanish colonialism in the Americas; it was not a bus ride drive-by of prominent postcard tourist sites.

Since 1982, the program has included tours to more than a dozen locations ranging from Minnesota's BWCA to Scotland, the Yucatan, and Greece. Flexibility was indeed the key word in the itineraries:

• A study tour group in Portugal, while traveling through a small village on the way to a scheduled overnight stay, stopped to take in a local Easter Sunday observance and celebration.

• Students in a French cooking and culture course, centered at a charming converted farmhouse in the South of France, were the only guests at the facility, and the staff tailored the program specifically to the Extension group.

• At Denali National Park in Alaska, the tour group had two vans and two leaders so that students with different interests could elect between a birding and plant identification hike or a lecture and sled dog demonstration.

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 bird watching or history, a chance to travel with others who share that interest can make a trip much more memorable and enjoyable," she says.

Claire Olson, a participant in a trip to southern Spain last year, said the most appealing feature in choosing the trip was the topical emphasis, a close-up look at medieval Spain highlighted by stays in the "paradores," restored castles and monasteries converted to hotels. There was a "congenial camaraderie" to the group—even though it reflected a variety of ages, experiences, and social backgrounds—because the University sponsorship probably attracts people with a bent for learning, Olson says.

The small group size (most tours are limited to 20 or fewer) is a key criterion for the success of Study and Travel Adventures. "With a group the size of ours (12), you tend not to change the environment so much as take it in," Johnson observes. When they stopped at a market place, they blended in rather than stood out, he says.

Richard Byrne, associate professor in the General college and music director at the Cathedral of St. Paul, prepared for his Austrian music festival tour set for next summer by making a scouting trip last July.

The trip enhanced the attractiveness of a festival in Villach, he said, that had "a much wider variety of music than I anticipated in a beautiful setting."

continued page 4
Study and Travel Adventures

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 498-503, or call 376-7500 for a Study and Travel Adventures brochure or cost information.

A Winter Birthing and Natural History Tour of South Texas (IC O919), December 29, 1984-January 6, 1985. A premier birthing area; Mexican species plus more than 30 other species rarely or never seen in Minnesota.

Egypt of the Pharaohs (IC O927), February 3-17, 1985. Major monuments and museums; four days in Cairo; four-day Nile cruise; Alexandria.

Winter Photography on the North Shore (IC O934), March 15-17, 1985. Pre-trip lecture on winter photography techniques, weekend at Cascade Lodge, post-trip photo review session.


Photography and Natural History in Florida (IC O932), March 23-31, 1985. Diverse plant, bird, and animal habitats in the Everglades, the Audobon Society’s Corkscrew Swamp, Sanibel Island includes workshops on close-up photography, artistic composition, taking better photos by understanding nature better.


Rocky Mountain Wildflower Photography Workshop (IC O936), June 9-16, 1985. The Big Sky, Montana, area with its natural beauty presents countless chances for both close-ups and spectacular landscapes; Lone Mountain Ranch resort offers many other activities, also.

A Historical Sampler of Britain (IC O931), June 15-30, 1985. Too often visitors to Britain content themselves with a few days in London. Discover the rest of British history, from the Celts to the Romans to the present, with a friendly historian.

The Wildlife and Wild Lands of Alaska (IC O923), July 5-16, 1985. A 10-day 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, trumpeter swans, arctic loons, and more.


Music Festivals of Austria (IC O930), July 27-August 5, 1985. A trip to charm the ear, dazzle the eye, lift the spirit, and delight the palate; Salzburg, Brugenz, Vienna, Danube boat trip, and more.

Top photo: Lunch among the ruins—that was part of the itinerary for study tour participants in the Yucatan reviewing Mayan culture, a spring 1983 Study and Travel Adventure. Bottom photo: Wildlife professor Jim Cooper explained glacial formations to two students on the Alaskan study tour last July (to be repeated in 1985).
found out about additional performances near Salzburg that include yodeling, traditional instruments, and costumes and will permit him to incorporate more cultural and folk history perspectives to complement the music.

"I found that every day had its little pleasant surprises," Byrne says. Those experiences traveling without a guide convinced him of the importance of allowing free time next summer for students to explore on their own. With just a list of sites from which to plan their own walking tours, students can investigate Vienna and find Mozart's home or stroll through Oldendorf to discover the church where "Silent Night" was first performed, he says.

His preview trip gave Byrne a chance to refamiliarize himself with an area he first visited 20 years ago so he can foster accurate expectations for travelers may never have been to discover the churches, neighborhoods, and smaller towns that are the heart of our tour have remained picturesque," Byrne assures students.

Sinniger says that student surveys confirm that the expertise of the University instructor leading the group is 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 "love boat" traveler would find.

Jim Cooper, professor of wildlife who led the Alaskan tour in July, says the incredible scope of Alaskan landscape and ecosystems means that 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.

Instructors can find the study tours a rewarding teaching experience, too. Cooper said he enjoyed the enthusiasm of the 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, like the tiny summer wildflowers and other flora they discovered on nature hikes. "It was superb to be with people who delighted in the things that I have delighted in, cared about, and studied all my life," Cooper says.

Students finish certificates

The following students have earned certificates through Extension.

Fall Quarter 1983

Alcohol and Drug Counseling Education: Ralph Bruce, with distinction, Minneapolis.

Business Administration: James E. Camp III, with distinction, St. Paul; Jonathan Coleman, with distinction, Minneapolis; Cathleen Kuduk, with high distinction, Minneapolis; Martin McDonagh, Minneapolis; William Vitals, Taylors Falls.

Commercial Art: Cynthia Severson, with high distinction, Roseville.

Human Sciences: Nola Richmond, with distinction, Minneapolis.

General Studies: Sabreen Hasan, Minneapolis.

Interior Design: David Saboika, with distinction, New York, N.Y.

Liberal Arts: Richard Fox, Minneapolis.

Mathematics and Science: James Rooney, with distinction, Rochester; Kevin Marek, Minneapolis; Cheryl Williams, Minneapolis.

Senior Accounting: James Bader, Minneapolis.

Senior Business Administration: Avisnath Gupta, Minneapolis; Douglas Kovala, Cloquet; Kris Marinoff, Arden Hills; Ronald Voracek, Eagan; Alex Zentner, New Brighton; Robert Zutlermeister, Aurora, Colo.

Junior Business: Carolene Rossbach, St. Anthony.

Industrial Relations: James Cantley, with distinction, St. Paul; Jill Christofferson, St. Paul; Victoria Erickson, with high distinction, Plymouth; Terry Pangel, with distinction, Minneapolis; Seri Smith-Mogilka, with distinction, Albuquerque, N.M.

Credit and Financial Management: Kay Johnson, with distinction, Minneapolis.

Information Systems Analysis and Design: Joan Angellor, Minneapolis; Patrick Ermal, Falcon Heights, Thomas Gese, White Bear Lake; Karen Hollands, with high distinction, Shoreview; Susan Kamener, with high distinction, St. Paul; Dolores Phillips, with distinction, Cedar; Shanti Shah, Burnsville; Robert Wahlberg, with high distinction, Woodbury.

Real Estate: Jayson Dammen, Minneapolis; Minnetonka; Carolyn Swenson, Minneapolis; Kurtis Williamson, with distinction, St. Paul.

Undergraduate Development Certificate (UDC) in Computer Science (90 credits): Ramona Syl, with distinction, Brooklyn Park.

UDC in Engineering and Science (45 credits): Douglas Enrhein, Plymouth; Kevin Marek, Minneapolis; James Pratt, Fridley; Michael Scanlan, Robbinsdale; Cheryl Williams, Minneapolis.

UDC in Engineering and Science (90 credits): Becky Jette, with distinction, Lake Elmo; Kathleen Shields, St. Paul.

Financial planner program expanded

Because of increased interest in the Certified Financial Planning program, the introductory course and the second course in the six-course sequence have been added for winter and spring quarters to allow students to start the program in the middle of the year.

The Certified Financial Planner designation offered through the College for Financial Planning is designed to provide professional training for careers in financial, investment, and estate counseling.

In addition, deadlines for taking the comprehensive CFP national exams have been moved up: January 15, 1985, for the April exam; May 15, 1985 for the August exam.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO
USPS 711-240

Registration Office: 101 Westbrook Hall
Telephone 373-3195

Info is a newsletter for University of Minnesota Extension Classes students. It is published 9 times a year - August, September, October, November, December, January, February, March and April-May by the Department of Extension Classes, 180 Westbrook Hall, University of Minnesota, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, MN. Students are encouraged to submit editorial opinions to the Department. To be placed on the Info mailing list, call 376-7500. For address changes and name removals, see the instructions on the mailing panel of this issue.

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 or veteran status.

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

Charles R. Cheesebrough
Editor

University / November 1984 /
Lectures review plight of Third World

The Institute of International Studies and the Humphrey Institute of Public Affairs at the University offer a noon-hour lecture series, "The Third World: A Question of Survival." Remaining lectures are listed below. All begin at 12:15 p.m. and meet in 320 Coffman Union.


November 8: Even Women Have To Eat. T. Scarlett Epstein, professor in African and Asian studies, University of Sussex. Women and children are the most deprived nutritionally in Third World countries.

November 14: Debt, Dictatorship, Democracy. John Freeman, associate professor of political science. Debt is more than an economic issue; it has enormous political implications.


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 20-23, for registration instructions.

MAIL REGISTRATION

November 19 to December 19: Registration forms with tuition checks will be accepted by mail for all winter classes (registrations received before November 19 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 11 to December 19: 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 Northwestern National Bank Building. See the Bulletin, page 15, for hours.

December 19: 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 376-3000.

Winter quarter classes begin the week of January 7.

Spring semester registration

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 6, for spring semester classes).

The important days and special procedures to note are:

• Registrations by mail will be accepted starting November 19.

• If you reserve space in a limited class during in-person registration, you must pay tuition by February 6 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 19, is December 26 to February 6. 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 before stopping in at the campus registration office to register in person or pay tuition.

• February 6 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 18 through June 15 (15 weeks).

Departments offering some semester-length classes include chemistry, Chinese, economics, French, German, insurance, Italian, Japanese, mathematics, physics, psychology, and transportation.
Give your parents a gift

Send your parents to college this winter through Winterhostel, a January version of the popular Elderhostel program usually offered summers.

Winterhostel is a learning opportunity for those 60 and older. Participants take specially designed college-level but noncredit classes. Sessions meet at Lyman Lodge YWCA on Lake Minnetonka for one week, January 20 to 26 (so they won't even have time to write home for money).

Cost is $190 for lodging, meals, instruction, and most extracurricular activities. Classes include: Events Small and Great Changed the World: You Were There; We Laugh, We Cry: Films that Touch Our Lives; Reflections of a Northern Winter: Through the Eye of the Camera.

For registration information, call 373-5167.

Testing helps in job planning

For career-conscious students who want to know more about their own vocational strengths and interests, the Extension Counseling Office offers a comprehensive plan of testing and results interpretation.

Students complete an interest inventory, a values questionnaire, and a personality inventory. There is an optional abilities test. Results are reviewed in both group and individual sessions, and participants are aided by a counselor in their career search.

Cost for testing is $76 for Extension students, $110 for nonstudents. Call 373-3905 for information.

bulletin changes ...

