

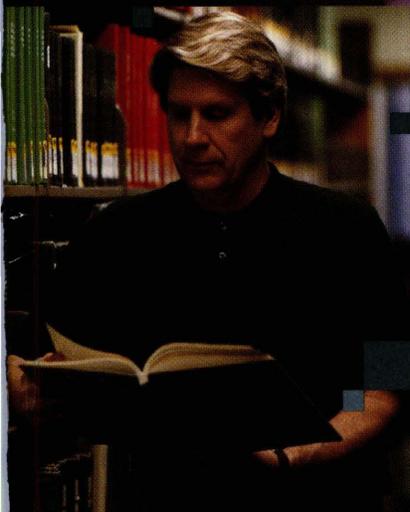


UNIVERSITY OF MINNESOTA

*College of Continuing Education*

# INDEPENDENT AND DISTANCE LEARNING

*University Courses Wherever You Are*



## COURSE CATALOG 2005 – 2006

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# How to Reach Us

## University of Minnesota Phone Directory and General Information

612-625-5000

## College of Continuing Education Information Center

101 Wesbrook Hall  
77 Pleasant Street S.E.  
Minneapolis, MN 55455

Phone: 612-624-4000; 1-800-234-6564 (*toll free outside the Twin Cities*)

Fax: 612-625-1511

E-mail: [info@cce.umn.edu](mailto:info@cce.umn.edu)

Web site: [www.cce.umn.edu/idl](http://www.cce.umn.edu/idl)

CCE Info Center Hours: *Monday–Thursday: 8:00 a.m.–5:00 p.m.*

*Friday: 8:00 a.m.–4:30 p.m.*

## One Stop Student Services Centers, Office of the Registrar

### 200 Fraser Hall (East Bank campus)

106 Pleasant Street S.E.  
Minneapolis, MN 55455

East Bank Office Hours: *Monday–Thursday: 8:00 a.m.–5:30 p.m.*

*Friday: 8:00 a.m.–4:00 p.m.*

### 130 West Bank Skyway (West Bank campus)

219 19th Avenue South  
Minneapolis, MN 55455

West Bank Office Hours: *Monday–Friday: 8:00 a.m.–4:00 p.m.*

### 130 Coffey Hall (St. Paul campus)

1420 Eckles Avenue  
St. Paul, MN 55108

St. Paul Office Hours: *Monday–Friday: 8:00 a.m.–4:00 p.m.*

Phone: 612-624-1111; 1-800-400-8636 (*toll free outside the Twin Cities*)

E-mail: [helpingu@umn.edu](mailto:helpingu@umn.edu)

Web site: [www.onestop.umn.edu](http://www.onestop.umn.edu)

## University of Minnesota Bookstores, Coffman Store

Phone: 612-625-6000; 1-800-442-8636 (*toll free outside the Twin Cities*)

E-mail: [debooks@umn.edu](mailto:debooks@umn.edu)

Web site: [www.bookstores.umn.edu](http://www.bookstores.umn.edu)

## University Libraries

Phone: 612-624-0303

E-mail: [infopoint@umn.edu](mailto:infopoint@umn.edu)

Web site: <http://infopoint.lib.umn.edu>

## Computer Help Desk

Phone: 612-301-4357

E-mail: [help@umn.edu](mailto:help@umn.edu)

Web site: [www.umn.edu/adcs/help](http://www.umn.edu/adcs/help)

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# Welcome to Independent and Distance Learning

## Learning Without Limits

Welcome to Independent and Distance Learning (IDL) at the University of Minnesota—world-class education available when and where you want it: from across town, across the country, or across the world.

Although it is not possible to earn a bachelor's degree entirely through IDL, two undergraduate certificates and one graduate professional master's degree may be entirely completed with IDL courses. And, as an IDL student, you have the advantage of being able to

- Complete credits you need for your degree or certificate program at the times and locations that are convenient for you.
- Choose online or printed formats and semester-length or extended-term timelines that allow you to work the way you prefer.
- Explore topics of interest without being admitted to a University degree or certificate program.

Choose from a wide selection of printed and online courses in many subjects. Many courses have an extended term, which allows you to work at your own pace for up to nine months. Credits earned through Independent and Distance Learning are semester credits, are recorded on your University of Minnesota transcript, and are equivalent to credits earned on campus.

### ***Undergraduate or Graduate Credit***

Most Independent and Distance Learning courses are undergraduate courses, but a few may be taken for graduate credit. If graduate credit is offered for a course, that fact is stated in the course description.

### **Using IDL Credits Toward a U of M On-Campus Degree**

Here are three things to remember about using IDL credits toward a U of M on-campus degree:

- The University counts course credits earned through Independent and Distance Learning as resident credits.

- Some programs have limits on how many Independent and Distance Learning credits students can count towards a degree. Admitted students should consult their program adviser.
- Students who are not admitted to a program but who are planning to earn a degree in the future should consult the Office of Admissions for further information. Call 612-625-2008, 1-800-752-1000, or TTY 612-625-9051 or visit <http://admissions.tc.umn.edu>.

### **Transferring IDL Credits to Another College or University**

Officials at other colleges or universities determine which courses will be accepted to fulfill degree requirements at their institutions. Get approval from your institution before registering.

### **Accreditation**

Independent and Distance Learning courses are approved by academic departments. And like all University of Minnesota credits, they are accredited by the North Central Association of Colleges and Schools.

## Before You Register

### ***Are Independent and Distance Learning Courses Right for You?***

- Are you well organized and self-motivated?
- Have you had a year or more of college experience?
- Do you have a solid A or B average?
- Do you read and write well?
- Do you get started on your course work right away and stick with it until it's done?

If you can answer "yes" to these questions, then you are a good candidate for Independent and Distance Learning. Check with your adviser before registering, and start out by taking a single course.

### ***Step by Step Planning***

#### **Select the Course**

If you are already admitted to a degree program or are planning to apply to a program, contact your adviser to be sure the course fits your needs.

### Be Sure You Have Completed Any Necessary Prerequisites

Prerequisites are listed with the course descriptions in the *Courses* section of this catalog beginning on page 7.

### See If the Course Is Offered in a Term Length That Works for You

Courses are offered in one of two different term lengths (See *How IDL Works* on page 52 for more information.)

- **Term-based** courses are held during a specific semester. They begin and end at the same time as classes held on campus.
- **Extended-term** courses may be taken at any time during the year. Work at your own pace and take up to nine months to finish the course work.

### Determine If You Are Eligible for Financial Aid

Visit the Financial Aid Wizard at <http://frw.cce.umn.edu/frwizard> to find out your options, and see the *Financial Aid* section of this catalog (on page 68). There are restrictions on financial aid for extended-term courses, so be sure to review the *Financial Aid* information carefully.

### Decide If the Course Format Suits You

Most courses are offered in one of two formats, printed or online (see also *How IDL Works*):

- In a **printed course**, students receive a detailed study guide and instructions for assignments. Students communicate with faculty primarily by mail. In some cases, e-mail may also be used. Some printed courses also include materials on the Web.
- In an **online course**, materials are posted on a course Web site. Students communicate with faculty through the Web site.

### Make Sure You Have Access to Appropriate Technology

If you plan to register for an online course or a printed one that includes Web materials, you may need to check the following:

- If you plan to connect online from your employer's network make sure you have permission from your employer.
- Most online courses use software called WebCT Vista. Go to the University's WebCT Web site at <http://webct.umn.edu> and click on "Browser Set Up." Follow the links to download and configure the right browser, adjust browser settings, enable Java and JavaScript, and check your system requirements.
- Some online courses have extra computer requirements such as a high-speed Internet connection for viewing videos. Check the course description.

### Check the Semester in Which Your Course Begins

You need to know the semester in which your course will begin (even if it ends in a later semester). The term the course begins in is the one that will be recorded on your transcript. To find out about important registration dates, starting and ending dates for the term, and deadlines for cancellations, refunds, and grade changes, see the *Registration and Changes in Registration* section of this catalog (beginning on page 54.)

### Now You're Ready!

Once you have gathered all the information you need, you will be ready to register and begin your Independent and Distance Learning course. You can find courses and detailed registration and program information in the following pages of this catalog or on our Web site at [www.cce.umn.edu/idl](http://www.cce.umn.edu/idl). Or call the CCE Information Center at 612-624-4000. And, once again, welcome to IDL!

# Frequently Asked Questions

## ***Do I need to be admitted to a U of M degree or certificate program?***

No. We accept registrations from everyone. If you want to transfer IDL credits to your program or degree, speak with an adviser at your college or university before registering.

## ***Is Independent and Distance Learning right for me?***

Taking a course through IDL requires discipline and directing your own study. Less help is available than in a classroom. If you have some previous college experience, a 2.0 or above grade point average, and can avoid procrastination and manage your time independently, you have a good chance of succeeding. To see if this learning style works for you, we suggest you register for only one IDL course.

## ***When can I register?***

This depends on the term length of your course. Registrations are accepted every day for extended-term courses, and new sections begin every month. Term-based courses have fixed semester terms and registration periods that match the University's regular academic calendar. (See the *Registration and Changes in Registration* section.)

## ***Will I get credit for this course?***

The grade and credits you earn will appear on your University of Minnesota transcript, and will count the same as on-campus course credits.

## ***Will these courses apply toward my degree or transfer to another institution?***

Check with your college (or prospective college) adviser to verify that a course meets the specific requirements of your program or degree. Prospective University of Minnesota undergraduate students can contact the Office of Admissions by calling 612-625-2008, 1-800-752-1000, or TTY 612-625-9051.

## ***Is it possible to earn a degree entirely through IDL?***

No bachelor degrees can be completed entirely by taking IDL courses, but a professional Master of Paper Science and Engineering degree will be available in 2005–2006. Two undergraduate certificates (Applied Business and Paper Science and Engineering) may also be completed entirely with IDL courses. And, of course, individual courses can apply to a number of on-campus degrees and certificate programs at the University of Minnesota.

## ***When do I pay for my course?***

You will have an online student account showing your charges on a password-protected Web site. You must check it soon after you register, and recheck it regularly to find out about your charges and payment deadlines, because the University does not send out bills. (See the *Tuition, Fees, Billing, Payment, and Refunds* section.)

## ***Is financial aid available?***

There are no restrictions on financial aid for term-based, semester-long courses. Extended-term courses, which allow nine months for completion, are not eligible for aid administered by the Office of Student Finance, with one exception. Other types of aid may be available. (See the *Financial Aid* section.)

## ***What if I want to drop a course?***

You must officially cancel your registration in a course in order to avoid receiving a grade of F or N. The terms of your cancellation depend on how long it has been since your term began. (See the *Registration and Changes in Registration* section.)

## ***What happens if I don't finish a course?***

Plan ahead and try not to let this happen to you. If you are going to drop out, cancel your registration officially. Otherwise, the course will appear on your University of Minnesota transcript with a grade of F or N. If you have already completed a significant amount of the coursework, your instructor might be willing to give you an extension and a temporary grade of Incomplete (I). (See the *How IDL Works* section for details.)

# Online Programs

## Graduate Level

### ***Professional Master of Paper Science and Engineering***

This scientific master's degree is designed for working professionals in the paper industry. The University's Department of Bio-based Products offers it entirely online in collaboration with Independent and Distance Learning. For information about admission standards, degree requirements, and contact information please visit the Professional Master of Paper Science and Engineering Web site, [www.cnr.umn.edu/bp/courses/masters.php](http://www.cnr.umn.edu/bp/courses/masters.php).

## Undergraduate Level

No bachelor's degrees can be completed entirely with Independent and Distance Learning courses, but individual IDL courses may apply to a number of on-campus degrees and certificate programs at the University of Minnesota, including those offered by the College of Continuing Education (CCE).

E-mail the CCE Information Center at [info@cce.umn.edu](mailto:info@cce.umn.edu), or call 612-624-4000 or 1-800-234-6564 for information on using IDL courses with the Bachelor of Applied Science or Inter-College Program. For information about using IDL courses with other programs, contact your college adviser or (for prospective undergraduate students) the U of M office of Admissions at <http://admissions.tc.umn.edu>, 612-625-2008 (1-800-752-1000).

### ***Certificate Programs***

Earning a certificate may help individuals enhance a career path, earn a promotion, make a career transition, or earn credits to transfer toward a degree. To earn a certificate, you must apply to a program and be accepted.

Certificate programs may include IDL options for some required courses; two University of Minnesota certificates may be earned by qualified students completely with IDL courses. These are upper-level undergraduate programs that require a series of specialized courses in a specific field. They are designed for working adults and require a significant amount of previous college credits.

### **Applied Business Certificate**

The fully online Applied Business Certificate provides an opportunity to develop and practice skills that are vital to business success. The required courses emphasize specific knowledge that can immediately be applied to a career. Choose from two tracks: *Applied Business Functions and Applied Business Communication and Leadership*. Each track requires six Applied Business courses.

### **Paper Science and Engineering**

The Paper Science and Engineering Certificate is a fully online program intended for paper industry professionals who have a background in paper processes and technologies and college-level math and science knowledge. It emphasizes environmental issues such as minimizing the harmful impact of waste and developing energy-efficient paper processes. The certificate requires taking four Bio-based Products courses out of a possible six.

For information about program requirements and how to apply for admission, and for answers to FAQs, visit the CCE Certificates Web site at [www.cce.umn.edu/certificates](http://www.cce.umn.edu/certificates), or contact the CCE Information Center (see the inside front cover for location and hours).

# How to Read Course Descriptions

## What You Need to Know

The IDL courses listed on the following pages are arranged alphabetically by department or subject headings. In order to choose a course appropriate to your needs and abilities, you must understand the course description.

The University uses a **course numbering system**:

- 0xxx courses do not carry credit toward any University degree.
- 1xxx, 2xxx, and 3xxx courses are primarily for undergraduates in their first, second, and third years of study.
- 4xxx courses are primarily for undergraduates in their fourth year of study.
- 5xxx extended-term courses offered through IDL are available for undergraduate credit only.

Online, term-based 5xxx courses may offer graduate credit—check the course description for more information.

Generally, 2xxx-, 3xxx-, 4xxx-, and 5xxx-level courses are progressively more difficult than 1xxx-level courses.

You may register in any course you believe you can successfully complete. However, you must meet the prerequisites. If you have any questions about course difficulty, look up the course on the IDL Web site or contact the instructor.

The sample description below shows the information found in all course descriptions in this catalog. Specific information for a given course may change if a course is revised or a new instructor is appointed.

Department Abbreviation and Course Number	Course Title	Special Instructions: Grade base (if not mentioned, you may register either A–F or S/N), prerequisites, and other course information.
<b>Fren 1002</b>	<b>Beginning French II</b>	
<i>(Prereq 1001 or equiv)</i>	Basic listening, speaking, reading, and writing skills. Emphasis on communicative competence. Includes some cultural readings. Estrem, Mary Elaine; 5 cr.	
<b>Course Description:</b> Official University course content description. Any notes specific to the IDL version of a course are printed in italics below the course description.		
<b>Instructor</b> (subject to change)		
<b>Term Length and Instruction Format:</b> Length is either <i>term-based</i> (semester) or <i>extended-term</i> (nine-months). The instruction method is either <i>correspondence</i> (meaning printed study guide) or <i>telecommunications</i> (meaning online).	<b>Extended Term Correspondence</b>	<b>Number of Credits</b> (also called <i>progress units</i> )
	<b>Fall</b>	<b>Registration Term:</b> For extended-term courses, four sections are offered each term (see Section Number). One section is open for registration each month.
	18382 — B02, 09/15/05–06/15/06	
	18383 — C02, 10/15/05–07/15/06	
	18384 — D02, 11/15/05–08/15/06	
	18385 — E02, 12/15/05–09/15/06	
	<b>Spring</b>	<b>Section Number:</b> Note that each section of an IDL course begins with a letter: A for term-based semester courses; B through E for extended-term sections.
	57604 — B02, 01/15/05–10/15/05	
	57605 — C02, 02/15/05–11/15/05	
	53754 — D02, 03/15/05–12/15/05	
	53755 — E02, 04/15/05–01/15/06	
<b>Class Number (Call Number):</b> You must use this five-digit class number when you fill out your Registration and Cancel/Add Form.	<b>Summer</b>	<b>Start and End Dates:</b> For extended-term courses, each section is open for registration during the month <i>before</i> the month that section starts.
	80249 — B02, 05/15/05–02/15/06	
	80250 — C02, 06/15/05–03/15/06	
	80251 — D02, 07/15/05–04/15/06	
	80252 — E02, 08/15/05–05/15/06	

## Accounting (Acct)

Curtis L. Carlson School of Management

### Acct 2050 Introduction to Financial Reporting

(A–F only; credit will not be granted if credit has been received for APEC 1251; prereq completion of 30 credits.)

Introduction to financial accounting for U.S. organizations. Reading financial statements. Biondich, Nick E.; 4 cr.

For computer requirements, see [Webct.umn.edu](http://Webct.umn.edu) and click on Browser Set up. Students admitted to School of Management majors may not take the IDL version of Acct 2050. Acct 2050 is challenging, and taking it through IDL requires strong self-discipline. Less help will be available than in the classroom, and you must structure your studies by yourself.

#### ONLINE COURSE

#### Extended Term Telecommunications

##### Fall

18269 — B01, 09/15/05–06/15/06  
18270 — C01, 10/15/05–07/15/06  
18271 — D01, 11/15/05–08/15/06  
18272 — E01, 12/15/05–09/15/06

##### Spring

57479 — B01, 01/15/05–10/15/05  
57480 — C01, 02/15/05–11/15/05  
53695 — D01, 03/15/05–12/15/05  
53696 — E01, 04/15/05–01/15/06

#### Summer

80009 — B01, 05/15/05–02/15/06  
80010 — C01, 06/15/05–03/15/06  
80011 — D01, 07/15/05–04/15/06  
80012 — E01, 08/15/05–05/15/06

Also see GC 1540,  
Accounting Fundamentals I.

## Afro-American Studies (Afro)

College of Liberal Arts

### Afro 3601 Introduction to African Literature

(Meets CLE req of International Perspective Theme, Literature Core.)

African oral and written literature of 19th and 20th centuries. Emphasis on written literature written in English and French. All readings in English. Pike, Ben; 3 cr.

#### Extended Term Correspondence

##### Fall

18275 — B04, 09/15/05–06/15/06  
18276 — C05, 10/15/05–07/15/06  
18277 — D05, 11/15/05–08/15/06  
18278 — E05, 12/15/05–09/15/06

##### Spring

57481 — B05, 01/15/05–10/15/05  
57482 — C05, 02/15/05–11/15/05  
53699 — D05, 03/15/05–12/15/05  
53700 — E05, 04/15/05–01/15/06

##### Summer

80017 — B05, 05/15/05–02/15/06  
80018 — C05, 06/15/05–03/15/06  
80019 — D05, 07/15/05–04/15/06  
80020 — E05, 08/15/05–05/15/06

## Agronomy and Plant Genetics (Agro)

College of Agricultural, Food, and Environmental Sciences

### Agro 4888 Issues in Sustainable Agriculture

(Prereq 1103, Soil 1125 or 2125 or equiv)

An overview of issues related to sustainable agriculture: agroecology, impacts on the environment and public health issues, government policies, and sociological factors. The sustainable agriculture movement is driven by the belief that our food production system will be sustaining only when on-farm practices and agricultural policies balance profitability with concern for the environment and the well-being of farm families and rural communities. Course includes interaction with practices and promoters of sustainable agriculture. Sheaffer, Craig Charles; 2 cr.

#### Extended Term Correspondence

##### Fall

18601 — B01, 09/15/05–06/15/06  
18602 — C01, 10/15/05–07/15/06  
18603 — D01, 11/15/05–08/15/06  
18604 — E01, 12/15/05–09/15/06

##### Spring

57483 — B01, 01/15/05–10/15/05  
57484 — C01, 02/15/05–11/15/05  
53701 — D01, 03/15/05–12/15/05  
53702 — E01, 04/15/05–01/15/06

## Courses

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### Summer

80021 — B01, 05/15/05–02/15/06  
80022 — C01, 06/15/05–03/15/06  
80023 — D01, 07/15/05–04/15/06  
80024 — E01, 08/15/05–05/15/06

## American Indian Studies (Amln)

College of Liberal Arts

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### Amln 3871 American Indian History: Pre-Contact to 1830

*(Credit will not be granted if credit has been received for HIST 3871; meets CLE req of Cultural Diversity Theme, Historical Perspective Core.)*

Introduction to American Indian history from ancient native America to the removal era.

Focuses on the social, cultural, political, and economic diversity of Native American peoples and Native American experiences with European colonialism. 4 cr.

#### Extended Term Correspondence

##### Fall

24708 — B02, 09/15/05–06/15/06  
24709 — C02, 10/15/05–07/15/06  
24710 — D02, 11/15/05–08/15/06  
24711 — E02, 12/15/05–09/15/06

##### Spring

59869 — B02, 01/15/05–10/15/05  
59870 — C02, 02/15/05–11/15/05  
59871 — D02, 03/15/05–12/15/05  
59872 — E02, 04/15/05–01/15/06

##### Summer

84953 — B02, 05/15/05–02/15/06  
84954 — C02, 06/15/05–03/15/06  
84955 — D02, 07/15/05–04/15/06  
84956 — E02, 08/15/05–05/15/06

### Amln 3872 American Indian History: 1830 to the Present

*(Credit will not be granted if credit has been received for HIST 3872; meets CLE req of Cultural Diversity Theme, Historical Perspective Core.)*

Focus on the impact of federal Indian policy on American Indian cultures and societies, and on American Indian culture change. 4 cr.

#### Extended Term Correspondence

##### Fall

24712 — B02, 09/15/05–06/15/06  
24713 — C02, 10/15/05–07/15/06  
24714 — D02, 11/15/05–08/15/06  
24715 — E02, 12/15/05–09/15/06

##### Spring

59874 — B02, 01/15/05–10/15/05  
59875 — C02, 02/15/05–11/15/05  
59876 — D02, 03/15/05–12/15/05  
59877 — E02, 04/15/05–01/15/06

##### Summer

84957 — B02, 05/15/05–02/15/06  
84958 — C02, 06/15/05–03/15/06  
84959 — D02, 07/15/05–04/15/06  
84960 — E02, 08/15/05–05/15/06

## Anthropology (Anth)

College of Liberal Arts

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### Anth 1003W Understanding Cultures

*(Meets CLE req of International Perspect Theme, Social Science Core, Writing Intensive.)*

Introduction to social and cultural anthropology. Comparative study of societies and cultures around the world. Topics include adaptive strategies; economic processes; kinship, marriage, and gender; social stratification; politics and

conflicts; religion and ritual; personality and culture. Gerlach, Luther P.; 4 cr.

#### Extended Term Correspondence

##### Fall

18279 — B02, 09/15/05–06/15/06  
18280 — C02, 10/15/05–07/15/06  
18281 — D02, 11/15/05–08/15/06  
18282 — E02, 12/15/05–09/15/06

##### Spring

57485 — B02, 01/15/05–10/15/05  
57486 — C02, 02/15/05–11/15/05  
53697 — D02, 03/15/05–12/15/05  
53698 — E02, 04/15/05–01/15/06

##### Summer

80025 — B02, 05/15/05–02/15/06  
80026 — C02, 06/15/05–03/15/06  
80027 — D02, 07/15/05–04/15/06  
80028 — E02, 08/15/05–05/15/06

## Applied Business (ABus)

College of Continuing Education

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### ABus 4012 Problem Solving in Complex Organizations

*(A–F only; prereq at least 45 cr; meets CLE req of Writing Intensive.)*

Open systems perspective. Analyzing root causes/effects of problems/solutions across boundaries in organizations. Process analysis introduced as tool for problem solving. Problem-solving frameworks or processes. Students study and apply techniques for conducting root cause analyses, expanding alternatives, predicting consequences, and making choices. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

22964 — A51, 09/06/05–12/14/05

**ABus 4022 Management  
in Organizations**

(A–F only; prereq 45 cr completed)

Demands on today's managers beyond the techniques/ideas traditionally taught. Focuses on small to medium-sized organizations, but students learn to apply management theory to every level of any organization. Managing in the "new workplace" and ever-changing global environment; organizational planning and decision making; organizing resources; leading and motivating people; and controlling and evaluating organizational activities. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

20364 — A51, 09/06/05–12/14/05

*Spring*

56980 — A54, 01/17/06–05/05/06

**ABus 4023W  
Communicating for  
Results**

(A–F only; prereq 45 cr completed; meets CLE req of Writing Intensive.)

Aspects of communication essential to being persuasive/influential. Organizing and pre-

senting ideas effectively. Audience analysis. Choosing communication methods. Using informal influence methods. Handling dissent. Processes for intercultural communication introduced. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

20365 — A51, 09/06/05–12/14/05

*Summer*

83971 — A57, 05/22/06–08/25/06

**ABus 4031 Accessing and  
Using Information  
Effectively**

(A–F only; prereq computer literacy, at least 45 cr)

Role of information in business operations including information systems/data management. Exercises presented including data-based, text-based, verbal, written, and multimedia forms of information. Accessing external information using information search services, CD-ROM, and periodicals. Accessing internal information using desktop database system/electronic mail or computer conferencing. Typology of information applied in case studies and exercises. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Spring*

57749 — A54, 01/17/06–05/05/06

**ABus 4041 Dynamics of  
Leadership**

(A–F only; prereq at least 45 cr)

What makes for successful leaders? Strong leaders cultivate a dynamic, flexible approach using many different perspectives rather than a static, inflexible approach. Investigate the knowledge, skills, and abilities reflected in eight leadership strategies: academic, bureaucratic, eclectic, economic, fellowship, military, political, and social. How to lead diverse populations and be a successful leader in a global environment. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

18103 — A51, 09/06/05–12/14/05

*Spring*

57750 — A54, 01/17/06–05/05/06

**ABus 4042 Planning and  
Implementing Strategic  
Decisions**

(A–F only; prereq 4101, 4103 or 4701, at least 45 cr)

Strategic assessment of a company's competitive capabilities and performance. How companies allocate resources to their activities. Analyzing business environment, assessing business risk, and deter-

mining what actions are needed. Evaluating choices firms make to compete successfully and sustain profitability. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Purchase a new copy of textbook as it contains a passcode for required internet-based resources.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

**Spring**

55386 — A54, 01/17/06–05/05/06

**Summer**

84248 — A57, 05/22/06–08/25/06

**ABus 4043 Project Management in Practice**

*(A–F only; prereq 4102, at least 45 cr)*

Introduction to project management, including tools/techniques to support project leader in scheduling, coordinating, and allocating resources. Students will work in teams to develop/conduct field project, putting tools of project management into practice. Requires Microsoft Project (bundled with course textbook), Word, and PowerPoint. 3 cr.

*Must have Pentium PC running Windows 95 or better for required course software. Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

**Fall**

18104 — A51, 09/06/05–12/14/05

**Summer**

83722 — A57, 05/22/06–08/25/06

**ABus 4101 Accounting for Managers**

*(A–F only; prereq Financial Accounting, at least 45 cr)*

Using accounting data to make day-to-day management decisions. Determining cost-volume-profit relationships, measuring various costs, evaluating capital budgets. Acceptability of investment projects. Constructing profit plans, evaluating budget variances. Analyzing activity costing and standard costs. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Students who found earlier accounting courses difficult should take ABus 4101 in the classroom, not online. Online course requires multiple weekly deadlines and little flexibility for less prepared students.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

**Fall**

24700 — A51, 09/06/05–12/14/05

**Summer**

84250 — A57, 05/22/06–08/25/06

**ABus 4102 Operations in Manufacturing and Service Businesses**

*(A–F only; prereq at least 45 cr)*

Concepts/principles related to management of operations functions introduced. Operations strategy, process, design, just-in-time inventory management, forecasting, scheduling, and quality improvement. Relationships between operations and the environment. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

**Fall**

20366 — A51, 09/06/05–12/14/05

**Summer**

83032 — A57, 05/22/06–08/25/06

**ABus 4103 Marketing and Sales**

*(A–F only; prereq at least 45 cr)*

Legal, behavioral, ethical, competitive, economic, and technological factors examined as they affect product pricing, promotion, and marketing. Personal selling function presented as integral part of the overall distribution system. Emphasis on sales force organization, selection, training, motivation, compensation, forecasting, budgeting, and control. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Spring*

56498 — A54,  
01/17/06–05/05/06,

**ABus 4104 Management  
and Human Resource  
Practices**

*(A–F only; prereq at least 45 cr)*

Overview of human resource practices in organizations and basic responsibilities of front-line managers. Emphasis on providing day-to-day leadership. Organizing work, motivating employees, delegating, coordinating, and achieving results. Front line human resource practices, including selection, induction and training of new employees, employee appraisal, handling grievances and discipline. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Spring*

55388 — A54, 01/17/06–05/05/06

*Summer*

81353 — A57, 05/22/06–08/25/06

**ABus 4501  
Entrepreneurship**

*(A–F only; prereq 4101, 4103 or 4701; at least 45 cr)*

Leads student through exercises to produce a complete business plan with financial plan or management summary. How to articulate the mission, goals, and objectives of a business; conduct market and competitive analyses; formulate marketing strategies; determine staffing and organizational struc-

tures; conduct strategic planning; and project growth and expansion. For students who want to expand an existing business or start a new business. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

20367 — A51, 09/06/05–12/14/05

**ABus 4509 New Product  
Development**

*(A–F only; prereq 4103 or 4701 or Mktg 3001, at least 45 cr or instr consent)*

Explore how new consumer, industrial, and service products are planned and developed. Examine idea generation, concept and buyer testing, pricing, sales and profit strategies, product positioning techniques, promotion, packaging, and distribution considerations from a new product development perspective, using marketing case histories and student project work. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

24866 — A51, 09/06/05–12/14/05

**ABus 4601 Corporate  
Finance**

*(A–F only; prereq Acct 2050, Econ 1101 or Econ 1102, Math 1031, 45 cr completed)*

Fundamental principles of financial management. Implementation by corporate financial managers in strategic financial decisions. Financial statement analysis. Time value of money. Risk and return. Equity valuation. Fixed income securities. Capital budgeting analysis. Cost of capital. Long-term financing. Capital structure analysis. Dividend policy. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

29239 — A51, 09/06/05–12/14/05

**ABus 4701 Introduction to  
Marketing**

*(A–F only; prereq Acct 2050, Econ 1101)*

Introduction to marketing as the facilitation of exchanges that satisfy the needs of all parties. Emphasizes the conceptual tools necessary for creating a sound marketing plan, how marketing relates to other functional areas of business, and the importance of an ethical, global view. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

## Courses

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### Term Based Telecommunications

#### Fall

32584 — A51, 09/06/05–12/14/05

#### Spring

64347 — A54, 01/17/06–05/05/06

## Art History (Arth)

College of Liberal Arts

### Arth 3014W Art of India

*(Credit will not be granted if credit has been received for ALL 3014W; meets CLE req of International Perspect Theme, Other Humanities Core, Writing Intensive; meets HON req of Honors.)*

Indian sculpture, architecture, and painting from the prehistoric Indus Valley civilization to the present day. 4 cr.

*Required CD-ROM for course contains hundreds of slides for study.*

### Extended Term Correspondence

#### Fall

18661 — B01, 09/15/05–06/15/06

18662 — C01, 10/15/05–07/15/06

18663 — D01, 11/15/05–08/15/06

18664 — E01, 12/15/05–09/15/06

#### Spring

57489 — B01, 01/15/05–10/15/05

57490 — C01, 02/15/05–11/15/05

53705 — D01, 03/15/05–12/15/05

53706 — E01, 04/15/05–01/15/06

#### Summer

80033 — B01, 05/15/05–02/15/06

80034 — C01, 06/15/05–03/15/06

80035 — D01, 07/15/05–04/15/06

80036 — E01, 08/15/05–05/15/06

## Bio-based Products (BP)

College of Natural Resources

### BP 4305W Pulp and Paper Technology

*(Credit will not be granted if credit has been received for BP 5305; prereq jr or instr consent; meets CLE req of Writing Intensive.)*

Pulping processes, fiber refining and processing, paper manufacturing, fiber and paper properties, paper recycling, water requirements and effluent treatment.

Chemical and mechanical pulping, pulp preparation, secondary fiber, de-inking, wet end additives.

Tschimer, Ulrike Waltrau; 3 cr.

*For computer requirements see webct.umn.edu and click on Browser Set Up. Prerequisite of high school chemistry. Intended for working professionals. This section is for undergraduate credit. Registration closes one week before term starts: instructor permission required after then.*

### ONLINE COURSE

### Term Based Telecommunications

#### Fall

22960 — A51, 09/06/05–12/14/05

#### Spring

59304 — A54, 01/17/06–05/05/06

### BP 4313 Pulp and Paper Unit Operations

*(Credit will not be granted if credit has been received for BP 5313; prereq 4305 or instr consent; meets CLE req of Writing Intensive.)*

Application of principles of momentum, heat, and mass transfer to unit operations in pulp/paper

industry. Fluid transport, filtration, sheet formation, sedimentation, drainage, pressing, heat exchange, evaporation, washing, bleaching, humidification/drying, chemical/energy recovery. Computer simulation of multiple-stage systems. Ramaswamy, Shri; 4 cr.

