University of Maryland University College

SCHEDULE
OF CLASSES
SUMMER
2010
Graduate School of Management and Technology

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Welcome from the Dean

Welcome to the Graduate School of Management and Technology, where we are never satisfied with the academic status quo. We are constantly reviewing and analyzing all aspects of our degree and certificate programs, looking for ways to improve anything and everything, from course content to instructional technology to global accessibility.

Our efforts often receive recognition from national and international education associations, as you can see by the highlights on the opposite page. For example, UMUC is pleased and proud to receive the prestigious accreditation from the Global Accreditation Center for our graduate specializations in project management. This accreditation recognizes our commitment to project management excellence and demonstrates the quality and rigor of our programs. The same is true for the other awards received so far during this academic year.

But the bottom line is that we don't do what we do to win praise and prizes. We do it to improve the "product" we deliver to the UMUC student body. Our true reward is your success as a UMUC student and your future professional accomplishments in the career of your choice. That's why we are never satisfied unless we are moving the boundaries of excellence forward—for you.

You'll find that same commitment in every program listed in this *Schedule of Classes*. So choose your path to success and enjoy a great summer session.

Sincerely,

Michael S. Frank, PhD
Vice Provost and Dean
Graduate School of Management and Technology
E-mail: graddean@umuc.edu

POLICY STATEMENT

This publication and its provisions do not constitute, and should not be regarded as, a contract between UMUC and any party or parties. At the time of publication, reasonable effort was made to ensure the factual accuracy of the information. However, this publication is not a complete statement of all policies, procedures, rules, regulations, academic requirements, and tuition and fees applicable to UMUC, its students, or its programs. In addition, changes or additions may be made to the policies, procedures, rules, regulations, and academic requirements set out in this publication. UMUC reserves the right to make these changes and additions to the information in this publication without prior notice. When a curriculum or graduation requirement is changed, it is not made retroactive unless the change is to the student's advantage and can be accommodated within the span of years normally required for graduation. *See additional policies on back cover.*

SUMMER HIGHLIGHTS

Project Management Specialization Wins Global Accreditation

Three of UMUC's master's degree programs with a project management specialization have been awarded accreditation by the Global Accreditation Center (GAC) of the Project Management Institute (PMI)®. The programs are the Master of Science (MS) in information technology, the MS in management, and the MS in technology management.

"For managers and other professionals who wish to develop a strong theoretical and practical foundation in project management, the rigorous GAC accreditation process assures them of the breadth and academic quality of our program," said Dr. Moe Shahdad, co-director of the UMUC project management program. "It places UMUC among just 27 institutions in ten countries accredited by GAC."

The UMUC project management specialization is designed to enhance and certify knowledge and skills that are relevant across a broad range of career fields. Students gain hands-on experience by applying modern management tools and techniques to "real-world" projects. Graduates of these accredited programs also receive 1,500 hours of project management experience toward earning their Project Management Professional (PMP®) credential.

PMI is the world's leading association for the project management profession, with more than 500,000 members and credential holders in 185 countries. The standards developed by PMI are backed by extensive research and advocacy programs, and recognized worldwide.

L–R: John Cable, GAC chair, stands with Bob Ouelette and Moe Shahdad, program directors for project management, and Alan Carswell, chair, Information and Technology Systems.

For more information about any of these award-winning UMUC programs, refer to the graduate catalog or visit *www.umuc.edu/grad.*

Additional UMUC Graduate Programs Collect Accolades

The Master of Science in financial management and information systems received the Credit Program of the Year Award from the University Continuing Education Association (UCEA) Mid-Atlantic Region. UCEA Mid-Atlantic also presented its Institutional Partnership Award to the Master of Distance Education program. UCEA membership includes over 400 institutions with a significant commitment to the growing population of adults and nontraditional students seeking continuous learning opportunities.

The Instructional Technology Council (ITC) announced that UMUC had been selected to receive a 2010 ITC Award for Excellence in eLearning. UMUC's MBA program was voted the Outstanding eLearning Program for its course development, innovation, student services, faculty development, use of tools, and software for teaching and learning at a distance. ITC represents higher education institutions in the United States and Canada and is a leader in advancing distance education.