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arch 3062, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Arch 5128, sec 1</td>
<td>Added: Law for Architects, 4 degree credits, $186. Winter quarter, sec 1, T, 5:15-7, Arch 55, Heins.</td>
</tr>
<tr>
<td>Educ 5204, sec 1</td>
<td>Canceled (also 5606, sec 3)</td>
</tr>
<tr>
<td>Ethi 3606, sec 3</td>
<td>Added: Educational Interventions for Learning Disabiliites, 5 degree credits, $236.25. Winter quarter, sec 1, TTh, 4:15-6:15, Pt 102, Deno.</td>
</tr>
<tr>
<td>Ethi 5616, sec 1</td>
<td>Added: Practicum: Special Education, credits arranged, $47.25 a credit. Winter quarter, sec 2, arr, Deno, Johnson.</td>
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<tr>
<td>Ethi 5701, sec 2</td>
<td>Added: Refresher course for Electrical Engineers, no credit, $111. Winter quarter, sec 1, Th, 6:10-8:40, MechE 221.</td>
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<tr>
<td>EE 0001, sec 1</td>
<td>Added: Refresher course for Electrical Engineers, no credit, $111. Winter quarter, sec 1, Th, 6:10-8:40, MechE 221.</td>
</tr>
<tr>
<td>FSos 3027/5027</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>FScn 3622, sec 1</td>
<td>Add $15 course fee; total $258.75</td>
</tr>
<tr>
<td>FScn 5120, sec 1</td>
<td>Add $15 course fee; total $210</td>
</tr>
<tr>
<td>FScn 5136, sec 1</td>
<td>Written permission required from Richard Utte, David Giese, or Fred Steinhauser; call General College at 373-4104 for referral.</td>
</tr>
<tr>
<td>GC 1894, sec 2</td>
<td>Canceled</td>
</tr>
<tr>
<td>GC 3834, 3835, 3836, sec 123</td>
<td>Added: Introduction to Historical Research, see bulletin, page 275, for description. Winter quarter, sec 1, T, 6:20-8:50 p.m., SocSci 307, Lelyveld</td>
</tr>
<tr>
<td>Hist 3955, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>Hist 3961, sec 1</td>
<td>Added: Introduction to Financial Planning, 4 certificate credits, $148. Winter quarter, sec 2, W, 7:30-10, BlegH 150</td>
</tr>
<tr>
<td>CFP 0001C (1), sec 2</td>
<td>Canceled</td>
</tr>
<tr>
<td>Jour 3201, sec 1</td>
<td>Added section: Psychology in Management, see bulletin, page 308, for description. Winter quarter, sec 6, W, 5:30-8:15, BlegH 215, Cragun.</td>
</tr>
<tr>
<td>Mgmt 3002, sec 6</td>
<td>Change day to Tuesday, BlegH 210</td>
</tr>
<tr>
<td>Mgmt 5105, sec 2</td>
<td>Change day to Monday, RarigC 616</td>
</tr>
<tr>
<td>MIS 3131, sec 2</td>
<td>Added: Introduction to Physical Metallurgy, 3 certificate credits, $111. Winter quarter, sec 1, M, 6:20-8:40, MinMet 116.</td>
</tr>
<tr>
<td>Mats 0001C, sec 1</td>
<td>Change day to Wednesday</td>
</tr>
<tr>
<td>PubH 5500, sec 1</td>
<td>Change day to Tuesday, BlegH 210</td>
</tr>
<tr>
<td>Soc 5988, sec 1</td>
<td>Canceled</td>
</tr>
</tbody>
</table>
Register now for winter classes

Registration for winter quarter Extension classes is open now through December 19. You may register by mail through that date, or stop by and register in person from December 11 to 19 at the locations listed below.

Registration in Extension classes is open now through December 19. You may register by mail through that date, or stop by and register in person from December 11 to 19 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.

The Career Planning Workshop is a six-session program that helps students assess their goals and make decisions about careers. The upcoming new year can be a good time to put a new direction in your career, education, and life. The Extension Counseling Office will offer workshops and testing services during winter quarter to help you in career and education planning.

Call 373-3905 for registration information or details about the options described below.

The Career Planning Workshop is a six-session program that helps students assess their goals and make decisions about careers. The next workshop is January 2 to February 6 (Wednesdays, 7 p.m. to 9 p.m.). Cost is $100.

A test battery to measure interests, skills, and values related to academic and career objectives is available through the Extension Counseling Office. Test results are reviewed in group and individual sessions with a professional counselor. Cost is $76 for students and $115 for others.

Career planning—it’s your move

The upcoming new year can be a good time to put a new direction in your career, education, and life. The Extension Counseling Office will offer workshops and testing services during winter quarter to help you in career and education planning.

Call 373-3905 for registration information or details about the options described below.

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A test battery to measure interests, skills, and values related to academic and career objectives is available through the Extension Counseling Office. Test results are reviewed in group and individual sessions with a professional counselor. Cost is $76 for students and $115 for others.

When you reserve space in a limited-enrollment class in person, you must pay tuition by December 19 to complete registration. Otherwise, your space in class is forfeited.

The last day to register without a late fee is December 19 for most winter quarter classes.

Late registration by mail with a $5 late fee starts December 20. Late registrations are accepted in person at 101 Wesbrook Hall (only) starting December 26. See page 15 in the Extension Classes bulletin for a summary of dates and hours for winter registration (including late registrations).

Student board wants to hear from you

Extension students with concerns, questions, or problems about their University experiences are encouraged to contact the Extension Classes Student Board. The student board regularly devotes its efforts to important policy issues such as course and degree availability, student services in the evening, campus safety, and student representation in University governance.

Contact student board chair John Watson if you have a meeting topic suggestion or an agenda item. Call Extension Classes at 376-7500 for referral.

All students are invited to attend student board meetings. Meetings usually are held the first Friday of the month, 6:15 p.m., at Nolte Center. Call 376-7500 to confirm date and time.

Upcoming meetings that may interest you are December 7, when Phil Lundblad of Extension Classes will speak on CEE development and an Extension alumni development fund, and January 11, when admissions officer Sam Lewis will talk about the University’s adopting the semester system.

Finding strength in numbers

The Math Anxiety Program offered through Continuing Education for Women helps people overcome their fears of mathematics and gain confidence and competence with numbers. Math Anxiety Diagnostic Clinic, Arithmetic and Elementary Algebra, and Math 1111 College Algebra and Analytic Geometry are courses in this series. Call 373-9743 for a brochure or for more information about the program.
Art courses added for winter

If this holiday season you're not able to give the art lover on your gift list an original work of art, give the next best thing—a noncredit class from Continuing Education for Women's Art After 5:00 series.

Winter classes in this series focus on prints and printmaking and take advantage of the outstanding print collection exhibits at the Minneapolis Institute of Arts and the Walker Art Center. Prints were the first art form to have wide popular appeal, and they remain a favorite of collectors today.

Prints: A Historical Perspective, offered in cooperation with the Minneapolis Institute of Arts, begins January 17, and uses 15th- through 19th-century prints from the Institute's collection to explore social and political, as well as artistic, concerns of the past.

The Institute's 1985 exhibition schedule includes French Printmaking 1715-1814; Ukiyo-e Masterpieces: 18th- and 19th-Century Japanese Woodblock Prints; and 100 Masterpieces from the Institute's Permanent Collection.

This year the Walker Art Center unveiled its recently acquired Tyler Graphics Archive, a valuable collection of prints by Kenneth Tyler, a New York master printer. Prints: A Contemporary Perspective, offered in cooperation with Walker, begins February 14 and uses examples from this collection to demonstrate the range of and variety of contemporary artistic expression.

Spring classes in this series, The Woman Behind the Lens and Women and Art: Evolution/Revolution, explore work done by women artists and the impact of women artists on the world of art.

For more information about these classes, call Continuing Education for Women, 373-9743.

More winter quarter classes

The courses below are added for winter quarter. For complete course descriptions and registration information, stop by the registration office in 101 Westbrook Hall, 373-3196. Also see the bulletin changes section of this Info for winter courses added earlier.

Anth 3281 Culture and Society in China and Japan, 4 degree credits, $154. Chinese institutions and other cultural manifestations. Influence on cultures of Japan, Korea, and Vietnam. Analysis of and comparison between contemporary Chinese and Japanese societies. Winter quarter, sec 1, Th, 6:20-9:30 p.m., FordH 130, Spencer.

MESA 3213 The Quran as Literature, 4 degree credits, $154. Texts and commentaries in translation; no Arabic required. Winter quarter, sec 1, T, 4:15-6, arr.

PubH 3034 Topics in Alcohol and Drug Abuse, 1-5 degree credits, $49.75 a credit. Selected readings (prereq #). Winter quarter, sec 2, arr.

PubH 5611 Programs in Maternal and Child Health, 3 degree credits, $149.25. Winter quarter, sec 1, W, 4:15-6, PWB 2-470, Ten Bensel.

Registration reminder

You are not officially registered until you have paid tuition. Students who register in person, and reserve space in limited classes, must pay for courses by the end of the regular registration period (December 19 for winter quarter) or their spaces in limited classes are forfeited. The only exception is for students on tuition waiver who have not yet received their financial aid checks.

Forfeited spaces are offered on a first-come, first-served basis on reopening day.
Extension students earn certificates

The following students have completed certificates through Extension.

WINTER QUARTER 1984

Alcohol and Drug Counseling Education: Ellen Holland, with distinction; Stacey; Donald Kalliokoski, Minneapolis; Dirk Miller, with distinction, Elkhart, Ind.; Neis Schlandter, Minneapolis; Terrence Underdahl, Faribault; Clayton Wefel, Waukesha, Wis.

Commercial Art: Neal Monsour, with high distinction, Roseville.

Human Services: Cheryl Biser, with distinction, Osseo.

General Studies: Brian Treber, with high distinction, Minneapolis.

Interior Design: Beverly Bresina, with high distinction, St. Paul; Lenda LaBarre, with high distinction, Minneapolis; June Matter, with distinction, St. Paul; Aase Warren, with distinction, Minneapolis.

Liberal Arts: Susanto Kiat, with distinction, Minneapolis.

Senior Accounting: John Brobjorg, Duluth; Michael Galassi, with high distinction, Arden Hills; Neelam Kacker, Eden Prairie.

Junior Accounting: Gloria-Lee Maurer, Minneapolis.

Senior Business Administration: Daniel Egesdal, St. Paul; Julie Poeschl, St. Paul.

Junior Business Administration: Alan Carlson, Minneapolis; Richard Henningsen, Little Canada; Lori Horan, with high distinction, St. Paul; Linda LaVenture, Oakdale; Dolsa Sicakly, Minneapolis.

Industrial Relations: Joseph Albrecht, Jr., St. Paul; Cynthia Hermann, Minneapolis; Stephen Kranz, Minneapolis; Keith Moderson, with high distinction, Falcon Heights; Larry Morgan, Burnsville; Carl Peters, Minneapolis; Barbara Trebisovsky, Minneapolis; Alex Zentner, St. Paul.

Credit and Financial Management: Carlye Nystrom, St. Paul.

Fellow in Management of Administrative Services: Alex Zentner, St. Paul.

Information Systems Analysis and Design: Alan Akkerman, St. Paul; James C. Anderson, with distinction, Maple Grove; James D. Anderson, with distinction, Roseville; David Herrmann, with distinction, Bloomington; John Johnson, with high distinction, Frankfurt, Germany; Cheryl Laughlin, with distinction, Bloomington; Nancy Peterson, with distinction, Minneapolis; Dean Renstrom, Plymouth; Jerome Shih, with high distinction, Minneapolis; Keith Theisen, with high distinction, Plymouth.