*For computer requirements see webct.umn.edu and click on Browser Set Up. Prerequisite of two years of college level calculus, chemistry and one year of physics. Intended for working professionals. This section is for undergraduate credit. Registration closes one week before term starts: instructor permission required after then.*

### ONLINE COURSE

### Term Based Telecommunications

#### Fall

23475 — A51, 09/06/05–12/14/05

### BP 4314 Papermaking Processes and Process Engineering Laboratory

*(Credit will not be granted if credit has been received for BP 5314; prereq instr consent.)*

Theory/practice of design/operation of paper machines and associated finishing/converting equipment. Experiments illustrate/apply principles of momentum, heat, and mass transfer. Operation/performance optimization of pilot-plant paper machine. Process engineering studies of industrial production systems. Ramaswamy, Shri; 3 cr.

*Registration closes a week before term begins; instructor permission required after then. For computer requirements see webct.umn.edu and click on Browser Set Up. This section is for undergraduate credit.*

### ONLINE COURSE

**Term Based  
Telecommunications**

**Spring**

59305 — A54, 01/17/06–05/05/06

**BP 4320 Applied Statistics for Process Industries: Measurement, Analysis, and Control**

(Credit will not be granted if credit has been received for BP 5320; prereq Math 1272 or instr consent.)

Basic concepts and most frequently used methods in statistical process control, analysis of variances, experiment design, and regression analysis. Yin, K. Karen; 3 cr.

Registration closes a week before term begins; instructor permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. This course requires using Microsoft Excel for various spreadsheet applications. Students must have Excel software and previous training. This section is for undergraduate credit.

 **ONLINE COURSE**

**Term Based  
Telecommunications**

**Spring**

59233 — A54, 01/17/06–05/05/06

**BP 4362W Pulping and Bleaching**

(Credit will not be granted if credit has been received for BP 5362; prereq BP 4305 or WPS 4305; meets CLE req of Writing Intensive.)

Chemistry/technologies in producing of paper-making raw material. Wood pulping/bleaching, including non-wood fibers and recycled fiber materials. Tschimer, Ulrike Waltrau; 4 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Intended for working professionals. This section is for undergraduate credit. Registration closes one week before term starts; instructor permission required after then.

 **ONLINE COURSE**

**Term Based  
Telecommunications**

**Fall**

32598 — A51, 09/06/05–12/14/05

**BP 5305 Pulp and Paper Technology**

(Credit will not be granted if credit has been received for BP 4305W; prereq grad student or instr consent.)

Pulping processes, fiber refining/processing, paper manufacturing, fiber/paper properties, paper recycling. Water requirements, effluent treatment. Chemical/mechanical pulping, pulp preparation, secondary fiber, de-inking, wet end additives. Lab problems/exercises. Tschimer, Ulrike Waltrau; 3 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Prerequisite of high school chemistry. Intended for working professionals. This section is for graduate credit. Non-admitted students who want graduate credit must register by contacting the College of Continuing Education, 612-625-2088.

Registration closes one week before term starts; instructor permission required after then.

 **ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based  
Telecommunications**

**Fall**

28661 — A51, 09/06/05–12/14/05

**Spring**

63358 — A54, 01/17/06–05/05/06

**BP 5313 Pulp and Paper Unit Operations**

(Credit will not be granted if credit has been received for BP 4313; prereq grad student or instr consent.)

Application of principles of momentum, heat, and mass transfer to unit operations in pulp/paper industry. Fluid transport, filtration, sheet formation, sedimentation, drainage, pressing, heat exchange, evaporation, washing, bleaching, humidification/drying, chemical/energy recovery. Computer simulation of multiple-stage systems. Ramaswamy, Shri; 4 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Prerequisite of B.S. sciences/engineering including college level calculus, chemistry and one year of physics. Intended for working professionals. This section is for graduate credit. Non-admitted students who want graduate credit must register by contacting the College of Continuing Education, 612-625-2088. Registration closes one week before term starts; instructor permission required after then.

 **ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based  
Telecommunications**

**Fall**

28653 — A51, 09/06/05–12/14/05

**BP 5314 Papermaking Processes and Process Engineering Laboratory**

*(Credit will not be granted if credit has been received for BP 4314; prereq grad student or instr consent.)*

Theory/practice of design/operation of paper machines and associated finishing/converting equipment. Experiments illustrate/apply principles of momentum, heat, and mass transfer. Operation/performance optimization of pilot-plant paper machine. Process engineering studies of industrial production systems. Ramaswamy, Shri; 3 cr.

*Registration closes a week before term begins; instructor permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. This section is for graduate credit. Non-admitted students who want graduate credit must register by contacting the College of Continuing Education, 612-625-2088.*

**ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based Telecommunications**

**Spring**

63359 — A54, 01/17/06–05/05/06

**BP 5320 Applied Statistics for Process Industries: Measurement, Analysis, and Control**

*(Credit will not be granted if credit has been received for BP 4320; prereq grad student or instr consent.)*

Basic concepts and most frequently used methods in statistical process control, analysis of variances, experiment design, and regression analysis. Yin, K. Karen; 3 cr.

*Registration closes a week before term begins; instructor permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. This course requires using Microsoft Excel for various spreadsheet applications. Students must have Excel software and previous training. This section is for graduate credit. Non-admitted students who want graduate credit must register by contacting the College of Continuing Education, 612-625-2088.*

**ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based Telecommunications**

**Spring**

63360 — A54, 01/17/06–05/05/06

**BP 5362 Pulping and Bleaching**

*(Credit will not be granted if credit has been received for BP 4362W; prereq grad student or instr consent; meets CLE req of Writing Intensive.)*

Chemistry/technologies in producing of paper-making raw material. Wood pulping/bleaching, including non-wood fibers and recycled fiber materials. Tschimer, Ulrike Waltrau; 4 cr.

*For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Intended for working professionals. This section is for graduate credit. Non-admitted students who want graduate credit must register by contacting the College of Continuing Education, 612-625-2088.*

*Registration closes one week before term starts; instructor permission required after then.*

**ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based Telecommunications**

**Fall**

32599 — A51, 09/06/05–12/14/05

**BP 5504 Bio-based Products Development and Management**

*(A–F only; credit will not be granted if credit has been received for BP 4504W; prereq grad student or instr consent.)*

Concepts of new product development and product management and their application to bio-based products. Smith, Timothy M.; 3 cr.

*Registration closes one week before term begins. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. This section is for graduate credit. Non-admitted students who want graduate credit must register by contacting the College of Continuing Education, 612-625-2088.*

**ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based Telecommunications**

**Spring**

64906 — A54, 01/17/06–05/05/06

**BP 8300 Research Problems**

*(Max crs 10; 10 repeats allowed; prereq instr consent)*

Independent research under the guidance of faculty member. Tschimer, Ulrike Waltrau; 6 cr.

**ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based Telecommunications**

**Spring**

65610 — A54, 01/17/06–05/05/06

## Biochemistry (BioC)

College of Biological Sciences

### BioC 3021 Biochemistry

(Credit will not be granted if credit has been received for BIOC 6021; prereq Biol 1002 or 1009, Chem 2301.)

Fundamentals of biochemistry, including structure and function of proteins, nucleic acids, lipids and carbohydrates, metabolism and regulation of metabolism; quantitative treatments of chemical equilibria, enzyme catalysis and bioenergetics; and the chemical basis of genetic information flow.

Anderson, John Seymour; 3 cr.

Online course, with 4 hand-written proctored exams. Visit <http://biosci.cbs.umn.edu/class/bioc/3021/jsa/distance.html> for details about technical requirements and exam scheduling before registering. Registration closes one week before term starts; permission required after then.

#### ONLINE COURSE

#### Term Based Telecommunications

##### Fall

22372 — A51, 09/06/05–12/14/05

##### Spring

60692 — A54, 01/17/06–05/05/06

##### Summer

85403 — A57, 05/22/06–08/25/06

## Biology (Biol)

College of Biological Sciences

### Biol 1009 General Biology

(Credit will not be granted if credit has been received for BIOL 1001, 1009H; prereq high school chemistry; 1 term college chemistry recommended; credit will not be granted if credit has been received for 1001, 1002V, 1002W; meets CLE req of Biological Sciences/Lab Core.)

Major concepts of modern biology. Molecular structure of living things, energy recruitment/utilization, flow of genetic information through organisms/populations. Principles of inheritance, ecology, and evolution. Includes lab. Brooker, Robert James; 4 cr.

#### Extended Term Correspondence

##### Fall

17889 — B06, 09/15/05–06/15/06  
17890 — C06, 10/15/05–07/15/06  
18283 — D06, 11/15/05–08/15/06  
18284 — E06, 12/15/05–09/15/06

##### Spring

57492 — B06, 01/15/05–10/15/05  
57493 — C06, 02/15/05–11/15/05  
53707 — D06, 03/15/05–12/15/05  
53708 — E06, 04/15/05–01/15/06

##### Summer

80041 — B06, 05/15/05–02/15/06  
80042 — C06, 06/15/05–03/15/06  
80043 — D06, 07/15/05–04/15/06  
80044 — E06, 08/15/05–05/15/06

### Biol 4003 Genetics

(Credit will not be granted if credit has been received for GCD 3022; prereq BioC 3021 or BioC 4331.)

Introduction to the nature of genetic information, its transmission from parents to offspring, its

expression in cells and organisms, and its course in populations.

Brooker, Robert James; 3 cr.

Course is printed, and Web access highly recommended for course exercises.

#### Extended Term Correspondence

##### Fall

18285 — B02, 09/15/05–06/15/06  
18286 — C02, 10/15/05–07/15/06  
18287 — D02, 11/15/05–08/15/06  
18288 — E02, 12/15/05–09/15/06

##### Spring

57494 — B02, 01/15/05–10/15/05  
57495 — C02, 02/15/05–11/15/05  
53715 — D02, 03/15/05–12/15/05  
53716 — E02, 04/15/05–01/15/06

##### Summer

80053 — B02, 05/15/05–02/15/06  
80054 — C02, 06/15/05–03/15/06  
80055 — D02, 07/15/05–04/15/06  
80056 — E02, 08/15/05–05/15/06

### Biol 4004 Cell Biology

(Prereq Biol/BioC 3021 or BioC 5331, Biol 4003 or BioC 4332)

Processes fundamental to cells, with an emphasis on eukaryotic cells. Assembly and function of membranes and organelles. Cell division, cell form and movement, intercellular communication, transport and secretion pathways. Some discussion of specialized cells including cancer cells and differentiated cells. Brooker, Robert James; 3 cr.

#### Extended Term Correspondence

##### Fall

18289 — B03, 09/15/05–06/15/06  
18290 — C03, 10/15/05–07/15/06  
18291 — D03, 11/15/05–08/15/06  
18292 — E03, 12/15/05–09/15/06

**Spring**

57496 — B03, 01/15/05–10/15/05  
 57497 — C03, 02/15/05–11/15/05  
 53717 — D03, 03/15/05–12/15/05  
 53718 — E03, 04/15/05–01/15/06

**Summer**

80069 — B03, 05/15/05–02/15/06  
 80070 — C03, 06/15/05–03/15/06  
 80071 — D03, 07/15/05–04/15/06  
 80072 — E03, 08/15/05–05/15/06

**Business**

See the following listings:

- Accounting**
- Agronomy and Plant Genetics**
- Applied Business**
- Economics**
- Finance**
- General College**
- Inter-College Program**
- Management**
- Marketing**

**Chemistry**

See GC 1166, Principles of Chemistry.

**Child Psychology (CPsy)**

College of Education and Human Development

**CPsy 2301 Introductory Child Psychology**

*(Prereq 4 cr intro psych; meets CLE req of Social Science Core.)*

Introduction to the science of child behavior; review of theory and research. Heinrichs, Marian R.; 4 cr.

**Extended Term Correspondence**

**Fall**

18297 — B02, 09/15/05–06/15/06  
 18298 — C02, 10/15/05–07/15/06  
 18299 — D02, 11/15/05–08/15/06  
 18300 — E02, 12/15/05–09/15/06

**Spring**

57498 — B02, 01/15/05–10/15/05  
 57499 — C02, 02/15/05–11/15/05  
 53719 — D02, 03/15/05–12/15/05  
 53720 — E02, 04/15/05–01/15/06

**Summer**

80076 — B02, 05/15/05–02/15/06  
 80078 — C02, 06/15/05–03/15/06  
 80079 — D02, 07/15/05–04/15/06  
 80080 — E02, 08/15/05–05/15/06

**CPsy 3301 Introductory Child Psychology for Social Sciences**

The science of child behavior; review of theory and research. Designed for majors in psychology, sociology, and related disciplines; not suggested for child psychology majors. Heinrichs, Marian R.; 4 cr.

**Extended Term Correspondence**

**Fall**

18570 — B02, 09/15/05–06/15/06  
 18571 — C02, 10/15/05–07/15/06  
 18572 — D02, 11/15/05–08/15/06  
 18573 — E02, 12/15/05–09/15/06

**Spring**

57500 — B02, 01/15/05–10/15/05  
 57501 — C02, 02/15/05–11/15/05  
 53721 — D02, 03/15/05–12/15/05  
 53722 — E02, 04/15/05–01/15/06

**Summer**

80081 — B02, 05/15/05–02/15/06  
 80082 — C02, 06/15/05–03/15/06  
 80083 — D02, 07/15/05–04/15/06  
 80084 — E02, 08/15/05–05/15/06

**CPsy 4302 Infant Development**

*(A–F only; prereq 2301 or instr consent)*

Perceptual, motor, emotional, social, and cognitive development during the first two years of life; the developing infant in his or her social and physical environment. 4 cr.

**Extended Term Correspondence**

**Fall**

18678 — B02, 09/15/05–06/15/06  
 18679 — C02, 10/15/05–07/15/06  
 18680 — D02, 11/15/05–08/15/06  
 18681 — E02, 12/15/05–09/15/06

**Spring**

57502 — B02, 01/15/05–10/15/05  
 57503 — C02, 02/15/05–11/15/05  
 53723 — D02, 03/15/05–12/15/05  
 53724 — E02, 04/15/05–01/15/06

**Summer**

80101 — B02, 05/15/05–02/15/06  
 80102 — C02, 06/15/05–03/15/06  
 80103 — D02, 07/15/05–04/15/06  
 80104 — E02, 08/15/05–05/15/06

**CPsy 4303 Adolescent Psychology**

*(A–F only; prereq Psy 1001)*

This course provides an overview of development in the second decade of life. Interactions of adolescents with family, school, and society are also reviewed. Heinrichs, Marian R.; 4 cr.

**Extended Term Correspondence**

**Fall**

18305 — B02, 09/15/05–06/15/06  
 18306 — C02, 10/15/05–07/15/06  
 18307 — D02, 11/15/05–08/15/06  
 18308 — E02, 12/15/05–09/15/06

**Spring**

- 57504 — B02, 01/15/05–10/15/05
- 57505 — C02, 02/15/05–11/15/05
- 53727 — D02, 03/15/05–12/15/05
- 53728 — E02, 04/15/05–01/15/06

**Summer**

- 80105 — B02, 05/15/05–02/15/06
- 80106 — C02, 06/15/05–03/15/06
- 80107 — D02, 07/15/05–04/15/06
- 80108 — E02, 08/15/05–05/15/06

**CPsy 4331 Social and Personality Development**

(A–F only; prereq 2301, Psy 1001)

Development of social relations and personality; research, methodology, and contrasting theoretical perspectives. Survey of findings on interpersonal relationships, the concept of self, prosocial and anti-social behavior, and acquisition of social roles. 4 cr.

**Extended Term Correspondence**

**Fall**

- 18301 — B02, 09/15/05–06/15/06
- 18302 — C02, 10/15/05–07/15/06
- 18303 — D02, 11/15/05–08/15/06
- 18304 — E02, 12/15/05–09/15/06

**Spring**

- 57506 — B02, 01/15/05–10/15/05
- 57507 — C02, 02/15/05–11/15/05
- 53725 — D02, 03/15/05–12/15/05
- 53726 — E02, 04/15/05–01/15/06

**Summer**

- 80109 — B02, 05/15/05–02/15/06
- 80110 — C02, 06/15/05–03/15/06
- 80111 — D02, 07/15/05–04/15/06
- 80112 — E02, 08/15/05–05/15/06

**Classical and Near Eastern Studies (CNES)**

College of Liberal Arts

**CNES 1042 Greek and Roman Mythology**

(Credit will not be granted if credit has been received for CNES 1042H; prereq credit will not be granted if credit received for CLAS 1042, 1042H; meets CLE req of Other Humanities Core.)

Introduction to the stories and the study of Greek and Roman mythology. Carozza, Jennifer A.; 4 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.

 **ONLINE COURSE**

**Extended Term**

**Telecommunications**

**Fall**

- 18293 — B03, 09/15/05–06/15/06
- 18294 — C03, 10/15/05–07/15/06
- 18295 — D03, 11/15/05–08/15/06
- 18296 — E03, 12/15/05–09/15/06

**Spring**

- 63365 — B03, 01/15/05–10/15/05
- 63366 — C03, 02/15/05–11/15/05
- 63367 — D03, 03/15/05–12/15/05
- 63368 — E03, 04/15/05–01/15/06

**Summer**

- 86100 — B03, 05/15/05–02/15/06
- 86101 — C03, 06/15/05–03/15/06
- 86102 — D03, 07/15/05–04/15/06
- 86103 — E03, 08/15/05–05/15/06

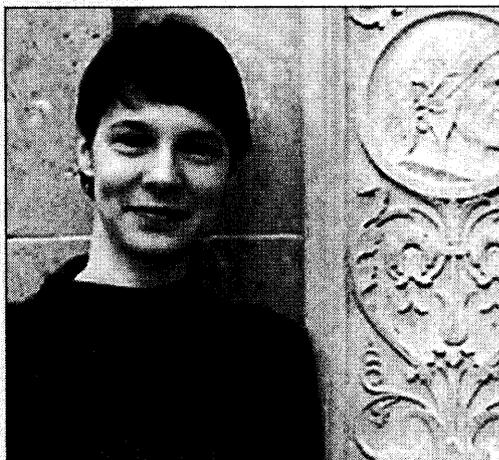
**CNES 1046 Technical Terminology for the Health Professions**

(Credit will not be granted if credit received for CLAS 1148.)

Greek and Latin prefixes, suffixes, and roots basic to the vocabulary of health professions; taught through computer-assisted instruction. Morris, Susan Rita; 3 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.

 **ONLINE COURSE**



**Jennifer Carozza  
CNES 1042 Greek and Roman Mythology**

I am a graduate student in the Department of Classical and Near Eastern Studies, and I've been interested in mythology since my fourth-grade teacher read stories from *D'Aulaires' Book of Greek Myths* to my class. Thirty years haven't changed things; only now I'm the one reading myths to my kids, and I get to read them for a living. The research for my dissertation deals with heroes and their knowledge of the afterlife in Sanskrit, Greek, and Roman literature (especially epic).

**Extended Term  
Telecommunications**

**Fall**

25731 — B01, 09/15/05–06/15/06  
25732 — C01, 10/15/05–07/15/06  
25733 — D01, 11/15/05–08/15/06  
25734 — E01, 12/15/05–09/15/06

**Spring**

63369 — B01, 01/15/05–10/15/05  
63370 — C01, 02/15/05–11/15/05  
63371 — D01, 03/15/05–12/15/05  
63372 — E01, 04/15/05–01/15/06

**Summer**

86104 — B01, 05/15/05–02/15/06  
86105 — C01, 06/15/05–03/15/06  
86106 — D01, 07/15/05–04/15/06  
86107 — E01, 08/15/05–05/15/06

**Communication  
Studies (Comm)**

College of Liberal Arts

**Comm 5441  
Communication in Human  
Organizations**

*(Prereq 9 cr social science, 3441 or instr consent)*

Communication in organizational settings. Organizational structure and dynamics and their effect upon the communication process. Individual projects. 3 cr.

*Non-admitted students who want graduate credit must register by contacting Communication Studies department for permission. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Registration closes one week before term begins.*

 **ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

**Term Based  
Telecommunications**

**Spring**

57747 — A54, 01/17/06–05/05/06

**Computers**

See the following listings:

GC 1571, Introduction to  
Microcomputer Applications  
Rhet 3401, Internet  
Communications

**Ecology,  
Evolution, and  
Behavior (EEB)**

College of Biological Sciences

**EEB 3001 Ecology and  
Society**

*(A–F only; credit will not be granted if credit has been received for BIOL 3407, BIOL 5407, BIOL 3807; prereq jr or sr recommended; biological sciences students may not apply cr toward major; meets CLE req of Environment Theme.)*

Basic concepts in ecology. Organization, development, function of ecosystem. Population growth/regulation. Human effect on ecosystems. Wolff, Brian B.; 3 cr.

*Printed course with related, recommended Web site.*

**Extended Term  
Correspondence**

**Fall**

18341 — B07, 09/15/05–06/15/06  
18342 — C07, 10/15/05–07/15/06  
18343 — D07, 11/15/05–08/15/06  
18344 — E07, 12/15/05–09/15/06

**Spring**

57516 — B07, 01/15/05–10/15/05  
57517 — C07, 02/15/05–11/15/05  
53729 — D07, 03/15/05–12/15/05  
53730 — E07, 04/15/05–01/15/06

**Summer**

80113 — B07, 05/15/05–02/15/06  
80114 — C07, 06/15/05–03/15/06  
80115 — D07, 07/15/05–04/15/06  
53730 — E07, 04/15/05–01/15/06

**Economics (Econ)**

College of Liberal Arts

**Econ 1101 Principles of  
Microeconomics**

*(Credit will not be granted if credit has been received for APEC 1101, ECON 1104, ECON 1101H; prereq knowledge of plane geometry and advanced algebra; meets CLE req of International Perspective Theme, Social Science Core.)*

Microeconomic behavior of consumers, firms, and markets in domestic and world economy. Demand and supply. Competition and monopoly. Distribution of income. Economic interdependencies in the global economy. Effects of global linkages on individual decisions. Platt, Brennan Christopher; 4 cr.

**Extended Term  
Correspondence**

**Fall**

18345 — B06, 09/15/05–06/15/06  
18346 — C06, 10/15/05–07/15/06  
18347 — D06, 11/15/05–08/15/06  
18348 — E06, 12/15/05–09/15/06

**Spring**

57508 — B06, 01/15/05–10/15/05  
57509 — C06, 02/15/05–11/15/05  
53731 — D06, 03/15/05–12/15/05  
53732 — E06, 04/15/05–01/15/06

**Summer**

80117 — B06, 05/15/05–02/15/06  
80118 — C06, 06/15/05–03/15/06  
80119 — D06, 07/15/05–04/15/06  
80120 — E06, 08/15/05–05/15/06

**Econ 1102 Principles of Macroeconomics**

*(Credit will not be granted if credit has been received for APEC 1102, ECON 1105, ECON 1102H; prereq 1101 or equiv, knowledge of plane geometry and advanced algebra; meets CLE req of International Perspect Theme, Social Science Core.)*

Aggregate consumption, saving, investment, and national income. Role of money, banking, and business cycles in domestic and world economy. International trade, growth, and development. U.S. economy and its role in the world economy. International interdependencies among nations. Akin, Nuray; 4 cr.

**Extended Term Correspondence**

*Fall*

- 18349 — B07, 09/15/05–06/15/06
- 18350 — C07, 10/15/05–07/15/06
- 18351 — D07, 11/15/05–08/15/06
- 18352 — E07, 12/15/05–09/15/06

*Spring*

- 57510 — B07, 01/15/05–10/15/05
- 57511 — C07, 02/15/05–11/15/05
- 53733 — D07, 03/15/05–12/15/05
- 53734 — E07, 04/15/05–01/15/06

*Summer*

- 80121 — B07, 05/15/05–02/15/06
- 80122 — C07, 06/15/05–03/15/06
- 80123 — D07, 07/15/05–04/15/06
- 80124 — E07, 08/15/05–05/15/06

**Educational Psychology (EPsy)**

College of Education and Human Development

**EPsy 4300 Special Topics in Educational Psychology: Integrative Career/Life Planning**

A holistic approach to career development and life planning, helping students examine how

work relates to their other roles and to societal issues. Emphasis on social context in which we make decisions and encouragement to think about how career decisions and choices contribute to society. Hansen, Sunny Sundal; 3 cr.

**Extended Term Correspondence**

*Fall*

- 23032 — B02, 09/15/05–06/15/06
- 23033 — C02, 10/15/05–07/15/06
- 23034 — D02, 11/15/05–08/15/06
- 23035 — E02, 12/15/05–09/15/06

*Spring*

- 57743 — B02, 01/15/05–10/15/05
- 57744 — C02, 02/15/05–11/15/05
- 57745 — D02, 03/15/05–12/15/05
- 57746 — E02, 04/15/05–01/15/06

*Summer*

- 83955 — B02, 05/15/05–02/15/06
- 83956 — C02, 06/15/05–03/15/06
- 83957 — D02, 07/15/05–04/15/06
- 83958 — E02, 08/15/05–05/15/06

**English: Composition (EngC)**

College of Liberal Arts

The following EngC courses satisfy the Freshman Writing Requirement and address the same writing, critical reading, and research objectives: 1011 and 1012.

**EngC 1001 Preparation for University Writing**

*(Prereq Category 4 placement; some sections may be limited to ESL students.)*

Guided writing practice in prewriting, drafting, and revising as well as grammar, sentence structure, and paragraphing. For students who are not fully prepared for academic writing. Lekas, Michelle Yvonne; 4 cr.

*The IDL version of EngC 1001 is not recommended for non-native English speakers.*

**Extended Term Correspondence**

*Fall*

- 18682 — B01 09/15/05–06/15/06
- 18683 — C01 10/15/05–07/15/06
- 18684 — D01 11/15/05–08/15/06
- 18685 — E01 12/15/05–09/15/06

*Spring*

- 57518 — B01 01/15/05–10/15/05
- 57519 — C01 02/15/05–11/15/05
- 53739 — D01 03/15/05–12/15/05
- 53740 — E01 04/15/05–01/15/06

*Summer*

- 80145 — B01, 05/15/05–02/15/06
- 80146 — C01, 06/15/05–03/15/06
- 80147 — D01, 07/15/05–04/15/06
- 80148 — E01, 08/15/05–05/15/06

**EngC 1011 University Writing and Critical Reading**

*(Prereq some sections limited to non-native speakers.)*

Critical reading/interpretation of selected texts. Research in various types of resources. Writing through several drafting steps. Finished writing is revised/edited to meet university-level standards of persuasiveness, precision, and correctness. Sulit, Marie-Therese Cecilia; 4 cr.

*The IDL version of EngC 1011 is not recommended for non-native English speakers.*

**Extended Term Correspondence**

*Fall*

- 18313 — B04 09/15/05–06/15/06
- 18314 — C04 10/15/05–07/15/06
- 18315 — D04 11/15/05–08/15/06
- 18316 — E04 12/15/05–09/15/06

**Spring**

63377 — B04 01/15/05–10/15/05  
 63378 — C04 02/15/05–11/15/05  
 63379 — D04 03/15/05–12/15/05  
 63380 — E04 04/15/05–01/15/06

**Summer**

80149 — B04, 05/15/05–02/15/06  
 80150 — C04, 06/15/05–03/15/06  
 80151 — D04, 07/15/05–04/15/06  
 80152 — E04, 08/15/05–05/15/06

**EngC 1012 University Writing and Critical Reading: Perspectives on Multiculturalism**

*(EngC 1012 does NOT meet CLE requirement of CLE Cultural Diversity theme.)*

Extended practice in writing on topics concerning cultural diversity. Projects involving critical reading/interpretation of selected texts, research in various types of resources, and writing that moves through several drafting steps. Finished writing is revised/edited to meet university-level standards of persuasiveness, precision, and correctness. Marshall, Leni; 4 cr.

*Registration closes one week before term starts; permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. The IDL version of EngC 1012 is not recommended for non-native English speakers.*

 **ONLINE COURSE**

**Term Based Telecommunications**

**Fall**

25729 — A51 09/06/05–12/14/05

**Spring**

63524 — A54 01/17/06–05/05/06

**Summer**

84979 — A57, 05/22/06–08/25/06

**EngC 3027W Advanced Expository Writing**

*(Prereq completion of freshman writing req; meets CLE req of Writing Intensive.)*

Incorporating narrative, descriptive, analytical, persuasive techniques into writing on general topics. Effective argumentation through critical reading, use of library resources, awareness of context/audience. Herzan, Sandy K.; 4 cr.

*The IDL version of EngC 3027W is not recommended for non-native English speakers. Course is printed, but you must have Web access to do some required assignments.*

**Extended Term Correspondence**

**Fall**

18317 — B02 09/15/05–06/15/06  
 18318 — C02 10/15/05–07/15/06  
 18319 — D02 11/15/05–08/15/06  
 18320 — E02 12/15/05–09/15/06

**Spring**

57520 — B02 01/15/05–10/15/05  
 57521 — C02 02/15/05–11/15/05  
 57522 — D02 03/15/05–12/15/05  
 57523 — E02 04/15/05–01/15/06

**Summer**

80153 — B02, 05/15/05–02/15/06  
 80154 — C02, 06/15/05–03/15/06  
 80155 — D02, 07/15/05–04/15/06  
 80156 — E02, 08/15/05–05/15/06

**English: Creative Writing (EngW)**

College of Liberal Arts

**EngW 3102 Intermediate Fiction Writing**

*(Prereq 1101 or 1102 or dept consent)*

The craft of writing the short story by writing, reading, and listening. Exercises, experiments, assigned readings, discussion of student work. Daniel, Judith A.; 3 cr.

**Extended Term Correspondence**

**Fall**

18357 — B03 09/15/05–06/15/06  
 18358 — C03 10/15/05–07/15/06  
 18359 — D03 11/15/05–08/15/06  
 18360 — E03 12/15/05–09/15/06

**Spring**

57571 — B03 01/15/05–10/15/05  
 57572 — C03 02/15/05–11/15/05  
 53768 — D03 03/15/05–12/15/05  
 53769 — E03 04/15/05–01/15/06

**Summer**

80193 — B03, 05/15/05–02/15/06  
 80194 — C03, 06/15/05–03/15/06  
 80195 — D03, 07/15/05–04/15/06  
 80196 — E03, 08/15/05–05/15/06

**EngW 3104 Intermediate Poetry Writing**

*(Prereq 1101 or 1103 or dept consent)*

Exercises, experiments, assigned readings, discussion of student work. Johnson, Elizabeth M.; 3 cr.

**Extended Term Correspondence**

**Fall**

18361 — B02 09/15/05–06/15/06  
 18362 — C02 10/15/05–07/15/06  
 18363 — D02 11/15/05–08/15/06  
 18364 — E02 12/15/05–09/15/06

**Spring**

57573 — B02 01/15/05–10/15/05  
 57574 — C02 02/15/05–11/15/05  
 53770 — D02 03/15/05–12/15/05  
 53771 — E02 04/15/05–01/15/06

**Summer**

80201 — B02, 05/15/05–02/15/06  
 80202 — C02, 06/15/05–03/15/06  
 80203 — D02, 07/15/05–04/15/06  
 80204 — E02, 08/15/05–05/15/06

### EngW 3110 Topics in Creative Writing: Journaling into Fiction

(Max crs 9; 3 repeats allowed; pre-req 1101 or 1102 or 1103 or 1104 or dept consent)

Exploration of the links between private and public writing, the ways private journaling may be turned into fiction. Daniel, Judith A.; 3 cr.

#### Extended Term Correspondence

##### Fall

18726 — B03 09/15/05–06/15/06  
18727 — C03 10/15/05–07/15/06  
18728 — D03 11/15/05–08/15/06  
18729 — E03 12/15/05–09/15/06

##### Spring

57577 — B03 01/15/05–10/15/05  
57578 — C03 02/15/05–11/15/05  
53910 — D03 03/15/05–12/15/05  
53911 — E03 04/15/05–01/15/06

##### Summer

80213 — B03, 05/15/05–02/15/06  
80214 — C03, 06/15/05–03/15/06  
80215 — D03, 07/15/05–04/15/06  
80216 — E03, 08/15/05–05/15/06

### EngW 5202 Journal and Memoir Writing

Using memory in writing, from brainstorming to drafting to revision, in several genres (poems, traditional memoir essays, fiction). How diverse cultures shape memory differently. Galt, Margot Kriel; 3 cr.

*No graduate credit available.*

#### Extended Term Correspondence

##### Fall

18799 — B04 09/15/05–06/15/06  
18800 — C04 10/15/05–07/15/06  
18801 — D04 11/15/05–08/15/06  
18802 — E04 12/15/05–09/15/06

##### Spring

57579 — B04 01/15/05–10/15/05  
57580 — C04 02/15/05–11/15/05  
57581 — D04 03/15/05–12/15/05  
57582 — E04 04/15/05–01/15/06

##### Summer

80217 — B04, 05/15/05–02/15/06  
80218 — C04, 06/15/05–03/15/06  
80219 — D04, 07/15/05–04/15/06  
80220 — E04, 08/15/05–05/15/06

### EngW 5606 Literary Aspects of Journalism

(A–F only; credit will not be granted if credit has been received for JOUR 5606W.)

Literary aspects of journalism as exemplified in and influenced by works of English/American writers past and present. Roberts, Nancy Lee; 3 cr.

*Printed course with recommended related Web site. No graduate credit available.*

#### Extended Term Correspondence

##### Fall

18896 — B02, 09/15/05–06/15/06  
18897 — C02, 10/15/05–07/15/06  
18898 — D02, 11/15/05–08/15/06  
18899 — E02, 12/15/05–09/15/06

##### Spring

57587 — B02, 01/15/05–10/15/05  
57588 — C02, 02/15/05–11/15/05  
53774 — D02, 03/15/05–12/15/05  
53775 — E02, 04/15/05–01/15/06

##### Summer

80221 — B02, 05/15/05–02/15/06  
80222 — C02, 06/15/05–03/15/06  
80223 — D02, 07/15/05–04/15/06  
80224 — E02, 08/15/05–05/15/06

## English: Literature (EngL)

College of Liberal Arts

### EngL 1201W Introduction to American Literature

(Credit will not be granted if credit has been received for ENGL 1201V; meets CLE req of Cultural Diversity Theme, Literature Core, Writing Intensive.)