UMUC's Master of Science in information technology received three Professional Science Master's (PSM) designations for the program's specializations in information assurance, software engineering, and telecommunications management. PSM designations are awarded by the Council of Graduate Schools, which supports the improvement and advancement of graduate education.

The Graduate School's "Online Hands-On Labs in Information Assurance" won a Best in Category certificate at the IMS Learning Impact 2009 and Summit on Global Learning Industry Challenges Conference in Barcelona, Spain. This annual competition recognizes the innovative use of technology to support and enhance learning among universities and corporate entities from 25 countries and six continents. The IMS Global Learning Consortium, a nonprofit member association that provides international leadership in shaping and growing the educational technology industry, sponsors the competition.

IMPORTANT DATES

Visit *www.umuc.edu/calendar* for up-to-date information. Check *www.umuc.edu/weather* for class cancellations in inclement weather or other emergency situations. See inside back cover or visit *www.umuc.edu/locate* for UMUC course and service locations and phone numbers.

SESSION DATES FOR CREDIT COURSES

SUMMER 2010

Standard (on-site)	June 1–August 21
Online session	June 1–August 21
MBA session	July 5–September 12
Executive session	July 5–September 12
Doctoral session	May 17–August 14

SESSION DATES FOR NONCREDIT COURSES

UCSP 611

June 1–July 5
June 14–July 18
July 5–August 8
July 18–August 21

UCSP 620, 621, 630, AND 650

June 1–July 26

SUMMER 2010 REGISTRATION DATES

ONLINE AND ON-SITE REGISTRATION

February 8–first day of class

Go to MyUMUC *(https://my.umuc.edu)* at any time.

On-site registration is available during regular office hours at the following locations (see inside back cover for phone numbers):

- Adelphi (Student and Faculty Services Center)

- Dorsey Station

- Largo

- Shady Grove

- Waldorf Center for Higher Education

Note: Golden ID students must register on-site the week before classes begin.

WITHDRAWAL DEADLINE

Two weeks before class ends

OFFICES CLOSED

July 4–5

DIPLOMA AND CERTIFICATE APPLICATION DEADLINES

For May 2010	February 15
For August 2010	June 15
For December 2010	October 1

FINANCIAL AID DEADLINE

For spring 2010	November 1
For summer 2010	April 1
For fall 2010	June 1

COMMENCEMENT

May 15, 2010

* Only first courses in a limited number of programs will be available in online session 2.

HELPFUL INFORMATION

On your path to a graduate degree or certificate, UMUC is with you every step of the way. Below, find the support you need to help you succeed throughout your program.

Your First Stop

MyUMUC Portal

Register for courses, pay tuition, apply for financial aid, and much more through the MyUMUC student portal, available at *https://my.umuc.edu*. For details, visit the MyUMUC Student Information Center at *www.umuc.edu/myumuc*.

Student Services

Academic Advising

UMUC graduate advising can help you stay on track during your program. Contact a graduate advisor by phone (see contact information, p. 16) or send an e-mail to *gradinfo@umuc.edu.* In-person advising is available at Adelphi, Dorsey Station, Largo, and Shady Grove. Visit *www.umuc.edu/locate* or see p. 18 for site information.

Career Services

Career planning assistance and resources for job searching, résumé writing, and many other services, plus job listings are available through Career Services at *www.umuc.edu/careerservices.* For more information and assistance, call **800-888-UMUC, ext. 6785**.

Computer Labs

If you are a UMUC student with a current ID, you have access to computer labs at Adelphi, Arundel Mills, Dorsey Station, Hagerstown, Largo, Shady Grove, and the Waldorf Center. Call the individual site for lab hours. For phone numbers, see inside back cover or visit *www.umuc.edu/locate*.

More information on computing facilities is available at *www.umuc.edu/computerlabs.*

Financial Aid and Payment Options

Learn about financial aid options and apply at *www.umuc.edu/financialaid*. For assistance, call **800-888-UMUC** or send an e-mail to *gradfinaid@umuc.edu.* To find out about the convenient monthly installment payment plan and explore other options, such as employer-provided tuition assistance, visit *www.umuc.edu/payoptions*.