Real Estate: David Lorence, with distinction, Burnsville.

Undergraduate Development Certificate (UDC) in Engineering and Science (45 credits): David Gustafson, Plymouth; Harry Lefto, St. Paul; Ann Selerand, Shoreview; Bradley VerBout, Forest Lake.

UDC in Engineering and Science (90 credits): David Gustafson, Plymouth.

UDC in Electrical Engineering (90 credits): Steven Marty, Roseville; Cheryl Kay-Sutton Williams, Minneapolis.

UDC in Mechanical Engineering (96 credits): Brian Snyder, Plymouth.

UDC in Electrical Engineering (135 credits): Paul Caouette, Minneapolis.

## Bulletin Changes... (All room changes will be posted in the classrooms)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
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<tbody>
<tr>
<td>Arch 3062, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Arch 5128, sec 1</td>
<td>Added: Law for Architects, 4 degree credits, $186. Winter quarter, sec 1, T, 5:15-7, Arch 55, Heins.</td>
</tr>
<tr>
<td>Anth 3281, sec 1</td>
<td>Added: Culture and Society in China and Japan, 4 degree credits, $154. Winter quarter, sec 1, Th, 6:20-9:30, Fordt 180, Spenser.</td>
</tr>
<tr>
<td>CE 5581, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>CDIs 5900, sec 2</td>
<td>Change time to 4:15-7, Ford 207</td>
</tr>
<tr>
<td>Educ 5204, sec 1</td>
<td>Change location to Minneapolis Technical Institute, 1415 Hennepin Ave., Minneapolis.</td>
</tr>
<tr>
<td>Epsy 3606, sec 3</td>
<td>Canceled (also 5606, sec 3)</td>
</tr>
<tr>
<td>Epsy 5616, sec 1</td>
<td>Added: Educational Interventions for Learning Disabilities, 5 degree credits, $236.25. Winter quarter, sec 1, T, 6:15-6:45, Pri 102, Deno.</td>
</tr>
<tr>
<td>Epsy 5701, sec 2</td>
<td>Added: Practicum: Special Education, credits arranged, $57.25 a credit. Winter quarter, sec 2, arr, Deno. Johnson.</td>
</tr>
<tr>
<td>EE 0001, sec 2</td>
<td>Added: Refresher Course for Electrical Engineers, no credit, $111. Winter quarter, sec 1, Th, 6:10-8:40, MechE 221.</td>
</tr>
<tr>
<td>FSOS 3027/5027</td>
<td>Canceled</td>
</tr>
<tr>
<td>FSOS 3622, sec 1</td>
<td>Change room to Cla B45</td>
</tr>
<tr>
<td>FSOS 5120, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>FSOS 5136, sec 1</td>
<td>Add $15 course fee; total $258.75</td>
</tr>
<tr>
<td>Frit 3604, sec 1</td>
<td>Add $15 course fee; total $210</td>
</tr>
<tr>
<td>GC 1485, sec 2</td>
<td>Also meets Thursdays</td>
</tr>
<tr>
<td>GC 1894, sec 2</td>
<td>Canceled</td>
</tr>
<tr>
<td>GC 3284, 3385, 3836, sec 12,3</td>
<td>Written permission required from Richard Utte, David Giese, or Fred Steinhauser; call General College at 373-4104 for referral.</td>
</tr>
<tr>
<td>Hist 3955, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Hist 3961, sec 1</td>
<td>Added: Introduction to Historical Research, see bulletin, page 275, for description. Winter quarter, sec 1, T, 6:20-8:50. Change room to Bleg H115, change instructor to Green.</td>
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<tr>
<td>Hum 1002, sec 1</td>
<td>Change to spring quarter</td>
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<tr>
<td>Hum 3321, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>CFP 0001C (), sec 2</td>
<td>Canceled</td>
</tr>
<tr>
<td>Jou 3201, sec 1</td>
<td>Added: Introduction to Financial Planning, 4 certificate credits, $148. Winter quarter, sec 2, W, 7:30-10, Bleg H 150.</td>
</tr>
<tr>
<td>Mgmt 3002, sec 6</td>
<td>Added section: Psychology in Management, see bulletin, page 308, for description. Winter quarter, sec 1, T, 6:20-8:50 p.m., Bleg H 215, Cragun.</td>
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<tr>
<td>Mgmt 5105, sec 2</td>
<td>Change day to Tuesday, Bleg H 210</td>
</tr>
<tr>
<td>MIS 3131, sec 2</td>
<td>Change day to Monday, Ragi GC 616</td>
</tr>
<tr>
<td>MatS 0001C, sec 1</td>
<td>Added: Introduction to Physical Metallurgy, 3 certificate credits, $111. Winter quarter, sec 1 M, 6:20-8:40, MinMet 116.</td>
</tr>
<tr>
<td>MESA 3213, sec 1</td>
<td>Added: The Quran as Literature, 4 degree credits, $154. Winter quarter, sec 1, T, 4:15-6, Ford 110.</td>
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<tr>
<td>PA 5141, sec 1</td>
<td>Canceled</td>
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<td>PubH 5500, sec 1</td>
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<tr>
<td>PA 5525, sec 1</td>
<td>Canceled</td>
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<tr>
<td>PubH 5611, sec 1</td>
<td>Added: Programs in Maternal and Child Health, 3 degree credits, $149.25. Winter quarter, sec 1, W, 4:15-6, PWB 2-470, ten Bensel.</td>
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<tr>
<td>Scan 3001, sec 1</td>
<td>Added: The Scandinavian Languages for Reading I, 4 degree credits, $154 (S77). Winter quarter, sec 1, T, 6:20-8:50, Ford 102, Eliason.</td>
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<tr>
<td>Soc 5958, sec 1</td>
<td>Canceled</td>
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</table>
Informal Courses brighten winter nights

Get involved this winter. Dozens of noncredit Informal Courses are scheduled that will sharpen your mind or your skills.

Informal Courses are short-term—most meet three to eight times. There are no grades or exams, just lively discussion, interesting lectures, and sometimes a guest speaker or field trip.

Topic areas include arts and humanities, the natural world, society and culture, personal growth, and Study and Travel Adventures.

A few winter courses are highlighted below, but be sure to see the Extension Classes Bulletin, page 473-503, where all Informal Courses are described. If you don't have a bulletin, call 376-3000 to request one. Registration for winter classes is open now.

Two new nature courses are offered this winter. IC 0219 Animal Ecology and Behavior Lecture Series features experts speaking on ecology and behavior of specific animals such as wolves, eagles, lions, moose, seals, and more. An optional weekend field trip to the Environmental Learning Center in northeastern Minnesota offers a first-hand look at ongoing animal research (Thursdays, 7-9 p.m., January 10 to February 26).

IC 0240 How Birds Work: Introduction to Bird Biology reviews the interesting and unique biological adaptations that enable birds to survive and thrive; field trip to Raptor Center (Mondays, 7-9 p.m., January 21 to February 18).

Popular classes to be repeated focus on fish and drawing. IC 0226 Ecology and Management of Minnesota Fish concentrates on game fish and their natural history, management, populations, habitats, and more. A field trip to the St. Paul fish hatchery is included.

IC 0277 Natural History Drawing offers outdoors enthusiasts a chance to perfect artistic talents. Class sessions start with an explanatory lecture and include time for drawing and critique sessions. The Bell Museum's exhibits and collections serve as source material; field trips to Como Park and the Minnesota Zoo are planned (Tuesdays, 7-9 p.m., January 22 to March 12).

Other outdoor courses cover coral reefs, winter ecology, horns, and sailing.

New personal growth courses for winter include IC 0427 Creating an Effective Slide Show and IC 0584 Italian for Travelers. The Italian course is similar to the six-session noncredit courses in German and French offered earlier in the year; emphasis is on the basic vocabulary necessary for coping with travel situations—changing money, asking directions, checking hotel reservations, and using public transportation (Wednesdays, 7-9 p.m., January 16 to February 20).

Popular computer courses will be offered including IC 0594 Computing: What Is It? and IC 0596 Introduction to Word Processing, a new course that teaches you the basics of operating and using word processing systems (select from Tuesday, Wednesday, or Thursday evening sections that begin January 15, 16, and 17 and run for five weeks).

Self-improvement short courses for winter also include IC 0416 Effective Time Management, IC 0450 Career Decisions—Strategies for Change, and IC 0590 Rapid Reading and Comprehension.

Other Informal Courses in personal growth and social/cultural topics concentrate on poetry writing, publicity for community organizations, effective lobbying, and Mayan culture.

Scandinavian reading courses

Introductory reading courses in Scandinavian languages are added for winter and spring quarters that require no prior knowledge of the language. Scandinavian Languages for Reading I-II (Scan 3001-3002) are specifically for people who want to acquire a reading knowledge of Danish, Norwegian, and Swedish. The instructor is Stig Eliasson, visiting professor from the University of Uppsala, Sweden.

The courses cover grammar and basic vocabulary and feature a variety of reading exercises; Scan 3001 is offered winter (no prereq) and Scan 3002 meets in the spring (prereq 3001 or knowledge of a Scandinavian language). Winter quarter (3001), sec 1-4 degree credits, $154; T, 6:20-8:50 p.m., Folwell Hall. Open to non-credit registration for S77 (no transcript record).

Registration is open now. For more information about course content, call the Department of Scandinavian Studies at 373-2560.
Financial aid process begins now for next year

The financial aid factory is gearing up for 1985-86 and the production schedule can involve several months.

The end product, your financial aid package, will depend on a timely and accurate application. If you plan to enroll on a full-time basis in the fall of 1985, you can increase your options for aid by applying in January or February. Although part-time students also must plan ahead, their timelines are somewhat later (generally March to May).

Full-time students will use the ACT packet. 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. ACT applications for 1985-86 will be available January 2, and students are encouraged to apply as early as possible. Applications will be processed as they are completed, 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 day school full time. Other funds, such as Minnesota State Scholarship and Grant, Pell Grant, and Guaranteed Student Loan, will remain options well into the academic year and can be used for Continuing Education and Extension or day school.

Completing aid applications is admittedly a chore, but it’s a task that can bring monetary rewards! It is important to pick up aid applications from the school you plan to attend since many schools require different or additional forms.

Correct completion of application forms is crucial, so read the instructions carefully. Don’t guess at income information; check specific lines on your tax forms and financial statements. Don’t leave any items blank unless you are specifically instructed to do so.

Be sure your social security number is correct and all of the required signatures appear on the application. The application packet may contain forms which must be sent to several different addresses. Double-check the instructions to make sure you are routing them properly.

Finally, don’t overlook another necessary step in the process—admission to a degree or certificate program. It is advisable to inquire about admission at the same time you apply for financial aid since most financial aid is contingent upon admission to a program.

Learn about libraries

Unlock the secrets of the library through the free library course offered this month.

The class meets two evenings, January 16 and 23, 6:30-9 p.m., in Mgmt/Econ 160 on the West Bank. The instructor is Marcia Pankake, assistant professor in the library. No advance registration is required.

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 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.

The University has several libraries, and books in some subjects are housed in buildings other than Wilson Library (West Bank), Walter Library (East Bank), and the St. Paul campus library. For example, there are separate libraries for architecture, journalism, and biomedical books and periodicals.