Chronologically/thematically based readings from American literature. Approaches to literary analysis/criticism. Social/historical contexts of authorship/reading, literary artistry/conventions. Roll-Kuhne, Amanda Shelley; 4 cr.

#### Extended Term Correspondence

##### Fall

18321 — B01, 09/15/05–06/15/06  
18322 — C01, 10/15/05–07/15/06  
18323 — D01, 11/15/05–08/15/06  
18324 — E01, 12/15/05–09/15/06

##### Spring

57524 — B01, 01/15/05–10/15/05  
57525 — C01, 02/15/05–11/15/05  
53744 — D01, 03/15/05–12/15/05  
53745 — E01, 04/15/05–01/15/06

##### Summer

80157 — B01, 05/15/05–02/15/06  
80158 — C01, 06/15/05–03/15/06  
80159 — D01, 07/15/05–04/15/06  
80160 — E01, 08/15/05–05/15/06

### EngL 1301W Introduction to Multicultural American Literature

(Credit will not be granted if credit has been received for ENGL 1301V; meets CLE req of Cultural Diversity Theme, Literature Core, Writing Intensive.)

Representative works by African American, American Indian, Asian American, and Chicano/Chicana writers, chiefly from 20th century.

## Courses

Social/cultural factors informing America's literary past and present. Roll-Kuhne, Amanda Shelley; 4 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on *Browser Set Up*.

### ONLINE COURSE

#### Extended Term Telecommunications

##### Fall

18325 — B02, 09/15/05–06/15/06  
18326 — C02, 10/15/05–07/15/06  
18327 — D02, 11/15/05–08/15/06  
18328 — E02, 12/15/05–09/15/06

##### Spring

57526 — B02, 01/15/05–10/15/05  
57527 — C02, 02/15/05–11/15/05  
53746 — D02, 03/15/05–12/15/05  
53747 — E02, 04/15/05–01/15/06

##### Summer

80161 — B02, 05/15/05–02/15/06  
80162 — C02, 06/15/05–03/15/06  
80163 — D02, 07/15/05–04/15/06  
80164 — E02, 08/15/05–05/15/06

#### EngL 3001W Textual Analysis: Methods

(A–F; credit will not be granted if credit has been received for ENGL 3001V; English major or minor or premajor or BIS/IDIM-English; meets CLE req of Writing Intensive.)

Close/critical reading, placing literature in history/culture. Idea of multiple approaches to literary works. Analysis of various literary forms, including poetry. Johnson, Elizabeth M.; 4 cr.

#### Extended Term Correspondence

##### Fall

18329 — B02, 09/15/05–06/15/06  
18330 — C02, 10/15/05–07/15/06  
18331 — D02, 11/15/05–08/15/06  
18332 — E02, 12/15/05–09/15/06

##### Spring

57528 — B02, 01/15/05–10/15/05  
57529 — C02, 02/15/05–11/15/05  
53748 — D02, 03/15/05–12/15/05  
53749 — E02, 04/15/05–01/15/06

##### Summer

80165 — B02, 05/15/05–02/15/06  
80166 — C02, 06/15/05–03/15/06  
80167 — D02, 07/15/05–04/15/06  
80168 — E02, 08/15/05–05/15/06

#### EngL 3003W Historical Survey of British Literatures I

(Meets CLE req of Historical Perspective Core, Writing Intensive.)

An introductory historical survey of British literature and culture from the Anglo-Saxon invasions through the end of the 18th century. McNaron, Toni A.; 4 cr.

Printed course with recommended related Web site.

#### Extended Term Correspondence

##### Fall

21335 — B02, 09/15/05–06/15/06  
21336 — C02, 10/15/05–07/15/06  
21337 — D02, 11/15/05–08/15/06  
21338 — E02, 12/15/05–09/15/06

##### Spring

57531 — B02, 01/15/05–10/15/05  
57532 — C02, 02/15/05–11/15/05  
55982 — D02, 03/15/05–12/15/05  
55983 — E02, 04/15/05–01/15/06

##### Summer

82675 — B02, 05/15/05–02/15/06  
82676 — C02, 06/15/05–03/15/06  
82677 — D02, 07/15/05–04/15/06  
82678 — E02, 08/15/05–05/15/06

#### EngL 3004W Historical Survey of British Literatures II

(Meets CLE req of Historical Perspective Core, Writing Intensive.)

An introductory historical survey of British literature and culture in the 19th and 20th centuries. Includes Romantic, Victorian, and Modernist authors such as Wordsworth, Keats, Tennyson, the Brontës, Austen, Dickens, Wilde, Yeats, Woolf, and Thomas. McNaron, Toni A.; 4 cr.

Printed course with recommended related Web site.

#### Extended Term Correspondence

##### Fall

21339 — B02, 09/15/05–06/15/06  
21340 — C02, 10/15/05–07/15/06  
21341 — D02, 11/15/05–08/15/06  
21342 — E02, 12/15/05–09/15/06

##### Spring

57533 — B02, 01/15/05–10/15/05  
57534 — C02, 02/15/05–11/15/05  
55987 — D02, 03/15/05–12/15/05  
55988 — E02, 04/15/05–01/15/06

##### Summer

82679 — B02, 05/15/05–02/15/06  
82680 — C02, 06/15/05–03/15/06  
82681 — D02, 07/15/05–04/15/06  
82682 — E02, 08/15/05–05/15/06

#### EngL 3005W Survey of American Literatures and Cultures I

(Meets CLE req of Cultural Diversity Theme, Literature Core, Writing Intensive.)

Readings in American literature from first European contact, through colonial times, and to the mid-19th century. Readings in several genres will include world-famous classics as well as the work of people of color and women. Attention to historical contexts. McNaron, Toni A.; 4 cr.

*Printed course. Web access recommended for some assignments.*

**Extended Term  
Correspondence**

**Fall**

18333 — B02, 09/15/05–06/15/06  
18334 — C02, 10/15/05–07/15/06  
18335 — D02, 11/15/05–08/15/06  
18336 — E02, 12/15/05–09/15/06

**Spring**

57535 — B02, 01/15/05–10/15/05  
57536 — C02, 02/15/05–11/15/05  
53756 — D02, 03/15/05–12/15/05  
53757 — E02, 04/15/05–01/15/06

**Summer**

80169 — B02, 05/15/05–02/15/06  
80170 — C02, 06/15/05–03/15/06  
80171 — D02, 07/15/05–04/15/06  
80172 — E02, 08/15/05–05/15/06

**EngL 3006W Survey of  
American Literatures and  
Cultures II**

*(Meets CLE req of Cultural  
Diversity Theme, Literature Core,  
Writing Intensive.)*

Readings from the mid-19th to the mid-20th century. The realists' and regionalists' response to the growth of industrial capitalism, Modernism in the 1920s, and the issues that united and divided the country throughout the 20th century. McNaron, Toni A.; 4 cr.

*Printed course. Web access recommended for some assignments.*

**Extended Term  
Correspondence**

**Fall**

18686 — B02, 09/15/05–06/15/06  
18687 — C02, 10/15/05–07/15/06  
18688 — D02, 11/15/05–08/15/06  
18689 — E02, 12/15/05–09/15/06

**Spring**

57539 — B02, 01/15/05–10/15/05  
57541 — C02, 02/15/05–11/15/05  
53760 — D02, 03/15/05–12/15/05  
53761 — E02, 04/15/05–01/15/06

**Summer**

80181 — B02, 05/15/05–02/15/06  
80182 — C02, 06/15/05–03/15/06  
80183 — D02, 07/15/05–04/15/06  
80184 — E02, 08/15/05–05/15/06

**EngL 3007 Shakespeare**

*(A–F only; meets CLE req of  
Literature Core.)*

Plays from all of Shakespeare's periods, including at least *A Midsummer Night's Dream*, *Hamlet*, the history plays, *King Lear*, *Macbeth*, *The Tempest*, *Twelfth Night*, *Antony and Cleopatra*, *Othello*, and *The Winter's Tale*. Shaw, Richard Ormond; 3 cr.

*Printed course with recommended related Web site.*

**Extended Term  
Correspondence**

**Fall**

18337 — B01, 09/15/05–06/15/06  
18338 — C01, 10/15/05–07/15/06  
18339 — D01, 11/15/05–08/15/06  
18340 — E01, 12/15/05–09/15/06

**Spring**

57543 — B01, 01/15/05–10/15/05  
57544 — C01, 02/15/05–11/15/05  
53762 — D01, 03/15/05–12/15/05  
53765 — E01, 04/15/05–01/15/06

**Summer**

80173 — B01, 05/15/05–02/15/06  
80174 — C01, 06/15/05–03/15/06  
80175 — D01, 07/15/05–04/15/06  
80176 — E01, 08/15/05–05/15/06

**EngL 3020 Studies in  
Narrative: Science Fiction  
and Fantasy**

*(Max crs 9; 3 repeats allowed)*

The course focuses on past and present classic works of science fiction and fantasy. Topics include aliens, robots, computers, religion, time travel, women's roles,

Tolkien, vampires, cyberpunk, and much, much more. Hodgell, Patricia C.; 3 cr.

*Printed course with recommended related Web site.*

**Extended Term  
Correspondence**

**Fall**

25713 — B02, 09/15/05–06/15/06  
25714 — C02, 10/15/05–07/15/06  
25715 — D02, 11/15/05–08/15/06  
25716 — E02, 12/15/05–09/15/06

**Spring**

63373 — B02, 01/15/05–10/15/05  
63374 — C02, 02/15/05–11/15/05  
63375 — D02, 03/15/05–12/15/05  
63376 — E02, 04/15/05–01/15/06

**Summer**

86108 — B02, 05/15/05–02/15/06  
86109 — C02, 06/15/05–03/15/06  
86110 — D02, 07/15/05–04/15/06  
86111 — E02, 08/15/05–05/15/06

**EngL 3090 General  
Topics: Origins of English  
Words**

*(Max crs 9; 3 repeats allowed)*

The course examines the present makeup of English words, the paths they have taken through the centuries, and the expansion of the English language. Liberman, Anatoly; 3 cr.

**Extended Term  
Correspondence**

**Fall**

25020 — B01, 09/15/05–06/15/06  
25022 — C01, 10/15/05–07/15/06  
25023 — D01, 11/15/05–08/15/06  
25024 — E01, 12/15/05–09/15/06

**Spring**

59978 — B01, 01/15/05–10/15/05  
59979 — C01, 02/15/05–11/15/05  
59980 — D01, 03/15/05–12/15/05  
59981 — E01, 04/15/05–01/15/06

**Summer**

- 84947 — B01, 05/15/05–02/15/06
- 84948 — C01, 06/15/05–03/15/06
- 84949 — D01, 07/15/05–04/15/06
- 84950 — E01, 08/15/05–05/15/06

**EngL 3350 Women Writers: Modern Women Writers**

*(Max crs 9; 3 repeats allowed)*

Fiction and poetry by major American and British women writers from 1900 to the present. Writers include Edith Wharton, Zora Neale Hurston, Dorothy Parker, Virginia Woolf, Toni Morrison, Cynthia Ozick, Maxine Hong Kingston, Anne Sexton, Sylvia Plath, Fae Myenne Ng, and Adrienne Rich. Poulakis, Victoria S.; 3 cr.

**Extended Term Correspondence**

**Fall**

- 25717 — B01, 09/15/05–06/15/06
- 25719 — C01, 10/15/05–07/15/06
- 25721 — D01, 11/15/05–08/15/06
- 25723 — E01, 12/15/05–09/15/06

**Spring**

- 63381 — B01, 01/15/05–10/15/05
- 63383 — C01, 02/15/05–11/15/05
- 63385 — D01, 03/15/05–12/15/05
- 63387 — E01, 04/15/05–01/15/06

**Summer**

- 86112 — B01, 05/15/05–02/15/06
- 86114 — C01, 06/15/05–03/15/06
- 86116 — D01, 07/15/05–04/15/06
- 86118 — E01, 08/15/05–05/15/06

**EngL 3350 Women Writers: 19th Century Fiction**

*(Max crs 9; 3 repeats allowed)*

Novels and short stories by major American and British women writers of the nineteenth century. Writers include Jane Austen, Charlotte Brontë, Harriet Beecher Stowe, Harriet Jacobs, George

Eliot, Sarah Orne Jewett, Mary Wilkins Freeman, Charlotte Perkins Gilman, and Kate Chopin. Poulakis, Victoria S.; 3 cr.

**Extended Term Correspondence**

**Fall**

- 25718 — B10, 09/15/05–06/15/06
- 25720 — C10, 10/15/05–07/15/06
- 25722 — D10, 11/15/05–08/15/06
- 25724 — E10, 12/15/05–09/15/06

**Spring**

- 63382 — B10, 01/15/05–10/15/05
- 63384 — C10, 02/15/05–11/15/05
- 63386 — D10, 03/15/05–12/15/05
- 63388 — E10, 04/15/05–01/15/06

**Summer**

- 86113 — B10, 05/15/05–02/15/06
- 86115 — C10, 06/15/05–03/15/06
- 86117 — D10, 07/15/05–04/15/06
- 86119 — E10, 08/15/05–05/15/06

**EngL 5711 Introduction to Editing**

*(Credit will not be granted if credit received for 5401.)*

Beginning editing, from the nature of the editor-writer relationship to manuscript reading, author querying, rewriting, and style. Some discussion of copy editing. Students develop editing skills by working on varied writing samples. Zuckerman, Jeffrey Jay; 4 cr.

*Printed course but use of e-mail and word processing strongly recommended. No graduate credit available.*

**Extended Term Correspondence**

**Fall**

- 18365 — B03 09/15/05–06/15/06
- 18366 — C03 10/15/05–07/15/06
- 18367 — D03 11/15/05–08/15/06
- 18368 — E03 12/15/05–09/15/06

**Spring**

- 57565 — B03 01/15/05–10/15/05
- 57566 — C03 02/15/05–11/15/05
- 53772 — D03 03/15/05–12/15/05
- 53773 — E03 04/15/05–01/15/06

**Summer**

- 83444 — B03, 05/15/05–02/15/06
- 83445 — C03, 06/15/05–03/15/06
- 83446 — D03, 07/15/05–04/15/06
- 83447 — E03, 08/15/05–05/15/06

Also see GC 1365W, Literatures of the United States; GC 1371, Reading Short Stories; GC 1816, African-American Literature; and GC 1836, Asian-American Literature.

**Family Social Science (FSoS)**

College of Human Ecology

**FSoS 3101 Personal and Family Finances**

*(Prereq at least soph or instr consent)*

Analysis of personal/family financial management principles. Financial planning of savings, investments, credit, mortgages, and taxation. Life, disability, health, and property insurance. Public/private pensions. Estate planning. 3 cr.

*Registration closes one week before term starts; instructor permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Term Based  
Telecommunications**

*Fall*

24704 — A51, 09/06/05–12/14/05  
25455 — A52, 09/06/05–12/14/05

*Spring*

59546 — A54, 01/17/06–05/05/06  
61463 — A55, 01/17/06–05/05/06

**FSoS 4101 Sexuality and  
Gender in Families and  
Close Relationships**

*(Prereq at least jr or instr consent)*

Human ecology and development as frameworks for examining sexuality in close relationships. Diversity of sexual beliefs, attitudes, behaviors within differing social contexts. Using scientific knowledge to promote sexual health among individuals, couples, families through various life stages. Engel, John W.; 3 cr.

**Extended Term  
Correspondence**

*Fall*

18386 — B02, 09/15/05–06/15/06  
18387 — C02, 10/15/05–07/15/06  
18388 — D02, 11/15/05–08/15/06  
18389 — E02, 12/15/05–09/15/06

*Spring*

57608 — B02, 01/15/05–10/15/05  
57609 — C02, 02/15/05–11/15/05  
53758 — D02, 03/15/05–12/15/05  
53759 — E02, 04/15/05–01/15/06

*Summer*

80253 — B02, 05/15/05–02/15/06  
80254 — C02, 06/15/05–03/15/06  
80255 — D02, 07/15/05–04/15/06  
80256 — E02, 08/15/05–05/15/06

**Finance (Fina)**

Curtis L. Carlson School of  
Management

**Fina 3001 Finance  
Fundamentals**

*(A–F only; credit will not be granted if credit has been received for APEC 3501, FINA 3000; prereq Acct 2050, OMS 1550, 60 cr.)*

Comprehensive introduction to financial management principles. Money/capital markets, risk/return/valuation triad, capital budgeting basics. Capital structure, financial leverage. Cost of capital, financial performance measures, dividend policy, working capital management, international financial management/derivatives. Reik, John W.; 3 cr.

*Students admitted to School of Management majors may not take the IDL version of Fina 3001.*

**Extended Term  
Correspondence**

*Fall*

24718 — B03, 09/15/05–06/15/06  
24719 — C03, 10/15/05–07/15/06  
24720 — D03, 11/15/05–08/15/06  
24721 — E03, 12/15/05–09/15/06

*Spring*

57598 — B03, 01/15/05–10/15/05  
57599 — C03, 02/15/05–11/15/05  
53713 — D03, 03/15/05–12/15/05  
53714 — E03, 04/15/05–01/15/06

*Summer*

80233 — B03, 05/15/05–02/15/06  
80234 — C03, 06/15/05–03/15/06  
80235 — D03, 07/15/05–04/15/06  
80236 — E03, 08/15/05–05/15/06

**Food Science and  
Nutrition (FScN)**

College of Agricultural, Food, and  
Environmental Sciences

**FScN 1112 Principles of  
Nutrition**

*(Prereq high school biology, chemistry; meets CLE req of Environment Theme.)*

Fundamental concepts, nutrient functions, human nutritional requirements, food sources, evaluating nutrition information, food safety, and role of nutrition in chronic diseases, nutrition policy, and the environment. 3 cr.

**Extended Term  
Correspondence**

*Fall*

18369 — B04, 09/15/05–06/15/06  
18370 — C04, 10/15/05–07/15/06  
18371 — D04, 11/15/05–08/15/06  
18372 — E04, 12/15/05–09/15/06

*Spring*

57606 — B04, 01/15/05–10/15/05  
57607 — C04, 02/15/05–11/15/05  
53790 — D04, 03/15/05–12/15/05  
53791 — E04, 04/15/05–01/15/06

*Summer*

80229 — B04, 05/15/05–02/15/06  
80230 — C04, 06/15/05–03/15/06  
80231 — D04, 07/15/05–04/15/06  
80232 — E04, 08/15/05–05/15/06

**French (Fren)**

College of Liberal Arts

**Fren 0101 Reading French  
in the Arts and Sciences**

Basic reading knowledge of French language; intensive reading and translation of texts from a wide variety of disciplines. Students successfully completing the course obtain Language

## Courses

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Certification in French, satisfying a Graduate School requirement. Akehurst, F. Ronald; 0 cr.

*Tuition equivalent to 2 credits.*

### Extended Term Correspondence

#### Fall

24722 — B03, 09/15/05–06/15/06  
24723 — C03, 10/15/05–07/15/06  
24724 — D03, 11/15/05–08/15/06  
24725 — E03, 12/15/05–09/15/06

#### Spring

57600 — B03, 01/15/05–10/15/05  
57601 — C03, 02/15/05–11/15/05  
53750 — D03, 03/15/05–12/15/05  
53751 — E03, 04/15/05–01/15/06

#### Summer

80237 — B03, 05/15/05–02/15/06  
80238 — C03, 06/15/05–03/15/06  
80239 — D03, 07/15/05–04/15/06  
80240 — E03, 08/15/05–05/15/06

### Fren 1001 Beginning French I

Basic listening, speaking, reading, and writing skills. Emphasis on communicative competence. Some cultural readings. Estrem, Mary Elaine; 5 cr.

*Used texts/tapes might be available. Email instructor for information.*

### Extended Term Correspondence

#### Fall

18378 — B02, 09/15/05–06/15/06  
18379 — C02, 10/15/05–07/15/06  
18380 — D02, 11/15/05–08/15/06  
18381 — E02, 12/15/05–09/15/06

#### Spring

57602 — B02, 01/15/05–10/15/05  
57603 — C02, 02/15/05–11/15/05  
53752 — D02, 03/15/05–12/15/05  
53753 — E02, 04/15/05–01/15/06

#### Summer

80241 — B02, 05/15/05–02/15/06  
80242 — C02, 06/15/05–03/15/06  
80243 — D02, 07/15/05–04/15/06  
80244 — E02, 08/15/05–05/15/06

### Fren 1002 Beginning French II

*(Prereq 1001 or equiv)*

Basic listening, speaking, reading, and writing skills. Emphasis on communicative competence. Some cultural readings. Estrem, Mary Elaine; 5 cr.

### Extended Term Correspondence

#### Fall

18382 — B02, 09/15/05–06/15/06  
18383 — C02, 10/15/05–07/15/06  
18384 — D02, 11/15/05–08/15/06  
18385 — E02, 12/15/05–09/15/06

#### Spring

57604 — B02, 01/15/05–10/15/05  
57605 — C02, 02/15/05–11/15/05  
53754 — D02, 03/15/05–12/15/05  
53755 — E02, 04/15/05–01/15/06

#### Summer

80249 — B02, 05/15/05–02/15/06  
80250 — C02, 06/15/05–03/15/06  
80251 — D02, 07/15/05–04/15/06  
80252 — E02, 08/15/05–05/15/06

## General College (GC)

General College

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GC 0721 and 0731 are 4-credit equivalent math courses that will count towards financial aid, full-time student status, and assessment of the student services fee. CLA students will need advisor approval to register for GC courses except math courses (listed above) and 1571. IT students will need advisor approval to register for 1571.

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### GC 0721 Introductory Algebra

*(Prereq 4 cr equiv; GC math placement; credit will not be granted if credit received for 0616, 0617, 0621, 0712, 0713, 0716, 0717, 0722, 1435.)*

Covers content of a first course in algebra at level of difficulty geared for students at a research university. Real number operations, expressions, equations, inequalities, rectangular (x–y) graphs, linear systems, word problems, exponents, polynomials, factoring. Robertson, Douglas Frederick; 0 cr.

*Tuition equivalent to 4 credits.*

### Extended Term Correspondence

#### Fall

18423 — B01, 09/15/05–06/15/06  
18424 — C01, 10/15/05–07/15/06  
18425 — D01, 11/15/05–08/15/06  
18426 — E01, 12/15/05–09/15/06

#### Spring

57610 — B01, 01/15/05–10/15/05  
57611 — C01, 02/15/05–11/15/05  
53763 — D01, 03/15/05–12/15/05  
53764 — E01, 04/15/05–01/15/06

#### Summer

80269 — B01, 05/15/05–02/15/06  
80270 — C01, 06/15/05–03/15/06  
80271 — D01, 07/15/05–04/15/06  
80272 — E01, 08/15/05–05/15/06

### GC 0731 Intermediate Algebra

*(Prereq 4 cr equiv; grade of at least C in 0713 or 0717 or 0721 or 0722 or GC math placement; credit will not be granted if credit received for 0618, 0625, 0631, 0732, 1443, 1444, 1445, 1446.)*

Covers content of a second course in algebra at level of difficulty geared for students at a research

university. Rational expressions, absolute value, roots, radicals, quadratic, exponential, and logarithmic functions, complex numbers. Kinney, Donald Patrick; 0 cr.

*Tuition equivalent to 4 credits.*

**Extended Term  
Correspondence**

**Fall**

18430 — B02, 09/15/05–06/15/06  
18431 — C02, 10/15/05–07/15/06  
18432 — D02, 11/15/05–08/15/06  
18433 — E02, 12/15/05–09/15/06

**Spring**

57612 — B02, 01/15/05–10/15/05  
57613 — C02, 02/15/05–11/15/05  
53766 — D02, 03/15/05–12/15/05  
53767 — E02, 04/15/05–01/15/06

**Summer**

80313 — B02, 05/15/05–02/15/06  
80314 — C02, 06/15/05–03/15/06  
80315 — D02, 07/15/05–04/15/06  
80316 — E02, 08/15/05–05/15/06

**GC 1166 Principles of  
Chemistry**

*(Prereq 0713 or 0721 or equiv)*

Problem-solving. Classification of matter, elements, atomic/molecular structure, compounds, mole calculations, chemical bonding, empirical formulas, chemical reactions, stoichiometry, bond energy, enthalpy, gases/gas laws, solution concentrations, acids, bases, qualitative equilibrium. Uthe, Richard E.; 3 cr.

*No laboratory component.*

**Extended Term  
Correspondence**

**Fall**

18390 — B03, 09/15/05–06/15/06  
18391 — C03, 10/15/05–07/15/06  
18392 — D03, 11/15/05–08/15/06  
18393 — E03, 12/15/05–09/15/06

**Spring**

57614 — B03, 01/15/05–10/15/05  
57615 — C03, 02/15/05–11/15/05  
53776 — D03, 03/15/05–12/15/05  
53777 — E03, 04/15/05–01/15/06

**Summer**

80325 — B03, 05/15/05–02/15/06  
80326 — C03, 06/15/05–03/15/06  
80327 — D03, 07/15/05–04/15/06  
80328 — E03, 08/15/05–05/15/06

**GC 1235W Law in Society**

*(Meets CLE req of Citizenship/  
Publ Ethics Theme, Social Science  
Core, Writing Intensive.)*

How social science concepts/research affect legal responses to social conflict. History/philosophy of American law. Interaction of social/legal institutions. Effect of beliefs/social conditions on laws addressing family, criminal, employment, and environmental controversies. Kahn, Peter T.; 4 cr.

**Extended Term  
Correspondence**

**Fall**

18394 — B04, 09/15/05–06/15/06  
18395 — C04, 10/15/05–07/15/06  
18396 — D04, 11/15/05–08/15/06  
18397 — E04, 12/15/05–09/15/06

**Spring**

57616 — B04, 01/15/05–10/15/05  
57617 — C04, 02/15/05–11/15/05  
53779 — D04, 03/15/05–12/15/05  
53778 — E04, 04/15/05–01/15/06

**Summer**

80333 — B04, 05/15/05–02/15/06  
80334 — C04, 06/15/05–03/15/06  
80335 — D04, 07/15/05–04/15/06  
80336 — E04, 08/15/05–05/15/06

**GC 1365W Literatures of  
the United States**

*(Meets CLE req of Cultural  
Diversity Theme, Literature Core,  
Writing Intensive.)*

Stories, poetry, essays, and drama by diverse U.S. writers (mid-19th century to present) depicting conflicts/challenges of life in various stratas of American culture. Addresses multicultural aspect of the "American story." Barnum, Jill; 3 cr.

*Printed course; Internet access  
recommended.*

**Extended Term  
Correspondence**

**Fall**

18398 — B06, 09/15/05–06/15/06  
18399 — C06, 10/15/05–07/15/06  
18400 — D06, 11/15/05–08/15/06  
18401 — E06, 12/15/05–09/15/06

**Spring**

57618 — B06, 01/15/05–10/15/05  
57619 — C06, 02/15/05–11/15/05  
53781 — D06, 03/15/05–12/15/05  
53780 — E06, 04/15/05–01/15/06

**Summer**

80337 — B06, 05/15/05–02/15/06  
80338 — C06, 06/15/05–03/15/06  
80339 — D06, 07/15/05–04/15/06  
80340 — E06, 08/15/05–05/15/06

**GC 1371 Reading Short  
Stories**

*(Meets CLE req of Cultural  
Diversity Theme, Literature Core.)*

Current short story format from diverse communities within North America, Africa, the Caribbean, and Europe. Emphasizes written literature inspired by oral "storytelling," storytelling as "theatre," and storytelling as communal endeavor. Barnum, Jill; 3 cr.

**Extended Term  
Correspondence**

**Fall**

18605 — B06, 09/15/05–06/15/06  
18606 — C06, 10/15/05–07/15/06  
18607 — D06, 11/15/05–08/15/06  
18608 — E06, 12/15/05–09/15/06

**Spring**

57620 — B06, 01/15/05–10/15/05  
57621 — C06, 02/15/05–11/15/05  
53782 — D06, 03/15/05–12/15/05  
53783 — E06, 04/15/05–01/15/06

**Summer**

80341 — B06, 05/15/05–02/15/06  
80342 — C06, 06/15/05–03/15/06  
80343 — D06, 07/15/05–04/15/06  
80344 — E06, 08/15/05–05/15/06

**GC 1454 Statistics**

*(Prereq grade of at least C in 0731 or equiv; credit will not be granted if credit received for Stat 1001; meets CLE req of Mathematical Thinking Core.)*

Problem solving and decision making through collection, analysis, and interpretation of data. Organization/presentation of data, summary statistics, sampling, probability, distributions, estimation, correlation, hypothesis testing, contingency tables, chi-square. delMas, Robert Claude; 4 cr.

**Extended Term  
Correspondence**

**Fall**

18402 — B06, 09/15/05–06/15/06  
18403 — C06, 10/15/05–07/15/06  
18404 — D06, 11/15/05–08/15/06  
18405 — E06, 12/15/05–09/15/06

**Spring**

57622 — B06, 01/15/05–10/15/05  
57623 — C06, 02/15/05–11/15/05  
53784 — D06, 03/15/05–12/15/05  
53785 — E06, 04/15/05–01/15/06

**Summer**

80345 — B06, 05/15/05–02/15/06  
80346 — C06, 06/15/05–03/15/06  
80347 — D06, 07/15/05–04/15/06  
80348 — E06, 08/15/05–05/15/06

**GC 1511 Introduction to  
Business and Society**

*(Meets CLE req of Social Science Core.)*

Role of business in economic/social life of the United States. Symbiotic relationship between business activity and broader aspects of society. Environmentalism, consumerism, cultural diversity, economic systems, ethics, management, marketing, accounting/finance, legal issues. Kroll, Patrick A.; 4 cr.

**Extended Term  
Correspondence**

**Fall**

18406 — B04, 09/15/05–06/15/06  
18407 — C04, 10/15/05–07/15/06  
18408 — D04, 11/15/05–08/15/06  
18409 — E04, 12/15/05–09/15/06

**Spring**

57624 — B04, 01/15/05–10/15/05  
57625 — C04, 02/15/05–11/15/05  
53786 — D04, 03/15/05–12/15/05  
53787 — E04, 04/15/05–01/15/06

**Summer**

80349 — B04, 05/15/05–02/15/06  
80350 — C04, 06/15/05–03/15/06  
80351 — D04, 07/15/05–04/15/06  
80352 — E04, 08/15/05–05/15/06

**GC 1513 Small Business  
Fundamentals With  
E-Business Applications**

Starting up, purchasing, owning, and operating a small business. Traditional research/developmental methods for growing a business, technology associated with the Internet. Moving toward one or more e-commerce applications in researching, starting, and operating a business. Kroll, Patrick A.; 3 cr.

*Course is printed, but you must have Web access to do required course assignments.*

**Extended Term  
Correspondence**

**Fall**

18410 — B08, 09/15/05–06/15/06  
18411 — C08, 10/15/05–07/15/06  
18412 — D08, 11/15/05–08/15/06  
18413 — E08, 12/15/05–09/15/06

**Spring**

57626 — B08, 01/15/05–10/15/05  
57627 — C08, 02/15/05–11/15/05  
53792 — D08, 03/15/05–12/15/05  
53793 — E08, 04/15/05–01/15/06

**Summer**

80353 — B08, 05/15/05–02/15/06  
80354 — C08, 06/15/05–03/15/06  
80355 — D08, 07/15/05–04/15/06  
80356 — E08, 08/15/05–05/15/06

**GC 1540 Accounting  
Fundamentals I**

Hands-on course with a small-business orientation. Making accounting entries from business transactions in journals. Posting to ledger accounts. Completing accounting cycle. Preparing/interpreting financial statements. Kroll, Patrick A.; 3 cr.

**Extended Term  
Correspondence**

**Fall**

18617 — B07, 09/15/05–06/15/06  
18618 — C07, 10/15/05–07/15/06  
18619 — D07, 11/15/05–08/15/06  
18620 — E07, 12/15/05–09/15/06

**Spring**

57656 — B07, 01/15/05–10/15/05  
57657 — C07, 02/15/05–11/15/05  
53794 — D07, 03/15/05–12/15/05  
53795 — E07, 04/15/05–01/15/06

**Summer**

80365 — B07, 05/15/05–02/15/06  
80366 — C07, 06/15/05–03/15/06  
80367 — D07, 07/15/05–04/15/06  
80368 — E07, 08/15/05–05/15/06

**GC 1571 Introduction to Microcomputer Applications**

*(Prereq 0713 or 0717 or 0721 or 0722 or equiv; credit cannot be granted if credit has already been received for 1573 or 1574.)*

Word processing (text, tables, headers, mail merge, styles, word art). Spreadsheets (format cells, formulas, IF/THEN/ELSE logic, lookup tables, graphs).

Presentation software (create, edit, display text, graphics, sound, animation). Robertson, Douglas Frederick; 4 cr.