Students with Disabilities

If you require any special accommodations because of a temporary or permanent disability, contact Veterans and Disabled Student Affairs four to six weeks prior to the start of each session at **800-888-UMUC, ext. 2280** (or **240-684-2277** TTY), or *vdsa@umuc.edu*.

Students in the Military

UMUC offers special tuition benefits, financial support, and other programs for active-duty military servicemembers and their spouses, regardless of residency (see *military.umuc.edu*). To learn about scholarships available to military students and spouses and to apply, visit *military.umuc.edu/scholarships*.

Veteran Students

Information about U.S. Department of Veterans Affairs educational benefits is available at *military.umuc.edu/vabenefits.* For assistance, e-mail *veterans@umuc.edu* or call **800-939-UMUC (8682)**.

Textbooks

Textbooks and course materials may be purchased through MBS Direct. Visit *www.umuc.edu/textbooks* for details about ordering online or in person. To order textbooks by phone, call MBS Direct at **800-325-3252**.

Academic Resources

Library Services

Extensive library resources and services are available online, 24 hours a day, seven days a week. You can also receive librarian assistance in person, via instant messaging, or by phone (at **800-888-UMUC, ext. 2020**) during regular office hours or by e-mail (at *library@umuc.edu)* or online chat 24 hours a day. Visit *www.umuc.edu/library* for a complete list of library services.

Technical Requirements for Online Courses

UMUC online graduate courses require a minimum level of computer hardware and software. To view the full list of minimum technical requirements, visit *www.umuc.edu/gradtech*. For WebTycho assistance, call **888-360-UMUC (8682)** or visit *support.umuc.edu*.

Writing Assistance

Receive feedback on your writing assignments from expert advisors and use online writing and research resources through the Effective Writing Center. Visit the Effective Writing Center online at *www.umuc.edu/ewc* or send an e-mail to *writingcenter@umuc.edu.*

GRADUATE PROGRAMS

UMUC's graduate programs are career-focused and combine theory with practice.
Almost all are offered online, so that busy adults can earn credit from anywhere in the world.

DOCTORAL PROGRAM

Doctor of Management*

Doctor of Management in community college policy and administration* †

MASTER'S DEGREE PROGRAMS

Master of Arts in Teaching*

Master of Business Administration

Master of Distance Education
- Distance education policy and management
- Distance education teaching and training
- Distance education technology

Master of Education in instructional technology

Master of International Management
- International enterprise management
- International financial management
- International marketing management

Master of Science in accounting and financial management

Master of Science in accounting and information technology

Master of Science in biotechnology
- Bioinformatics
- Biosecurity and biodefense
- Biotechnology management

Master of Science in environmental management

Master of Science in financial management and information systems

Master of Science in health administration informatics

Master of Science in health care administration

Master of Science in information technology
- Database systems technology
- Homeland security management
- Informatics
- Information assurance
- Project management
- Software engineering
- Telecommunications management

Master of Science in management
- Accounting
- Criminal justice management
- Financial management
- Health care administration
- Homeland security management
- Human resource management
- Information systems and services
- Interdisciplinary studies in management
- Marketing
- Nonprofit and association management
- Procurement and contract management
- Project management
- Public relations

Master of Science in technology management
- Distance education technology
- Homeland security management
- Information systems and services
- Project management

EXECUTIVE DEGREE PROGRAM

Master of Business Administration*

DUAL DEGREE PROGRAMS

MASTER OF BUSINESS ADMINISTRATION WITH

Master of Distance Education

Master of International Management

Master of Science in biotechnology

Master of Science in environmental management

Master of Science in financial management and information systems

Master of Science in health care administration

Master of Science in information technology

Master of Science in management

Master of Science in technology management

*   *Offered online with mandatory residencies or course meetings.*

†   *Not available to Maryland residents.*

OTHER DUAL DEGREE COMBINATIONS

Master of Distance Education/Master of Science in management

Master of Education in instructional technology/Master of Distance Education*

Master of Science in accounting and financial management/Master of Science in financial management and information systems

Master of Science in accounting and information technology/Master of Science in accounting and financial management

TEACHER EDUCATION PROGRAM (NONDEGREE)