For information about University library hours and locations, call general library information at 373-3082. You must present a current paid fee statement (your receipted copy of the registration form) when borrowing books from University of Minnesota libraries.

Free workshop on financial aid

A workshop for CEE students who want information about financial aid options and eligibility requirements will be offered on Saturday, January 19, from 9 to 11 a.m. It will be repeated on Monday, February 4, from 6 to 8 p.m. Both sessions will be held in 229 Nolte Center.

If you are interested in attending one of the workshops, please call or write to Extension Counseling, 314 Nolte Center, 315 Pillsbury Drive S.E., University of Minnesota, Minneapolis, MN 55455; telephone 373-3905. Leave your name and a daytime phone number and indicate your preference for the January 19 or the February 4 session.

If you are unable to attend a workshop, feel free to contact an Extension counselor or adviser, 314 Nolte Center (373-3905), for information.
Studio arts students: continuing creativity through Extension

If there is something better than the students you find in Extension classes, it is the accomplishments of these adult and part-time learners.

Proof of that is the watercolors exhibit done by five Extension studio arts students in October. "Six by Five" displayed a variety of works by Pat Deering, Jane McKinley, Harold Riemenschneider, Jane Boggs, and Sue Melchior.

The group has studied with Professor Malcolm Myers for some time, and most have taken several Extension classes from him. Myers says their work is excellent and suggested the show to the Studio Arts Gallery director as a chance for recognition of his students' dedication and talent.

The students did all the organizing for the exhibit, which featured 30 watercolor prints matted and framed and a well-attended closing reception November 2.

Myers said it was the first such show by Extension students that he could remember in his more than 30 years at the University. He said it was a particularly notable opportunity because it allowed a group of students, who are also friends, to exhibit together.

Each of the students has a detailed story about the challenge, fun, and rewards of his or her art and classes. Briefly note that: Pat Deering began study in the Summer Arts Study Program 10 years ago, continued with classes, and is now near completion of a degree; Jane McKinley and Harold Riemenschneider have taken classes from Myers the longest, both for more than seven years (Riemenschneider only began painting seriously 15 years ago); Boggs is the newest member of the group, taking classes with them for the last two years. Melchior, in an interview, gave high marks to Myers, saying he inspired students in class and that the group approached the project with plenty of enthusiasm and little apprehension thanks to his support.

Five Extension students who exhibited their watercolors last fall (from left): Pat Deering, Jane McKinley, Harold Riemenschneider, Jane Boggs, Sue Melchior.

In short . . .

Pay up to get out

The graduation fee payment deadline for winter quarter graduates of the College of Liberal Arts and the School of Management is February 11, no exceptions. If you plan to graduate this quarter and have questions about this requirement, contact the Extension Counseling Office, 373-3905, for information.

CLA agents want to talk with you

Admitted CLA students who have 120 or more credits and have declared a major, or those near completion of an Associate in Liberal Arts degree, may make even-ten appointments with CLA advisers to determine progress toward degree requirements. The appointments are held in 314 Nolte Center (the Extension Counseling Office); to schedule an appointment, call the CLA Divisional Office at 373-5245.

Missing requirements?

Beginning spring quarter 1985, all students admitted to the B.S.B. program in the School of Management will be required to take either MIS 3300 (offered only in day school) or both MIS 3100 and 3101. This policy has been instituted because MIS 3300 covers information contained in both 3100 and 3101.

Students admitted between fall quarter 1981 and fall quarter 1984, who have received Scholastic Committee petition approval prior to February 1, 1985, may substitute MIS 3100 or 3101 for 3300 and are not required to take the second course. No further petitions for this substitution will be approved after February 1, 1985.

New course description

The course description and title for Engl 5620 are revised as follows (see bulletin, page 196, for day and time):

Engl 5620 Major British and American Women Writers. Feminists argue that women define and re-define themselves in the process of reading and writing. Explore this hypothesis by recording and sharing dialogues with women writers, British and American, past and present. Focus of the course is on writers of fiction—Mary Shelley, Emily Bronte, Kate Chopin, Doris Lessing, Alice Walker, and Joyce Carol Oates—but students also read selected essays from the "The Madwoman in the Attic" by Sandra Gilbert and Susan Gubar, from "On Lies, Secrets, and Silence" by Adrienne Rich, from "Between Women" edited by Carol Ascher, Louise DeSalvo, and Sara Rudick. Instructor is Brenda Daly.
PICS help you take care of business

For career development and specialized training that can help in job advancement, Professional Improvement Courses and Seminars (PICS) offers several noncredit daytime seminars and evening short courses. A few are highlighted below; for a complete listing of winter PICS, telephone 373-3680.

The Art of Self-Leadership: Strategies for Personal Effectiveness in Your Life and Work concentrates on self-assessment, recognizing your own behavior patterns, and the ways you influence others. You learn how to redesign your work and your world to bring out your best. (Thursday, Jan. 24, 8:30 a.m.-4:30 p.m.)

Overcoming Fear of Speaking is designed for people who are nervous or anxious when they must speak before a group or make a presentation; participants learn how to prepare and to give presentations, build self-confidence. (Wednesdays, Feb. 13-Mar. 20, 6:30-8:30)

CEW downtown series continues

Continuing Education for Women begins its second series of noon hour and after-work classes designed for the convenience of people working or living in downtown Minneapolis or St. Paul.

Downtown Minneapolis: The first class starts February 5. Work Time Options: Alternatives to 8 to 4 tells you how to change your work schedule through job sharing, part-time, flex time, and phased retirement.

Classes offered later in the winter and in the spring in Minneapolis cover housing and finance options, exercise, and living single.

Downtown St. Paul: Career Planning starts February 13. Learn decision-making and goal-setting skills to help select or change careers. Other winter and spring classes deal with personal relationships, work-time options (described above) and diet dilemmas of women.

For information, contact CEW at 373-9743.

Plan a career

The career planning workshop, put on by the Extension Counseling Office, will be offered again, February 13 to March 20 (six meetings), Wednesdays, 6 to 8 p.m.

After surveying skills, interests, and values, workshop participants are able to specify career objectives better. Students take an interest inventory and learn techniques for setting goals and making decisions. Cost is $100.

A test battery to measure your interests, skills, and values related to academic and career objectives also is available from the Extension Counseling Office. Test results are reviewed with a counselor. Cost is $76 for students and $115 for others. Call 373-3905 for information.

Fundamentals of Finance and Accounting for Non-Financial Managers is a nontechnical approach to accounting for people in management, marketing, personnel, research, and other job areas who need to understand the fundamentals and applications of accounting for budgeting and planning. (Tuesdays, Mar. 25-Apr. 23, 6-9:30)

Other PICS emphasize microcomputers, data processing, public relations, and leadership skills.

bulletin changes . . .

(All room changes will be posted in the classrooms)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
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<tbody>
<tr>
<td>CE 5581, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>FScN 3622, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>Hist 3961, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>OM 3041, sec 4</td>
<td>Added: Project Management, 4 degree credits, $187.50. Winter quarter, sec 4, Th. 11 a.m.-1:30, St. Paul City Hall Annex, 25 W. Fourth Street.</td>
</tr>
<tr>
<td>IC 0416, sec 1</td>
<td>Meets Mondays, Jan. 14-Feb. 4.</td>
</tr>
<tr>
<td>IC 0539, sec 1</td>
<td>Meets Mondays, Feb. 4-25</td>
</tr>
</tbody>
</table>

Spring semester registration

Registration is open now for spring semester courses and continues in person and by mail through February 6.

Departments offering some semester-length courses (15 weeks) include chemistry, Chinese, economics, French, German, insurance, Italian, Japanese, mathematics, physics, and psychology.

In-person registration is at 101 Westbrook Hall on the Minneapolis campus. Office hours are reduced between quarters, so be sure to check the schedule given on pages 27-28 in the bulletin. Once winter quarter classes begin (Monday, January 7), 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 20-24. February 6 is the last day to register without a late fee.
Saturday courses review family health issues

Two one-day, one-credit Public Health workshops are scheduled this winter on important social issues: alcoholism and the family and sexual abuse of children.

Robert ten Bensel, M.D., director of the University's Maternal and Child Health Program and a nationally recognized expert on child abuse, is the instructor.

Sexual Abuse of Children (PubH 5643, one credit, $67.75) meets Saturday, January 26, 8 a.m. to 4:30 p.m. Historical overview, definitions, treatment; role of the school and community in identifying and preventing sexual abuse. Fees include lunch and a comprehensive study manual. Noncredit registration is $43.

Alcohol and the Family: Effects on the Fetus and the Child (PubH 5608, one credit, $67.75) meets Saturday, February 16, 8 a.m. to 4:30 p.m. Fetal Alcohol Syndrome: physical and emotional development; intervention and prevention. Noncredit registration, $43.

Day courses are open to Extension student registration

Courses are intended for teachers, day care providers, helping professionals, medical personnel, police, clergy, and parents: no prerequisites. Classes meet on the St. Paul campus.

For registration materials, call 373-1855.

How to obtain transcripts

Extension students can pick up one free unofficial transcript by visiting the Office of Registration, Student Records, and Scheduling, 155 Williamson Hall, Hours are 8 a.m. to 6:30 p.m. on Monday and 8 a.m. to 4 p.m., Tuesday through Friday. Official transcripts (specially certified and embossed with the University seal) cannot be given over the counter. Request must be made by mail (or dropped off); telephone requests are not accepted. There is a $2 charge for each transcript request. Requests may be for Extension transcripts or for college (day school) transcripts.

Students must include name, birth date, social security number, and dates last in attendance with transcript requests. Course number and name should be included, also, for the last Extension class attended.

Students admitted to St. Paul campus-based colleges should check with the admissions office in Coffey Hall.

The address for the Office of Registration, Student Records, and Scheduling is University of Minnesota, 155 Williamson Hall, 231 Pillsbury Drive S.E., Minneapolis, MN 55455. Make checks payable to the University of Minnesota.
Fight inflation with $1 Samplers

Sampler lectures remain one of your best education values at just a dollar each.

Sampler lectures are one-evening presentations by experts. Anyone may attend. Admission is $1 payable at the door; no advance registration is required. Persons 62 and older are admitted free.

Lectures begin at 7:30 p.m. and are held at the Earl Brown Continuing Education Center on the St. Paul campus. Free parking is available adjacent to the building.

Call 376-7500 to be added to the Sampler mailing list (birth date required for coding purposes). Sampler posters are issued twice a year.

Winter and spring Samplers are listed below.

SUICIDE: MYTHS, FACTS, ACTIONS (February 6), Ralph Rickgarn, residence hall director.
THE PROMISE OF AFRICA (February 11), Tom O'Toole, General College.
FINNISH FOLKLORE: THE KALEVALA (February 21), Borje Vanamaki, Associate Professor, Scandinavian.

Elderhostel: for those over 60

Elderhostel, a noncredit living and learning program for those over 60, will be offered again this summer, on the University of Minnesota Twin Cities campus.

Seniors meet in college-level noncredit classes, stay on campus, and attend extracurricular events; cost for the one-week session is $190 for instruction, lodging, meals, and many of the planned activities. There are two sessions:

June 23-29: Only in America: Twentieth-Century American Music; The Arab-Israeli Conflict; Past as Prologue; and Gods and Heroes of the North: Scandinavian Mythology.
For information, call 373-5167.

Ease on into college

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 of the workshop – set for Saturday, March 9, 8:30 a.m. to 1 p.m. – will be informal, with plenty of time for discussion and explanation.