*Course is printed, and requires off-line Windows computer (PC) with printer and CD-ROM drive, and MS Word 2002, MS Excel 2002, and MS PowerPoint 2002 (other versions will not exactly match the course materials).*

**Extended Term Correspondence**

**Fall**

- 18722 — B04, 09/15/05–06/15/06
- 18723 — C04, 10/15/05–07/15/06
- 18724 — D04, 11/15/05–08/15/06
- 18725 — E04, 12/15/05–09/15/06

**Spring**

- 57658 — B04, 01/15/05–10/15/05
- 57659 — C04, 02/15/05–11/15/05
- 53796 — D04, 03/15/05–12/15/05
- 53797 — E04, 04/15/05–01/15/06

**Summer**

- 80369 — B04, 05/15/05–02/15/06
- 80370 — C04, 06/15/05–03/15/06
- 80371 — D04, 07/15/05–04/15/06
- 80372 — E04, 08/15/05–05/15/06

**GC 1816 African-American Literature**

*(Meets CLE req of Cultural Diversity Theme, Literature Core.)*

Short stories, novels, poetry, and drama by African American writers evaluated in context of internationalization. Interconnection

between literature of African Americans in the United States and other international writers of African descent. Barnum, Jill; 3 cr.

**Extended Term Correspondence**

**Fall**

- 18414 — B04, 09/15/05–06/15/06
- 18415 — C04, 10/15/05–07/15/06
- 18416 — D04, 11/15/05–08/15/06
- 18417 — E04, 12/15/05–09/15/06

**Spring**

- 57660 — B04, 01/15/05–10/15/05
- 57661 — C04, 02/15/05–11/15/05
- 53798 — D04, 03/15/05–12/15/05
- 53799 — E04, 04/15/05–01/15/06

**Summer**

- 80373 — B04, 05/15/05–02/15/06
- 80374 — C04, 06/15/05–03/15/06
- 80375 — D04, 07/15/05–04/15/06
- 80376 — E04, 08/15/05–05/15/06

**GC 1836 Asian-American Literature**

*(Meets CLE req of Cultural Diversity Theme, Literature Core.)*

Historical/contemporary prose, poetry, and drama analyzed to assess writers' interpretations of their identity. Issues of generational conflict/peer pressure. Barnum, Jill; 3 cr.

**Extended Term Correspondence**

**Fall**

- 18621 — B03, 09/15/05–06/15/06
- 18622 — C03, 10/15/05–07/15/06
- 18623 — D03, 11/15/05–08/15/06
- 18624 — E03, 12/15/05–09/15/06

**Spring**

- 57662 — B03, 01/15/05–10/15/05
- 57663 — C03, 02/15/05–11/15/05
- 53800 — D03, 03/15/05–12/15/05
- 53801 — E03, 04/15/05–01/15/06

**Summer**

- 80377 — B03, 05/15/05–02/15/06
- 80378 — C03, 06/15/05–03/15/06
- 80379 — D03, 07/15/05–04/15/06
- 80380 — E03, 08/15/05–05/15/06

**Genetics, Cell Biology, and Development (GCD)**

College of Biological Sciences

**GCD 3022 Genetics**

*(Credit will not be granted if credit has been received for BIOL 4003; prereq BIOL 1002 or 1009; not for biology majors.)*

Mechanisms of heredity, their implications for biological populations, and applications to practical problems. Brooker, Robert James; 3 cr.

*Course is printed, and Web access highly recommended for course exercises.*

**Extended Term Correspondence**

**Fall**

- 18418 — B03, 09/15/05–06/15/06
- 18419 — C03, 10/15/05–07/15/06
- 18420 — D03, 11/15/05–08/15/06
- 18421 — E03, 12/15/05–09/15/06

**Spring**

- 57664 — B03, 01/15/05–10/15/05
- 57665 — C03, 02/15/05–11/15/05
- 53802 — D03, 03/15/05–12/15/05
- 53803 — E03, 04/15/05–01/15/06

**Summer**

- 82683 — B03, 05/15/05–02/15/06
- 82684 — C03, 06/15/05–03/15/06
- 82685 — D03, 07/15/05–04/15/06
- 82686 — E03, 08/15/05–05/15/06

## Geology and Geophysics (Geo)

Institute of Technology

### Geo 1101 Introduction to Geology

*(Credit will not be granted if credit has been received for GEO 1001, 5001, 2111H, 1005; meets CLE req of Environment Theme.)*

Physical processes that shape the Earth: volcanoes, earthquakes, plate tectonics, glaciers, and rivers. Students gain a better understanding of our planet in the context of current environmental issues and global change. Kirkby, Kent Charles; 3 cr.

*No laboratory component.*

#### Extended Term Correspondence

##### Fall

- 18706 — B03, 09/15/05–06/15/06
- 18707 — C03, 10/15/05–07/15/06
- 18708 — D03, 11/15/05–08/15/06
- 18709 — E03, 12/15/05–09/15/06

##### Spring

- 57666 — B03, 01/15/05–10/15/05
- 57667 — C03, 02/15/05–11/15/05
- 53806 — D03, 03/15/05–12/15/05
- 53807 — E03, 04/15/05–01/15/06

##### Summer

- 80357 — B03, 05/15/05–02/15/06
- 80358 — C03, 06/15/05–03/15/06
- 80359 — D03, 07/15/05–04/15/06
- 80360 — E03, 08/15/05–05/15/06

### Geo 1102 Introduction to Earth History

*(Credit will not be granted if credit has been received for GEO 1002, 5002; meets CLE req of Environment Theme.)*

Evolution of life on Earth. Interrelationships of plate tectonism, climate change, and organic evolution that led to the present ecosystem. Impacts of hominid

evolution on Earth systems and of geological processes on human society. Kirkby, Kent Charles; 3 cr.

*No laboratory component.*

#### Extended Term Correspondence

##### Fall

- 18710 — B01, 09/15/05–06/15/06
- 18711 — C01, 10/15/05–07/15/06
- 18712 — D01, 11/15/05–08/15/06
- 18713 — E01, 12/15/05–09/15/06

##### Spring

- 57668 — B01, 01/15/05–10/15/05
- 57669 — C01, 02/15/05–11/15/05
- 53808 — D01, 03/15/05–12/15/05
- 53809 — E01, 04/15/05–01/15/06

##### Summer

- 80361 — B01, 05/15/05–02/15/06
- 80362 — C01, 06/15/05–03/15/06
- 80363 — D01, 07/15/05–04/15/06
- 80364 — E01, 08/15/05–05/15/06

## Health Systems Management (HSM)

College of Continuing Education

### HSM 3501 Clinical Research Concepts and Practice

*(A–F only; prereq College algebra)*

Research processes. Health science applications. Statistics, research study design. Problem statement/protocol development, research questions or hypothesis development, feasibility, sampling methods and instruments, data management, data analysis/interpretation, and dissemination of research. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

#### Term Based Telecommunications

##### Fall

- 28510 — A51, 09/06/05–12/14/05

### HSM 3521 Health Care Delivery Systems

Health care delivery systems. Health economics, third party/public reimbursement. Contemporary trends in health care organizations, management, and administration. Regulations, standards, quality assurance, accreditation, and ethical issues considered in context of contemporary medical practice. Future implications for health care providers/professionals, patients/families, communities, and international health. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

#### Term Based Telecommunications

##### Spring

- 63361 — A54, 01/17/06–05/05/06

### HSM 4501 Writing for the Health Professions

Learn to critically review medical literature and present research data. The scientific method incorporates logic, a systematic approach, and objective analysis to ensure consistency and validity. Support a hypothesis using extensive research of previously conducted work. Present data in both graphic/narrative form using style/format consistent with professional standards. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 ONLINE COURSE

**Term Based  
Telecommunications**

*Spring*

63362 — A54, 01/17/06–05/05/06

**HSM 4541 Health Care Finance**

General principles of financial management for health care industry. Operational knowledge of financial management theory, especially how hospitals and their departments develop/balance operating/capital budget for business growth/development.

Governmental policies, procedures, and ethical issues controlling the health care industry. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 ONLINE COURSE

**Term Based  
Telecommunications**

*Fall*

32741 — A51, 09/06/05–12/14/05

**HSM 4561 Health Care Administration and Management**

Background/skills in business/administrative aspects of health care. Applications of business theory to medical settings including organization models, reimbursement methodologies, information systems, staff-scheduling, employee evaluation, accreditation agencies, productivity management, budget planning, and group leadership. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 ONLINE COURSE

**Term Based  
Telecommunications**

*Spring*

67143 — A54, 01/17/06–05/05/06

**HSM 4581 Teaching in the Health Care Setting**

Basic components of contemporary learning theory. How to design teaching strategies, evaluate educational outcomes. Evaluation of educational needs, development of curriculum, application of various instructional methods, assessment of learning. Working with allied health practitioners, patients, and families. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 ONLINE COURSE

**Term Based  
Telecommunications**

*Spring*

64226 — A54, 01/17/06–05/05/06

**History (Hist)**

College of Liberal Arts

**Hist 1011W World History**

*(Credit will not be granted if credit has been received for HIST 1017, 1011V; prereq fr or soph; meets CLE req of Historical Perspective Core, International Perspect Theme, Writing Intensive.)*

Comparison of world civilizations to 1550 in terms of religion, politics, economy, society, and culture. Examples drawn from Africa, Europe, Asia, and the Americas. Ragnow, Marguerite, 4 cr.

*Course is printed, and Web access highly recommended for course exercises.*

**Extended Term  
Correspondence**

*Fall*

25725 — B04, 09/15/05–06/15/06  
25726 — C04, 10/15/05–07/15/06  
25727 — D04, 11/15/05–08/15/06  
25728 — E04, 12/15/05–09/15/06

*Spring*

63389 — B04, 01/15/05–10/15/05  
63390 — C04, 02/15/05–11/15/05  
63391 — D04, 03/15/05–12/15/05  
63392 — E04, 04/15/05–01/15/06

*Summer*

80389 — B04, 05/15/05–02/15/06  
80390 — C04, 06/15/05–03/15/06  
80391 — D04, 07/15/05–04/15/06  
80392 — E04, 08/15/05–05/15/06

**Hist 1012W World History: The Age of Global Contact**

*(Credit will not be granted if credit has been received for HIST 1018, 1012V; prereq fr or soph; meets CLE req of Historical Perspective Core, International Perspect Theme, Writing Intensive.)*

Case study approach to world history from 1450 to 1920s.

Comparisons of and connections among various cultures.

Emphasizes analyzing primary documents to show how historical knowledge is produced. Mazis, John Athanasios; 4 cr

**Extended Term  
Correspondence**

*Fall*

18574 — B02, 09/15/05–06/15/06  
18575 — C02, 10/15/05–07/15/06  
18576 — D02, 11/15/05–08/15/06  
18577 — E02, 12/15/05–09/15/06

*Spring*

57675 — B02, 01/15/05–10/15/05  
57676 — C02, 02/15/05–11/15/05  
53820 — D02, 03/15/05–12/15/05  
53821 — E02, 04/15/05–01/15/06

**Summer**

- 80393 — B02, 05/15/05–02/15/06
- 80394 — C02, 06/15/05–03/15/06
- 80395 — D02, 07/15/05–04/15/06
- 80396 — E02, 08/15/05–05/15/06

**Hist 1301W U.S. History to 1877**

*(Credit will not be granted if credit has been received for HIST 1301V, 1307; prereq fr or soph; meets CLE req of Cultural Diversity Theme, Historical Perspective Core, Writing Intensive.)*

Issues, events, and ideas in the social, political, and intellectual history of the United States, from colonial era through the Civil War and Reconstruction. Colonization, revolution, national expansion, religion, reform movements, slavery, immigration, industrialization, gender roles, and labor relations. Ronnander, Carrie Margaret; 4 cr.

*Students rent two videos on their own.*

**Extended Term Correspondence**

**Fall**

- 18583 — B04, 09/15/05–06/15/06
- 18584 — C04, 10/15/05–07/15/06
- 18585 — D04, 11/15/05–08/15/06
- 18586 — E04, 12/15/05–09/15/06

**Spring**

- 57677 — B04, 01/15/05–10/15/05
- 57678 — C04, 02/15/05–11/15/05
- 53822 — D04, 03/15/05–12/15/05
- 53824 — E04, 04/15/05–01/15/06

**Summer**

- 80397 — B04, 05/15/05–02/15/06
- 80398 — C04, 06/15/05–03/15/06
- 80399 — D04, 07/15/05–04/15/06
- 80400 — E04, 08/15/05–05/15/06

**Hist 1302W U.S. History, From 1865 to Present**

*(Credit will not be granted if credit has been received for HIST 1308, 1302V; prereq fr or soph; meets CLE req of Cultural Diversity Theme, Historical Perspective Core, Writing Intensive.)*

Forces that shaped emergence of modern America, from end of Civil War to present. Shaping of the industrial/post-industrial economy. Work and everyday life. Race relations and immigration. Popular culture. Politics and reform movements. Impact of war on American society. Role of the United States as a global power, before, during, and after Cold War. Woodard, David E.; 4 cr.

**Extended Term Correspondence**

**Fall**

- 21658 — B07, 09/15/05–06/15/06
- 21660 — C07, 10/15/05–07/15/06
- 21661 — D07, 11/15/05–08/15/06
- 21662 — E07, 12/15/05–09/15/06

**Spring**

- 57679 — B07, 01/15/05–10/15/05
- 57680 — C07, 02/15/05–11/15/05
- 53830 — D07, 03/15/05–12/15/05
- 53831 — E07, 04/15/05–01/15/06

**Summer**

- 80401 — B07, 05/15/05–02/15/06
- 80402 — C07, 06/15/05–03/15/06
- 80403 — D07, 07/15/05–04/15/06
- 80404 — E07, 08/15/05–05/15/06

**Hist 3812 The Civil War and Reconstruction**

The United States from 1848 to 1877. Causes of sectional crisis; Southern secession; Lincoln and emancipation; military history; impact of war North and South; Reconstruction efforts to change the Southern life and transform the status of African Americans. Woodard, David E.; 3 cr.

*Includes the PBS video series, "The Civil War."*

**Extended Term Correspondence**

**Fall**

- 18625 — B06, 09/15/05–06/15/06
- 18626 — C06, 10/15/05–07/15/06
- 18627 — D06, 11/15/05–08/15/06
- 18628 — E06, 12/15/05–09/15/06

**Spring**

- 57681 — B06, 01/15/05–10/15/05
- 57682 — C06, 02/15/05–11/15/05
- 53832 — D06, 03/15/05–12/15/05
- 53833 — E06, 04/15/05–01/15/06

**Summer**

- 80405 — B06, 05/15/05–02/15/06
- 80406 — C06, 06/15/05–03/15/06
- 80407 — D06, 07/15/05–04/15/06
- 80408 — E06, 08/15/05–05/15/06

**Hist 3822 United States in the 20th Century Since 1945**

*(Meets CLE req of Historical Perspective Core.)*

American politics and society in the postwar era, the diplomacy of the Cold War, the civil rights movement, the Vietnam War, cultural clashes in the 1960's, Watergate, the conservative resurgence, and the end of the Cold War. 3 cr.

**Extended Term Correspondence**

**Fall**

- 18613 — B04, 09/15/05–06/15/06
- 18614 — C04, 10/15/05–07/15/06
- 18615 — D04, 11/15/05–08/15/06
- 18616 — E04, 12/15/05–09/15/06

**Spring**

- 57683 — B04, 01/15/05–10/15/05
- 57684 — C04, 02/15/05–11/15/05
- 53834 — D04, 03/15/05–12/15/05
- 53835 — E04, 04/15/05–01/15/06

**Summer**

- 80409 — B04, 05/15/05–02/15/06
- 80410 — C04, 06/15/05–03/15/06
- 80411 — D04, 07/15/05–04/15/06
- 80412 — E04, 08/15/05–05/15/06

**Hist 3871 American Indian History: Pre-Contact to 1830**

*(Credit will not be granted if credit has been received for AMIN 3871; meets CLE req of Cultural Diversity Theme, Historical Perspective Core.)*

Introduction to American Indian history from ancient native America to the removal era. Focuses on the social, cultural, political, and economic diversity of Native American peoples and Native American experiences with European colonialism. 4 cr.

**Extended Term Correspondence**

**Fall**

- 18460 — B02, 09/15/05–06/15/06
- 18461 — C02, 10/15/05–07/15/06
- 18462 — D02, 11/15/05–08/15/06
- 18463 — E02, 12/15/05–09/15/06

**Spring**

- 57685 — B02, 01/15/05–10/15/05
- 57686 — C02, 02/15/05–11/15/05
- 53836 — D02, 03/15/05–12/15/05
- 53837 — E02, 04/15/05–01/15/06

**Summer**

- 80413 — B02, 05/15/05–02/15/06
- 80414 — C02, 06/15/05–03/15/06
- 80415 — D02, 07/15/05–04/15/06
- 80416 — E02, 08/15/05–05/15/06

**Hist 3872 American Indian History: 1830 to the Present**

*(Credit will not be granted if credit has been received for AMIN 3872; meets CLE req of Cultural Diversity Theme, Historical Perspective Core.)*

Focus on the impact of federal Indian policy on American Indian

cultures and societies, and on American Indian culture change. 4 cr.

**Extended Term Correspondence**

**Fall**

- 18629 — B02, 09/15/05–06/15/06
- 18630 — C02, 10/15/05–07/15/06
- 18631 — D02, 11/15/05–08/15/06
- 18632 — E02, 12/15/05–09/15/06

**Spring**

- 57687 — B02, 01/15/05–10/15/05
- 57688 — C02, 02/15/05–11/15/05
- 57689 — D02, 03/15/05–12/15/05
- 57690 — E02, 04/15/05–01/15/06

**Summer**

- 80417 — B02, 05/15/05–02/15/06
- 80418 — C02, 06/15/05–03/15/06
- 80419 — D02, 07/15/05–04/15/06
- 80420 — E02, 08/15/05–05/15/06

**Hist 3881 History of American Foreign Relations to 1914**

*(Meets CLE req of International Perspect Theme.)*

American involvement in world affairs from 1760–1914 including political, economic, social, and cultural relations by individuals, groups, governmental, and non-governmental agencies focusing on nation building, creation of continental and commercial empires, hemispheric hegemony, cultural expansion, and wartime diplomacy. Pilz, Jeffrey J.; 3 cr.

**Extended Term Correspondence**

**Fall**

- 22342 — B01, 09/15/05–06/15/06
- 22343 — C01, 10/15/05–07/15/06
- 22344 — D01, 11/15/05–08/15/06
- 22345 — E01, 12/15/05–09/15/06

**Spring**

- 57691 — B01, 01/15/05–10/15/05
- 57692 — C01, 02/15/05–11/15/05
- 56855 — D01, 03/15/05–12/15/05
- 56856 — E01, 04/15/05–01/15/06

**Summer**

- 83450 — B01, 05/15/05–02/15/06
- 83451 — C01, 06/15/05–03/15/06
- 83452 — D01, 07/15/05–04/15/06
- 83453 — E01, 08/15/05–05/15/06

**Hist 3882 History of American Foreign Relations: 1914 to Present**

*(Meets CLE req of International Perspect Theme.)*

American involvement in world affairs 1914 to present. Political, economic, social, and cultural activities by individuals, groups, and governmental and nongovernmental agencies; participation in international organizations; commercial and cultural imperialism; and war and Cold War diplomacy. Pilz, Jeffrey J.; 3 cr.

**Extended Term Correspondence**

**Fall**

- 23392 — B01, 09/15/05–06/15/06
- 23393 — C01, 10/15/05–07/15/06
- 23394 — D01, 11/15/05–08/15/06
- 23395 — E01, 12/15/05–09/15/06

**Spring**

- 57737 — B01, 01/15/05–10/15/05
- 57738 — C01, 02/15/05–11/15/05
- 57739 — D01, 03/15/05–12/15/05
- 57740 — E01, 04/15/05–01/15/06

**Summer**

- 83747 — B01, 05/15/05–02/15/06
- 83748 — C01, 06/15/05–03/15/06
- 83749 — D01, 07/15/05–04/15/06
- 83750 — E01, 08/15/05–05/15/06

## Horticultural Science (Hort)

College of Agricultural, Food, and Environmental Sciences

### Hort 1003 Master Gardener Core Course: Horticulture for Home and Garden

Provides a foundation in soils; botany; entomology; plant pathology; indoor, herbaceous, and woody plants; lawns, fruits, vegetables; pesticides; and wildlife. Geared at an introductory level with an emphasis on Extension publications and resources useful in answering consumer horticulture questions. Meyer, Mary Hockenberry; 3 cr.

*Note special term dates 01/17/06–03/24/06. Registration closes one week before term starts. For course details, see [www.mg.umn.edu](http://www.mg.umn.edu).*

#### ONLINE COURSE

#### Term Based Telecommunications

##### Spring

53909 — A54, 01/17/06–03/24/06

## Humanities (Hum)

College of Liberal Arts

### Hum 1004 Humanities in the West IV

*(Credit will not be granted if credit has been received for HUM 3004; meets CLE req of International Perspect Theme, Other Humanities Core.)*

European civilization from 17th/18th centuries. Old Regime through French Revolution/Napoleon, new science, Enlightenment, cult of sensibility, art, music. Integrative study of works by creative figures such as Cervantes,

Descartes, Rembrandt, Bach, Pope, Voltaire, Rousseau, Goethe, Watteau, David, Goya, Mozart. Ouren, Dallas L.; 4 cr.

#### Extended Term Correspondence

##### Fall

18464 — B03, 09/15/05–06/15/06  
18465 — C03, 10/15/05–07/15/06  
18466 — D03, 11/15/05–08/15/06  
18467 — E03, 12/15/05–09/15/06

##### Spring

57693 — B03, 01/15/05–10/15/05  
57694 — C03, 02/15/05–11/15/05  
57695 — D03, 03/15/05–12/15/05  
57741 — E03, 04/15/05–01/15/06

##### Summer

80273 — B03, 05/15/05–02/15/06  
80274 — C03, 06/15/05–03/15/06  
80275 — D03, 07/15/05–04/15/06  
80276 — E03, 08/15/05–05/15/06

### Hum 1005 Humanities in the West V

*(Credit will not be granted if credit has been received for HUM 3005; meets CLE req of International Perspect Theme, Other Humanities Core.)*

Industrial Revolution, liberalism, socialism, romanticism. Impact of science, especially evolution theory, on religious/humanistic thought. Roots of existentialism: art, music. Wordsworth, Adam Smith, Marx, Dostoevsky, Delacroix, Courbet, Beethoven, Darwin, Nietzsche, Joyce, Monet, Wagner. Ouren, Dallas L.; 4 cr.

#### Extended Term Correspondence

##### Fall

18633 — B01, 09/15/05–06/15/06  
18634 — C01, 10/15/05–07/15/06  
18635 — D01, 11/15/05–08/15/06  
18636 — E01, 12/15/05–09/15/06

##### Spring

57696 — B01, 01/15/05–10/15/05  
57697 — C01, 02/15/05–11/15/05  
53853 — D01, 03/15/05–12/15/05  
53854 — E01, 04/15/05–01/15/06

##### Summer

85078 — B01, 05/15/05–02/15/06  
85079 — C01, 06/15/05–03/15/06  
85080 — D01, 07/15/05–04/15/06  
85081 — E01, 08/15/05–05/15/06

## Information Networking (INet)

College of Continuing Education

### INet 4051 IT Infrastructure Operations (Capstone)

*(A–F only; prereq CSci 42II, one INet concentration course, sr)*

Network, server, and database operations. Infrastructure architecture, organizational structure, security, metrics, vendor relations, outsourcing, capacity planning, strategic planning, and budgeting. Online case study. 3 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

#### ONLINE COURSE

#### Term Based Telecommunications

##### Spring

57698 — A54, 01/17/06–05/05/06



**Lori Bonderson**  
**ICP 3000 Career Skills in the Professional Environment**

In more than ten years of working in higher education, I've spent seven years as an advisor, instructor, and administrator with the Carlson School of Management. I earned a B.S. in education from the University of South Dakota and a master's degree in counseling from the University of Wyoming. My areas of expertise include student development, career counseling and coaching, human resources development, and leadership development. My work involves conducting needs assessments, developing curriculum, and delivering training in areas such as management, leadership development, supervision, and customer service.

**Innovation Studies (IS)**

College of Continuing Education

**IS 5100 Innovation Studies Seminar: Designing Professional Futures**

*(A-F only; max crs 24; 24 repeats allowed; prereq dept consent)*

Guided story-writing and journaling provide complementary methods for exploring the design of plausible futures. Each student will develop a personal futures design portfolio. High quality participation and individual self-development are stressed. Harkins, Arthur M.; 3 cr.

*Online course, with several on-campus class meetings. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Department consent is required for all registrations. Please call 612-626-8724 or e-mail [mls@cce.umn.edu](mailto:mls@cce.umn.edu) for registration information. Registration closes one week before term starts.*

**ONLINE COURSE**  
 GRADUATE CREDIT AVAILABLE

**Term Based**  
**Telecommunications**

*Fall*

32742 — A51, 09/06/05–12/14/05

**Inter-College Program (ICP)**

College of Continuing Education

**ICP 3000 Career Skills in the Professional Environment**

*(Prereq 60 cr)*

Introduces students to the career planning/job search processes appropriate to business and professional careers in the corporate culture. Intended for students with 60 semester credits of college level work. Bonderson, Lori; 2 cr.

*Registration closes one week before term begins; permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

**ONLINE COURSE**

**Term Based**  
**Telecommunications**

*Spring*

60001 — A54 01/17/06–05/05/06

*Summer*

87248 — A57, 05/22/06–08/25/06

**Journalism and Mass Communication (Jour)**

College of Liberal Arts

**Jour 3007 The Media in American History and Law: Case Studies**

*(A-F only; prereq non-Jour major or Jour major, course appr on prog plan or pre-Jour, adviser approval; meets CLE req of Historical Perspective Core.)*

Media in socioeconomic-political-technological context of a specific historical period. Focuses on legal context and ethics questions. Roberts, Nancy Lee; 3 cr.

**Extended Term**  
**Correspondence**

*Fall*

18468 — B02, 09/15/05–06/15/06  
 18469 — C02, 10/15/05–07/15/06  
 18470 — D02, 11/15/05–08/15/06  
 18471 — E02, 12/15/05–09/15/06

**Spring**

57699 — B02, 01/15/05–10/15/05  
 57700 — C02, 02/15/05–11/15/05  
 57701 — D02, 03/15/05–12/15/05  
 57702 — E02, 04/15/05–01/15/06

**Summer**

80277 — B02, 05/15/05–02/15/06  
 80278 — C02, 06/15/05–03/15/06  
 80279 — D02, 07/15/05–04/15/06  
 80280 — E02, 08/15/05–05/15/06

**Jour 3173W Magazine Writing**

(A–F only; meets CLE req of Writing Intensive.)

Writing feature articles for consumer and trade publications; study of market free-lance methods. Roberts, Nancy Lee; 3 cr.

*Journalism majors may not take the IDL version of this course.*

**Extended Term Correspondence**

**Fall**

18472 — B04, 09/15/05–06/15/06  
 18473 — C04, 10/15/05–07/15/06  
 18474 — D04, 11/15/05–08/15/06  
 18475 — E04, 12/15/05–09/15/06

**Spring**

57703 — B04, 01/15/05–10/15/05  
 57704 — C04, 02/15/05–11/15/05  
 53857 — D04, 03/15/05–12/15/05  
 53858 — E04, 04/15/05–01/15/06

**Summer**

80281 — B04, 05/15/05–02/15/06  
 80282 — C04, 06/15/05–03/15/06  
 80283 — D04, 07/15/05–04/15/06  
 80284 — E04, 08/15/05–05/15/06

**Jour 5501 Communication and Public Opinion**

(A–F only; prereq non-Jour major or Jour major with course appr on prog plan or pre-Jour with adviser approval)

Theories of communication process and of persuasion and attitude change. Functions of interper-

sonal and mediated communication in diffusion of information and in opinion formation. Carter Jr., Roy E.; 3 cr.

*Printed course but use of e-mail and word processing strongly recommended. No graduate credit available.*

**Extended Term Correspondence**

**Fall**

18476 — B02, 09/15/05–06/15/06  
 18477 — C02, 10/15/05–07/15/06  
 18478 — D02, 11/15/05–08/15/06  
 18479 — E02, 12/15/05–09/15/06

**Spring**

57705 — B02, 01/15/05–10/15/05  
 57706 — C02, 02/15/05–11/15/05  
 53865 — D02, 03/15/05–12/15/05  
 53866 — E02, 04/15/05–01/15/06

**Summer**

80285 — B02, 05/15/05–02/15/06  
 80286 — C02, 06/15/05–03/15/06  
 80287 — D02, 07/15/05–04/15/06  
 80288 — E02, 08/15/05–05/15/06

**Jour 5601W History of Journalism**

(A–F only; meets CLE req of Writing Intensive.)

Development of American media, from beginnings in Europe to present day. Rise of film/radio/television/Internet. Relation of communications development to political, economic, social trends. Clepper, Irene Fliam; 3 cr.

*No graduate credit available.*

**Extended Term Correspondence**

**Fall**

18637 — B05, 09/15/05–06/15/06  
 18638 — C05, 10/15/05–07/15/06  
 18639 — D05, 11/15/05–08/15/06  
 18640 — E05, 12/15/05–09/15/06

**Spring**

57707 — B05, 01/15/05–10/15/05  
 57708 — C05, 02/15/05–11/15/05  
 53867 — D05, 03/15/05–12/15/05  
 53868 — E05, 04/15/05–01/15/06

**Summer**

80289 — B05, 05/15/05–02/15/06  
 80290 — C05, 06/15/05–03/15/06  
 80291 — D05, 07/15/05–04/15/06  
 80292 — E05, 08/15/05–05/15/06

**Jour 5606W Literary Aspects of Journalism**

(A–F only; credit will not be granted if credit has been received for ENGW 5606; meets CLE req of Writing Intensive.)

Literary aspects of journalism as exemplified in, and influenced by, works of American/British writers, past/present. Roberts, Nancy Lee; 3 cr.

*Printed course with related Web site required for some assignments. No graduate credit available.*

**Extended Term Correspondence**

**Fall**

18480 — B05, 09/15/05–06/15/06  
 18481 — C05, 10/15/05–07/15/06  
 18482 — D05, 11/15/05–08/15/06  
 18483 — E05, 12/15/05–09/15/06

**Spring**

57709 — B05, 01/15/05–10/15/05  
 57710 — C05, 02/15/05–11/15/05  
 53871 — D05, 03/15/05–12/15/05  
 53872 — E05, 04/15/05–01/15/06

**Summer**

80293 — B05, 05/15/05–02/15/06  
 80294 — C05, 06/15/05–03/15/06  
 80295 — D05, 07/15/05–04/15/06  
 80296 — E05, 08/15/05–05/15/06

## Laboratory Medicine and Pathology (LaMP)

Medical School

### LaMP 4177 Pathology for Allied Health Students

(Prereq regis allied health program, anatomy course, and physiology course or instr consent. Rochester-Nursing BSN, PT students, or instr consent.)

General and organ system pathology. Linne, Jean J.; 3 cr.

Online course, with videos and hand-written proctored exams. Prerequisites are enforced.

Registration closes one week before term begins; permission required after then. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.

#### ONLINE COURSE

#### Term Based Telecommunications

##### Spring

59848 — A54, 01/17/06–05/05/06

##### Summer

83571 — A57, 05/22/06–08/25/06

## Latin (Lat)

College of Liberal Arts

### Lat 1001 Beginning Latin I

(Credit will not be granted if credit has been received for LAT 3111, 1111H.)

Gradual mastery of Latin structure in order to attain reading knowledge; practice in oral reading and composition. Lovell, Chris; 5 cr.

#### Extended Term Correspondence

##### Fall

18484 — B03, 09/15/05–06/15/06

18485 — C03, 10/15/05–07/15/06

18486 — D03, 11/15/05–08/15/06

18487 — E03, 12/15/05–09/15/06

##### Spring

57711 — B03, 01/15/05–10/15/05

57712 — C03, 02/15/05–11/15/05

53877 — D03, 03/15/05–12/15/05

53878 — E03, 04/15/05–01/15/06

##### Summer

80297 — B03, 05/15/05–02/15/06

80298 — C03, 06/15/05–03/15/06

80299 — D03, 07/15/05–04/15/06

80300 — E03, 08/15/05–05/15/06

### Lat 1002 Beginning Latin II

(Prereq grade of at least C- or S in 1001 or instr consent)

Latin grammar/syntax. Graduated readings from Roman authors, including Cicero, Catullus, and Roman comedy. Lovell, Chris; 5 cr.

#### Extended Term Correspondence

##### Fall

18641 — B02, 09/15/05–06/15/06

18642 — C02, 10/15/05–07/15/06

18643 — D02, 11/15/05–08/15/06

18644 — E02, 12/15/05–09/15/06

##### Spring

57713 — B02, 01/15/05–10/15/05

57714 — C02, 02/15/05–11/15/05

53879 — D02, 03/15/05–12/15/05

53880 — E02, 04/15/05–01/15/06

##### Summer

80301 — B02, 05/15/05–02/15/06

80302 — C02, 06/15/05–03/15/06

80303 — D02, 07/15/05–04/15/06

80304 — E02, 08/15/05–05/15/06

## Liberal Studies (LS)

College of Continuing Education

### LS 5100 Liberal Studies Seminar: Designing Professional Futures

(A–F only; max crs 24; 24 repeats allowed; prereq dept consent)

Guided story-writing and journaling provide complementary methods for exploring the design of plausible futures. Each student will develop a personal futures design portfolio. High quality participation and individual self-development are stressed. Harkins, Arthur M.; 3 cr.