Teacher Education Reading Strand: Reading Courses in Elementary and Secondary Education

CERTIFICATE PROGRAMS

Accounting

Accounting and Information Technology

Bioinformatics

Biotechnology Management

Criminal Justice Management

Database Systems Technology

Distance Education, Globalization, and Development

Distance Education Leadership

E-Learning and Instructional Systems Design**

Environmental Management

Financial Management in Organizations

Foundations of Distance Education

Foundations of Human Resource Management

Foundations of Information Technology

Health Care Administration

Homeland Security Management

Informatics

Information Assurance

Integrated Direct Marketing

Integrative Supply Chain Management

International Marketing

International Trade

Leadership and Management

Library and Intellectual Property in Distance Education

Nonprofit and Association Financial Management

Policy and Management in Distance Education

Procurement and Contract Management

Project Management

Public Relations

Software Engineering

Systems Analysis

Teaching and Training at a Distance

Technology in Distance Education

Telecommunications Management

EXECUTIVE CERTIFICATE PROGRAM

Chief Information Officer

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*   *The Master of Education in instructional technology must be completed first.*

** *Offered with University of Maryland, Baltimore County.*

National Leadership Institute

The National Leadership Institute (NLI) at UMUC provides programs that develop the leadership skills and abilities of career-focused managers and executives. Programs are noncredit and short-term and are designed for mid- to senior-level managers from the corporate, nonprofit, and government sectors who wish to make a positive and meaningful transformation in their professional and personal lives. Participants receive a comprehensive assessment of their leadership skills and perspectives, learn how their behavior affects others, engage in experiential exercises that demonstrate leadership behaviors, and leave the program with a workable leadership development plan.

NLI is a network associate of the Center for Creative Leadership (CCL), recognized worldwide as the preeminent organization devoted to leadership training and research.

NLI's wide range of leadership development programs include

- The Leadership Development Program (LDP)®

- Foundations of Leadership

- Online Leadership Assessment Program (OLAP)®

- Negotiating Conflict Program

- Conflict Dynamics Profile® Certification Class

- Leadership workshops

- Executive coaching packages

- Custom-designed programs and workshops

More information may be obtained by calling the business development office at 240-684-2320, or by sending e-mail to *nli@umuc.edu*. Schedule, registration, and pricing information is also available online at *www.umuc.edu/nli*. NLI is on the GSA/MOBIS Schedule (GS#10F-0357N); please call 240-684-2320 before registering.

TUITION INFORMATION

One of the key values that drives UMUC is affordability. Not only does UMUC make sure that the tuition rates listed below are competitive, the university also helps you find ways to afford the cost of your education.

Tuition rates are subject to the approval of the University System of Maryland (USM) Board of Regents. They may be changed, or other charges may be included, as a result of the Board of Regents decisions.

Notwithstanding any other provision of this or any other university publication, the university reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the university or the USM Board of Regents.

Tuition and Fees

Due at Time of Registration

All tuition and fees are due at the time of registration, unless you

1. Applied for financial aid to cover tuition and fees for this session;
2. Enrolled in UMUC's interest-free monthly payment plan (to find out more, visit *www.umuc.edu/payoptions*); or
3. Provide confirmation that you will receive employer-provided tuition assistance

If you register by

Registration Method	Payment Due Date
Online via MyUMUC	Payment is due with registration or must be submitted by mail the day of registration
Mail, fax, or in person	Payment must accompany your registration

Payment is expected by the due date. If UMUC has not received your payment in full, your registration may be canceled. *Note*: Not paying for a course does not relieve you of your financial obligation to the university.

Mandatory Technology Fee

A technology fee of $13 per credit is charged at the time of registration to improve the institutional information technology infrastructure and help fund technological advancements and tools to enhance the student experience. The fee is capped at $312 per year (which runs summer/fall/spring). See Additional Fees for details.

AVAILABLE METHODS OF PAYMENT

UMUC offers a variety of payment options. Payments may be made via

1. Credit card—American Express, Discover, MasterCard, and Visa payments can be made online at *https://my.umuc.edu* or by phone at 800-888-UMUC
2. Money order
3. Check—made payable to University of Maryland University College
4. Electronic check—payments can be deducted directly from your checking account via *https://my.umuc.edu*
5. Cash (in person at Adelphi only)

Registration payments—whether made by cash, check, money order, or credit card—are final and may not be replaced by any type of tuition assistance. The tuition and fees listed are those in effect at the time of publication, but are subject to change.