A Continuing Education and Extension counselor and the director of the Reading/Writing Skills Center will lead the program.

The location is the Earl Brown Continuing Education Center on the St. Paul campus.
You will find answers to questions about courses, degrees, certificates, study help, financial aid, and other student services. You will learn about educational opportunities in Extension evening (and daytime) classes, courses by correspondence and television, and courses in other Continuing Education and Extension 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 in note taking, theme writing, and other study skills.
A bus tour of campus (Minneapolis and St. Paul) concludes the workshop.
Parking is available free in public parking lots adjacent to the Earl Brown Center on the St. Paul campus.
Call 376-7500 to add your name to the registration list for this free workshop or to request campus maps or directions. Space is limited and past sessions have filled, so call now to avoid disappointment.
Get involved — you can make a difference

If you are interested in issues important to Extension students - course availability, graduate credit, lightening and security, and student services in the evening are just a few examples - 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 its role 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 4 and April 5.

From April 29 to May 12, 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 University of Minnesota 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 376-7500.

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### bulletin changes...

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
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</thead>
<tbody>
<tr>
<td>Educ 5401, sec 3</td>
<td>Change to Wednesday</td>
</tr>
<tr>
<td>Arch 3063, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Arts 5610, sec 2</td>
<td>Change to Tuesday</td>
</tr>
<tr>
<td>CE 5510, sec 17</td>
<td>Change day to Monday; change time to 6:30-8:30</td>
</tr>
<tr>
<td>Cpsy 5301, sec 1</td>
<td>Change to Thursday</td>
</tr>
<tr>
<td>CE 5581, sec 1</td>
<td>Changed to spring quarter</td>
</tr>
<tr>
<td>Cds 5101, sec 1</td>
<td>Change to Wednesday</td>
</tr>
<tr>
<td>Dsgn 3552, sec 2</td>
<td>Canceled; now offered under Hsg 3562.</td>
</tr>
<tr>
<td>EAS 3468, sec 1</td>
<td>Change to Thursday</td>
</tr>
<tr>
<td>EdAd 5128, sec 1</td>
<td>Added: Principal Constituent Decision Making, 3 degree credits. $141.75. Graduate credit available; must be taken A/N. Spring quarter, sec 1, W, 6:30-8:30;佩利61, Nickerson. Limit 10.</td>
</tr>
<tr>
<td>EdAd 5128, sec 4</td>
<td>Reinstated; offered as scheduled.</td>
</tr>
<tr>
<td>FScN 3522, sec 1</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>FScN 5120, sec 1</td>
<td>Add $10 course fee. Total $107.50</td>
</tr>
<tr>
<td>FScN 5123, sec 1</td>
<td>Add $10 course fee. Total $107.50</td>
</tr>
<tr>
<td>FScN 5312, sec 1</td>
<td>Add $5 course fee. Total $268.75</td>
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<tr>
<td>FScN 5524, sec 1</td>
<td>Add $5 course fee. Total $323.75</td>
</tr>
<tr>
<td>FScN 5624, sec 1</td>
<td>Change time to 5:15-7</td>
</tr>
<tr>
<td>FoSt 3006, sec 3</td>
<td>Canceled</td>
</tr>
<tr>
<td>Fren 3016, sec 1</td>
<td>Change to Tuesday</td>
</tr>
<tr>
<td>Fren 3062, sec 1</td>
<td>Change tuition to $154 (S $77)</td>
</tr>
<tr>
<td>GC 1485, sec 3</td>
<td>Change day to Thursday; change time to 6-10</td>
</tr>
<tr>
<td>GC 3517, sec 2</td>
<td>Written permission required</td>
</tr>
<tr>
<td>Msdgk 3106, sec 3</td>
<td>Canceled</td>
</tr>
<tr>
<td>Hsu 5022, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Hist 3468, sec 1</td>
<td>Change to Thursday (also 5468)</td>
</tr>
<tr>
<td>Hist 3955, sec 1</td>
<td>Change to Thursday (also 3955)</td>
</tr>
<tr>
<td>Hist 3961, sec 1</td>
<td>Change to spring quarter, Mondays, 6:20-8:50, BlegH 360</td>
</tr>
<tr>
<td>Jour 5155, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Jour 5601, sec 1</td>
<td>Change to Tuesday</td>
</tr>
<tr>
<td>Mgmt 5101, sec 3</td>
<td>Change to Monday</td>
</tr>
<tr>
<td>Mis 3130, sec 3</td>
<td>Change to Thursday</td>
</tr>
<tr>
<td>Mktg 3065, sec 2</td>
<td>Added: Zoroastrianism, 4 degree credits. $114. Spring quarter, sec 1, T, 4:15-6:30; Folli 203.</td>
</tr>
<tr>
<td>Turk 1103, sec 3</td>
<td>Canceled</td>
</tr>
<tr>
<td>Phys 5940, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Pubh 5615, sec 2</td>
<td>Added: Health of the School-Age Child, 3 degree credits. $149.25. Spring quarter, sec 1, T, 4:15-6.</td>
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<tr>
<td>Pubh 5635, sec 1</td>
<td>Canceled</td>
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<tr>
<td>Pubh 5636, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Spch 5452, sec 1</td>
<td>Change to Mondays, 5-7. plus arranged; move to Folli 308</td>
</tr>
<tr>
<td>CEW noncredit</td>
<td>Several classes added in downtown Minneapolis and St. Paul; also see related story. Call 373-9743 for information.</td>
</tr>
<tr>
<td>IC 0162, sec 2</td>
<td>Added: Introduction to Weaving, no credit. $59. Spring spec term, sec 2, Sa, 9 a.m.-1:30, Apr. 6-May 11, WulH 304, Smits, Limit 20.</td>
</tr>
<tr>
<td>IC 0228, sec 1</td>
<td>Added: Mushrooms Identification and Ecology, no credit. $58. Spring spec term, sec 1, W, 6:30-8:30, Apr. 17-May 15, ClaOff B36, SIP campus.</td>
</tr>
<tr>
<td>IC 0445, sec 2</td>
<td>Change to Tuesday, Apr. 9-May 7</td>
</tr>
</tbody>
</table>

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### Spring study abroad program goes to Sweden

"It's the best way to learn and improve, to expand and broaden language skills." From a 1984 Swedish-in-Vaxjo program 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 program in Vaxjo, Sweden.

Program participants live with Swedish families and take courses led by faculty from the University of Minnesota and the University of Vaxjo. The host city is located in southern Sweden about 260 miles from Stockholm and has a population of 65,000.

Other comments from past participants include:
1. "I fell in love with Sweden and wanted to stay. I loved learning the language, meeting people, seeing the country and its marvelous sights, and getting to know my host family. I was incredibly stimulated." 
2. "The best aspect of the experience was learning to live in another culture and to understand why they are the way they are - learning about what I value most, within myself as well as the U.S.A." 

For more information or an application, contact the Extension Classes Office of Study Abroad, University of Minnesota, 202 Westbrook Hall, 77 Pleasant Street S.E., Minneapolis, MN 55455; telephone 376-5049.
New classes review women's movement

This year marks the end of the United Nations Decade for Women.

The national debate in the last 10 years over roles women play in our society has spawned major issues affecting individual women, their families, and communities.

Continuing Education for Women presents a series of noncredit classes, Ten Years Over: 10th Anniversary of International Women's Year, that will give you background and an understanding of several complex and sometimes controversial issues evolving from the women's movement.

In July the last of three international conferences on women sponsored by the United Nations will be held in Nairobi, Kenya. Will women from other countries attending this conference share concern for the same issues as U.S. women? Do we understand the concerns of Third World women? Women's Issues in the United States and Abroad: The Nairobi Conference (starts March 26) will help you understand the significance and results of this important conference.

How has Minnesota, with its national image as a family-oriented, down-to-earth state, become a national focal point for legislation on women's rights? The Development of Feminism in Minnesota: Women's Rights in Lake Woebegon, beginning April 30, examines why Minnesota has been so receptive to feminist issues.

The series continues next fall and winter with courses on comparable worth, women as activists and volunteers, and a study group on women's issues.

For more information about these classes and fees, call Continuing Education for Women, 373-9743.

Give a second choice

When registering for limited-enrollment Extension classes by mail, be sure to give a second preference for a class or section of a class.

Use an alternate choice form (available by calling 376-3000) or include a note listing acceptable alternatives. If the section or class you indicated on the registration form is closed, your registration form and tuition check will be returned unless you indicate alternate sections or classes.

Some sections of heavy-demand classes close during the first day or two of mail registration.

If you are admitted to a degree program, are near graduation, and need a specific class, or if you need to complete a seldom offered prerequisite course, contact the Extension Counseling Office about early registration permission.

Spring quarter 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.

February 18 to March 20: Registration forms and tuition checks accepted by mail for all spring classes. (Registrations received before February 18 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.

March 12 to March 20: In-person registration at 101 Westbrook Hall, Minneapolis campus; MacPhail Center, 1128 LaSalle Ave., downtown Minneapolis; St. Paul Skyway Registration Booth, Northwestern National Bank Building, 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 regular registration period (March 20); otherwise, you forfeit your space in class.

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

March 20: Last day to register without a late fee for most spring quarter credit classes. To request the Extension Classes Bulletin or registration forms, call 376-3000. Spring quarter classes begin the week of April 1 and run through June 15.
Career choice? Learn, plan, decide

Although many Extension students have educational goals linked to specific vocational plans or jobs they already hold, many more still are setting career objectives.

If you want to learn how to make decisions about career choice, the Extension Counseling Office’s career planning workshop is for you.

The workshop teaches participants how to identify interests, skills, and values that will help them make effective job and career decisions and set achievable goals.

The six-session workshop includes self-awareness exercises, group discussion, job research, and the Strong-Campbell interest Inventory.

The next workshop is set for Wednesday evenings, February 13 to March 20, and meets on campus.

Space is limited. Cost is $100. Call 373-3905 for information.

Study/travel fair is coming

The International Study and Travel Association (ISTA) will hold its 13th annual Study/Travel Fair on Thursday, February 21. The fair is 10 a.m. to 3:30 in the Great Hall at Coffman Union; admission is free and anyone may attend. Representatives and staff from study abroad and work abroad programs, tour companies, and other international education programs will be available to answer questions and provide information (including noncredit Study and Travel Adventures and quarter-length and summer programs offered by the Extension Classes Office of Study Abroad - both sponsored by the Department of Extension Classes).
Extension students complete certificates

The students listed below have earned certificates through Continuing Education and Extension.

Spring Quarter 1984

Alcohol and Drug Counseling Education: Rita Benak, with high distinction, St. Paul; Margery Knowlton, with high distinction, Stillwater; Charles Lamp, Jr., Fernandina Beach, Fla.; Thomas Maddux, Minneapolis; Ruth Meaders, Austin, Tex.; Theodore Peck, St. Peter; Darlene Schiller, with distinction, Minneapolis; Myrna Tautant, Minneapolis.

Behavior Analyst: Kimberly Munyon, with high distinction, Minnetonka; Susan Sigerseth, with high distinction, Minneapolis; Gayl Staver, with high distinction, Minneapolis.

Commercial Art: Sharon Healan, with distinction, New Hope.

Early Childhood Studies (90 credits): Susan Dahl, Shoreview; Mary Kaye Heiman, with distinction, Minneapolis; Deiores Johnson, Minneapolis; Sheila Rutman, with high distinction, Golden Valley; Trudy Tyler, St. Paul; Rhonda Walsh, Shakopee.