Online course, with several on-campus class meetings. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up. Please call 612-626-8724 or e-mail [mls@cce.umn.edu](mailto:mls@cce.umn.edu) for registration information. Registration closes one week before term starts.

#### ONLINE COURSE

GRADUATE CREDIT AVAILABLE

#### Term Based Telecommunications

##### Fall

32743 — A51, 09/06/05–12/14/05

## Management (Mgmt)

Curtis L. Carlson School of Management

### Mgmt 3001 Fundamentals of Management

(A–F only; prereq 30 cr)

General aspects/characteristics of organizations and their members. Why people/groups in organizations feel/ behave as they do. Processes/methods that improve

## Courses

behavior/attitudes/effectiveness of organizational members. Organizational member/manager skills. Guest speakers, group presentations, films. Schander, Raoul E.; 3 cr.

*Students admitted to School of Management majors may not take the IDL version of Mgmt 3001. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

### ONLINE COURSE

#### Extended Term Telecommunications

##### Fall

24726 — B06, 09/15/05–06/15/06  
24727 — C06, 10/15/05–07/15/06  
24728 — D06, 11/15/05–08/15/06  
24729 — E06, 12/15/05–09/15/06

##### Spring

57726 — B06, 01/15/05–10/15/05  
57727 — C06, 02/15/05–11/15/05  
53804 — D06, 03/15/05–12/15/05  
53805 — E06, 04/15/05–01/15/06

##### Summer

80013 — B06, 05/15/05–02/15/06  
80014 — C06, 06/15/05–03/15/06  
80015 — D06, 07/15/05–04/15/06  
80016 — E06, 08/15/05–05/15/06

**Also see GC 1235W, Law in Society; GC 1511, Introduction to Business and Society; and GC 1513, Small Business Fundamentals.**

## Manufacturing Technology (MT)

College of Continuing Education

### MT 4011 Design of Manufacturing Systems and Simulation

Design and analysis of different types of manufacturing systems such as flow lines, assembly systems, cellular manufacturing, flexible manufacturing, and automated systems; control issues in manufacturing systems such as facility layout, scheduling, batch sizing, group technology, and bottleneck management. A variety of modeling and analysis tools are used, including computer simulation and operations. Lab as part of course. 3 cr.

*Must have Pentium PC running Windows 98 or higher for required course software. Registration closes*

*es one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

### ONLINE COURSE

#### Term Based Telecommunications

##### Spring

59158 — A54, 01/17/06–05/05/06

## Marketing (Mktg)

Curtis L. Carlson School of Management

### Mktg 3001 Principles of Marketing

*(A–F only; prereq Econ 1101, at least 60 cr)*

Introduction to terms, concepts, and skills for analyzing marketing problems. Factors outside the organization affecting its product, pricing, promotion, and distribution decisions. Cases from actual organizations. Meyer, Vania Allison; 3 cr.

*Students admitted to School of Management majors may not take the IDL version of Mktg 3001. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

### Vania Meyer Mktg 3001 Principles of Marketing

I've taught marketing, strategic marketing, and consumer behavior at the University of Minnesota and the University of St. Thomas for over sixteen years, after a career in consumer packaged-goods marketing research. My educational background includes an undergraduate degree in business administration from the University of Wisconsin, an M.B.A. from the University of Southern California, and a Ph.D. in marketing from the University of Minnesota. I started my career at General Mills in marketing research and now work as a research analyst for the State of Minnesota.



**ONLINE COURSE**

**Extended Term  
Telecommunications**

**Fall**

- 24730 — B03, 09/15/05–06/15/06
- 24731 — C03, 10/15/05–07/15/06
- 24732 — D03, 11/15/05–08/15/06
- 24733 — E03, 12/15/05–09/15/06

**Spring**

- 57728 — B03, 01/15/05–10/15/05
- 57729 — C03, 02/15/05–11/15/05
- 53810 — D03, 03/15/05–12/15/05
- 53811 — E03, 04/15/05–01/15/06

**Summer**

- 80037 — B03, 05/15/05–02/15/06
- 80038 — C03, 06/15/05–03/15/06
- 80039 — D03, 07/15/05–04/15/06
- 80040 — E03, 08/15/05–05/15/06

**Mathematics  
(Math)**

Institute of Technology

**Math 1031 College  
Algebra and Probability**

*(Prereq 3 yrs high school math or grade of at least C- in GC 0731; Credit will not be granted if credit has been received for MATH 1051, 1151, 1155; meets CLE req of Mathematical Thinking Core.)*

Algebra, analytic geometry explored in greater depth than is usually done in three years of high school mathematics. Additional topics from combinations, permutations, probability. Gupta, Shamlall; 3 cr.

**Extended Term  
Correspondence**

**Fall**

- 22973 — B02, 09/15/05–06/15/06
- 22974 — C02, 10/15/05–07/15/06
- 22975 — D02, 11/15/05–08/15/06
- 22976 — E02, 12/15/05–09/15/06

**Spring**

- 57715 — B02, 01/15/05–10/15/05
- 57305 — C02, 02/15/05–11/15/05
- 57306 — D02, 03/15/05–12/15/05
- 57307 — E02, 04/15/05–01/15/06

**Summer**

- 83625 — B02, 05/15/05–02/15/06
- 83626 — C02, 06/15/05–03/15/06
- 83627 — D02, 07/15/05–04/15/06
- 83628 — E02, 08/15/05–05/15/06

**Math 1051 Precalculus I**

*(Prereq 3 yrs high school math or placement exam or grade of at least C- in GC 0731; credit will not be granted if credit has been received for MATH 1031, 1151.)*

Algebra, analytic geometry, exponentials, logarithms, beyond usual coverage found in three-year high school mathematics program. Gupta, Shamlall; 3 cr.

**Extended Term  
Correspondence**

**Fall**

- 24912 — B01, 09/15/05–06/15/06
- 24913 — C01, 10/15/05–07/15/06
- 24914 — D01, 11/15/05–08/15/06
- 24915 — E01, 12/15/05–09/15/06

**Spring**

- 59838 — B01, 01/15/05–10/15/05
- 59839 — C01, 02/15/05–11/15/05
- 59840 — D01, 03/15/05–12/15/05
- 59841 — E01, 04/15/05–01/15/06

**Summer**

- 84891 — B01, 05/15/05–02/15/06
- 84892 — C01, 06/15/05–03/15/06
- 84893 — D01, 07/15/05–04/15/06
- 84894 — E01, 08/15/05–05/15/06

**Math 1142 Short Calculus**

*(Credit will not be granted if credit has been received for MATH 1271, 1371, 1571H, 1281; prereq 3 1/2 yrs high school math or grade of at least C- in 1031 or 1051; meets CLE req of Mathematical Thinking Core.)*

Derivatives, integrals, differential equations, partial derivatives, maxima /minima of functions of several variables, lagrange multipliers, applications. For students requiring calculus through multivariable calculus. No trigonometry included. Gupta, Shamlall; 4 cr.

**Extended Term  
Correspondence**

**Fall**

- 18488 — B04, 09/15/05–06/15/06
- 18489 — C04, 10/15/05–07/15/06
- 18490 — D04, 11/15/05–08/15/06
- 18491 — E04, 12/15/05–09/15/06

**Spring**

- 57716 — B04, 01/15/05–10/15/05
- 57717 — C04, 02/15/05–11/15/05
- 53895 — D04, 03/15/05–12/15/05
- 53896 — E04, 04/15/05–01/15/06

**Summer**

- 80305 — B04, 05/15/05–02/15/06
- 80306 — C04, 06/15/05–03/15/06
- 80307 — D04, 07/15/05–04/15/06
- 80308 — E04, 08/15/05–05/15/06

**Math 1151 Precalculus II**

*(Prereq 3 1/2 yrs high school math or placement exam or grade of at least C- in 1031 or 1051; credit will not be granted if credit has been received for MATH 1155; meets CLE req of Mathematical Thinking Core.)*

Algebra, analytic geometry, trigonometry, complex numbers, beyond usual coverage found in three-year high school mathematics program. Gupta, Shamlall; 3 cr.

**Extended Term  
Correspondence**

**Fall**

- 24916 — B02, 09/15/05–06/15/06
- 24917 — C02, 10/15/05–07/15/06
- 24918 — D02, 11/15/05–08/15/06
- 24919 — E02, 12/15/05–09/15/06

**Spring**

59842 — B02, 01/15/05–10/15/05  
 59843 — C02, 02/15/05–11/15/05  
 59844 — D02, 03/15/05–12/15/05  
 59845 — E02, 04/15/05–01/15/06

**Summer**

84895 — B02, 05/15/05–02/15/06  
 84896 — C02, 06/15/05–03/15/06  
 84897 — D02, 07/15/05–04/15/06  
 84898 — E02, 08/15/05–05/15/06

**Math 1155 Intensive  
 Precalculus**

*(Prereq 3 yrs high school math or placement exam or grade of at least C- in GC 0731; credit will not be granted if credit has been received for MATH 1031, 1051, 1151; meets CLE req of Mathematical Thinking Core.)*

Algebra, analytic geometry, exponentials, logarithms, trigonometry, complex numbers, beyond usual coverage found in three-year high school mathematics program. One semester version of 1051–1151. Gupta, Shamlall; 5 cr.

**Extended Term  
 Correspondence**

**Fall**

18492 — B03, 09/15/05–06/15/06  
 18493 — C03, 10/15/05–07/15/06  
 18494 — D03, 11/15/05–08/15/06  
 18495 — E03, 12/15/05–09/15/06

**Spring**

57718 — B03, 01/15/05–10/15/05  
 57719 — C03, 02/15/05–11/15/05  
 53897 — D03, 03/15/05–12/15/05  
 53898 — E03, 04/15/05–01/15/06

**Summer**

80309 — B03, 05/15/05–02/15/06  
 80310 — C03, 06/15/05–03/15/06  
 80311 — D03, 07/15/05–04/15/06  
 80312 — E03, 08/15/05–05/15/06

**Math 1271 Calculus I**

*(Credit will not be granted if credit has been received for MATH 1142, 1371, 1571H, 1281; prereq 4 yrs high school math including trig or placement test or grade of at least C- in 1151 or 1155; meets CLE req of Mathematical Thinking Core.)*

Differential calculus of functions of a single variable. Introduction to integral calculus of a single variable, separable differential equations. Applications: max–min, related rates, area, volume, arc-length. 4 cr.

**Extended Term  
 Correspondence**

**Fall**

18496 — B02, 09/15/05–06/15/06  
 18497 — C02, 10/15/05–07/15/06  
 18498 — D02, 11/15/05–08/15/06  
 18499 — E02, 12/15/05–09/15/06

**Spring**

57720 — B02, 01/15/05–10/15/05  
 57721 — C02, 02/15/05–11/15/05  
 53899 — D02, 03/15/05–12/15/05  
 53900 — E02, 04/15/05–01/15/06

**Summer**

80317 — B02, 05/15/05–02/15/06  
 80318 — C02, 06/15/05–03/15/06  
 80319 — D02, 07/15/05–04/15/06  
 80320 — E02, 08/15/05–05/15/06

**Math 1272 Calculus II**

*(Credit will not be granted if credit has been received for MATH 1372, 1572H, 1252, 1282; prereq 1271 or equiv with grade of at least C-.)*

Techniques of integration. Calculus involving transcendental functions, polar coordinates. Taylor polynomials, vectors/curves in space, cylindrical/spherical coordinates. 4 cr.

**Extended Term  
 Correspondence**

**Fall**

18500 — B02, 09/15/05–06/15/06  
 18501 — C02, 10/15/05–07/15/06  
 18502 — D02, 11/15/05–08/15/06  
 18503 — E02, 12/15/05–09/15/06

**Spring**

57722 — B02, 01/15/05–10/15/05  
 57723 — C02, 02/15/05–11/15/05  
 53901 — D02, 03/15/05–12/15/05  
 53902 — E02, 04/15/05–01/15/06

**Summer**

80321 — B02, 05/15/05–02/15/06  
 80322 — C02, 06/15/05–03/15/06  
 80323 — D02, 07/15/05–04/15/06  
 80324 — E02, 08/15/05–05/15/06

**Math 2243 Linear Algebra  
 and Differential Equations**

*(Credit will not be granted if credit has been received for MATH 2373; prereq 1272 or 1282 or 1372 or 1572.)*

Linear algebra: basis, dimension, matrices, eigenvalues/eigenvectors. Differential equations: first-order linear, separable; second-order linear with constant coefficients; linear systems with constant coefficients. 4 cr.

**Extended Term  
 Correspondence**

**Fall**

23044 — B01, 09/15/05–06/15/06  
 23045 — C01, 10/15/05–07/15/06  
 23046 — D01, 11/15/05–08/15/06  
 23047 — E01, 12/15/05–09/15/06

**Spring**

57733 — B01, 01/15/05–10/15/05  
 57734 — C01, 02/15/05–11/15/05  
 57735 — D01, 03/15/05–12/15/05  
 57736 — E01, 04/15/05–01/15/06

**Summer**

83731 — B01, 05/15/05–02/15/06  
 83732 — C01, 06/15/05–03/15/06  
 83733 — D01, 07/15/05–04/15/06  
 83734 — E01, 08/15/05–05/15/06



**Alex Lubet**  
**Mus 1015 Music and Movies**

I grew up in Chicago, received my Ph.D. in music from the University of Iowa in 1979, and joined the University of Minnesota faculty that same year. I am a playwright and a composer, having written music for film and video. My works have been performed in Asia, Europe, and Central and North America. I consider both my writing and my teaching as means to build multicultural understanding and tolerance.

**Music and Movies** is my favorite course. I have attempted to develop it in a way that promotes real connection between students and teacher in an online setting, despite the absence of a traditional classroom.

**Math 2263 Multivariable Calculus**

(Credit will not be granted if credit has been received for MATH 2373, 2374, 2573H, 3251; prereq 1272 or 1372 or 1572.)

Derivative as a linear map. Differential/integral calculus of functions of several variables, including change of coordinates using Jacobians. Line/surface integrals. Gauss, Green, Stokes Theorems. 4 cr.

**Extended Term Correspondence**

**Fall**

20358 — B02, 09/15/05–06/15/06  
 20359 — C02, 10/15/05–07/15/06  
 20360 — D02, 11/15/05–08/15/06  
 20361 — E02, 12/15/05–09/15/06

**Spring**

57724 — B02, 01/15/05–10/15/05  
 57725 — C02, 02/15/05–11/15/05  
 53905 — D02, 03/15/05–12/15/05  
 53906 — E02, 04/15/05–01/15/06

**Summer**

80329 — B02, 05/15/05–02/15/06  
 80330 — C02, 06/15/05–03/15/06  
 80331 — D02, 07/15/05–04/15/06  
 80332 — E02, 08/15/05–05/15/06

Also see GC 0721, Introductory Algebra; and GC 0731, Intermediate Algebra.

**Music (Mus)**

College of Liberal Arts

**Mus 1001 Fundamentals of Music**

(Prereq for non-Music majors; meets CLE req of Other Humanities Core.)

Study of music notation and fundamental concepts underlying musical structure. Intervals, clefs, chords, scales, cadences, harmonic analysis; rhythm and meter.

Emphasis on active participation: playing the piano, singing, clapping rhythms, aural perception. Damschroder, David A.; 3 cr.

Requires computer with CD-ROM drive and sound.

**Extended Term Correspondence**

**Fall**

18504 — B04, 09/15/05–06/15/06  
 18505 — C04, 10/15/05–07/15/06  
 18506 — D04, 11/15/05–08/15/06  
 18507 — E04, 12/15/05–09/15/06

**Spring**

57730 — B04, 01/15/05–10/15/05  
 57731 — C04, 02/15/05–11/15/05  
 57732 — D04, 03/15/05–12/15/05  
 57530 — E04, 04/15/05–01/15/06

**Summer**

80045 — B04, 05/15/05–02/15/06  
 80046 — C04, 06/15/05–03/15/06  
 80047 — D04, 07/15/05–04/15/06  
 80048 — E04, 08/15/05–05/15/06

**Mus 1015 Music and Movies: The Use and Representation of Music and Musicians in Film in a Global Context**

(A–F only; meets CLE req of International Perspective Theme, Other Humanities Core.)

Film from perspective of its use/representation of music/musicians. How does music underscore nuances of action, characterization, and feeling in film? Roles of

## Courses

music in film musicals, rock, and other vernacular films. Films about musical life. Films with structure that is musically based. Lubet, Alex J.; 4 cr.

*For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

### ONLINE COURSE

#### Extended Term Telecommunications

##### Fall

32737 — B01, 09/15/05–06/15/06  
32738 — C01, 10/15/05–07/15/06  
32739 — D01, 11/15/05–08/15/06  
32740 — E01, 12/15/05–09/15/06

##### Spring

66242 — B01, 01/15/05–10/15/05  
66243 — C01, 02/15/05–11/15/05  
66244 — D01, 03/15/05–12/15/05  
66245 — E01, 04/15/05–01/15/06

##### Summer

87083 — B01, 05/15/05–02/15/06  
87084 — C01, 06/15/05–03/15/06  
87085 — D01, 07/15/05–04/15/06  
87086 — E01, 08/15/05–05/15/06

#### Mus 3045 The Avant-Garde

(A–F only)

You do not need to read music or have any prior experience in music to enjoy this stimulating introduction to recent music. The course centers on composers of the American musical avant-garde, ca. 1950–1970, including John Cage and Pauline Oliveros, in their sonic and social contexts. Attention is given to the recent impact on music from non-Western culture. The assignments (reading, listening, journal writing, original composition, and performance) are designed to be achievable by people with no prior musical training. Lubet, Alex J.; 3 cr.

#### Extended Term Correspondence

##### Fall

18954 — B03, 09/15/05–06/15/06  
18955 — C03, 10/15/05–07/15/06  
18956 — D03, 11/15/05–08/15/06  
18957 — E03, 12/15/05–09/15/06

##### Spring

63551 — B03 01/15/05–10/15/05  
63552 — C03 02/15/05–11/15/05  
63553 — D03 03/15/05–12/15/05  
63554 — E03 04/15/05–01/15/06

##### Summer

86136 — B03, 05/15/05–02/15/06  
86137 — C03, 06/15/05–03/15/06  
86138 — D03, 07/15/05–04/15/06  
86139 — E03, 08/15/05–05/15/06

## Norwegian (Nor)

College of Liberal Arts

### Nor 1001 Beginning Norwegian I

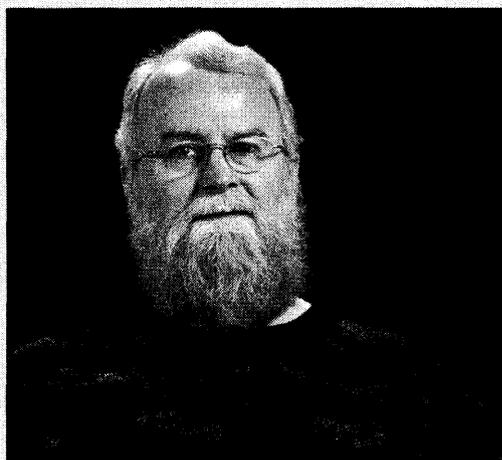
*(Credit will not be granted if credit has been received for NOR 4001.)*

Emphasis on working toward novice/intermediate-low proficiency in all four language modalities (listening, reading, speaking, writing). Topics include everyday subjects (shopping, directions, family, food, housing, etc.). Solheim, William Anders; 5 cr.

#### Extended Term Correspondence

##### Fall

18508 — B03, 09/15/05–06/15/06  
18509 — C03, 10/15/05–07/15/06  
18510 — D03, 11/15/05–08/15/06  
18511 — E03, 12/15/05–09/15/06



#### William Solheim Nor 1001/1002 Beginning Norwegian

I am a native Minnesotan of Norwegian descent. I recently completed my doctorate in the Department of Scandinavian Languages and Literature at the University of Minnesota. My dissertation, *Ibsen: From Historical Drama to Profane History*, explores the evolution in Ibsen's authorship from the earlier national-historical dramas to his use of contemporary "profane" history in his modern prose plays. When I was a teaching assistant, I taught Norwegian language at the beginning, intermediate, and advanced levels.

**Spring**

- 57537 — B03, 01/15/05–10/15/05
- 57538 — C03, 02/15/05–11/15/05
- 53814 — D03, 03/15/05–12/15/05
- 53815 — E03, 04/15/05–01/15/06

**Summer**

- 80049 — B03, 05/15/05–02/15/06
- 80050 — C03, 06/15/05–03/15/06
- 80051 — D03, 07/15/05–04/15/06
- 80052 — E03, 08/15/05–05/15/06

**Nor 1002 Beginning Norwegian II**

*(Credit will not be granted if credit has been received for NOR 4002; prereq 1001.)*

Continues the presentation of all four language modalities (listening, reading, speaking, writing) with a proficiency emphasis. Topics include free-time activities, careers, and the Norwegian culture. Solheim, William Anders; 5 cr.

**Extended Term Correspondence**

**Fall**

- 18645 — B02, 09/15/05–06/15/06
- 18646 — C02, 10/15/05–07/15/06
- 18647 — D02, 11/15/05–08/15/06
- 18648 — E02, 12/15/05–09/15/06

**Spring**

- 57540 — B02, 01/15/05–10/15/05
- 57542 — C02, 02/15/05–11/15/05
- 53816 — D02, 03/15/05–12/15/05
- 53817 — E02, 04/15/05–01/15/06

**Summer**

- 80057 — B02, 05/15/05–02/15/06
- 80058 — C02, 06/15/05–03/15/06
- 80059 — D02, 07/15/05–04/15/06
- 80060 — E02, 08/15/05–05/15/06

**Nursing (Nurs)**

School of Nursing

**Nurs 3690 Life Span, Growth, and Development I**

*(Prereq one general psychology and one general biology course or instr consent)*

An introductory, multimedia course that incorporates biological, sociological, and psychological perspectives of human life span development from the prenatal period through young adulthood. Davis, Joan Audrey; 2 cr.

**Extended Term Correspondence**

**Fall**

- 18649 — B05, 09/15/05–06/15/06
- 18650 — C05, 10/15/05–07/15/06
- 18651 — D05, 11/15/05–08/15/06
- 18652 — E05, 12/15/05–09/15/06

**Spring**

- 57545 — B05 01/15/05–10/15/05
- 57546 — C05 02/15/05–11/15/05
- 53823 — D05 03/15/05–12/15/05
- 53825 — E05 04/15/05–01/15/06

**Summer**

- 80061 — B05, 05/15/05–02/15/06
- 80062 — C05, 06/15/05–03/15/06
- 80063 — D05, 07/15/05–04/15/06
- 80064 — E05, 08/15/05–05/15/06

**Nurs 3691 Life Span, Growth, and Development II**

*(Prereq NURS 3690, one general psychology and one general biology course or instr consent)*

An introductory, multimedia course that incorporates biological, sociological, and psychological perspectives of human life span development for the period of young adulthood through aging and the death experience. Davis, Joan Audrey; 1 cr.

**Extended Term Correspondence**

**Fall**

- 18653 — B05, 09/15/05–06/15/06
- 18654 — C05, 10/15/05–07/15/06
- 18655 — D05, 11/15/05–08/15/06
- 18656 — E05, 12/15/05–09/15/06

**Spring**

- 57547 — B05 01/15/05–10/15/05
- 57548 — C05 02/15/05–11/15/05
- 53826 — D05 03/15/05–12/15/05
- 53827 — E05 04/15/05–01/15/06

**Summer**

- 80065 — B05, 05/15/05–02/15/06
- 80066 — C05, 06/15/05–03/15/06
- 80067 — D05, 07/15/05–04/15/06
- 80068 — E05, 08/15/05–05/15/06

**Philosophy (Phil)**

College of Liberal Arts

**Phil 1001 Introduction to Logic**

*(Credit will not be granted if credit has been received for PHIL 1001H, 1021; meets CLE req of Mathematical Thinking Core.)*

Logic provides us with a set of formal techniques that can help us sharpen our thinking and present clearer arguments. Examine the structure of arguments, and identify the assumptions used to support a position. Propositional and predicate logic, truth tables, truth trees, and the logical symbolization of English statements and arguments. Murphy, Timothy Garrick; 4 cr.

**Extended Term Correspondence**

**Fall**

- 18512 — B05, 09/15/05–06/15/06
- 18513 — C05, 10/15/05–07/15/06
- 18514 — D05, 11/15/05–08/15/06
- 18515 — E05, 12/15/05–09/15/06

**Spring**

- 57549 — B05, 01/15/05–10/15/05
- 57550 — C05, 02/15/05–11/15/05
- 53828 — D05, 03/15/05–12/15/05
- 53829 — E05, 04/15/05–01/15/06

**Summer**

- 80073 — B05, 05/15/05–02/15/06
- 80074 — C05, 06/15/05–03/15/06
- 80075 — D05, 07/15/05–04/15/06
- 80077 — E05, 08/15/05–05/15/06

**Phil 1002W Introduction to Philosophy**

*(Credit will not be granted if credit has been received for PHIL 1006W, 1002V, 1026W, 1102; meets CLE req of Other Humanities Core, Writing Intensive.)*

Historical/contemporary schools of philosophy. Ethics, metaphysics, political philosophy, and theory of knowledge. Questions such as whether or not we have free will, whether the existence of God can be proven by sound argument, whether physical objects actually exist, what a just form of government might be, how our minds and bodies are related. Janzen, Monica Greenwell; 4 cr.

**Extended Term Correspondence**

**Fall**

- 18516 — B04, 09/15/05–06/15/06
- 18517 — C04, 10/15/05–07/15/06
- 18518 — D04, 11/15/05–08/15/06
- 18519 — E04, 12/15/05–09/15/06

**Spring**

- 57551 — B04, 01/15/05–10/15/05
- 57552 — C04, 02/15/05–11/15/05
- 53838 — D04, 03/15/05–12/15/05
- 53839 — E04, 04/15/05–01/15/06

**Summer**

- 80085 — B04, 05/15/05–02/15/06
- 80086 — C04, 06/15/05–03/15/06
- 80087 — D04, 07/15/05–04/15/06
- 80088 — E04, 08/15/05–05/15/06

**Phil 1003W Introduction to Ethics**

*(Credit will not be granted if credit has been received for PHIL 1003V, 1103; meets CLE req of Other Humanities Core, Writing Intensive.)*

Central concepts and principal theories of moral philosophy. 4 cr.

**Extended Term Correspondence**

**Fall**

- 18520 — B03, 09/15/05–06/15/06
- 18521 — C03, 10/15/05–07/15/06
- 18522 — D03, 11/15/05–08/15/06
- 18523 — E03, 12/15/05–09/15/06

**Spring**

- 57553 — B03, 01/15/05–10/15/05
- 57554 — C03, 02/15/05–11/15/05
- 53840 — D03, 03/15/05–12/15/05
- 53841 — E03, 04/15/05–01/15/06

**Summer**

- 80089 — B03, 05/15/05–02/15/06
- 80090 — C03, 06/15/05–03/15/06
- 80091 — D03, 07/15/05–04/15/06
- 80092 — E03, 08/15/05–05/15/06

**Physical Medicine and Rehabilitation (PMed)**

Medical School

**PMed 1003 Orientation to Occupational Therapy**

Survey of the profession. For students investigating the field of occupational therapy. Anderson, Diane Roselyn; 1 cr.

**Extended Term Correspondence**

**Fall**

- 18794 — B03, 09/15/05–06/15/06
- 18795 — C03, 10/15/05–07/15/06
- 18796 — D03, 11/15/05–08/15/06
- 18797 — E03, 12/15/05–09/15/06

**Spring**

- 57563 — B03, 01/15/05–10/15/05
- 57564 — C03, 02/15/05–11/15/05
- 53842 — D03, 03/15/05–12/15/05
- 53843 — E03, 04/15/05–01/15/06

**Summer**

- 80093 — B03, 05/15/05–02/15/06
- 80094 — C03, 06/15/05–03/15/06
- 80095 — D03, 07/15/05–04/15/06
- 80096 — E03, 08/15/05–05/15/06

**Physics (Phys)**

Institute of Technology

**Phys 1011 Physical World**

*(A–F only; prereq 1 yr high school algebra)*

Fundamental laws and principles governing the physical world, discussed in the context in which encountered in modern science and technology. Cassola, Robert L.; 3 cr.

*There is no laboratory component for this course.*

**Extended Term Correspondence**

**Fall**

- 18657 — B01, 09/15/05–06/15/06
- 18658 — C01, 10/15/05–07/15/06
- 18659 — D01, 11/15/05–08/15/06
- 18660 — E01, 12/15/05–09/15/06

**Spring**

- 57555 — B01 01/15/05–10/15/05
- 57556 — C01 02/15/05–11/15/05
- 53844 — D01 03/15/05–12/15/05
- 53845 — E01 04/15/05–01/15/06

**Summer**

- 80097 — B01, 05/15/05–02/15/06
- 80098 — C01, 06/15/05–03/15/06
- 80099 — D01, 07/15/05–04/15/06
- 80100 — E01, 08/15/05–05/15/06

## Phys 1012 Elementary Physics

(A–F only; prereq 1 yr high school algebra, Internet connectivity)

This course is a basic survey of physics. A wide range of topics will be represented in the context of real world situations. The topics include, motion, forces, momentum, energy, heat, vibrations, sound, light, electricity, and magnetism. An emphasis is placed on the development of logical reasoning skills. Computer technology is utilized throughout the course and Internet connectivity is essential. This course also includes a laboratory component which requires a lab-kit. DeMuth, David M.; 4 cr.

*Online course, with hand-written proctored exams. Includes a laboratory component you do at home with a lab kit and materials from a hardware store. Registration closes one week before term starts. For course syllabus and details see <http://kipper.crk.umn.edu/physics/1012>.*

### ONLINE COURSE

### Term Based Telecommunications

#### Spring

53846 — A54 01/17/06–05/05/06

## Phys 1111 Basic Physics I

(Max crs 4; prereq high school algebra, high school geometry, high school trigonometry)

Algebra-based course that describes the motion of a body in one dimension and examines Newton's laws of motion. Throughout the course emphasis is placed upon developing a systematic approach to problem solving and applying this approach to a variety of problems. Understanding of physical principles is enhanced by several experiments. No lab component is offered. Cassola, Robert L.; 3 cr.

*Does not count as a science course with lab.*

### Extended Term Correspondence

#### Fall

18921 — B03, 09/15/05–06/15/06  
18922 — C03, 10/15/05–07/15/06  
18923 — D03, 11/15/05–08/15/06  
18924 — E03, 12/15/05–09/15/06

#### Spring

57557 — B03 01/15/05–10/15/05  
57558 — C03 02/15/05–11/15/05  
53847 — D03 03/15/05–12/15/05  
53848 — E03 04/15/05–01/15/06

#### Summer

86124 — B03, 05/15/05–02/15/06  
86125 — C03, 06/15/05–03/15/06  
86126 — D03, 07/15/05–04/15/06  
86127 — E03, 08/15/05–05/15/06

## Phys 1112 Basic Physics II

(Max crs 4; prereq 1111 or equiv)

Algebra-based course that examines a variety of topics, including work, energy, momentum, collisions, circular motion, universal gravitation, heat, and electricity. Throughout the course a systematic approach to problem solving is emphasized. Understanding of physical principles is enhanced by several experiments. No lab component. Cassola, Robert L.; 3 cr.

*Does not count as a science course with lab.*

### Extended Term Correspondence

#### Fall

18925 — B03, 09/15/05–06/15/06  
18926 — C03, 10/15/05–07/15/06  
18927 — D03, 11/15/05–08/15/06  
18928 — E03, 12/15/05–09/15/06

#### Spring

57559 — B03 01/15/05–10/15/05  
57560 — C03 02/15/05–11/15/05  
53849 — D03 03/15/05–12/15/05  
53850 — E03 04/15/05–01/15/06

### Summer

86128 — B03, 05/15/05–02/15/06  
86129 — C03, 06/15/05–03/15/06  
86130 — D03, 07/15/05–04/15/06  
86131 — E03, 08/15/05–05/15/06

## Phys 2311 Modern Physics

(Prereq 1302 or 1402, Chem 1022, Math 2243)

Provides a broad overview of the important physical concepts developed during the twentieth century. Topics covered include special relativity, wave-particle duality, Schrodinger equation, Bohr atom, the hydrogen atom in wave mechanics, many-electron atoms, x-rays, nuclear structure, radioactivity, nuclear reactions, and statistical physics. Cassola, Robert L.; 4 cr.

*There is no laboratory component for this course.*

### Extended Term Correspondence

#### Fall

18929 — B02, 09/15/05–06/15/06  
18930 — C02, 10/15/05–07/15/06  
18931 — D02, 11/15/05–08/15/06  
18932 — E02, 12/15/05–09/15/06

#### Spring

57561 — B02 01/15/05–10/15/05  
57562 — C02 02/15/05–11/15/05  
53851 — D02 03/15/05–12/15/05  
53852 — E02 04/15/05–01/15/06

#### Summer

86132 — B02, 05/15/05–02/15/06  
86133 — C02, 06/15/05–03/15/06  
86134 — D02, 07/15/05–04/15/06  
86135 — E02, 08/15/05–05/15/06

## Psychology (Psy)

College of Liberal Arts

### Psy 1001 Introduction to Psychology

(Credit will not be granted if credit has been received for GC 1281; meets CLE req of Social Science Core.)

Introduction to the scientific study of human behavior and a prerequisite for all advanced courses in Psychology. The course introduces the problems, methods and findings of modern psychology to beginning students. Luciana, Monica Marie; 4 cr.