Graduate Tuition per Credit

STANDARD GRADUATE COURSES

Maryland residents	$445
Nonresidents	$659
Active-duty military and spouses*	$445

MBA COURSES

(regardless of residency)	$694

Note: AMBA 600 is $694 for the class, not per credit.

DOCTOR OF MANAGEMENT

DM courses (regardless of residency)	$1,087

Note: DM 600 is $1,087 for the class, not per credit. Golden ID benefits may not be applied to GMBA or MBA courses or to 800-level courses for the Doctor of Management.

GRADUATE TUITION PER PROGRAM FOR EXECUTIVE PROGRAMS

Note: Tuition for graduate Executive Programs generally includes the cost of tuition, books, library skills course, instructional materials, and an international study trip—except for airfare. Neither tuition remission for USM employees nor Golden ID benefits may be used for Executive Programs.

MASTER OF BUSINESS ADMINISTRATION (SEVEN COURSES)	$49,602

Tuition is payable on the following schedule:
   $7,086 before each seminar**

CERTIFICATE FOR CHIEF INFORMATION OFFICERS (CIO) (FOUR COURSES)	$28,344

Tuition is payable on the following schedule:
   $7,086 before each seminar**

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* *Spouses of active-duty military personnel are eligible for the Maryland resident tuition rate. Some dependent children and veterans may also be eligible for this rate. View the residency policy at* www.usmd.edu/regents/bylaws/SectionVIII/VIII270.html.

** *An additional deposit of $500 is required after applications are accepted to reserve a place in the class. The first full tuition payment is due before the start of Seminar I.*

UCSP 611 Introduction to Graduate Library Research Skills	$75
UCSP 620 Financial Accounting	$225
UCSP 621 Economics	$225
UCSP 630 Introduction to Research Methods	$225
UCSP 650 Praxis I Preparation	$250

Note: Financial aid, Golden ID benefits, and USM remission of fees may not be applied to noncredit courses.

Additional Fees

APPLICATION (NONREFUNDABLE)

Doctor of Management	$100
All other graduate programs	$50

DIPLOMA APPLICATION (NONREFUNDABLE)

For both degrees and certificates	$50

TECHNOLOGY FEE ✦

Per credit for credit courses (capped at $312 per year)	$13

TRANSCRIPTS	$10
RETURNED CHECKS	$30

Note: In accordance with UMUC and the Board of Regents, all students who fail to pay charges incurred with UMUC will be transferred to the State Central Collection Unit. Additionally, UMUC has received authorization from the Board of Regents to charge students' delinquent accounts a 17 percent collection fee and/or all attorney and court costs incurred by the university. Once a past due balance with UMUC has been transferred to the State Central Collection Unit, students' information will be forwarded to the credit bureau.

Requests for services (e.g., transcripts, diplomas, commencement arrangements, transfer credit review) may be denied until all debts are paid in full. All graduate students are required to pay graduate tuition for all graduate courses in which they are enrolled.

Payment Options

Monthly Tuition Payment Plan

UMUC offers an interest-free, monthly tuition-payment plan. The plan allows you to spread all or part of your tuition bills into monthly installments on a session basis, thus providing greater financial flexibility. All UMUC students are eligible to participate in the payment plan, regardless of financial need. More information may be found online at *www.umuc.edu/paymentoptions/ one.shtml* or by calling Tuition Pay at 800-635-0120.

Other Payment Options

Find detailed information about other payment options at the following Web pages.

EMPLOYER-PROVIDED ASSISTANCE

www.umuc.edu/payoptions

FINANCIAL AID AWARDS

www.umuc.edu/financialaid

VETERANS BENEFITS

military.umuc.edu/vabenefits

Refund Policy

The official date used to determine a refund is the date of the drop transaction, the date the withdrawal form is filed at the Information Desk at the Student and Faculty Services Center in Adelphi, or the postmarked date on a written request. The official date for federal financial aid recipients is the last date of class attendance as determined by federal regulations.