Human Services: Ruth Heaner, with high distinction, Minneapolis.

General Studies: Faye Estabrooks, with high distinction, Northome.

Interior Design: Cheri Doyle, Bloomington.

Liberal Arts: Bonnie Andrews, with high distinction, St. Paul; DeeAnn Kretz, with distinction, Plymouth.

Mathematics and Science: Robert Anderson, Chisago City; Lane Freshwater, Lino Lakes; Bradley VerBouf, Forest Lake.

Senior Accounting: Mary Sullivan, Minneapolis; Peter Workman, with distinction, Excelsior.

Junior Accounting: Diana Nelson, with high distinction, St. Paul; Pamela Schommer, Cottage Grove, Patricia Toivonen, Duluth.

Junior Business: Barbara Altin, Minneapolis; David Betz, St. Paul; Jeffrey Breuer, Eagan; James Felegy, with high distinction, Arden Hills.

Industrial Relations: Sharon Berglund, with high distinction, Maple Grove; Sandra Brown, St. Paul; Allen Cavell, with distinction, Minneapolis; Kate Higgins, Roseville; Karen Kaase, with high distinction, Maplewood; Julie Leslie, Minneapolis; Geni Linnell, with high distinction, Richfield; Stephen Lunemann, with distinction, New Hope; Kathleen Prondzinski, with high distinction, Roseville; Corleen Rohrborg, St. Paul; John Treise, St. Paul; Carol VanWhy, with distinction, St. Paul; Elena Wilsey, with distinction, Deephaven; Mary Jo Zapp, Minneapolis.

Credit and Financial Management: David Anastasi, Lake Elmo.

Spring graduates take note

Students in the final quarter of degree programs this spring 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, 373-3701, at least four weeks before the end of the quarter.

Liberal Arts students also should contact their college office at least four weeks before the end of the quarter. Check with the Extension Counseling Office, 373-3905, if you need the telephone number of your college office.

The graduation fee payment deadline is April 10 for spring quarter and no exceptions or extensions to this date are made.

Study abroad program goes to Poland this summer

The Extension Classes Office of Study Abroad will offer a six-week study abroad program in Poland in summer 1985.

The program features Polish language and cultural history courses and is sponsored with the Department of Russian and East European Studies. The instructor is Professor Leonard Polakiewicz.

The program is centered at the Marie Curie Sklodowska University in Lublin, a city of 300,000, located about 100 miles southeast of Warsaw.

Included are lectures and meetings with Polish writers, poets, and journalists, as well as performances of Polish films, dances, and cultural events, and a week-long field trip to major cities.

This foreign study opportunity in Poland is one of the few in that country available through a U.S. university.

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 373-1855.

The Global Campus

continued on page 4
(All room changes will be posted in the classroom)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CHANGE</th>
</tr>
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<tbody>
<tr>
<td>Educ 5401, sec 3</td>
<td>Change to Wednesday</td>
</tr>
<tr>
<td>Arth 3011, sec 2</td>
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</tr>
<tr>
<td>Arch 3063, sec 1</td>
<td>Change to Tuesday</td>
</tr>
<tr>
<td>Ast 5810, sec 2</td>
<td>Change day to Monday; change time to 6:30-8:30</td>
</tr>
<tr>
<td>CPsy 5301, sec 1</td>
<td>Change to Thursday</td>
</tr>
<tr>
<td>CE 5581, sec 1</td>
<td>Changed to spring quarter</td>
</tr>
<tr>
<td>CDs 5101, sec 1</td>
<td>Change to Wednesday</td>
</tr>
<tr>
<td>Dsgn 1501, sec 2</td>
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</tr>
<tr>
<td>Dsgn 3562, sec 2</td>
<td>Canceled; offered under Hsg 3562.</td>
</tr>
<tr>
<td>Dsgn 5562, sec 1</td>
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<tr>
<td>EAS 3001, sec 1</td>
<td>Change to Thursday</td>
</tr>
<tr>
<td>EAS 3468, sec 1</td>
<td>Added: Principal Constituent Decision Making, 3 degree credits, $141.75. Graduate credit available; must be taken A/N. Spring quarter, sec 1. W. 6:30-8:30, Peikl 31. Nickerson. Limit 10. Reinstated; offered as scheduled.</td>
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<tr>
<td>EdAd 5125, sec 1</td>
<td>Added: Practicum: Special Education, credits arr. $47.25 a credit. Written permission required. Spring quarter, sec 3. arr. Denv Johnson.</td>
</tr>
<tr>
<td>EdAd 5128, sec 4</td>
<td>Change to spring quarter</td>
</tr>
<tr>
<td>EPsy 5701, sec 3</td>
<td>Added: Workshop: Curriculum Implementation in Science, 1-3 credits, $47.25 a credit. Prereq elem teaching experience; graduate credit available; must be taken A/N. Spring quarter, sec 1. Sa. 9 a.m.-noon, Peikl 385, Johnson. Correct course title is Modern Irish Language (not Literature) Changed to spring quarter.</td>
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<tr>
<td>Engl 5854, sec 3</td>
<td>Change tuition to $154 ($149.25). Spring quarter. sec 1. TTh. 4:15-6.</td>
</tr>
<tr>
<td>FScN 3622, sec 1</td>
<td>Add $10 course fee. Total $107.50</td>
</tr>
<tr>
<td>FScN 5122, sec 1</td>
<td>Add $10 course fee. Total $107.50</td>
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<tr>
<td>FScN 5123, sec 1</td>
<td>Add $5 course fee. Total $268.75</td>
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<tr>
<td>FScN 5312, sec 1</td>
<td>Add $5 course fee. Total $337.75</td>
</tr>
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<td>FScN 5524, sec 1</td>
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<tr>
<td>FScN 5624, sec 1</td>
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</tr>
<tr>
<td>FScN 5813, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>FoSt 3006, sec 3</td>
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</tr>
<tr>
<td>Fren 3016, sec 1</td>
<td>Canceled</td>
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<tr>
<td>Fren 3602, sec 1</td>
<td>Change tuition to $154 ($147.75)</td>
</tr>
<tr>
<td>GC 1485, sec 3</td>
<td>Change day to Thursday; change time to 6-10</td>
</tr>
<tr>
<td>GC 3517, sec 2</td>
<td>Written permission required</td>
</tr>
<tr>
<td>MdGk 3106, sec 3</td>
<td>Canceled</td>
</tr>
<tr>
<td>HSU 5021, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>HSU 5022, sec 1</td>
<td>Canceled</td>
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<tr>
<td>HSU 5028, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Hist 3468, sec 1</td>
<td>Change to Thursday (also 5468)</td>
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<tr>
<td>Hist 3955, sec 1</td>
<td>Canceled (changed to winter)</td>
</tr>
<tr>
<td>Hist 3961, sec 1</td>
<td>Change to spring quarter, Mondays, 6:20-8:50, BlegH 260. Canceled (still offered as 3468).</td>
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<tr>
<td>CFP 0002C,</td>
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<tr>
<td>sec 2</td>
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<tr>
<td>Jour 5155, sec 1</td>
<td>Canceled</td>
</tr>
<tr>
<td>Jour 5607, sec 1</td>
<td>Change to Tuesday</td>
</tr>
<tr>
<td>Mgmt 5101, sec 3</td>
<td>Change to Monday</td>
</tr>
<tr>
<td>MIS 3131, sec 3</td>
<td>Change to Thursday</td>
</tr>
<tr>
<td>Mktg 3065, sec 2</td>
<td>Added: Zoroastrianism, 4 degree credits, $154. Spring quarter, sec 1. TTh. 4:15-5:30, FoH 203.</td>
</tr>
<tr>
<td>MESA 3565, sec 1</td>
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<td>Turk 1103, sec 3</td>
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<tr>
<td>Phys 5940, sec 1</td>
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<tr>
<td>PubH 5023, sec 1</td>
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<td>Added: Health of the School-Age Child, 3 degree credits, $149.25. Spring quarter, sec 1. T. 4:15-6.</td>
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<tr>
<td>PubH 6535, sec 1</td>
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<tr>
<td>PubH 6576, sec 1</td>
<td>Canceled</td>
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<tr>
<td>RE 0904C, sec 1</td>
<td>Change number to 5270</td>
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<tr>
<td>Rec 5900, sec 3</td>
<td>Change to Tuesdays. 4-5:15, Apr. 2-30, HckrH 209. SIP campus.</td>
</tr>
<tr>
<td>Rhet 5571, sec 1</td>
<td></td>
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</tbody>
</table>

continued on page 4

Discover more about financial aid options

A workshop for Extension students who want information about financial aid options and eligibility requirements will be offered on Saturday, March 16, from 9 to 11 a.m. It will be repeated on Tuesday, April 2, from 6 to 8 p.m. Both sessions will be held in 235 Nolte Center.

If you are interested in attending one of the workshops, please call or write to Extension Counseling, 314 Nolte Center, 315 Pillsbury Drive SE, University of Minnesota, Minneapolis, MN 55455; telephone 373-3905. Leave your name and a daytime phone number and indicate your preference for the March 16 or the April 2 session.

If you are unable to attend a workshop, feel free to contact an Extension counselor or adviser, 314 Nolte Center (373-3905), for information.

in short . . .

In the description for Engl 5940, Topics: Hitchcock Films (page 196 in the bulletin), ignore references to movie showings on Tuesdays and lectures on Thursdays. All course meetings are on Wednesday evenings as indicated on the section line.

. . . . . . .

Students who are interested in a major in Speech-Communication, and those who are preparing to graduate with a major in Speech-Communication, are encouraged to contact a major adviser by calling 376-8093. Evening appointments may be arranged for students unable to come during the day. . . . . . .
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 Student 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.

Filing is open March 4 through April 5 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 29 to May 12, 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 376-7500.

Spring into learning with noncredit Informal Courses

The birds and the bees, artistic expression, and skills-building for fun and profit are featured in Informal Courses this spring.

Informal Courses are short-term, non-credit courses that include interesting lectures, lively discussions, and sometimes a field trip, personal project, or guest speaker. There are no grades or exams.

A few Informal Courses are highlighted below. See complete course descriptions in the Informal Courses section of the bulletin (pages 470-498). To request a bulletin, call 376-3000.

Spring offers the greatest variety and activity for birders and for bird courses. Beginning bird watchers can take IC 0222 Identifying Birds: An Introduction to Ornithology or IC 0302 The Behavior of Common Birds. The introductory course features six lectures and four Saturday (three half-day) field trips. The behavior class meets one day, April 20, 8 a.m. to 4 p.m.

Intermediate or experienced birders can register for IC 0229 Identifying Birds: An Intermediate Course, which concentrates on sight identification, songs, behavior, and field exercises, or IC 0235 Minnesota Birds: Abundance and Distribution, focusing on knowing the where, when, and how of successful birding.

Other courses on the natural world include IC 0248 Hives and Honeybees, IC 0216 Minnesota Wildflowers (includes three Saturday morning field trips); and IC 0263 Minnesota Geology.

Bring out the artist in you through IC 0164 Basic Creative Drawing and IC 0165 Painting in Watercolor. The drawing class emphasizes basic skills development as well as observation techniques. The watercolor class also is for beginners with emphasis on materials, technique, and individual assistance.