*This is the printed version of Psy 1001 through Independent and Distance Learning.*

#### Extended Term Correspondence

##### Fall

- 18714 — B05, 09/15/05–06/15/06
- 18715 — C05, 10/15/05–07/15/06
- 18716 — D05, 11/15/05–08/15/06
- 18717 — E05, 12/15/05–09/15/06

##### Spring

- 57567 — B05, 01/15/05–10/15/05
- 57569 — C05, 02/15/05–11/15/05
- 53859 — D05, 03/15/05–12/15/05
- 53860 — E05, 04/15/05–01/15/06

### Summer

- 80129 — B05, 05/15/05–02/15/06
- 80130 — C05, 06/15/05–03/15/06
- 80131 — D05, 07/15/05–04/15/06
- 80132 — E05, 08/15/05–05/15/06

### Psy 1001 Introduction to Psychology

(Credit will not be granted if credit has been received for GC 1281; meets CLE req of Social Science Core.)

Introduction to the scientific study of human behavior and a prerequisite for all advanced courses in Psychology. The course introduces the problems, methods and findings of modern psychology to beginning students. Brothen, Thomas; 4 cr.

*This is the online version of Psy 1001 through Independent and Distance Learning. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

#### ONLINE COURSE

#### Extended Term Telecommunications

##### Fall

- 18718 — B22, 09/15/05–06/15/06
- 18719 — C22, 10/15/05–07/15/06
- 18720 — D22, 11/15/05–08/15/06
- 18721 — E22, 12/15/05–09/15/06

### Spring

- 57568 — B22, 01/15/05–10/15/05
- 57570 — C22, 02/15/05–11/15/05
- 53855 — D22, 03/15/05–12/15/05
- 53856 — E22, 04/15/05–01/15/06

### Summer

- 80125 — B22, 05/15/05–02/15/06
- 80126 — C22, 06/15/05–03/15/06
- 80127 — D22, 07/15/05–04/15/06
- 80128 — E22, 08/15/05–05/15/06

### Psy 3604 Introduction to Abnormal Psychology

(Credit will not be granted if credit has been received for PSY 5604H; prereq 1001.)

Abnormal psychology. Diagnosis, classification, etiologies of behavioral disorders. Weiszhaar, Orville L.; 3 cr.

*This is the printed version of Psy 3604 through Independent and Distance Learning.*

#### Extended Term Correspondence

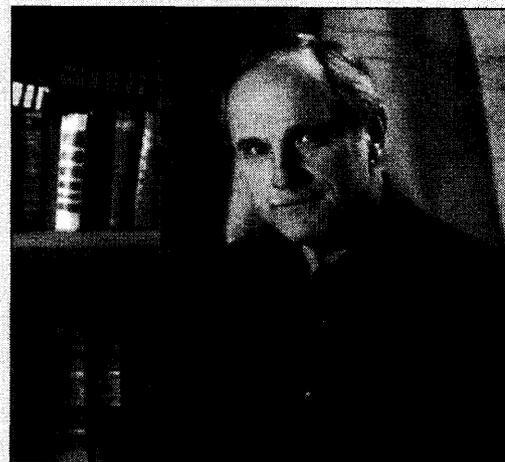
##### Fall

- 18579 — B06, 09/15/05–06/15/06
- 18580 — C06, 10/15/05–07/15/06
- 18581 — D06, 11/15/05–08/15/06
- 18582 — E06, 12/15/05–09/15/06

#### Tom Brothen

#### Psy 1001 Introduction to Psychology

Psy 1001 is a natural outgrowth of my teaching and research over the past thirty years. I began doing research on teaching with technology while a graduate student at the University of Minnesota, where I completed my Ph.D. in social psychology in 1976. Since then, my concern has been how students learn best, in and out of class. Lately, I have become particularly interested in teaching methods designed to help students become independent learners. [I see IDL students] as models for the future of education: taking responsibility for your own learning, working at your own pace, and using computer technology to facilitate learning.



**Spring**

- 57583 — B06, 01/15/05–10/15/05
- 57585 — C06, 02/15/05–11/15/05
- 53869 — D06, 03/15/05–12/15/05
- 53870 — E06, 04/15/05–01/15/06

**Summer**

- 80141 — B06, 05/15/05–02/15/06
- 80142 — C06, 06/15/05–03/15/06
- 80143 — D06, 07/15/05–04/15/06
- 80144 — E06, 08/15/05–05/15/06

**Psy 3604 Introduction to Abnormal Psychology**

*(Credit will not be granted if credit has been received for PSY 5604H; prereq 1001.)*

Abnormal psychology. Diagnosis, classification, etiologies of behavioral disorders. Weiszhaar, Orville L.; 3 cr.

*This is the online version of Psy 3604 through Independent and Distance Learning. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Extended Term Telecommunications**

**Fall**

- 18731 — B11, 09/15/05–06/15/06
- 18732 — C11, 10/15/05–07/15/06
- 18733 — D11, 11/15/05–08/15/06
- 18734 — E11, 12/15/05–09/15/06

**Spring**

- 57584 — B11, 01/15/05–10/15/05
- 57586 — C11, 02/15/05–11/15/05
- 53863 — D11, 03/15/05–12/15/05
- 53864 — E11, 04/15/05–01/15/06

**Summer**

- 80137 — B11, 05/15/05–02/15/06
- 80138 — C11, 06/15/05–03/15/06
- 80139 — D11, 07/15/05–04/15/06
- 80140 — E11, 08/15/05–05/15/06

**Psy 3993 Directed Study: Stress Management**

*(Max crs 24; 8 repeats allowed; prereq instr consent, dept consent, college consent)*

Concept of stress, ways of measuring, concept and methods of coping. Information from medical and psychological research. Techniques for dealing with stress directly and for health maintenance. Weiszhaar, Orville L.; 3 cr.

*For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Extended Term Telecommunications**

**Fall**

- 21751 — B11, 09/15/05–06/15/06
- 21752 — C11, 10/15/05–07/15/06
- 21753 — D11, 11/15/05–08/15/06
- 21754 — E11, 12/15/05–09/15/06

**Spring**

- 57589 — B11, 01/15/05–10/15/05
- 57591 — C11, 02/15/05–11/15/05
- 57629 — D11, 03/15/05–12/15/05
- 57631 — E11, 04/15/05–01/15/06

**Summer**

- 83440 — B11, 05/15/05–02/15/06
- 83441 — C11, 06/15/05–03/15/06
- 83442 — D11, 07/15/05–04/15/06
- 83443 — E11, 08/15/05–05/15/06

**Psy 3993 Directed Study: Positive Psychology**

*(Max crs 24; 8 repeats allowed; prereq instr consent, dept consent, college consent)*

Scientific study of human strengths and positive functioning to help students understand the factors that allow individuals, families, and communities to flourish. Topics include optimism, joy, posi-

tive thinking, and the biological impact of positive emotion. Weiszhaar, Orville L.; 3 cr.

*For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*

 **ONLINE COURSE**

**Extended Term Telecommunications**

**Fall**

- 22498 — B30, 09/15/05–06/15/06
- 22499 — C30, 10/15/05–07/15/06
- 22500 — D30, 11/15/05–08/15/06
- 22501 — E30, 12/15/05–09/15/06

**Spring**

- 57590 — B30, 01/15/05–10/15/05
- 57628 — C30, 02/15/05–11/15/05
- 57630 — D30, 03/15/05–12/15/05
- 57632 — E30, 04/15/05–01/15/06

**Summer**

- 83456 — B30, 05/15/05–02/15/06
- 83457 — C30, 06/15/05–03/15/06
- 83458 — D30, 07/15/05–04/15/06
- 83459 — E30, 08/15/05–05/15/06

**Public Health (PubH)**

School of Public Health

**PubH 3040 Dying and Death in Contemporary Society: Implications for Intervention**

*(Credit will not be granted if credit has been received for PUBH 6040; max crs 4; prereq jr or sr or instr consent.)*

Basic concepts, attitudes, ethics, and lifestyle management in relation to dying, death, grief, and bereavement. Emphasizes intervention and educational aspects of these topics for community health

## Courses

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and helping professionals and educators. Rothenberger, James Henry; 2 cr.

### Extended Term Correspondence

#### Fall

25736 — B02, 09/15/05–06/15/06  
25737 — C02, 10/15/05–07/15/06  
25738 — D02, 11/15/05–08/15/06  
25739 — E02, 12/15/05–09/15/06

#### Spring

63393 — B02, 01/15/05–10/15/05  
63394 — C02, 02/15/05–11/15/05  
63395 — D02, 03/15/05–12/15/05  
63396 — E02, 04/15/05–01/15/06

#### Summer

86120 — B02, 05/15/05–02/15/06  
86121 — C02, 06/15/05–03/15/06  
86122 — D02, 07/15/05–04/15/06  
86123 — E02, 08/15/05–05/15/06

### PubH 6003 Fundamentals of Alcohol and Drug Abuse

*(Prereq Master of Education student or instr consent; credit will not be granted if credit received for 3003, 3004.)*

Scientific/sociocultural aspects of alcohol/drug problems.

Emphasizes role of education in health conservation and drug abuse prevention. Rothenberger, James Henry; 1 cr.

*This section for students not formally admitted to a U of M degree program but who need to meet the teacher licensure requirement. Call 612-625-7124 for special registration procedure and permission. Students who have been admitted to a U of M degree program should register for the day school online section. Preview syllabus at [www.epi.umn.edu/ph5003](http://www.epi.umn.edu/ph5003).*



**ONLINE COURSE**  
GRADUATE CREDIT AVAILABLE

### Term Based Telecommunications

#### Fall

18600 — A51, 09/06/05–12/14/05

#### Spring

57742 — A54, 01/17/06–05/05/06

#### Summer

83959 — A57, 06/12/06–08/04/06

### Radiation Therapy (RTT)

College of Continuing Education

### RTT 2001 Radiation Therapy: Radiation Exposure, Imaging, Safety, and Basic Care

*(A–F only; prereq BAS student in radiation therapy program, dept consent)*

This online course is an introduction to the technical aspects of the radiologic sciences as well as standard patient care issues and those issues specific to the radiation oncology population. The study of the structure and function of x-ray equipment and a review of fundamental concepts will assist in the comprehension of x-ray production, interaction, imaging, and safety principles. Both physical and psychological aspects of patient care, as well as the legal and ethical values in a health care environment will be presented. Intended for students who have been accepted into the B.A.S. Degree Program in Radiation Therapy and completed their interview. (See B.A.S. Web site at [www.cce.umn.edu/bas](http://www.cce.umn.edu/bas) for additional course information.) 1 cr.

*Registration closes one week before term starts. For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.*



**ONLINE COURSE**

### Term Based Telecommunications

#### Fall

83572 — A57, 05/22/06–08/25/06

### Rhetoric (Rhet)

College of Agricultural, Food, and Environmental Sciences

### Rhet 3401 Internet Communication: Tools and Issues

*(Prereq Internet access including e-mail, Netscape 3.0 or higher or equiv)*

Explore current and developing tools and issues of Internet-based communication, basic tools of the Internet from e-mail to e-commerce, as well as the social and cultural context of communication. Discussion topics vary, dependent on current issues in existing or emerging technologies. Active online participation required. 3 cr.

*Registration closes one week before term starts; permission required after then. Preview syllabus at [www.rhetoric.umn.edu/3401\\_online.html](http://www.rhetoric.umn.edu/3401_online.html).*



**ONLINE COURSE**

### Term Based Telecommunications

#### Fall

21851 — A51, 09/06/05–12/14/05

#### Summer

83448 — A57, 06/12/06–08/04/06

**Rhet 3562W Technical and Professional Writing**

(A–F only; prereq 1101 or 1152W or EngC 1011 or equiv, jr or sr; meets CLE req of Writing Intensive.)

Written and oral communication in professional settings. Gathering information; analyzing the audience; assessing conventional formats; drafting, testing, and revising documents; oral presentation of final reports. Assignments typically include performance instructions, evaluation reports, proposals, letters, resumes. 4 cr.

Registration closes one week before term starts; permission required after then. Preview course at [www.rhetoric.umn.edu/3562\\_online.html](http://www.rhetoric.umn.edu/3562_online.html).

 **ONLINE COURSE**

**Term Based Telecommunications**

**Fall**

25245 — A51, 09/06/05–12/14/05

**Spring**

60693 — A54, 01/17/06–05/05/06

**Summer**

84982 — A57, 05/12/06–09/04/06

**Russian (Russ)**

College of Liberal Arts

**Russ 1101 Beginning Russian I**

Listening, speaking, reading, writing. Williams, Denise Elizabeth; 5 cr.

**Extended Term Correspondence**

**Fall**

18528 — B04, 09/15/05–06/15/06  
18529 — C04, 10/15/05–07/15/06  
18530 — D04, 11/15/05–08/15/06  
20357 — E04, 12/15/05–09/15/06

**Spring**

57635 — B04, 01/15/05–10/15/05  
57636 — C04, 02/15/05–11/15/05  
53873 — D04, 03/15/05–12/15/05  
53874 — E04, 04/15/05–01/15/06

**Summer**

80177 — B04, 05/15/05–02/15/06  
80178 — C04, 06/15/05–03/15/06  
80179 — D04, 07/15/05–04/15/06  
80180 — E04, 08/15/05–05/15/06

**Russ 1102 Beginning Russian II**

(Prereq 1101 or equiv)

Listening, speaking, reading, writing. Williams, Denise Elizabeth; 5 cr.

**Extended Term Correspondence**

**Fall**

18665 — B04, 09/15/05–06/15/06  
18666 — C04, 10/15/05–07/15/06  
18667 — D04, 11/15/05–08/15/06  
18668 — E04, 12/15/05–09/15/06

**Spring**

57637 — B04, 01/15/05–10/15/05  
57638 — C04, 02/15/05–11/15/05  
53875 — D04, 03/15/05–12/15/05  
53876 — E04, 04/15/05–01/15/06

**Summer**

80185 — B04, 05/15/05–02/15/06  
80186 — C04, 06/15/05–03/15/06  
80187 — D04, 07/15/05–04/15/06  
80188 — E04, 08/15/05–05/15/06

**Spanish (Span)**

College of Liberal Arts

**Span 1001 Beginning Spanish I**

(Prereq less than 2 yrs of high school Spanish, dept consent, no college-level Spanish)

Listening, speaking, reading, writing. Emphasizes development of communicative competence. Cultural readings. Morales, Flavio Antonio; 5 cr.

**Extended Term Correspondence**

**Fall**

18534 — B03, 09/15/05–06/15/06  
18535 — C03, 10/15/05–07/15/06  
18536 — D03, 11/15/05–08/15/06  
18537 — E03, 12/15/05–09/15/06

**Spring**

57640 — B03, 01/15/05–10/15/05  
57641 — C03, 02/15/05–11/15/05  
53883 — D03, 03/15/05–12/15/05  
53884 — E03, 04/15/05–01/15/06

**Summer**

80197 — B03, 05/15/05–02/15/06  
80198 — C03, 06/15/05–03/15/06  
80199 — D03, 07/15/05–04/15/06  
80200 — E03, 08/15/05–05/15/06

**Span 1002 Beginning Spanish II**

(Prereq 1001 completed at UMNTC, dept consent)

Listening, speaking, reading, writing. Emphasizes development of communicative competence. Cultural readings. Morales, Flavio Antonio; 5 cr.

**Extended Term Correspondence**

**Fall**

18538 — B03, 09/15/05–06/15/06  
18539 — C03, 10/15/05–07/15/06  
18540 — D03, 11/15/05–08/15/06  
18541 — E03, 12/15/05–09/15/06

**Spring**

57642 — B03, 01/15/05–10/15/05  
57643 — C03, 02/15/05–11/15/05  
53885 — D03, 03/15/05–12/15/05  
53886 — E03, 04/15/05–01/15/06

**Summer**

80205 — B03, 05/15/05–02/15/06  
80206 — C03, 06/15/05–03/15/06  
80207 — D03, 07/15/05–04/15/06  
80208 — E03, 08/15/05–05/15/06

**Span 1003 Intermediate Spanish I**

(Prereq 1002 or 1022 or EPT placement)

Speaking/comprehension. Developing reading/writing skills based on materials from Spain/Spanish America. Grammar review. Compositions, oral presentations. Morales, Flavio Antonio; 5 cr.

*Spanish majors/minors may not take the IDL version of this course.*

**Extended Term Correspondence**

**Fall**

- 18542 — B03, 09/15/05–06/15/06
- 18543 — C03, 10/15/05–07/15/06
- 18544 — D03, 11/15/05–08/15/06
- 18545 — E03, 12/15/05–09/15/06

**Spring**

- 57644 — B03, 01/15/05–10/15/05
- 57645 — C03, 02/15/05–11/15/05
- 53887 — D03, 03/15/05–12/15/05
- 53888 — E03, 04/15/05–01/15/06

**Summer**

- 80209 — B03, 05/15/05–02/15/06
- 80210 — C03, 06/15/05–03/15/06
- 80211 — D03, 07/15/05–04/15/06
- 80212 — E03, 08/15/05–05/15/06

**Span 1004 Intermediate Spanish II**

(Credit will not be granted if credit has been received for SPAN 1014, 1044; prereq 1003 or EPT placement.)

Speaking/comprehension. Developing reading/writing skills based on materials from Spain/Spanish America. Grammar review. Compositions, oral presentations. Morales, Flavio Antonio; 5 cr.

*Spanish majors/minors may not take the IDL version of this course.*

*The final exam for this course MUST be taken on the Minneapolis campus at Folwell Hall and is only offered at certain times of the year.*

**Extended Term Correspondence**

**Fall**

- 18546 — B03, 09/15/05–06/15/06
- 18547 — C03, 10/15/05–07/15/06
- 18548 — D03, 11/15/05–08/15/06
- 18549 — E03, 12/15/05–09/15/06

**Spring**

- 57646 — B03, 01/15/05–10/15/05
- 57647 — C03, 02/15/05–11/15/05
- 53889 — D03, 03/15/05–12/15/05
- 53890 — E03, 04/15/05–01/15/06

**Summer**

- 80245 — B03, 05/15/05–02/15/06
- 80246 — C03, 06/15/05–03/15/06
- 80247 — D03, 07/15/05–04/15/06
- 80248 — E03, 08/15/05–05/15/06

**Statistics**

See GC 1454, Statistics.

**Swedish (Swed)**

College of Liberal Arts

**Swed 1001 Beginning Swedish I**

(Credit will not be granted if credit has been received for SWED 4001.)

Emphasis on working toward novice/intermediate-low proficiency in all four language modalities (listening, reading, speaking, writing). Topics include everyday subjects (shopping, directions, family, food, housing, etc.). Herrlin, Susanne Marie; 5 cr.

**Extended Term Correspondence**

**Fall**

- 18550 — B02, 09/15/05–06/15/06
- 18551 — C02, 10/15/05–07/15/06
- 18552 — D02, 11/15/05–08/15/06
- 18553 — E02, 12/15/05–09/15/06

**Spring**

- 57650 — B02, 01/15/05–10/15/05
- 57651 — C02, 02/15/05–11/15/05
- 53891 — D02, 03/15/05–12/15/05
- 53892 — E02, 04/15/05–01/15/06

**Summer**

- 80257 — B02, 05/15/05–02/15/06
- 80258 — C02, 06/15/05–03/15/06
- 80259 — D02, 07/15/05–04/15/06
- 80260 — E02, 08/15/05–05/15/06

## Swed 1002 Beginning Swedish II

(Credit will not be granted if credit has been received for SWED 4002; prereq 1001.)

Continues the presentation of all four language modalities (listening, reading, speaking, writing), with a proficiency emphasis. Topics include free-time activities, careers, and the Swedish culture. Herrlin, Susanne Marie; 5 cr.

### Extended Term Correspondence

#### Fall

18674 — B02, 09/15/05–06/15/06  
18675 — C02, 10/15/05–07/15/06  
18676 — D02, 11/15/05–08/15/06  
18677 — E02, 12/15/05–09/15/06

#### Spring

57652 — B02, 01/15/05–10/15/05  
57653 — C02, 02/15/05–11/15/05  
53893 — D02, 03/15/05–12/15/05  
53894 — E02, 04/15/05–01/15/06

#### Summer

80261 — B02, 05/15/05–02/15/06  
80262 — C02, 06/15/05–03/15/06  
80263 — D02, 07/15/05–04/15/06  
80264 — E02, 08/15/05–05/15/06

## Women's Studies (WoSt)

College of Liberal Arts

### WoSt 3003 Gender and Global Politics

(Credit will not be granted if credit has been received for WOST 3003H, 3003V; max crs 4; meets CLE req of International Perspective Theme, Social Science Core, Writing Intensive.)

Similarities and differences in women's experiences from a cross-cultural and historical perspective. Feminist scholarship, fiction, film, news media, oral history, autobiography. 3 cr.

For computer requirements see [webct.umn.edu](http://webct.umn.edu) and click on Browser Set Up.

### ONLINE COURSE

### Extended Term Telecommunications

#### Fall

18557 — B03, 09/15/05–06/15/06  
18558 — C03, 10/15/05–07/15/06  
18559 — D03, 11/15/05–08/15/06  
18560 — E03, 12/15/05–09/15/06

#### Spring

57654 — B03, 01/15/05–10/15/05  
57655 — C03, 02/15/05–11/15/05  
53903 — D03, 03/15/05–12/15/05  
53904 — E03, 04/15/05–01/15/06

#### Summer

80265 — B03, 05/15/05–02/15/06  
80266 — C03, 06/15/05–03/15/06  
80267 — D03, 07/15/05–04/15/06  
80268 — E03, 08/15/05–05/15/06

# How IDL Works

## Term Lengths

One of the advantages of taking Independent and Distance Learning courses is that you have more options for finding the course length and format that suit you best. Courses are offered in one of two term lengths, either semester length (term based) or up to nine months long (extended term). Formats include fully online or traditional printed courses. Some printed courses also include related Web sites.

### ***Term-Based Courses (One Semester)***

If your course is term-based it begins and ends at the same times as classes held on campus. You will work through the course together with your classmates, following a week-by-week schedule of assignment deadlines. Term-based courses are online. You don't need to log on at specific times of day, however. Some of these online courses have exams that are not online. If this is the case, there will be instructions in the course about how to take your exams.

### ***Extended-Term Courses (Nine Months)***

If your course is extended-term, you will have the flexibility to work at your own pace and take up to nine months to finish. Extended-term courses may be online or printed (sometimes with a related Web site). Procrastination is the biggest hurdle in extended-term courses, so skim over all the requirements in your course, make a personal calendar for yourself, and be sure you can arrange your schedule to allow for regular study time.

### ***Pacing Yourself in Extended-Term Courses***

Start right away. Students who send in their first assignment quickly have a better chance of success than students who put this off until late in their nine months. If you have a personal deadline that is sooner than nine months (e.g. graduation, employer reimbursement), contact your instructor and explain this right away. Expect to spend **at least three months** to finish a course.

In planning your schedule, keep in mind that typically you may submit a maximum of two assign-

ments, exams, or papers per week. (If there is an exception to this policy, that information is listed in the course study guide or will be given to you by your instructor.) Also, you need to allow about three weeks between the time you send an assignment to IDL and the time it is returned to you.

## Contacting Your Instructor

When you register for a course, IDL sends you a welcome packet with information about your course, including the instructor's name and contact information. From then on, your instructor is the person you will contact first with questions or concerns about your course.

## Assignments

Assignments can vary widely from course to course, but these general tips apply to all courses:

- Be sure to save a copy of each assignment you submit. Assignments are rarely lost, but it can happen.
- You should consider any comments from your instructor on one assignment—in order to recognize your strengths and weaknesses—before you submit more work for the course.

### ***Sending Assignments Electronically***

If your course is online, you will find instructions for submitting assignments at the course Web site. If you are taking a printed course, check with your instructor to find out if e-mail is an option for assignments. If you do send assignments by e-mail, clearly identify your work in the subject line, such as "Hist 1012, submission #4," and put your name on all your assignments.

### ***Sending Assignments as Hard Copy***

If your course is printed, IDL will send you preprinted "submission forms" and address labels with your welcome packet. Please fill in and staple a form to the front of each assignment you submit, and use the labels to mail your assignments to the IDL office. IDL will use the submission form to route the work to your instructor, and then use the same form to return the assignment to

you after your work is graded. Your assignment may be delayed if you forget the form, write a wrong address for yourself, or use insufficient postage.

You may also drop off your course work in person at the CCE Information Center, 101 Wesbrook Hall (see inside front cover for hours and location) or in the drop box located at the ramp entrance of the building. Do not fax course work.

## Exams

Most IDL courses include a proctored final exam and one or more proctored midcourse exams. If your course has exams, you will receive instructions about how to take them. *You must submit all assignments that come before an exam before you may take that exam.* Be sure to bring a submission form and picture ID when you take an exam.

You may take proctored exams at the following offices or under the supervision of the following individuals. There is no charge for taking exams at the CCE Information Center at 101 Wesbrook Hall, but you may be charged a fee if you take exams at other institutions or campus locations. No proctor fees are authorized.

- If you live in the Twin Cities area you are encouraged to take your exams at the CCE Information Center, 101 Wesbrook Hall, 77 Pleasant St. S.E., Minneapolis. You must call 612-624-4000 or 1-800-234-6564 at least two days in advance and make an appointment to take an exam. Exam sessions have limited seat availability.
- Other University of Minnesota campus offices (by appointment only):
  - Crookston: 218-281-8341
  - Duluth: 218-726-6288
  - Minneapolis: Counseling and Consulting Services, 612-624-3323
  - Morris: 320-589-6450 or 1-800-842-0030
  - Rochester: 507-280-2832 or 1-800-947-0117
- The Independent Study department of any member institution of the University Continuing Education Association (UCEA).
- Any test center of a member of the National College Testing Association. Search for an NCTA test center online at <http://testing.byu.edu/ncta/consortium>. From the homepage, use “click here to find a consortium participant.”

- A school superintendent, principal, or counselor; a faculty member (excluding teaching assistants) or administrator of an accredited university or college; a head librarian.
- For military students, a commissioned officer whose rank is higher than your own.
- A corporate education director or human resources officer.

Independent and Distance Learning reserves the right to reject any proctor. Regardless of academic qualifications, no relative, work supervisor, or immediate employer may proctor an exam. You need to make arrangements with the office or individual who will proctor your exam before you send the Request for Exam form to the IDL office. IDL mails exams directly to the proctor’s business location, and you must take them within 30 days.

After an exam is graded by the instructor, it is not returned to the student. Copies of students’ completed, graded exams are kept on file for six months. To review a graded exam, **call the CCE Information Center and make an appointment** one day in advance (612-624-4000 or 1-800-234-6564).

## Extensions

If you will not be able to finish your course on time, you may ask your instructor for an extension and a temporary grade of Incomplete (I).

Extensions require establishing a new deadline that you and your instructor agree to in writing. An optional Independent and Distance Learning Incompletes Agreement form is available from the CCE Information Center (612-624-4000, 1-800-234-6564, [info@cce.umn.edu](mailto:info@cce.umn.edu)) or from the IDL Web site.

Your instructor is **not** required to grant an extension. You can increase your chances of approval by finishing half of the course work by your original deadline and by thinking ahead and making your request a month before your deadline. If you have done little or no work by the end of your term, your chances are slim. If your instructor does not agree to an extension and a temporary grade of Incomplete, then you will receive an F or an N for the course. You can earn credit in the course only by reregistering for a new section of the course, paying tuition for the new section, and completing it in full.

# Registration and Changes in Registration

## How to Register

### **Select the Right Course**

Independent and Distance Learning courses are challenging and require strong self-discipline. You are responsible for registering in a course appropriate to your needs and educational level, and for completing it. If you want to use IDL credits in a degree or certificate program, check with an adviser for that program to be sure a specific course will apply to your program. (See also the *Online Programs* section for programs you can complete entirely with IDL courses.)

You can read short course descriptions in this catalog and find detailed course information on the IDL Web site at [www.cce.umn.edu/idl](http://www.cce.umn.edu/idl). For a printed copy of a course introduction, e-mail the CCE Information Center at [info@cce.umn.edu](mailto:info@cce.umn.edu) or call 612-624-4000 (1-800-234-6564).

### **Check Registration Dates**

Registration periods for extended-term courses (section B, C, D, and E) are timed so that only one section is open for registration per month, year-round. When a section closes at the end of the month, there is no late registration available—simply register for the next month's section. Registration periods for term-based courses match the University's standard registration dates. In order to register in a specific section of an IDL course, follow the registration dates in the tables beginning on page 58.

### **Submit Your Registration**

When you are ready to register, you will need to fill out a Registration and Cancel/Add Form. (See sample on page 57.) You may register online or use the print version of the form included at the end of this catalog. (If you need additional copies, you may download them from the IDL Web site at [www.cce.umn.edu/idl](http://www.cce.umn.edu/idl), or ask the CCE Information Center to mail you several copies.) Be sure to indicate an alternative course in case your first choice is not available.

You may submit your registration online, by mail or fax, or in person.

#### **Online:**



Depending on your student status, you may register online either by direct Web registration or by completing an interactive e-mail form.

**Direct Web Registration:** When you register this way, your information goes directly into the University's PeopleSoft system. To use direct Web registration, you must have registered the preceding term (excluding summer), have Netscape 4.0 or Internet Explorer 4.0 or higher, and have initiated your Internet account password (see page 73). Go to [onestop.umn.edu/onestop/registration.html](http://onestop.umn.edu/onestop/registration.html) to complete your Web registration. Be sure to print a copy of your registration confirmation.

**E-mail Form:** If you did not register in the preceding term (excluding summer), you may complete and submit an e-mail version of the Cancel/Add Form available in the Registering for Classes section at [onestop.umn.edu/onestop/forms.html](http://onestop.umn.edu/onestop/forms.html). Submitted forms go to One Stop Student Services for processing, and you will receive confirmation by e-mail and U.S. mail.

#### **By Mail:**



Mail your Registration and Cancel/Add Form to One Stop Student Services:

University of Minnesota  
200 Fraser Hall  
106 Pleasant St. S.E.  
Minneapolis, MN 55455-0216

#### **By Fax:**



Fax the Registration and Cancel/Add Form to 612-626-0008. Put your name and U of M ID number (if assigned) or SSN on each page of the fax.

**In Person:** One Stop Student Services Centers



- 200 Fraser Hall, East Bank
- 130 West Bank Skyway
- 130 Coffey Hall, St. Paul

For Service Center hours call 612-624-1111 or visit [onestop.umn.edu](http://onestop.umn.edu).

## Special Situations

### Graduate Credit for Non–University of Minnesota Students

If you are not admitted to a University of Minnesota graduate program and you want graduate credit for a qualifying course, you will need to follow special permission and registration procedures. Only a few specific courses offer graduate credit—indicated in the course description, along with which department to contact for more details. If the department approves your special registration, you will be assessed graduate-level (higher) tuition rates. The graduate-level approval only lasts for one semester.

### Auditing a Course

Auditing a course (registering for a course for no credit, with no assignments or exams required) requires payment of full tuition and any fees. To audit a course write *V* in the grading basis column on your registration form, or select the AUD option from the drop down menu online. Get approval from the instructor before auditing. Audited courses cannot be used toward degrees or certificates.

### Re-registration

If you did not complete an Independent or Distance Learning course and you received a grade of F or N, or no grade at all, and you still want to earn credit for it, you must re-register in the current version of the course. You will need to pay the current tuition rates in full, buy the current required texts and supplies, and complete all the assignments and exams in the newest version of the course. Your original registration remains on your record with the grade you earned.

If you are a degree-seeking student who is considering repeating a course, check with your college adviser.

## Next Steps

Once you're officially registered, don't delay. Buy your textbooks and course materials at the University of Minnesota Bookstores. (See the *Bookstore and Course Texts/Materials* section on page 76.)

If you have questions about assignments, contact your instructor. Many courses have proctored exams, and it's not too early to think about them. Preview the exam instructions in your course and begin early to arrange for a proctor. (See the *How IDL Works* section, page 53.)

But first, make sure your registration is complete. After you register, you will receive:

- A registration confirmation (called a “study list”) from the Office of the Registrar. This includes your student ID number, which will be important to know if you're new to the University.
- A course study guide in the mail from the Independent and Distance Learning office; expect it approximately five to seven days after your registration is processed. If you register for an online course, you will receive printed information about how to get started.
- A University Internet ID and e-mail address (if you're new to the University). This is the University's official means of communicating with you. Information about changes in U of M policies, University updates, and notices about your online charges for tuition and fees will be sent to this account. You are responsible for all information sent to your e-mail account.

Please initialize and activate your Internet ID and e-mail account immediately. Visit the Student Internet Account Initiation Web site at [www.umn.edu/initiate](http://www.umn.edu/initiate) to learn how. If you have any problems, call the Help Line at (612) 301-4357.

*Note: We do not recommend having e-mail from your U of M account forwarded to another e-mail account. Messages are not forwarded consistently, and students miss out on important information.*

- Charges for the tuition and fees. You will have an online student account showing your charges on a password-protected Web site. Instructions about looking it up will be sent to your University e-mail address. **Please monitor your University online billing account frequently**, because no paper bills will be sent to you! The statement will list the courses you are registered for, any special fees, and the amount of any financial aid that has been awarded. Charges may be paid by third-party payment. For more information, visit the One Stop Tuition and Billing Web site at [onestop.umn.edu/onestop/tuition.html](http://onestop.umn.edu/onestop/tuition.html) and read carefully the information and links from that page. (See also the *Tuition, Fees, Billing, Payment, and Refunds* section of this catalog.)