Withdrawals and Financial Aid

Financial aid awards may be canceled or reduced for financial aid recipients who withdraw from classes. Financial aid recipients should check with a financial aid advisor when withdrawing from a course

to determine the impact on their awards. Additional information on refunds is available online at *www.umuc.edu/refundpolicy*.

Refund for Course Cancellations

The university refunds 100 percent of tuition and technology fees for courses canceled by the university. The application fee is nonrefundable, even when a course is canceled.

Note: No refunds are given for technology fees or tuition for noncredit courses after the official start date of class.

For classes in 10-week sessions or longer, tuition is refunded as follows:

100%	Withdrawal before the class start date
75%	Withdrawal 1–13 calendar days after a class starts
50%	Withdrawal 14–20 calendar days after a class starts
0%	Withdrawal 21 or more calendar days after a class starts

Students who withdraw on the first day of class are not eligible for a 100 percent refund. *Please note*: This policy applies only to students not receiving federal financial aid.

Federal Return of Funds Policy

If you are receiving federal financial aid, you must follow the university's withdrawal procedures outlined in the graduate catalog. The federal return of funds policy may also be found at *www.umuc.edu/financialaid*. For additional information, contact the Financial Aid Office by phone at 800-888-UMUC, ext. 7510, or by e-mail at *gradfinaid@umuc.edu*.
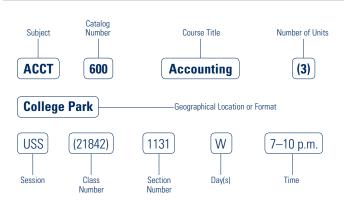

✦ *Technology fee does not apply to GMBA, MBA, DM, and Executive Program courses.*

COURSE SCHEDULE

In this section you will find graduate courses offered during the summer 2010 session. Courses are organized in alphanumeric order by subject.

KEY TO COURSE LISTINGS

Subject	Catalog Number		Course Title	Number of Units
ACCT	**600**		**Accounting**	**(3)**

College Park ———— Geographical Location or Format

Session	Class Number	Section Number	Day(s)	Time
USS	(21842)	1131	W	7–10 p.m.

SUMMER 2010 COURSES

ACCT

ACCT 608 Fraud Examination and Accounting Ethics (3)
Online
  OL1   (51051)   9040

ACCT 610 Financial Accounting (3)
Online
  OL1   (51089)   9040

ACCT 611 Management Accounting (3)
Online
  OL1   (51052)   9040

ACCT 612 Auditing Process (3)
Online
  OL1   (51163)   9040

ACCT 613 Federal Income Taxation (3)
Online
  OL1   (51053)   9040

ACCT 614 Accounting Information Systems (3)
Online
  OL1   (51054)   9040

ACCT 665 Selected Topics in Accounting: Combined Entities, Multinational, Government, and Nonprofit Accounting (3)
Online
  OL1   (51320)   9040

TAKING GRADUATE COURSES

First Courses for Your Program

To determine which course you should take first, go to ***www.umuc.edu/catalog*** and see the course requirements for your program. The noncredit course UCSP 611 Introduction to Graduate Library Research Skills is required for all UMUC graduate students within the first 6 credits of graduate study. The 3-credit elective COMM 600 Academic Writing for Graduate Students is also recommended near the beginning of your program.

Noncredit Courses

Several noncredit courses are available to help you build valuable skills so you can complete your graduate program successfully. See the complete list of noncredit courses online at ***www.umuc.edu/grad/noncred***.

Mandatory Course Evaluations

UMUC uses student feedback to make decisions about future courses. The online evaluation is required to ensure complete information from every student—your input is vital. The evaluation notice will appear on class screens about 21 days before the end of the session. You will have approximately one week to complete the evaluation until access to the Class Menu will be locked. After you complete the evaluation, access to the Class Menu will resume.

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

AMBA

AMBA 600 MBA Fundamentals (3)
Online

MBA	(51455)	9040

Adelphi/Online Hybrid ✳

MBA	(51492)	1141	Th	6:30–9:30 p.m.
MBA	(51493)	1142	Th	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	(51494)	7631	W	6:30–9:30 p.m.