Learn the gentle art of weaving in IC 0169 Weaving on Frame Loom or Canvas Stretcher and IC 0162 Introduction to Weaving. The first class covers basic warping procedures and weaving techniques such as tabby, twill, rya, tatting, and more. The introductory course has been added for spring; see the related article in this issue of Info.

IC 0186 Introduction to Bookbinding is a workshop in basic techniques of hard-cover and Japanese binding. Students will make books and create decorative end-papers and covers.

Skills for your vocation and avocations are reviewed in several more Informal Courses. IC 0440 How To Market Your Photographs is for people who already know how to take a good photograph and now want to learn to apply that skill: meets two consecutive nights, April 9-10. The instructor is photographer/author Rohn Engh.

IC 0445 Layout and Paste-Up for Beginners is a five-session course on how to create effective, attractive publications. Topics are layout, type selection, art and photography, printing processes, and more.

For the person or family considering a move to the country or trying farming as a hobby or supplemental income source, there is IC 0577 Getting Started in Part-Time Farming. Includes discussion of tax planning; enterprise options in livestock, crops, boarding; economic considerations in investing and other financial factors. Also offered is IC 0576 Farm Management for the Absentee Landlord; see course description on page 493.

Other courses for sharpening skills include IC 0441 Newsletter Writing, IC 0503 How To Get the Most From Your Home Computer, IC 0108 Color Photography, IC 0106 Photo Workshop I, and foreign language instruction for travelers in German and French.

March hours and closings

Special office hours and holidays in March include the following:

- March 21-22: Registration and cashier's offices closed to process spring quarter registrations (late registrations accepted by mail only with a $5 late fee)
- March 25: Winter holiday; all offices closed
- March 26-28: Late registration period for spring quarter. Registration office in 101 Wesbrook Hall open 8 a.m. to 8 p.m.
- March 29: Reopening Day forfeited spaces in closed classes become available, 8 a.m. to 4:30 p.m.
- March 25-30: Spring semester classes (15-week term classes that began February 18) are dismissed for spring semester recess.

Info / 3 / March 1985
Take credit for the weekend—try a Saturday class

Saturday classes can help spread out your Extension credit load. A few spring term credit classes that meet on Saturdays are highlighted below.

Check also with the Extension Counseling Office for other alternatives to classes in the evening.

Options for earning credit include directed study courses where you work independently, but under an instructor’s supervision, to complete course requirements; Extension Independent Study credit courses offered by correspondence that you can take up to a year to complete; and credit by examination where you can “test out” of certain courses.

Most of these programs are described briefly in the Extension Classes Bulletin, also; see the index for page references. To speak with an Extension adviser, telephone 373-3905.

Arts 1101 Basic Drawing, 8:30 a.m.-12:15.

Des 5351 Surface-Fabric Design II; advanced design course, 9-10 a.m.-

Epsy 5849 Assessment of the Preschool Child: development perspectives, issues and techniques in cognitive, social, emotional assessment, early education programs; graduate credit available; spring special term (4 meetings, 8:30-10:30).

FR 5403 Fundamentals of Natural Resource Education; designed for teachers; study of soil, water, forest, wildlife resources; biological and ecological implications; outdoor techniques; special term class meets FrSu, Apr. 12-14, plus M., May 13.

Public Health Workshops: Spring one-day classes include Working With Adolescents (Apr. 20) and Health Promotion for Children and Youth (Mar. 9); one credit or noncredit registration options.

PE 1036 Racquetball, 8:30 a.m.-10:30 a.m.

PE 1041 Cycling: special term class meets six times, Apr. 27-June 1, 9 a.m.-noon.

Th 1301 Acting for Non-Theatre Majors: acting on stage and in real life: movement, voice, scene work, improvisation; applications in amateur theatre and in everyday life; 9 a.m.-noon.

Plus classes in mathematics education, secondary education, alcohol and drug abuse education, and noncredit courses offered by Informal Courses, Continuing Education for Women, and the MacPhail Center for the Arts.

UNIVERSITY OF MINNESOTA EXTENSION CLASSES INFO
USPS 711-240

Registration Office: 101 Wesbrook Hall
Telephone 373-3195

Info is a newsletter for University of Minnesota Extension Classes students. It is published 9 times a year — August, September, October, November, December, January, February, March, and April-May by the Department of Extension Classes, 180 Wesbrook Hall, University of Minnesota, 77 Pleasant Street S.E., Minneapolis, Minnesota 55455. Second Class Postage Paid, Minneapolis, MN. Students are encouraged to submit editorial opinions to the department. To be placed on the Info mailing list, call 373-7500. For address changes and name removals, see the instructions on the mailing panel of this issue.

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 or veteran status.

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

Dozens of new (or revived) courses are offered this spring. A few are listed below, but be sure to see the bulletin for complete course descriptions, days, and times.

If you need a copy of the Extension Classes bulletin or registration forms, call 376-3000 to request that materials be mailed to you. Or pick up bulletins and forms at 101 Westbrook Hall on the Minneapolis campus or the MacPhail Center in downtown Minneapolis, 1128 LaSalle Avenue.

Arts and humanities

AmSt 5920 The 1920s. American literature, art, music; the modernist movement.

ArtH 5940 Cinema of Alfred Hitchcock. Thematic devices including obsession, the double, seductiveness of evil; Freudian and feminist readings. Techniques such as moving camera, extreme angles, more.

Ger 3641 Introduction to German Folklore. No knowledge of German required. Instructor is Anatoly Liberman.

WoSt 3103 The Modern Feminist Novel address questions of women's identity and diversity of women's experience.

Business, science, engineering


Arch 3033 Basic Design: Visual Communication is for students or professionals who want further study in architectural design and presentation.

Arch 5200 Marketing Architectural Services. For advanced students and new practitioners.

CE 5617 Design of Masonry Structures. Masonry materials, production; mortar and grout; structural systems; codes, specifications, inspections.

EE 5252 Digital Control Systems. Time and frequency-domain analysis of discrete time and digital control systems; software and hardware considerations; accompanying laboratory class also offered.

Mktg 3090 Introduction to Direct Response Marketing. Applications, techniques and options, evaluation.

Social sciences

Anth 5117 Energy, Resource Use, System Change. Social-cultural factors in development; production, control, distribution of energy, resources, water, and food in the United States and other cultures.

Anth 5161 Cultural Change and Development. Cultural change; effects of colonialism, urbanization, modernization; analysis of developing societies; applied anthropology.

GC 3238 Public Programs in Aging. Review of existing programs such as social security, Medicare, etc. Long-term care, advocacy, guest speakers.

Geog 3131 Middle America. Central America and Mexico physical and human geography.

Hist 3544 The Arab World in Recent Times covers Arab countries in the Middle East and North Africa since World War I. May be taken for no credit for one-half the regular tuition.

Education

CISy 5207 Applications of Video in Education. Video equipment applications in instruction, training, simulation, counseling, research.

EdAd 5214 School Management Information Systems.

Child abuse workshop added

An added section of the one-day Public Health workshop Child Abuse and Neglect (PubH 5640) will be offered May 4 on the St. Paul campus.

The course is taught by Robert ten Bensel, M.D., director of Maternal and Child Health at the University, who is a nationally recognized expert on child abuse.

The course is open to teachers, parents, social service workers, clergy, medical personnel, day care providers, police officers, and others who need a basic background in the causes, symptoms, and prevention of child abuse.

Credit registration (one credit) is $67.75 and includes lunch and a comprehensive study manual. Noncredit registration is $43 (includes lunch and the study manual).

Another one-day course, PubH 5625 Working with Adolescents, is scheduled for April 20. See the bulletin, page 375, for descriptions of both courses.

For registration materials or more information, telephone 373-1855.

Workshops help you plan a career, manage stress and burnout

The popular career planning workshop, offered by the Extension Counseling Office, is scheduled this spring for March 27 to May 8.

In the six Wednesday evening meetings, students will learn about their interests, skills, and values related to work and school. Methods of researching careers and setting occupational objectives are covered, as well. Cost is $100.

Also offered is the stress and burnout workshop. The stresses of work, school, and home often create problems in effective functioning for many students. This six-session workshop helps participants to identify sources of stress and burnout and to develop skills to manage stress. The workshop meets Wednesday evenings, March 27 to May 8. Cost is $100.

A test battery to measure interests, skills, and values related to academic and career objectives is available, too, from the Extension Counseling Office. Test results are reviewed with a professional counselor. Cost is $75 for students and $115 for others.

Call 373-3906 for information and registration.
Register now for spring quarter classes

Registration for most spring quarter Extension classes is open now through March 20. You may register by mail through that date, or stop by and register in person from March 12 to 20 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 classes in person, you must pay tuition by March 20 to complete registration. Otherwise, your space in class is forfeited.

The last day to register without a late fee is March 20 for most spring quarter classes.

If you miss that deadline, you may register by mail with a $5 late fee beginning March 21. Late registrations will be accepted in person at 101 Wesbrook Hall (only) starting March 26. See page 19 in the bulletin for a summary of dates and hours for spring registration (including late registration).

Call 376-3000 to request registration forms or the Extension Classes Bulletin. Spring quarter classes begin the week of April 1.

More short courses from CEW

Continuing Education for Women offers four short-term noncredit courses this spring that examine personal relationships as well as a new course on finances and investments for single women. Brief descriptions are given below; call 373-9743 for more information.

Blended Families provides insights and approaches to common problems in households of adults and children brought together by remarriage (meets Wednesdays, April 3-May 8, 6:30-9 p.m.).

Caring Singles discusses the components of healthy, dynamic, and rewarding friendships and partnerships for single people (Tuesdays, April 2-16, 6:30-8:30 p.m.).

Mothers on Motherhood is for mothers of all ages and women who are considering becoming mothers. Through songs, essays, poems, stories and autobiographies, the class compares the institution of motherhood in various races, classes, and times (Wednesday, April 3-May 18, 7-9 p.m.).

Financial Planning for the Woman on Her Own, an added course not listed in the bulletin, will be offered at the Woman's Club of Minneapolis on Thursdays, April 18-25, 9:30 a.m.-noon.

Added class

Introduction to Weaving, IC 0162, no credit, $59. Basic techniques, patterns; table and floor looms; various fibers; weaving samples, other projects. Attendance at the first meeting is mandatory. Limit 20. Spring spec term, sec 2, Saturdays, 9 a.m.-11:30, Apr. 6-May 11 (6 meetings), Wulff 340. No late fee through March 28. Instructor is Anna Smits.

College of Home Economics plans career open house

A career open house for programs in the College of Home Economics is set for Sunday, April 28, 1 to 4 p.m., at McNeal Hall on the St. Paul campus.

Faculty, professionals, and alumni will be on hand to answer questions about courses and degrees in design, food science and nutrition, home economics, human relationships (family studies, youth studies, social services), retail merchandising, and textiles and clothing.

The event is free and open to everyone. Call 373-0933 if you have questions.
Courses galore for you this summer

Summer terms for Extension classes begin June 17, 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 376-3000 to request a summer bulletin if you don't have one.

Call 373-3905 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 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.

Other courses: Beginning computer programming courses in Management Information Systems as well as required courses in 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.

Also available are Ins 3100 Risk Management and Insurance; three courses in Industrial Relations; three courses in Business Finance; three Management courses: Marketing; and basic Real Estate courses (certificate credit).

continued page 2

Summer evening extension classes . . .

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 non-credit courses 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 376-3000 to request one.

. . . opportunity and excellence from the University of Minnesota
summer courses
from page 1

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, and Spanish. Beginning courses in Dutch, German, Japanese, and Latin, as well as intermediate courses in French and Spanish, are set for summer, too.