## Cancellations

Independent or Distance Learning courses must be officially canceled in writing. **It is not enough to stop submitting assignments.** This usually results in a grade of F or N being assigned by the instructor.

To cancel a course, fill out a Registration and Cancel/Add Form (available in this catalog or provided with your study guide, or download one from the IDL Web site [www.cce.umn.edu/idl](http://www.cce.umn.edu/idl)). Cancellations must be done officially through one of the One Stop Student Services Centers. You may do so via the Web, in person, or by mail or fax. A cancellation becomes effective on the date you cancel in person or on the Web, the date of the postmark (for mail cancellations), or the date stamp (for fax cancellations).

Cancellation deadlines differ based on which section you have registered for. If you cancel early in the term, the course will be removed from your transcript. If you cancel later than a certain deadline, the course will remain on your transcript with W (for Withdrawal) in place of a grade. See the tables of dates and deadlines starting on page 58.

## Changes in Grade Base

You may change your A–F or S/N grade base early in your term in person at one of the One Stop Student Services Centers or by mail or fax. To change your grade base after the deadlines, you must petition the appropriate scholastic committee to get approval. See the tables of dates and deadlines beginning on page 58.

After the deadline for your section, students admitted to a degree program at the University of Minnesota should contact their college's advising office for forms and procedures.

Contact the CCE Information Center for the required forms and procedures if

- You are admitted to a College of Continuing Education degree or certificate program.

OR

- You are not admitted to any program and are only taking courses through Independent and Distance Learning.

## Discontinued Courses

Sometimes IDL has to stop accepting registrations in a course because supplies, books, or an instructor may no longer be available. If you submit a Registration and Cancel/Add Form for a course that has been discontinued, you will be notified.

UNIVERSITY OF MINNESOTA

**SAMPLE**



**REGISTRATION AND CANCEL/ADD FORM**

Complete this form and come in person or mail or fax to the address listed below. Be sure to include second-choice classes in case your first choices have closed. Check class availability on the Web at [onestop.umn.edu/onestop/registration.html](http://onestop.umn.edu/onestop/registration.html).

**NOTE: By registering for classes, you enter into a legally binding contract to pay all tuition and fees, including any non-refundable fees.** See the Web at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates.html) for additional information. Check the refund schedule at [onestop.umn.edu/onestop/registration.html](http://onestop.umn.edu/onestop/registration.html) (under Quick Links) before canceling courses; you will be held responsible for tuition and fees if you do not cancel during the 100% refund period.

University ID Number 0102030	Name (last, first, middle, former)* Doe, Jane	SSN 000-12-3456	Birth Date 05/06/78
College (program)* (for admitted degree-seeking students)	Level: <input type="checkbox"/> Grad <input type="checkbox"/> Undergrad <input type="checkbox"/> Professional	Campus	Major (plan)
Current Address* 1234 Any Street			
City* St. Paul	State* MN	Zip* 55000	Country* USA
Day Phone (include area code) 612-555-1234	Other Phone: Cell or Evening (include area code) 612-555-6789	E-mail Address doex001@tc.umn.edu	

\*Asterisked items on this form are required; they will be used for identification, to determine admission, and to establish or reference your University academic record. Remaining items are voluntary and will be used for positive identification, advising and counseling, course placement, and institutional research. Information on data privacy is available at [onestop.umn.edu/onestop/Grades\\_Transcripts/RecordsPolicy.html](http://onestop.umn.edu/onestop/Grades_Transcripts/RecordsPolicy.html).

Term:  Fall  Spring  May Session  Summer Year 2006

**Tuition and Fees**

**Effective fall 2005, non-degree-seeking students are required to pay tuition and fees in full prior to the start of the term.** If payment is not received before the beginning of the term, your registration will be canceled. You can check your student account (at [onestop.umn.edu/onestop](http://onestop.umn.edu/onestop) under Quick Links) for the amount due. You can make payments online with an electronic check from your checking or savings account at UMPay (at [onestop.umn.edu/onestop](http://onestop.umn.edu/onestop) under Quick Links), in person at the Bursar's Office, or by mail to Bursar's Office, University of Minnesota, Twin Cities, P.O. Box 88, Minneapolis, MN 55440-0088. More information is available from One Stop Student Services, 612-624-1111.

**All degree-seeking students will be billed by the University for tuition and fees for all courses, including those courses taken with the audit grading option.** Although you receive no credits for the audit grading option, the credit equivalents count in the credit totals for both tuition and student services fee assessment.

**Degree admitted students only:** The University requires that you carry hospitalization insurance when registered for 6 or more credits (3 or more for summer). For more information, see [www.bhs.umn.edu/insurance/Insurance.htm](http://www.bhs.umn.edu/insurance/Insurance.htm). You will need to submit the **Student Hospitalization Insurance form**, available on the Web at [onestop.umn.edu/onestop/img/assets/9061/hospital.pdf](http://onestop.umn.edu/onestop/img/assets/9061/hospital.pdf) or at any One Stop Student Services Center.

- I have my own insurance provider. Insurance company name: \_\_\_\_\_  
Insurance company phone number: \_\_\_\_\_ Member ID number: \_\_\_\_\_
- I don't have an insurance provider and would like to enroll in the University-sponsored Health Benefit Plan.

**Optional Fees**

**Minnesota Public Interest Research Group (MPIRG)** is a nonpartisan, nonprofit, student-led organization that trains students to become leaders, equipping them with skills to carry beyond graduation. A full description of this group can be found at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates/Other\\_Fees.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates/Other_Fees.html). The MPIRG fee is assessed per semester to most students. Payment is refundable through MPIRG. If you choose **NOT** to pay, initial here: \_\_\_\_\_

**Collegians for a Constructive Tomorrow (CFACT)** is a student organization dedicated to educating students on areas of public interest, such as governmental regulation, and solving environmental issues by means of the free enterprise system. A full description of this group can be found at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates/Other\\_Fees.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates/Other_Fees.html). The CFACT fee is assessed per semester to most students. Payment is refundable through CFACT. If you choose **NOT** to pay, initial here: \_\_\_\_\_

**Classes (Register or add classes or change previously registered classes. Enter new class information. Circle what you have changed.)**

Add Classes: First Choice					Second Choice (if first choice is unavailable)				
class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)	class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)
59645	A-F	5	Fren 1002, C02	---					

**Cancel Classes:**  Check here to cancel all classes, or list individual choices below. **Important: Students who receive Financial Aid and withdraw completely should contact a One Stop counselor to understand the consequences of withdrawing from all courses.**




**Web Registration:**  
[onestop.umn.edu/onestop/registration.html](http://onestop.umn.edu/onestop/registration.html)

**Registration Questions:**  
Phone: 612-624-1111  
E-mail: [helpingu@umn.edu](mailto:helpingu@umn.edu)

**In-Person Registration:**  
One Stop Student Service Centers:  
200 Fraser Hall (East Bank)  
130 Coffey Hall (St. Paul)  
130 West Bank Skyway (closed for remodeling April 7-mid-August 2005)

**Mail and Fax Registration:**  
University of Minnesota  
130 Coffey Hall  
1420 Eckles Avenue  
St. Paul, MN 55108-6054  
Fax: 612-626-0008

## Registration and Changes in Registration

### Fall Semester 2005 Registration Deadlines and Term Dates

Section	Registration Dates	Mail/Fax and Section Registration Cutoff Dates	Term Dates
A*	April 7, 2005–Aug. 31, 2005	<b>Aug. 26, 2005:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term.	Sept. 6, 2005–Dec. 14, 2005
B	Aug. 1, 2005–Aug. 31, 2005	<b>Aug. 26, 2005:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Sept. 1, 2005, and after:</b> No registrations in section B, register in section C.	Sept. 15, 2005–June 15, 2006
C	Sept. 1, 2005–Sept. 30, 2005	<b>Sept. 26, 2005:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Oct. 1, 2005, and after:</b> No registrations in section C, register in section D.	Oct. 15, 2005–July 15, 2006
D	Oct. 1, 2005–Oct. 31, 2005	<b>Oct. 26, 2005:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Nov. 1, 2005, and after:</b> No registrations in section D, register in section E.	Nov. 15, 2005–Aug. 15, 2006
E	Nov. 1, 2005–Nov. 30, 2005	<b>Nov. 26, 2005:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Dec. 1, 2005, and after:</b> No registrations in section E, register in section B of spring semester 2006.	Dec. 15, 2005–Sept. 15, 2006

\*Late fee may be applied after Sept. 5, 2005.

**Last day for adding credits for financial aid eligibility: Sept. 19, 2005**

### Fall Semester Change in Grade Base (A–F or S/N)

Section	Section Dates	Changes Allowed Through
A	Sept. 6, 2005–Dec. 15, 2005	Sept. 19, 2005
B	Sept. 15, 2005–June 15, 2006	Nov. 14, 2005
C	Oct. 15, 2005–July 15, 2006	Dec. 14, 2005
D	Nov. 15, 2005–Aug. 15, 2006	Jan. 14, 2006
E	Dec. 15, 2005–Sept. 15, 2006	Feb. 14, 2006

<b>Fall Semester 2005 Cancellations and Tuition Refunds</b>			
<i>Section</i>	<i>Cancellations</i>	<i>Tuition Refund Schedule</i>	
A: Sept. 6, 2005– Dec. 14, 2005	<p><b>Sept. 19, 2005:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Sept. 20, 2005–Oct. 31, 2005:</b> “W” recorded on transcript; no permission required to cancel.</p> <p><b>On or after Nov. 1, 2005:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	Refund: 100% 75% 50% 25% 0%	Cancel by: Sept. 13, 2005 Sept. 19, 2005 Sept. 26, 2005 Oct. 3, 2005 on or after Oct. 4, 2005
B: Sept. 15, 2005– June 15, 2006	<p><b>Oct. 26, 2005:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Oct. 27, 2005–Jan. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p><b>On or after Jan. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	100% if you cancel by Oct. 15, 2005	50% if you cancel by Nov. 15, 2005
C: Oct. 15, 2005– July 15, 2006	<p><b>Nov. 25, 2005:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Nov. 26, 2005–Feb. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p><b>On or after Feb. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	100% if you cancel by Nov. 15, 2005	50% if you cancel by Dec. 15, 2005
D: Nov. 15, 2005– Aug. 15, 2006	<p><b>Dec. 26, 2005:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Dec. 27, 2005–Mar. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p><b>On or after Mar. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	100% if you cancel by Dec. 15, 2005	50% if you cancel by Jan. 15, 2006
E: Dec. 15, 2005– Sept. 15, 2006	<p><b>Jan. 25, 2006:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Jan. 26, 2006–April 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p><b>On or after April 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	100% if you cancel by Jan. 15, 2006	50% if you cancel by Feb. 15, 2006
		0% if you cancel on or after Feb. 16, 2006	

## Registration and Changes in Registration

<b>Spring Semester 2006 Registration Deadlines and Term Dates</b>			
<i>Section</i>	<i>Registration Dates</i>	<i>Mail/Fax and Section Registration Cutoff Dates</i>	<i>Term Dates</i>
A*	Nov. 8, 2005– Jan. 12, 2006	<b>Jan. 6, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term.	Jan. 17, 2006– May 5, 2006
B	Dec. 1, 2005– Dec. 31, 2005	<b>Dec. 26, 2005:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Jan. 1, 2006, and after:</b> No registrations in section B, register in section C.	Jan. 15, 2006– Oct. 15, 2006
C	Jan. 1, 2006– Jan. 31, 2006	<b>Jan. 26, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Feb. 1, 2006, and after:</b> No registrations in section C, register in section D.	Feb. 15, 2006– Nov. 15, 2006
D	Feb. 1, 2006– Feb. 28, 2006	<b>Feb. 23, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Mar. 1, 2006, and after:</b> No registrations in section D, register in section E.	Mar. 15, 2006– Dec. 15, 2006
E	Mar. 1, 2006– Mar. 31, 2006	<b>Mar. 26, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>April 1, 2006, and after:</b> No registrations in section E, register in section B of summer 2006.	April 15, 2006– Jan. 15, 2007
*Late fee may be applied after: Jan. 16, 2006.			
<b>Last day for adding credits for financial aid eligibility: Jan. 30, 2006 (tentative)</b>			

<b>Spring Semester Change in Grade Base (A–F or S/N)</b>		
<i>Section</i>	<i>Section Dates</i>	<i>Changes Allowed Through</i>
A	Jan. 17, 2006–May 6, 2006	Jan. 30, 2006
B	Jan. 15, 2006–Oct. 15, 2006	Mar. 14, 2006
C	Feb. 15, 2006–Nov. 15, 2006	April 14, 2006
D	Mar. 15, 2006–Dec. 15, 2006	May 14, 2006
E	April 15, 2006–Jan. 15, 2007	June 14, 2006

### Spring Semester 2006 Cancellations and Tuition Refunds

Section	Cancellations	Tuition Refund Schedule
A: Jan. 17, 2006– May 6, 2006	<p><b>Jan. 30, 2006:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Jan. 31, 2006–Mar. 13, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p>On or after <b>Mar. 14, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	<p>The tuition refund dates were not determined when this catalog was printed. Contact IDL at 612-624-4000, 1-800-234-6564, or e-mail <a href="mailto:info@cce.umn.edu">info@cce.umn.edu</a>.</p>
B: Jan. 15, 2006– Oct. 15, 2006	<p><b>Feb. 25, 2006:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Feb. 26, 2006–May 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p>On or after <b>May 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	<p>100% if you cancel by Feb. 15, 2006</p> <p>50% if you cancel by Mar. 15, 2006</p> <p>0% if you cancel on or after Mar. 16, 2006</p>
C: Feb. 15, 2006– Nov. 15, 2006	<p><b>Mar. 27, 2006:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>Mar. 28, 2006–June 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p>On or after <b>June 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	<p>100% if you cancel by Mar. 15, 2006</p> <p>50% if you cancel by April 15, 2006</p> <p>0% if you cancel on or after April 16, 2006</p>
D: Mar. 15, 2006– Dec. 15, 2006	<p><b>April 25, 2006:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>April 26, 2006–July 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p>On or after <b>July 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	<p>100% if you cancel by April 15, 2006</p> <p>50% if you cancel by May 15, 2006</p> <p>0% if you cancel on or after May 16, 2006</p>
E: April 15, 2006– Jan. 15, 2007	<p><b>May 26, 2006:</b> Last day to cancel without transcript record; no permission required to cancel.</p> <p><b>May 27, 2006–Aug. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel.</p> <p>On or after <b>Aug. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.</p>	<p>100% if you cancel by May 15, 2006</p> <p>50% if you cancel by June 15, 2006</p> <p>0% if you cancel on or after June 16, 2006</p>

## Registration and Changes in Registration

Summer 2006 Registration Deadlines and Term Dates			
Section	Registration Dates	Mail/Fax and Section Registration Cutoff Dates	Term Dates
A	April 4, 2006– May 18, 2006	<b>May 12, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term.	May 22, 2006– Aug. 25, 2006
B	April 1, 2006– April 30, 2006	<b>April 26, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>May 1, 2006, and after:</b> No registrations in section B, register in section C.	May 15, 2006– Feb. 15, 2007
C	May 1, 2006– May 31, 2006	<b>May 26, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>June 1, 2006, and after:</b> No registrations in section C, register in section D.	June 15, 2006– Mar. 15, 2007
D	June 1, 2006– June 30, 2006	<b>June 26, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>July 1, 2006, and after:</b> No registrations in section D, register in section E.	July 15, 2006– April 15, 2007
E	July 1, 2006– July 31, 2006	<b>July 26, 2006:</b> Mail/fax registrations must be postmarked by this date to ensure processing by the start of the term. <b>Aug. 1, 2006, and after:</b> No registrations in section E, register in section B of fall semester 2006.	Aug. 15, 2006– May 15, 2007

Summer Semester Change in Grade Base (A–F or S/N)		
Section	Section Dates	Changes Allowed Through
A	May 22, 2006–Aug. 25, 2006 <i>(A few courses have different start and end dates.)</i>	June 26, 2006
B	May 15, 2006–Feb. 15, 2007	July 14, 2006
C	June 15, 2006–Mar. 15, 2007	Aug. 14, 2006
D	July 15, 2006–April 15, 2007	Sept. 14, 2006
E	Aug. 15, 2006–May 15, 2007	Oct. 14, 2006

**Summer 2006 Cancellations and Tuition Refunds**

<i>Section</i>	<i>Cancellations</i>	<i>Tuition Refund Schedule</i>
A: May 22, 2006– Aug. 25, 2006 <i>(A few courses have different start and end dates.)</i>	The cancellation dates for summer 2006 were not determined when this catalog was printed. Contact IDL at 612-624-4000, 1-800-234-6564, or e-mail <i>info@cce.umn.edu</i> .	The tuition refund dates were not determined when this catalog was printed. Contact IDL at 612-624-4000, 1-800-234-6564, or e-mail <i>info@cce.umn.edu</i> .
B: May 15, 2006– Feb. 15, 2007	<b>June 25, 2006:</b> Last day to cancel without transcript record; no permission required to cancel. <b>June 26, 2006–Sept. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel. On or after <b>Sept. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.	100% if you cancel by June 15, 2006  50% if you cancel by July 15, 2006  0% if you cancel on or after July 16, 2006
C: June 15, 2006– Mar. 15, 2007	<b>July 26, 2006:</b> Last day to cancel without transcript record; no permission required to cancel. <b>July 27, 2006–Oct. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel. On or after <b>Oct. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.	100% if you cancel by July 15, 2006  50% if you cancel by Aug. 15, 2006  0% if you cancel on or after Aug. 16, 2006
D: July 15, 2006– April 15, 2007	<b>Aug. 25, 2006:</b> Last day to cancel without transcript record; no permission required to cancel. <b>Aug. 26, 2006–Nov. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel. On or after <b>Nov. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.	100% if you cancel by Aug. 15, 2006  50% if you cancel by Sept. 15, 2006  0% if you cancel on or after Sept. 16, 2006
E: Aug. 15, 2006– May 15, 2007	<b>Sept. 25, 2006:</b> Last day to cancel without transcript record; no permission required to cancel. <b>Sept. 26, 2006–Dec. 15, 2006:</b> “W” recorded on transcript; no permission required to cancel. On or after <b>Dec. 16, 2006:</b> “W” recorded on transcript; College Scholastic Committee permission required to cancel.	100% if you cancel by Sept. 15, 2006  50% if you cancel by Oct. 15, 2006  0% if you cancel on or after Oct. 16, 2006

# Tuition, Fees, Billing, Payment, and Refunds

## Tuition and Fees

Costs include tuition and various fees. At the time this catalog was printed, tuition and fees for 2005–2006 were not determined. The most current information on tuition and fees is available online at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates.html). (Textbooks and materials are not included in tuition and fees and must be purchased separately.)

At a minimum, three charges will be applied for Independent and Distance Learning courses:

- **Tuition:** Tuition rates are determined by many factors, including your admission status, which college you are admitted to, your undergraduate or graduate status, and your Minnesota resident or nonresident status.
- **An IDL Fee:** The IDL fee partially covers the costs of course development and administration as well as printing, copyright permission fees, postage, forms, mailing labels, student services, e-mail accounts, and handling. The fee is calculated according to the number of IDL credits that you register for per semester.

1 credit per semester	\$ 0
2–5 credits per semester	\$ 80
6–10 credits per semester	\$160
11 or more credits per semester	\$240
- **A University Fee:** The University fee helps cover infrastructure and administrative support costs in a wide variety of areas. This fee is not dedicated to one particular need or one particular office. This fee is prorated at \$45 per credit (amount tentative) for students taking 1–9 credits and \$450 (amount tentative) for students taking 10 credits or more.

Students admitted to a University of Minnesota degree program may also pay other fees.

*Note: Independent and Distance Learning credits are NOT counted toward the assessment of the Student Services Fee for admitted students also taking courses on campus. (Students who are not admitted to the University do not pay the student services fee.)*

## Residency Tuition Rates for IDL Students

If you have not been formally admitted to a University of Minnesota degree program or a certificate program, the University classifies you as a “non-degree-seeking student” (also sometimes called a “non-admitted student.”) This is true even if you are enrolled in a degree program at a different college or university. IDL students who are not formally admitted to a degree or certificate program at the University of Minnesota are charged **resident tuition** rates.

Students who are admitted to the University of Minnesota (accepted into a degree or certificate program) are charged the same tuition rates as their on-campus courses, according to their resident or nonresident status.

Those who have any questions about residency status should contact the Office of Admissions in 240 Williamson, 612-625-6330. Detailed information on residency, reciprocity and tuition exemptions is available on the Admissions Office Web site at <http://admissions.tc.umn.edu>.

## Graduate/Undergraduate Tuition Rates

Students who are not formally admitted to a degree or certificate program at the University of Minnesota will be registered and charged tuition as undergraduates, except in a few special cases. (See Graduate Credit, page 70, and Senior Citizen Education Options, page 75.)

Undergraduate students who are admitted to the U of M will be charged undergraduate rates. Graduate and professional school students will be charged graduate-level or professional school rates.

## Tuition Caps, Replacement Courses

Credits for Independent and Distance Learning courses qualify for tuition caps for University of Minnesota undergraduate and graduate students.

For students admitted to a University of Minnesota degree program, Independent and Distance Learning courses qualify as replacement

courses when canceling/adding only if the course added is an Independent and Distance Learning course offered during the same session (a fall section A course is exchanged for another fall section A course; a fall section B course for another fall section B course, etc.).

## Billing and Payment

### **Electronic Student Billing Statements**

Every student has a student billing account at the University's Student Accounts Receivable department. Each time you register or make a change of registration, your account is adjusted. Your student account reflects your **total** charges and credits for tuition and other University fees, including any previously unpaid balances.

**The University sends no bills through the mail or e-mail.** Billing statements are placed on a secure, password-protected Web site. It is very important that you monitor your online student account frequently. To find your student account, go to [onestop.umn.edu](http://onestop.umn.edu) and click on "Student Account" under Quick Links. You can also check recent financial aid transactions, tuition benefits, and payment transactions at this site. You will need to use your University-assigned Internet ID and password to access your statement. (See more information on how to initiate your Internet ID and e-mail on page 70.)

### **When to Pay**

Billing schedules and procedures are explained in detail at [onestop.umn.edu/onestop/Tuition\\_Billing/wwhpay.html](http://onestop.umn.edu/onestop/Tuition_Billing/wwhpay.html). Or call One Stop Student Services at 612-624-1111.

### **Non-Degree-Seeking Students**

At the time of this printing the University is reviewing its payment rules and deadlines for non-degree-seeking students. You may have tighter payment deadlines than the University's degree-seeking students. The installment plan may or may not be available to you. Also, the consequences of not paying on time may be different: there is a possibility that the University will cancel your course registration. If that happens, the course will be removed from your record and you will not be able to earn credits, even if you have done some of the coursework.

If you are a non-degree-seeking student it is especially important for you to check the deadlines and payment options that apply to you at [onestop.umn.edu/onestop/Tuition\\_Billing/wwhpay.html](http://onestop.umn.edu/onestop/Tuition_Billing/wwhpay.html) or call One Stop Student Services at 612-624-1111.

### **Degree-Seeking Students**

For the academic year 2005–06, degree-seeking students (students who **are** admitted to any University of Minnesota degree or certificate program) may use the installment plan for certain terms.

Your online student account will list the current balance and a minimum payment due. (Some charges may not be eligible for the installment plan.) You may pay eligible charges in three installments during the fall and spring terms for IDL courses in sections A and B, but **this does not apply if you enroll in sections C, D, or E.** There is no installment plan for the summer term.

If you pay less than the full amount for a qualifying course, you are assessed a \$35 installment fee per semester on your next statement. Payments must be received (not postmarked) by the due date to be considered on time. Any time you pay less than the full amount by the due date, you are charged a \$30 late payment fee, in addition to the \$35 installment fee (if applicable), and the following past-due account provisions apply.

**Past Due Accounts:** If you are a degree-seeking student, and if your account is past due, a "hold" will be placed on your academic student record, meaning that you may not register for more courses, get a transcript, or receive a diploma. Balances from previous terms are due in full. All payments you make will be applied to your oldest charge. You will continue to be billed late payment and installment fees if your balance due continues unpaid. Past due accounts may be subject to collection fees and procedures. Collection can include court action or referral to outside collection agencies. You are responsible for all costs necessary for the collection of any amount not paid when due.

### **How to Pay**

You must register for IDL courses and pay all costs directly to the University of Minnesota; IDL has no commercial agents in this country or abroad. You must pay all fees in U.S. dollars. Degree-seeking students should not include payment with their Registration and Cancel/Add Form.

Once your charges have been posted to your online student account, there are several ways to pay for the tuition and fees for an IDL course.

#### **Electronic Payment Using UMPay**

Online payments with an e-check from your checking or savings account are easy, fast, and convenient. Payments are credited to your account the same day, if submitted before 5:00 p.m. Central Time. You can also easily set up authorized payers other than yourself to make payments on your behalf. For more information, go to [onestop.umn.edu/onestop/Tuition\\_Billing/UM\\_Pay.html](http://onestop.umn.edu/onestop/Tuition_Billing/UM_Pay.html) or call One Stop Student Services at 612-624-1111 if you need further help.

#### **Payment by Check, Money Order, or Cash**

Checks and money orders should be made payable to "University of Minnesota." Write your **student ID number** on your check or money order, and be sure your name appears on the check the same way it appears in your University records. Your canceled check serves as your receipt.

**Returned Check:** If your payment check is returned because of insufficient funds or a stop-payment request, a hold will be placed on your University record until you pay all of the following:

- a \$20 check handling fee;
- full tuition;
- any remaining fees.

#### **Pay by U.S. Mail**

Send your check or money order to: Bursar's Office, University of Minnesota, Twin Cities, P.O. Box 88, Minneapolis, MN 55440-0088. (Remember to write your U of M ID number on the check or money order.)

Do not send scholarship checks, cash, or overnight deliveries. Your mailed payment must be received (not postmarked) by the billing statement payment due date. Otherwise your registration may be canceled (non-degree-seeking students) or subject to extra fees (degree-seeking students).

#### **Pay by Drop Box**

You may drop off your payment by check or money order in a campus drop box (Fraser Hall lobby, 107 Coffey Hall, both concourses of Williamson Hall, and Anderson Hall). Payments are picked up at 8:00 a.m. and are credited to the previous day. (Once again, remember to write your U of M ID number on the check or money order.)

Do not put cash payments into the drop boxes. The Bursar's Office is not responsible for cash payments made in these boxes.

#### **Pay in Person**

You may pay at any of the campus Bursar's Office locations (145 Williamson Hall on the East Bank, 101a Anderson Hall on the West Bank, or 107 Coffey Hall on the St. Paul campus).

#### **Credit Card Payment**

Credit card payment is under review by the University of Minnesota. Options for credit card payment may change. The following information is current at the time of this printing.

You may pay for IDL courses by credit card if you **register exclusively in IDL courses**. Payment must be in full—no partial payments are accepted. You may **not use a credit card** if you are also registering simultaneously in other University courses for the same semester. If you want to use your credit card (VISA, MasterCard, or Discover/Novus card, including Discover, Bravo, and Private Issue), fill out the credit card authorization form (included with the welcome packet that will be mailed to you) and submit it with a printout of your online billing statement to Enrollment Services, 20 Coffey Hall, 1420 Eckles Avenue, St. Paul, MN 55108.

### **Tuition and Fees Paid by Various Agencies**

If you have an authorization for the University to bill a sponsor for your tuition and fees, you should bring or mail your authorization **before the beginning of registration** to:

Agency/Third Party Billing  
B-1 Fraser Hall  
106 Pleasant St. S.E.  
Minneapolis, MN 55455  
Fax: 612-626-0387

If you are unable to provide your authorization before the beginning of registration, do so when you register. If you have questions about this process, please send an e-mail message to the Agency Billing office at [tpbill@umn.edu](mailto:tpbill@umn.edu) or call 612-625-8559.

The authorization must include:

1. Student's name;
2. List of charges (if known) and/or the maximum amount the sponsor will pay;
3. Term or dates of eligibility;
4. Authorizing signature or stamp (required);
5. Complete address of the agency to be billed;
6. Agency contact person's name and phone number.

If your authorizing agency pays for tuition only (e.g., Public Law 894 for military personnel on Off-Duty Academic Instruction; Regents Scholarship), you are responsible for all other fees assessed, including late fees.

*Note: A hold will be placed on your record if your sponsoring agency falls behind in payment. You are responsible for all unpaid tuition and fees if your sponsoring agency does not fulfill its obligations. It is your responsibility to monitor your sponsor's payments.*

### **Verification of Payments**

If you need verification that you have paid your tuition and fees, Student Accounts Receivable can provide a study list showing charges and credits for the semester. Mail a request for payment verification to Student Accounts Receivable, 210 Fraser Hall, 106 Pleasant Street S.E., Minneapolis, MN 55455-0422. Print your name, student ID number, the terms and years for which you need verification, sign your request, and include a self-addressed, stamped envelope.

If you plan to use education tax credits, your billing and account information is an important reference. More information about these tax credits is available online at [onestop.umn.edu/onestop/financialaid.html](http://onestop.umn.edu/onestop/financialaid.html). Select "Education tax benefits" under Quick Links.

## **Refunds**

You may be eligible for a tuition refund if you cancel your registration by the deadlines listed in the tables on pages 59–63. The deadline is based on the start date of the term you have chosen. Improper advising, changes in credit requirements, or simply not submitting assignments do **not** entitle you to a refund. (See Cancellations, page 56.)

If you paid your tuition and fees **in full**, you may claim an in-person refund by presenting your picture ID to Student Accounts Receivable, 200 Fraser Hall, Minneapolis campus. You can also request a mailed refund by calling Student Accounts Receivable, 612-624-1111.

If you have not paid your tuition and fees in full, any refund you receive will be a monetary credit applied to your unpaid balance.

If you paid by credit card, a refund check will be mailed to you. The refund process takes approximately five weeks.

See the *Bookstore and Course Texts/Materials* section for information on textbook refunds.

# Financial Aid

## Resources

### **Financial Resources Wizard**

Visit the CCE Financial Resources Wizard at <http://frw.cce.umn.edu/frwizard> to find a wealth of information that may make your education more affordable. The Wizard is an interactive Web tool that asks a series of questions and identifies options that match your situation. The Wizard applies to admitted and non-admitted (non-degree-seeking) students at the University of Minnesota, Twin Cities. Resources may include grants; scholarships; loans; work-study; employer tuition benefits; funding from government agencies and community, religious, and professional organizations; federal education tax credits and deductions; credit card payment, and the Minnesota College Savings Plan. Help may be just a few clicks away!

### **CCE Scholarships and Grants**

College of Continuing Education (CCE) grants and scholarships are available to students admitted to a CCE degree or certificate program or to non-admitted students who register for courses through CCE, which includes any IDL courses. Funds are intended for students who reside in Minnesota, are U.S. citizens or eligible noncitizens, have a two-year gap in education beyond high school or are nontraditional students by another definition, have financial need, and are not eligible for other grants, scholarships, or employer assistance.

CCE scholarships and grants cover both term-based and extended-term IDL courses. Applications must be submitted at least four weeks prior to the start of the semester. To request an application and additional information, call the CCE Information Center at 612-624-4000 or e-mail [info@cce.umn.edu](mailto:info@cce.umn.edu).

### **Other Useful Resources**

In addition to trying out the Financial Aid Wizard, explore the CCE financial aid Web site at [www.cce.umn.edu/financialaid](http://www.cce.umn.edu/financialaid). You'll find information on CCE scholarships and grants, an application form you can use to apply, and "Paying for

Your Education: Resources for Adult Learners," a comprehensive list of financial aid and other resources. Visit the Web site or contact the CCE Information Center at 612-624-4000 or [info@cce.umn.edu](mailto:info@cce.umn.edu) to obtain printed copies.

## Restrictions

### **Aid Administered by the University's Office of Student Finance**

There are no restrictions on using this type of financial aid for IDL *term-based* courses. But financial aid administered by the University of Minnesota's Office of Student Finance (OSF) **does not** apply to *extended-term* courses, with **one exception**: *If you are eligible for a Minnesota State Grant, the Office of Student Finance will count all Independent and Distance Learning courses you enroll in by the end of the second week of the semester. This includes both extended-term and term-based courses.*

### **Other Types of Aid**

CCE scholarships and grants and employer tuition benefits may be sources of assistance for all types and terms of IDL courses. If you have another source of financial aid, check with the aid program about restrictions on funding for IDL courses.

## Enrollment Verification

You may need to have your enrollment certified as full-time or half-time to defer payment of your student loan or for other purposes. Each course you enroll in is tied to a specific term (see pages 58–63). Extended-term, nine-month IDL courses count *only for the term in which you begin* your course. You must enroll for additional credits each term to continue to be certified. Most other courses follow the University's academic calendar.

If you receive a loan deferment form from your lender or need more information about full-time or half-time status, visit or contact a One Stop Student Services Center (see the inside front cover for hours and locations).

# Academic Policies

## **Academic Progress**

Academic progress for students admitted to degree-granting programs at the University of Minnesota is monitored by their college offices. The College of Continuing Education (CCE) checks academic progress for students admitted to CCE certificate and degree programs and for non-admitted CCE students. Students with excessive credits and problematic grade point averages may have a hold placed on their records restricting their registration in any further courses. For more information about CCE academic progress or appeals, contact the CCE Information Center, University of Minnesota, 101 Wesbrook Hall, 77 Pleasant St. S.E., Minneapolis, MN 55455; or call 612-624-4000 or 1-800-234-6564; or e-mail [info@cce.umn.edu](mailto:info@cce.umn.edu).