AMBA 610 The Manager in Organizations and Society (6)
Online

MBA	(51463)	9040

Adelphi/Online Hybrid ✳

MBA	(51499)	1136	W	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	(51500)	7642	Th	6:30–9:30 p.m.

AMBA 620 Managing People and Groups in the Global Workplace (6) ▼
Online

MBA	9040
MBA	9041
MBA	9042
MBA	9043
MBA	9044
MBA	9045
MBA	9046

Adelphi/Online Hybrid ✳

MBA	1121	Tu	6:30–9:30 p.m.
MBA	1122	Tu	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	7632	W	6:30–9:30 p.m.

AMBA 630 The Economics of Management Decisions (6) ▼
Online

MBA	9040
MBA	9041
MBA	9042
MBA	9043
MBA	9044
MBA	9045
MBA	9046
MBA	9047
MBA	9048
MBA	9049
MBA	9050

Adelphi/Online Hybrid ✳

MBA	1135	W	6:30–9:30 p.m.
MBA	1136	W	6:30–9:30 p.m.
MBA	1137	W	6:30–9:30 p.m.
MBA	1138	W	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	7643	Th	6:30–9:30 p.m.
MBA	7644	Th	6:30–9:30 p.m.

AMBA 640 Managing Projects, Operations, and Information Systems (6) ▼
Online

MBA	9040
MBA	9041
MBA	9042
MBA	9043
MBA	9044
MBA	9045
MBA	9046
MBA	9047
MBA	9048

Adelphi/Online Hybrid ✳

MBA	1133	W	6:30–9:30 p.m.
MBA	1134	W	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	7642	Th	6:30–9:30 p.m.

AMBA 650 Marketing Management and Innovation (6) ▼
Online

MBA	9040
MBA	9041
MBA	9042
MBA	9043
MBA	9044
MBA	9045

Adelphi/Online Hybrid ✳

MBA	1137	W	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	7643	Th	6:30–9:30 p.m.

AMBA 660 Managing Global Business (6) ▼
Online

MBA	9040
MBA	9041
MBA	9042
MBA	9043
MBA	9044
MBA	9045
MBA	9046
MBA	9047

Adelphi/Online Hybrid ✳

MBA	1123	Tu	6:30–9:30 p.m.
MBA	1124	Tu	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	7642	Th	6:30–9:30 p.m.

AMBA 670 Managing Strategy in the Global Marketplace (6) ▼
Online

MBA	9040
MBA	9041
MBA	9042
MBA	9043
MBA	9044
MBA	9045
MBA	9046
MBA	9047
MBA	9048
MBA	9049
MBA	9050

Adelphi/Online Hybrid ✳

MBA	1145	Th	6:30–9:30 p.m.
MBA	1146	Th	6:30–9:30 p.m.
MBA	1147	Th	6:30–9:30 p.m.
MBA	1148	Th	6:30–9:30 p.m.

Dorsey Station/Online Hybrid ✳

MBA	7632	W	6:30–9:30 p.m.

BIOT

BIOT 601 Molecular Biology for Business Managers (3)
Online

OL1	(51055)	9040

BIOT 630 Introduction to Bioinformatics (3)
Online

OL1	(51056)	9040

BIOT 640 Societal Issues in Biotechnology (3)
Online

OL1	(51057)	9040

BIOT 643 Techniques of Biotechnology (3)
Online

OL1	(51058)	9040

BIOT 645 The Business of Biotechnology (3)
Online

OL1	(51108)	9040

BSBD

BSBD 641 Biosecurity and Bioterrorism (3)
Online

OL1	(51316)	9040

BSBD 642 Advanced Biosecurity and Bioterrorism (3)
Online

OL1	(51347)	9040

✳ *Hybrid courses are offered with approximately every other session on-site and the remaining sessions online.*

▼ *Continuing students will be registered for AMBA 607 or AMBA 620–670 by Graduate Advising. Returning MBA students should contact Graduate Advising at 800-888-UMUC to re-enroll.*

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

COURSE SCHEDULE

CIOC

CIOC 640 Program Management (6) ✪
Online
    UX1   9014

CJMS

CJMS 600 Critical Analysis of the Criminal Justice System (3)
Online
    OL1   (51552)   9040