Art 3940 John Ford: The Darkening Vision reviews major themes, progression in Ford's films.

Mus 1001 Fundamentals of Music. Musical elements, relationships, notation, basic background. Other music courses include beginning piano, voice; Schenkerian analysis.

GC 3342 Moral Education program.

GC 3374 Film and Society

WoSt 3103 The Modern Feminist Novel is an analysis of fiction by women addressing women's identity, experiences.

Design courses are offered that focus on the design process and color and on practical applications for students in programs in interior design.

Studio arts courses and composition courses that often fill during the regular school year are scheduled, also.

Social Sciences

Important prerequisite courses in economics, 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 3200 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.

Hist 3609 Military History of Medieval Western Europe

Plus additional courses in political science, history, speech-communication, and more.

Science and Engineering

Biol 1009 General Biology: the cell, metabolism, heredity, reproduction, ecology, and evolution; laboratory follows lectures. TTh, 10-week term.

Bot 1009 Minnesota Plant Life is a nontechnical course; includes field trips.

ME 1025 Engineering Graphics: engineering representation; sketching techniques; standard and simplified practices; more.

IEOR 5000 Industrial Engineering and Analysis: scientific management, methods engineering, work measurement, human factors, production, and plant planning.

Civil Engineering courses are offered in environmental engineering, fluid mechanics, reinforced concrete structures, masonry structures, and steel structures.

Also, many key mathematics courses, especially introductory noncredit and credit courses in algebra and calculus, are available during summer. Check with an Extension adviser if you aren't sure what mathematics course is right for you.

Elderhostel: education you won’t outgrow

You never outgrow your need for learning. That's the premise for Elderhostel, a nationwide summer educational program for people 60 and older.

Elderhostel students stay on campus, interacting with peers and younger students, and take specially designed college-level, noncredit classes in week-long sessions. Extracurricular and evening activities are also offered.

Cost to hostellers is $195 for accommodations, meals, and class instruction.

Dates and course titles are given below for Elderhostel at the University of Minnesota – Twin Cities (one of 30 participating Minnesota colleges). Call 376-2704 for more information.

June 23-29: Only in America: Twentieth-Century Music; Arab-Israeli Conflict; Past As Prologue; Gods and Heroes of the North; Scandinavian Mythology.

July 7-13: Got Rhythm: The Music of George Gershwin; Arab-Israeli Conflict; Past as Prologue; Contemporary African Politics.

No election for Extension senators

Because an insufficient number of candidates filed for University Senate elections, no election will be held for Extension senators.

An election commission of the student board will meet to declare the filed candidates elected as senators.

Correction

The Sampler lecture on A.I.D.S. by Frank Rhame of the School of Medicine was April 4, not April 14 as incorrectly printed in the February issue of Info. We regret the error and any inconvenience it may have caused readers.
Summer registration

TERMS
First 5-week term .................................................. June 17 to July 20
10-week term ......................................................... June 17 to August 24
Second 5-week term ............................................... July 22 to August 24

REGISTRATION DATES
By mail (first 5-week and 10-week terms) ......................... May 13 to June 5
(second 5-week term) .............................................. May 13 to July 10
In person (first 5-week and 10-week terms) ...................... May 28 to June 5
(Second 5-week term) ............................................. May 28 to July 10

REGISTRATION OFFICES
Minneapolis campus (373-3196) .......................... 101 Westbrook Hall
Downtown MacPhail Center (373-1925) ................. 1128 LaSalle Avenue, Minneapolis

All registration offices are closed weekends and holidays.

Mail registrations received before May 13 will be returned to the student. Students are urged to register by mail for all classes (limited and unlimited). June 5 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 5 (for all terms); otherwise their spaces in class are forfeited.

See the Summer Evening Extension Classes Bulletin for complete registration instructions, dates, and hours.

Counseling office offers career workshops, testing

Make career plans now so that you can start getting the education you need this summer or fall.

Almost everything you need to know about financial aid

Free workshops on financial aid options and eligibility will be offered this spring by the Extension Counseling Office on May 21 in 229 Nolte Center and on June 19 in the Nolte Center Library. Both will be held from 6 to 8 p.m.

If you are interested in attending one of these workshops, call or write the Extension Counseling Office, University of Minnesota, 314 Nolte Center, 315 Pillsbury Drive S.E., Minneapolis, MN 55455; (612) 373-3905. Leave your name and a day-time phone number and indicate your preference for either the May or June session.

A counseling test battery also is available through the Extension Counseling Office that includes an interest inventory, a value questionnaire, and a personality test. Results are reviewed with a professional counselor in both group and individual sessions. Cost is $76 for students and prospective students, $115 for others (fees will increase July 1). Call 373-3905 for information.
Summertime . . . and the learning is easy

Informal Courses under the sun

Natural history and outdoors courses receive special emphasis through Informal Courses this summer. 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 Evening Extension Classes Bulletin, pages 85-89. Call 376-3000 to request your copy.

Hot stuff! Studio arts iron pour

The Studio Arts department will host the 16th Annual Iron Pour, a pyro-technic event, on Friday, May 17, noon to 5 p.m., in the Foundry Annex of the Studio Arts Building on the West Bank.

The iron pour is organized by Associate Professor Wayne Potratz, who teaches cast metal sculpture, and his students. During the pour, iron is heated to over 2,600 degrees F., and teams of students and visiting artists pour this molten iron into individual molds to create sculptures.

For further information, call Wayne Potratz for details at 376-3373 (office) or 373-3663 (messages).

Split Rock program brings together art and learning

The Split Rock Arts Program returns this summer combining people, learning, and place to provide an exciting experience in the arts.

The program, formerly known as the Summer Arts Study Program at Quaana Mountain, moved to Duluth last year to take advantage of a location that offers the facilities of a major college campus but the charm of a maritime 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 memoir or a stage play or a screen play, take a drawing tour of the North Shore, create children's picture books, prepare a visual journal or photo-documentary, handbuild pottery, investigate the nature of creativity - more than 40 workshops are available.

Courses are offered for credit, but noncredit, reduced-tuition registration is possible. 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 June 23 and new workshops begin each Sunday for seven weeks.

For information about registration and accommodations, as well as complete course descriptions, call the Split Rock Arts Program at 373-4947.

Pomp and circumstance

Extension students who expect to graduate spring quarter, and who have filed for graduation, may participate in graduation ceremonies. Dates, times and locations vary with each college. Call the Extension Counseling Office 376-3905 for information.
Take off with Study and Travel Adventures this summer

Discover travel with a difference this summer — Study and Travel Adventures through Extension classes.

This study tour program combines the satisfactions of learning with the pleasures of a vacation through small group tours led by University instructors. Most longer tours include pre-trip lectures.

For more information about the tours listed below, call 376-7500 or see descriptions in the summer bulletin.

Wildflowers and Plants of the North Shore (STA 0937), June 21-23. A weekend at Cascade Lodge that concentrates on the diverse flora and trees and the rugged scenery of northern Minnesota.

Birds of Minnesota’s North Shore (STA 0938), June 21-23. Spring and early summer behavior of a variety of migratory birds can be observed; accommodations at Cascade Lodge.

Rocky Mountain Wildflower Photography Workshop (STA 0936), June 9-16. Big Sky, Montana area provides countless opportunities for both close-ups and spectacular landscapes.

A Historical Sampler of Britain (STA 0931), June 15-28. A British visit is more than a few days in London. Discover the rest of British history, from the Celts to the Romans to the present, with a friendly historian.

The Wildlife and Wild Lands of Alaska (STA 0923), July 5-16. A 10-day natural history tour to Alaska — dense green forests, rugged mountains, blue-white glaciers, bears, caribou, moose, whales, trumpeter swans, arctic loons, and more.

The Birds and Natural Habitat of Coastal Maine (STA 0920), July 7-14. Rock-bound shores, picturesque harbors, and the birds, mammals, and plant life of coastal cliffs and intertidal beaches.

Music Festival of Austria (STA 0930), July 22-August 5. A trip to charm the ear, dazzle the eye, lift the spirit, and delight the palate; Salzburg, Bregenz, Vienna, and more. (Filled; call for wait-list information.)

Apply now for Behavior Analyst Certificate

Applications for the Behavior Analyst in Community Environments Certificate Program will be accepted through May 31, 1985, for fall 1985 admission. Interested students should contact the Extension Counseling Department, 315 Pillsbury Drive S.E., University of Minnesota, Mpls., Minn. 55455 (612-373-3905) to request further information and application forms.

Opera Week

Each year the Metropolitan Opera Company performs for a week at Northrop Auditorium on the Minneapolis campus. And each year the evening performances create an additional demand for limited campus parking. Opera week this year is May 13-18. Extension students should plan to arrive early for classes that week and keep in mind that some on-campus lots and garages may be reserved for opera staff and audience.

Bulletins coming

Watch for the 1985-86 Extension Classes bulletin this summer. It is in production now and will be available in early 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 that period). If you do not receive a copy by August 1, call 376-3000 to request one.

Open evenings

Did you know the Extension Classes Registration Office (101 Wesbrook Hall) is open most evenings during the regular school year? During in-person registration periods and when classes are in session, the offices are open Monday through Thursday evenings until 8 p.m. (Fridays until 4:30 p.m.). For summer hours, see page 9 in the Summer Evening Extension Classes bulletin; hours are reduced some in summer especially in August.
Make summertime a learning time

Highlight your summer with one of the short-term courses offered through Continuing Education for Women (CEW).

Beginning this summer, CEW adds a new category of noncredit classes called Business and Professional Development. These courses provide skills and information to help you in your work and career.

Classes include Professional Selling Skills for Women (Mondays, 6-8 p.m., June 17 to July 15) and Team Building for Women (Tuesdays, 6-8 p.m., June 18-July 2).

More new courses, in a variety of other areas, include Music in the Summer: Listening and Enjoying; Survey of Mural Painting in America; Financial Planning: Comfort in Retirement; Making Wise Decisions About Exercise; and The Palestinians: Quest for a Homeland.

The Math Anxiety Program also will offer a Math Anxiety Diagnostic Clinic and arithmetic and elementary algebra class.

Check the Extension Classes summer bulletin or call CEW, 373-9743, for further information about these noncredit courses.

Want to know more about degrees and other program options?

Free workshops will be offered this summer for Continuing Education and Extension students who are interested in obtaining program information about the following areas:

- Business – Various degree and certificate options and their admission requirements, transfer of credits, registration information.
- Financial aid – Options and eligibility requirements.
- Technical programs – Various degree and certificate options and their admission requirements, transfer of credits, registration information.

Information will be geared (for the most part) to students who must take the majority or all of their course work through Extension classes (or with a combination of Extension classes and correspondence study). Information about other programs through day school will be mentioned and referrals will be made for additional information beyond the workshop topics.

Please call the Extension Counseling Office, 373-5905, after July 1 to inquire about dates for the workshops. (Financial aid workshops are offered this spring, also see the related article in this Info.)

The Extension Classes Student Board met with University Regent Charles McGuiggan in March. Board members discussed concerns important to Extension students with McGuiggan including financial aid for part-time students, semester schedules proposed for the University, and possible changes in CEE operations that would occur if University President Kenneth Keller's "Commitment to Focus" is adopted. If you are interested in attending a student board meeting, or want more information about joining the board, please call Extension Classes at 376-7500.

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