Students receiving financial aid through the University of Minnesota's Office of Student Finance (OSF) are held to a similar, though not always identical, standard. Financial aid recipients must meet the college academic progress standard *and* the OSF satisfactory academic standard. For information about OSF standards for all programs, go to [onestop.umn.edu](http://onestop.umn.edu) and follow the Quick Link "Financial Aid Satisfactory Academic Progress."

## **Accreditation**

Independent and Distance Learning, part of the College of Continuing Education at the University of Minnesota, is accredited by the North Central Association of Colleges and Schools. IDL courses are approved by University of Minnesota academic departments.

## **Address Changes**

It is your responsibility to report any address changes. You can verify and correct your address online at [onestop.umn.edu](http://onestop.umn.edu) (follow the Quick Link to "Personal Information").

## **Admission**

There are no entrance requirements to take individual IDL courses, although specific courses or programs may require prerequisite study or expe-

rience. Prerequisites are noted with the course descriptions in this catalog (see the *Courses* section).

There are admission requirements for CCE and other degree or certificate programs. (See the *Online Programs* section on page 5 for further information on programs that may be completed entirely with IDL courses.)

## **Auditors**

See page 71 in the Grades section below.

## **Communications Policy**

The University assigned e-mail account is the University's **official** means of communication with all students. **You are responsible** for all information sent to you via your University assigned e-mail account. For information on setting up your e-mail account and Internet access, see the *Student Resources* section on E-mail and Internet Services, page 73.

## **Credits**

The University of Minnesota uses the semester hour as the basis of credit evaluation. All of the credits in this catalog are semester-hour credits. The following credit designations are used in course descriptions.

## **Degree Credit**

Some University of Minnesota colleges have restrictions on how many IDL credits can be used in degree programs. Students admitted to a program at the University of Minnesota should consult their program adviser. Students not admitted to a program but interested in completing a program at the University of Minnesota should consult the Office of Admissions for further information: <http://admissions.tc.umn.edu>; 612-625-2008, 1-800-752-1000, or TTY 612-625-9051. Officials at other colleges or universities determine which IDL courses will be accepted to fulfill degree requirements at their institutions. Obtain approval from your institution before registering.

### Zero Credits

Although zero credits are given for some courses, grades are assigned and a record entered on your transcript. Zero-credit courses do count for athletic eligibility and financial aid.

### Resident Credit

The courses listed in this catalog parallel or are equivalent to courses with the same title and course number offered at the University. Through action of the University Senate, IDL credits are considered **resident credits**.

### Graduate Credit

All **extended-term** courses offered through IDL are available for *undergraduate credit only*, including those at the 5xxx level.

Online, **term-based** (semester) courses at the 5xxx level and above meet Graduate School criteria for graduate credit. Before registering, check with your adviser to determine whether the online course will count toward your graduate degree.

If you are not admitted to a University of Minnesota graduate program and you want graduate credit for an online term-based course, you may apply for permission to register for one semester by contacting the appropriate academic department **prior to registering**. You will need to fill out a **special course registration form** and submit it to the appropriate academic department (e.g., Public Health) for approval. This replaces the regular registration form. If the department approves your special registration, you will be assessed higher graduate-level or professional school tuition rates. More information and a downloadable copy of the special registration form are available online:

- “Earning Graduate Credit as a Non-Degree Student” brochure: [onestop.umn.edu/onestop/img/assets/9061/PRDWebBrochure.pdf](http://onestop.umn.edu/onestop/img/assets/9061/PRDWebBrochure.pdf).
- Registration Request for Graduate Credit (for non-degree-seeking students) form: [onestop.umn.edu/onestop/img/assets/9061/RequestforGraduateCredit.pdf](http://onestop.umn.edu/onestop/img/assets/9061/RequestforGraduateCredit.pdf).

### Exams

See the section on *How IDL Works*, page 52.

### Extensions

See the section on *How IDL Works*, page 52.

### Grades

Grading procedures and requirements for specific courses are determined by the course instructor; they are outlined in the course study guide.

Questions about grades earned in IDL should be addressed to your instructor first, and if you are not satisfied with the response you receive, put your concern in writing and send it to the CCE Information Center. A staff member will work with you and consult with the academic department to investigate the problem.

The University does **not** send notices of course grades to students. Grades are available on the Web at [onestop.umn.edu](http://onestop.umn.edu). Follow the Quick Link to “Grades.”

Also see the section below on Transcripts and Records.

### Grading Systems

The University uses the A–F and S/N grading systems. On your Registration and Cancel/Add Form, indicate which system you want to use. You may change to another system during the **first two weeks of a term-based course** or the **first two months of an extended-term course**. Any grading system restriction (“A–F only”) for a course will be given in the course description.

The A–F and S/N grading systems cannot be combined in a single course by a student. Students may receive grades only in the grading system under which they are registered.

**A–F Grading System:** Four permanent grades—A, B, C, and D (with pluses and minuses, but **not** A+ or D-)—indicate completion of a course. The grade F represents performance that fails to meet basic course requirements and is unworthy of credit. However, the credit hours are included in grade point average (GPA) calculations.

**S/N Grading System:** The S/N system represents an alternative to the A–F system. S represents achievement that is satisfactory to the course instructor. (The standards for S may vary from one course to another, but typically a minimum grade of C- is required to earn an S.) The letter N, which stands for no credit, is assigned when a student does not earn an S and is not assigned an Incomplete (I).

Students who want to take courses under the S/N grading system should be aware of the limitations placed on such grades. Each college determines to what extent and under what conditions each system may be available to its students. Any college may specify what course or what proportion of courses taken by its students or by prospective students must be on which grading system.

**Auditing Courses:** Most colleges permit auditing in their courses. As an auditor, you register and pay full tuition and fees, but you aren't required to complete assignments or take examinations. You receive no credit for the course, but the course will be placed on your transcript with the symbol V (visitor) to indicate your special registration status. To register as an auditor, write a V in the grading option column for that course.

Choose the grading system you want to use and indicate it on the Registration and Cancel/Add Form. For information on changing your grading basis, see the *Registration and Changes in Registration* section, page 56.

### Incompletes

The letter **I (incomplete)** is a temporary grade. If you do not complete the course and earn a grade to replace the I, it will automatically change to an F or N grade **after one year**. Your instructor is **not** obligated to grant an incomplete. An I (incomplete) will be assigned when, in the opinion of the instructor, there is a reasonable expectation that a student can successfully complete the course. The University requires that you and your instructor agree in writing to a new deadline. If you have not completed a significant portion of your coursework, your instructor **may deny** your request for an incomplete. For more information, see *How IDL Works*, page 53.

### Withdrawal

The letter **W** on a transcript indicates **official withdrawal** (cancellation) from a course that took place within certain deadlines. If you simply stop submitting assignments without officially canceling your registration, the instructor will assign a grade of F or N, depending on the grading system under which the course was taken. Not submitting assignments does **not** constitute cancellation and usually results in a grade of F or N being assigned. See pages 59–63 in the *Registration and Changes in Registration* section for cancellation deadlines.

### Grade Point Average

For purposes of determining a student's grade point average (GPA), grade points are assigned for each grade received: for each credit of A, 4 grade points; A-, 3.67; B+, 3.33; B, 3; B-, 2.67; C+, 2.33; C, 2; C-, 1.67; D+, 1.33; D, 1; and F, 0 (there are no A+ or D- grades assigned under this system). A student's GPA is determined by dividing the sum of grade points by the sum of credits attempted.

Complete grading policies and practices may be found by going to [onestop.umn.edu/onestop/grades.html](http://onestop.umn.edu/onestop/grades.html) and clicking on the Quick Link "University of Minnesota Grading Policies."

### Immunization

Students taking **IDL courses only** do not need to submit the proof of immunization required by the state of Minnesota.

### Liberal Education Requirements

Many IDL courses may be used to meet these requirements for admitted University of Minnesota students; consult with your adviser. Detailed information about the Liberal Education requirements is available at [onestop.umn.edu/onestop/Registration/Other\\_Resources.html](http://onestop.umn.edu/onestop/Registration/Other_Resources.html) (click on the "Liberal Education Requirements" link).

### Scholastic Dishonesty

The University of Minnesota Regents Policy on Student Conduct defines scholastic dishonesty as "submission of false records of academic achievement; cheating on assignments or examinations; plagiarizing; altering, forging, or misusing a University academic record; taking, acquiring, or using test materials without faculty permission; acting alone or in cooperation with another to falsify records or to dishonestly obtain grades, honors, awards, or professional endorsement."

If you submit any other person's work as your own without proper acknowledgment, you are guilty of **plagiarism**. Plagiarism includes borrowing any concepts, words, sentences, paragraphs, or entire articles or chapters from books, periodicals, or speeches. In these cases, quotation marks and citations must be used. If you have any questions about proper acknowledgment, look in any writing handbook.

Plagiarism also refers to copying another student's assignment or paper and submitting it for grading as if it were your own. If you allow another student to copy your assignment, you are equally guilty of scholastic dishonesty. Plagiarism is a violation of the University's student conduct code and will be dealt with by the IDL faculty and/or the office for Student Judicial Affairs.

Suspected cases of scholastic dishonesty are taken seriously. IDL instructors adhere to the University's Uniform Grading and Transcript Policy, which states that "academic dishonesty in any portion of the academic work for a course shall be grounds for awarding a grade of F or N for the entire course."

### ***Transcripts and Records***

Independent and Distance Learning grades are automatically recorded on a University of Minnesota transcript. There are official transcripts and unofficial transcripts.

Request official transcripts by mail, online, fax, or in person at the One Stop Student Services Center locations (see the inside front cover for hours and locations.). **No telephone requests are accepted.** There is regular service and rush service. For costs and details you need to provide, please contact a One Stop Student Services Center for more information. Call 612-624-1111 or 1-800-400-8636, or visit [onestop.umn.edu/onestop/grades.html](http://onestop.umn.edu/onestop/grades.html).

You may download unofficial transcripts off the Web or you may pick up an unofficial copy of your record by presenting a photo ID at any of the One Stop Student Services Centers. There is no charge for an unofficial copy of your record, but there is a limit of two copies per day. Unofficial copies are **not** available by mail.

### **Access to Student Educational Records**

In accordance with the Regents policy on access to student records, information about a student generally may not be released to a third party without the student's permission. (Exceptions under the law include state and federal educational and financial aid institutions.)

Some student information—name, address, electronic (e-mail) address, telephone number, dates of enrollment and enrollment status (full time, part time, not enrolled, withdrawn and date of withdrawal), college and class, major, adviser, academic awards and honors received, and degrees earned—is considered public or directory information. Students may prevent the release of public information. To do so, they must notify the records office on their campus (see below).

Students have the right to review their educational records and to challenge the contents of those records. The Regents policy is available for review online at [onestop.umn.edu/onestop/Grades\\_Transcripts/RecordsPolicy.html](http://onestop.umn.edu/onestop/Grades_Transcripts/RecordsPolicy.html), at 200 Fraser Hall, Twin Cities campus, and at records offices on other campuses of the University. Questions may be directed to the Office of the Registrar, 200 Fraser Hall, 612-624-1111; 1-800-400-8636.

Students are responsible for updating their address information. See Address Changes above.

### ***Withdrawal***

See page 71 in the Grades section above.

# Student Resources

## **Advising**

See Information Center (College of Continuing Education), below.

## **Bookstores, University**

See the *Bookstore and Course Texts/Materials* section of this catalog, pages 76–77.

## **Computer Help**

Computer help is available through the University's Computer Help Desk. Call 612-301-HELP or e-mail [help@umn.edu](mailto:help@umn.edu).

## **DANTES**

The Defense Activity for Non-Traditional Educational Support (DANTES) is for military personnel on active duty. Contact the Education Officer for additional information.

## **Disability Services**

If you have a disability, you may request reasonable accommodations for your IDL course by contacting Disability Services (180 McNamara Alumni Center, 200 Oak St. S.E., Minneapolis, MN 55455; 612-626-1333 [V/TDD]; <http://ds.umn.edu>) before or shortly after registering in an IDL course. Independent and Distance Learning and Disability Services will coordinate efforts to provide reasonable accommodations. Request such accommodations well in advance of when they are needed so that necessary documentation may be obtained and accommodations facilitated.

## **E-Mail and Internet Services**

The University assigned e-mail account is the University's **official** means of communication with all students. **You are responsible** for all information sent to you via your University assigned e-mail account. We do not recommend having e-mail from your U of M account forwarded to another e-mail account. Messages and attachments are not forwarded consistently, and you may miss important information.

E-mail and Internet services are provided to students for the term in which they are actively reg-

istered in credit courses. Some restrictions on access apply. Users must be aware of applicable acceptable-use policies for information technology resources; these are available at [www.umn.edu/oit/policies](http://www.umn.edu/oit/policies).

## **To Initiate Your E-Mail and Internet Account**

Initiate and access your account at [www.umn.edu/initiate](http://www.umn.edu/initiate). For assistance, call 612-301-HELP. You can also dial into your account from a home computer with a modem. If you dial in from outside the Minneapolis/St. Paul calling area, you will incur long distance charges.

## **Internet Services**

For a nominal fee, the University's Office of Information Technology offers Internet software kits needed for modem access, e-mail, Web browsing, and other Internet resources (see [www1.umn.edu/adcs/help/kits.html](http://www1.umn.edu/adcs/help/kits.html)). For more information, call 612-301-HELP.

## **Faculty**

The course authors and instructors for IDL courses are approved by University academic departments. Many are faculty members at the University, although faculty from other colleges and universities, or specialists in professional and business fields, also teach IDL courses. The current instructor for a course is listed in the course description on the IDL Web site.

Independent and Distance Learning recognizes that the relationship between student and instructor is fundamental. Instructors grade and return your assignments in a timely manner and evaluate your performance in a course. They can also answer your questions about course content. Should you be unable to complete your course in the required time frame, instructors have the prerogative to grant or deny additional time to complete the course. (See the sections on incompletes and extensions in *Academic Policies* and *How IDL Works*.) Information on how to reach your instructor is included on an information sheet with your course welcome packet, and in the course description on the IDL Web site.

### **Financial Aid**

See the *Financial Aid* section, page 68.

### **High School Students**

High school students are eligible to take IDL college courses, and Minnesota high school students may be eligible to take college courses using the Post-Secondary Enrollment Options (PSEO) program.

Under the PSEO, **eligible** Minnesota public high school juniors and seniors can take college courses and earn high school units and, concurrently, college credits for the courses they successfully complete. The Minnesota Department of Education pays for the tuition, fees, and textbooks for the courses.

High school students who want to take courses through Independent and Distance Learning under the PSEO must be **formally admitted to the University's PSEO program and submit all registration materials to the Advanced High School Student Services office.**

If you would like an application or have questions regarding admission criteria, the application process, or appropriate courses, contact Advanced High School Student Services, University of Minnesota, 107 Armory, 15 Church St. S.E., Minneapolis, MN 55455; 612-626-1666 (phone); 612-625-5364 (fax); [pseo@cce.umn.edu](mailto:pseo@cce.umn.edu); [www.cce.umn.edu/ahs](http://www.cce.umn.edu/ahs).

### **Information Center (College of Continuing Education)**

The CCE Information Center offers registration assistance and financial aid information to all students registering or planning to register in courses offered by IDL. Call 612-624-4000 or 1-800-234-6564 to consult with an Information Center representative by phone. The CCE Information Center is open Monday through Thursday, 8:00 a.m. to 5:00 p.m., and Friday, 8 a.m. to 4:30 p.m., throughout the year.

You may also contact representatives by mail at 101 Westbrook Hall, 77 Pleasant St. S.E., Minneapolis, MN 55455-0216 or by e-mail at [info@umn.edu](mailto:info@umn.edu). Also see the CCE Web site at [www.cce.umn.edu](http://www.cce.umn.edu).

### **International and Overseas Students**

If you are living or traveling internationally, you may register in IDL courses. Since courses are

available only in English, students must be able to read and write lesson assignments and exams without difficulty. Independent and Distance Learning does not employ commercial agents abroad. You will be charged for tuition and fees and must pay the University directly in U. S. dollars.

Important guidelines exist for all international students studying at the U of M. International students **must** contact ISSS regarding issues such as leave of absence, distance education, travel, course load, probation, etc. Many other resources and services are also available through ISSS. For more information, see [www.iss.umn.edu](http://www.iss.umn.edu).

### **Library Facilities**

In addition to the required textbooks you may purchase for your IDL course, you are urged to use the University Libraries and your local public or school library for supplemental and required reading.

#### **University of Minnesota Libraries**

Independent and Distance Learning students are entitled to full University of Minnesota library privileges, including borrowing materials, document delivery, access to electronic resources, and reference assistance. You can use a number of services offered by the University Libraries without ever coming to campus. This includes accessing online library catalogs to identify books, accessing online indexes to identify articles, and having books and articles you want delivered to you. You can even receive some full-text sources on your computer. Information on how to use the Libraries is included in the introduction to your course.

#### **Learning Resources Center**

The University Libraries' Learning Resources Center (LRC) provides access to most of the required audio and video recordings for IDL courses. Listening and viewing equipment is available for use in 204 Walter Library, Twin Cities campus. Selected audio course recordings are also available from the Digital Audio Collection on the LRC Web site at <http://lrc.lib.umn.edu>. If you have questions about access, availability, and to confirm hours, call the LRC at 612-624-1584. Bring your registration statement/study list whenever you go to the LRC to use IDL materials.

### **Official Holidays**

All University offices are closed on the following holidays:

September 5, 2005	Labor Day
November 24 and 25, 2005	Thanksgiving holiday
December 23 and 26, 2005	Christmas holiday
January 2, 2006	New Year's holiday
January 16, 2006	Martin Luther King, Jr. Day
March 17, 2006	Floating holiday
May 29, 2006	Memorial Day
July 4, 2006	Independence Day

### **One Stop Student Services**

The One Stop Student Services Centers are your "one stop" for in-person credit course registration (day, evening, and Independent and Distance Learning), changes in registration, computers for Web registration, official and unofficial transcripts, Academic Progress Audit Reports (APAS), registration certifications, tuition and fee refunds and waivers, veteran's certification, and information and counseling on financial aid and student billing. A picture ID is required for service. Hours and locations are listed on the inside front cover of this catalog.

### **Professional Associations**

Independent and Distance Learning is a member of the Distance Learning Community of Practice of the University Continuing Education Association (UCEA).

### **Senior Citizen Education Option**

Minnesota state law allows Minnesota residents 62 and older to register in IDL credit courses for tuition of \$10 per credit (or at no cost for no credit) on a **space-available** basis. There are fees in addition to tuition. The IDL course fee and any special fees must be paid in full. These students may be exempt from late fees and the Student Services Fee; these policies are under review. Students registering under this option must provide verification of age (e.g., Minnesota driver's license or photocopy of license). See the *Registration and Changes in Registration* section,

pages 54–63, for registration instructions and dates. For more information, call the One Stop Student Services Center at 612-624-1111; 1-800-400-8636.

### **Student ID**

The University of Minnesota uses your Social Security number as an identification number when you first register. Supplying this number is voluntary; however, it is helpful in ensuring accurate access to your records and avoiding duplicate mailings. If you already have a University of Minnesota ID number, also put that number on your Registration and Cancel/Add Form. (A University of Minnesota ID number is assigned when your first registration is processed. You should use that number in any further communication with the University.)

### **University Services**

Many University of Minnesota student services are available to IDL students. Participation in some of these activities is dependent on credit load per academic semester. For more information about participating, call the phone numbers below. If you are registered in additional University of Minnesota on-campus classes, you may count your IDL credits as part of your total credit load. Note that you **cannot** use a credit card to pay for student services.

Athletic tickets (612-624-8080)  
Recreational sports centers (612-626-9222)  
E-mail and Internet Services (612-301-4357)  
Parking/Transportation Services (612-626-7275)  
University Libraries (See Library Facilities, above.)

### **Writing Assistance**

Through the Writing Support Network, various offices on campus provide writing assistance. Services include tutoring, consultation, handouts, and exercises to improve writing skills, plus interactive assistance online. See the Web site at <http://writing.umn.edu> or e-mail [writing@umn.edu](mailto:writing@umn.edu).

# Bookstore and Course Texts/Materials

## When and Where to Buy

It is important to buy the required textbooks and materials immediately after your registration is confirmed and you have your course study guide. The required textbooks/materials may go out of print at a later date. If this happens, you will not be able to complete the course; you will need to cancel out or an F or N will be placed on your transcript. To receive credit for the course, you will have to reregister in the current version (using the updated materials) and pay new tuition rates.

We strongly recommend that you buy your course textbooks/materials from the University of Minnesota Bookstore on the ground floor of Coffman Memorial Union, on the East Bank of the Minneapolis campus. If you choose to get textbooks from a library or a different book seller, be sure that you get **exactly the same editions** called for in the course study guide.

## Buying Textbooks

### ***In Person***

You may buy your required course textbooks and materials in person. IDL textbooks/materials are kept in a special section of the Bookstore's textbook area and are not shelved with regular University course textbooks; look for the Independent and Distance Learning sign. Be sure to mention that you want the texts for an IDL course (not for a day-school class, evening class, etc.).

### ***Online or Via E-mail, Phone, or U.S. Mail***

You may also order online at the bookstore Web site or order by e-mail, phone, or U.S. mail. If you order your textbooks/materials online or by e-mail or phone, you must include credit card information (VISA, MasterCard, Discover/Novus are accepted). If you order by mail, you may pay by credit card or check/money order (payable to the University of Minnesota).

## Buying Audio or Video Materials

Courses that require audio or video materials have an additional option. **The Learning Resources Center (LRC)**, 204 Walter Library, Twin Cities campus (612-624-1584) makes tapes available for in-library use, or for some courses, as a library loan. Check your study guide to see if your course has this option. The LRC also has some course audio recordings available from the Digital Audio Collection on their Web site at <http://lrc.lib.umn.edu>. Call the LRC to check hours and confirm that materials you'll need are available. Be sure to bring your registration statement/study list when visiting the center. See page 74 of the *Student Resources* section of this catalog for more information on the LRC.

## Prices and Shipping

The prices for IDL textbooks, audios, videos, and special materials (if required) vary from approximately \$25 up to several hundred dollars, depending on the number of books required, whether you want new textbooks or used ones, and whether a course uses audios, videos, or special materials. Sometimes textbooks are used for more than one course in a sequence (e.g., Math 1271 and 1272, Swed 1001 and 1002), which saves on cost.

You can find the specific textbooks/materials required for a course—and the estimated price of each—at the Bookstore's Web site or by contacting the store directly. Used copies of texts may be available, which could reduce your costs. At the Web site, click on "textbooks" and then search for books either by classes (if you've already registered) or by department, course, author, or ISBN numbers. (You'll need your University ID and password to do a search by classes.)

Textbooks/materials will be shipped to you by UPS or by first class mail if UPS does not ship to your address. Shipping and handling charges (subject to change during the year) are added to mail-out orders. Shipping charges to destinations outside the United States are based on weight, ship-to address, and method of shipping (air or surface mail). Air shipments are the most expensive and take approximately two weeks. Surface mail is less expensive, but this method usually takes from six to eight weeks. Call or e-mail the Bookstore if you have questions about the cost of shipments outside the United States.

## Returning Texts/Materials for Refunds

If you cancel your registration in an **extended-term**, nine-month course, you may return your books for a full refund within **two months** of the start date of the extended term. Texts are considered used or “buy backs” if you write in them or return them after two months.

If you cancel your registration in a **term-based semester** course, you may return your texts for a full refund within **two weeks** of the start date of the term. Texts are considered used or “buy backs” if you write in them or return them after the second week of the term.

You must provide a sales receipt and/or a copy of your registration statement/study list verifying your cancellation, and the books must be in original condition. Bring or mail the verification and your texts to the Coffman Bookstore, where your refund will be processed.

The refund process takes approximately two weeks by mail. The Bookstore’s return policy is available on the Web at [www.bookstore.umn.edu/returnpolicy.html](http://www.bookstore.umn.edu/returnpolicy.html).

## Selling Back Texts/Videos

After you complete a course, contact the Bookstore if you want to sell back your materials. You may sell back videocassettes and receive half of the original price. Only materials still in current use will be purchased.

### University of Minnesota Bookstores

Online: [www.bookstore.umn.edu](http://www.bookstore.umn.edu)  
E-mail: [debooks@umn.edu](mailto:debooks@umn.edu)  
Phone: 612-625-6000; 1-800-442-8636  
Mail: University of Minnesota Bookstore  
Coffman Memorial Union  
300 Washington Avenue S.E.  
Minneapolis, MN 55455

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**REGISTRATION AND CANCEL/ADD FORM**

Complete this form and come in person or mail or fax to the address listed below. Be sure to include second-choice classes in case your first choices have closed. Check class availability on the Web at [onestop.umn.edu/onestop/registration.html](http://onestop.umn.edu/onestop/registration.html).

**NOTE: By registering for classes, you enter into a legally binding contract to pay all tuition and fees, including any non-refundable fees.** See the Web at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates.html) for additional information. Check the refund schedule at [onestop.umn.edu/onestop/tuition.html](http://onestop.umn.edu/onestop/tuition.html) (under Quick Links) before canceling courses; you will be held responsible for tuition and fees if you do not cancel during the 100% refund period.

University ID Number	Name (last, first, middle, former)*		SSN	Birth Date
College (program)* (for admitted degree-seeking students)	Level: <input type="checkbox"/> Grad <input type="checkbox"/> Undergrad <input type="checkbox"/> Professional		Campus	Major (plan)
Current Address*				
City*		State*	Zip*	Country*
Day Phone (include area code)	Other Phone: Cell or Evening (include area code)		E-mail Address	

\*Asterisked items on this form are required; they will be used for identification, to determine admission, and to establish or reference your University academic record. Remaining items are voluntary and will be used for positive identification, advising and counseling, course placement, and institutional research. Information on data privacy is available at [onestop.umn.edu/onestop/Grades\\_Transcripts/RecordsPolicy.html](http://onestop.umn.edu/onestop/Grades_Transcripts/RecordsPolicy.html).

**Term:**     Fall     Spring     May Session     Summer    Year \_\_\_\_\_

**Tuition and Fees**

**Effective fall 2005, non-degree-seeking students are required to pay tuition and fees in full prior to the start of the term.** If payment is not received before the beginning of the term, your registration will be canceled. You can check your student account (at [onestop.umn.edu/onestop](http://onestop.umn.edu/onestop) under Quick Links) for the amount due. You can make payments online with an electronic check from your checking or savings account at UMPay (at [onestop.umn.edu/onestop](http://onestop.umn.edu/onestop) under Quick Links), in person at the Bursar's Office, or by mail to Bursar's Office, University of Minnesota, Twin Cities, P.O. Box 88, Minneapolis, MN 55440-0088. More information is available from One Stop Student Services, 612-624-1111.

**All degree-seeking students will be billed by the University for tuition and fees for all courses, including those courses taken with the audit grading option.** Although you receive no credits for the audit grading option, the credit equivalents count in the credit totals for both tuition and student services fee assessment.

**Degree admitted students only:** The University requires that you carry hospitalization insurance when registered for 6 or more credits (3 or more for summer). For more information, see [www.bhs.umn.edu/insurance/insurance.htm](http://www.bhs.umn.edu/insurance/insurance.htm). You will need to submit the **Student Hospitalization Insurance form**, available on the Web at [onestop.umn.edu/onestop/img/assets/9061/hospital.pdf](http://onestop.umn.edu/onestop/img/assets/9061/hospital.pdf) or at any One Stop Student Services Center.

- I have my own insurance provider. Insurance company name: \_\_\_\_\_  
Insurance company phone number: \_\_\_\_\_ Member ID number: \_\_\_\_\_
- I don't have an insurance provider and would like to enroll in the University-sponsored Health Benefit Plan.

**Optional Fees**

**Minnesota Public Interest Research Group (MPIRG)** is a nonpartisan, nonprofit, student-led organization that trains students to become leaders, equipping them with skills to carry beyond graduation. A full description of this group can be found at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates/Other\\_Fees.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates/Other_Fees.html). The MPIRG fee is assessed per semester to most students. Payment is refundable through MPIRG. If you choose **NOT** to pay, initial here: \_\_\_\_\_

**Collegians for a Constructive Tomorrow (CFACT)** is a student organization dedicated to educating students on areas of public interest, such as governmental regulation, and solving environmental issues by means of the free enterprise system. A full description of this group can be found at [onestop.umn.edu/onestop/Tuition\\_Billing/Tuition\\_Rates/Other\\_Fees.html](http://onestop.umn.edu/onestop/Tuition_Billing/Tuition_Rates/Other_Fees.html). The CFACT fee is assessed per semester to most students. Payment is refundable through CFACT. If you choose **NOT** to pay, initial here: \_\_\_\_\_

**Classes (Register or add classes or change previously registered classes. Enter new class information. Circle what you have changed.)**

**Add Classes: First Choice**

**Second Choice (if first choice is unavailable)**

class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)	class number (call number) (54321, etc.)	grade basis A-F or S/N	units (credits)	subject, catalog number, section (Hist 1001, Sec 2, C02, etc.)	class permission number (if required)

**Cancel Classes:**  Check here to cancel all classes, or list individual choices below. **Important: Students who receive Financial Aid and withdraw completely should contact a One Stop counselor to understand the consequences of withdrawing from all courses.**




**Web Registration:**  
[onestop.umn.edu/onestop/registration.html](http://onestop.umn.edu/onestop/registration.html)

**Registration Questions:**  
Phone: 612-624-1111  
E-mail: [helpingu@umn.edu](mailto:helpingu@umn.edu)

**In-Person Registration:**  
One Stop Student Service Centers:  
200 Fraser Hall (East Bank)  
130 Coffey Hall (St. Paul)  
130 West Bank Skyway (closed for remodeling April 7-mid-August 2005)

**Mail and Fax Registration:**  
University of Minnesota  
130 Coffey Hall  
1420 Eckles Avenue  
St. Paul, MN 55108-6054  
Fax: 612-626-0008

## University Regents

David R. Metzen	Congressional District 4, Chair
Anthony R. Baraga	Congressional District 8, Vice Chair
Clyde E. Allen, Jr.	Congressional District 7
Peter Bell	Congressional District 5
Frank R. Berman	At Large
Dallas Bohnsack	Congressional District 2
John Frobenius	Congressional District 6
Steven D. Hunter	At Large
David M. Larson	Congressional District 3
Richard McNamara	At Large
Lakeesha K. Ransom	At Large
Patricia S. Simmons	Congressional District 1

## University and College of Continuing Education Administrators

Robert H. Bruininks	President
E. Thomas Sullivan	Senior Vice President for Academic Affairs and Provost
Frank B. Cerra	Senior Vice President for Health Sciences
Robert J. Jones	Senior Vice President for System Administration
Kathryn F. Brown	Vice President and Chief of Staff
Carol Carrier	Vice President for Human Resources
R. Timothy Mulcahy	Vice President for Research
Charles Muscoplat	Vice President for Agricultural Policy
Kathleen O'Brien	Vice President for University Services
Richard H. Pfutzenreuter	Vice President and Chief Financial Officer
Linda L. Thrane	Vice President for University Relations
Mark B. Rotenberg	General Counsel
Mary Nichols	Dean, College of Continuing Education

## E-Mail: The University's Official Means of Communication

Students are responsible for all information sent via their University e-mail account. Students who forward their University e-mail account are still responsible for all information, including attachments, sent to the account.

## Equal Opportunity

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, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation. Inquiries regarding compliance may be directed to the Director, Office of Equal Opportunity and Affirmative Action, University of Minnesota, 419 Morrill Hall, 100 Church St. S.E., Minneapolis, MN 55455 (612-624-9547), [eoaa@umn.edu](mailto:eoaa@umn.edu), [www.eoaffact.umn.edu](http://www.eoaffact.umn.edu).

## University of Minnesota Mission Statement

The University of Minnesota, founded in the belief that all people are enriched by understanding, is dedicated to the advancement of learning and the search for truth; to the sharing of this knowledge through education for a diverse community; and to the application of this knowledge to benefit the people of the state, the nation, and the world. The University's mission, carried out on multiple campuses and throughout the state, is threefold:

### **Research and Discovery**

Generate and preserve knowledge, understanding, and creativity by conducting high-quality research, scholarship, and artistic activity that benefit students, scholars, and communities across the state, the nation, and the world.

### **Teaching and Learning**

Share that knowledge, understanding, and creativity by providing a broad range of educational programs in a strong and diverse community of learners and teachers, and prepare graduate, professional, and undergraduate students, as well as nondegree-seeking students interested in continuing education and lifelong learning, for active roles in a multiracial and multicultural world.

### **Outreach and Public Service**

Extend, apply, and exchange knowledge between the University and society by applying scholarly expertise to community problems, by helping organizations and individuals respond to their changing environments, and by making the knowledge and resources created and preserved at the University accessible to the citizens of the state, the nation, and the world.

In all of its activities, the University strives to sustain an open exchange of ideas in an environment that embodies the values of academic freedom, responsibility, integrity, and cooperation; that provides an atmosphere of mutual respect, free from racism, sexism, and other forms of prejudice and intolerance; that assists individuals, institutions, and communities in responding to a continuously changing world; that is conscious of and responsive to the needs of the many communities it is committed to serving; that creates and supports partnerships within the University, with other educational systems and institutions, and with communities to achieve common goals; and that inspires, sets high expectations for, and empowers the individuals within its community.

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