CJMS 610 Perspectives in Law Enforcement Management (3)
Online
    OL1   (51553)   9040

CJMS 620 Issues in Correctional Administration (3)
Online
    OL1   (51554)   9040

CJMS 630 Seminar in Security Management (3)
Online
    OL1   (51555)   9040

CJMS 640 Criminal Justice Intelligence Systems and Approaches (3)
Online
    OL1   (51557)   9040

COMM

COMM 600 Academic Writing for Graduate Students (3)
Online
    OL1   (51106)   9040
College Park
    USS   (51407)   1121   Tu   7–10 p.m.

DBST

DBST 651 Relational Database Systems (3)
Online
    OL1   (51164)   9040

DBST 652 Advanced Relational/ Object-Relational Database Systems (3)
Online
    OL1   (51165)   9040

DEPM

DEPM 604 Leadership in Distance Education (3)
Online
    OL1   (51220)   9040

DETT

DETT 607 Instructional Design and Course Development in Distance Education (3)
Online
    OL1   (51219)   9040

DETT 611 Library and Intellectual Property Issues in Distance Education (3)
Online
    OL1   (51309)   9040

DMBA

DMBA 610 Ethical Leadership in Organizations and Society (6)
Online
    OL1   (51817)   9040

DMBA 620 Effective Financial and Operational Decision Making (6) ▼
Online
    OL1   9040

DMBA 630 Marketing and Strategy Management in the Global Marketplace (6) ▼
Online
    OL1   9040

DMGT

DMGT 600 Foundations of Doctoral Studies (3)
Online
    UDM   (51798)   9040

DMGT 791 Dissertation Research: Proposal (3)
Online
    UDM   (51788)   9040

DMGT 792 Dissertation Research: Stakeholder Paper (3)
Online
    UDM   (51786)   9040

DMGT 793 Dissertation Research (3–6)
Online
    UDM   (51787)   9040

DMGT 799 Dissertation Research (1)
Online
    UDM   (51789)   9040

DMGT 800 Foundations of Management Theory and Strategic Thinking (6)
Online
    UDM   (51790)   9040

DMGT 810 Leadership, Enterprise Change, and Virtual Management (6)
Online
    UDM   (51791)   9040

DMGT 820 International Finance and Global Operation (6)
Online
    UDM   (51802)   9040

DMGT 830 Research Methods and Design (6)
Online
    UDM   (51793)   9040

DMGT 840 Enterprise Continuity and Information Assurance (6)
Online
    UDM   (52020)   9040

DMGT 850 Innovation and Sustainable Development (6)
Online
    UDM   (52021)   9040

DMGT 890 Dissertation Theory Paper (4)
Online
    UDM   (51794)   9040

DMGT 891 Dissertation Empirical Paper (4)
Online
    UDM (51795)   9040

DMGT 892 Dissertation Futurist Paper (4)
Online
    UDM   (51796)   9040

DMGT 899 Continuing Registration (1)
Online
    UDM   (51809)   9040

✪ *Students in Executive Programs must register through the Executive Program Office.*

▼ *Continuing students will be registered for DMBA 620 and 630 by Graduate Advising. Returning MBA students should contact Graduate Advising at 800-888-UMUC to re-enroll.*

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

EBUS

EBUS 610 Introduction to E-Business (3)
Online
   OL1   (51174)   9040

EBUS 620 E-Marketing (3)
Online
   OL1   (51175)   9040

EBUS 640 E-Technology (3)
Online
   OL1   (51176)   9040

EBUS 650 E-Development and Management (3)
Online
   OL1   (51177)   9040

EDRS

EDRS 610 Reading and Multiple Literacies (6)
Online
   OL1   (52116)   9040

EDRS 620 Processes and Acquisitions of Reading (3)
Online
   OL1   (51563)   9040

EDRS 630 Assessment for Reading Instruction (3)
Online
   OL1   (51564)   9040

EDRS 635 Materials for Reading (3)
Online
   OL1   (52118)   9040

EDTC

EDTC 600 Foundations of Technology in Teaching and Learning (3)
Online
   OL1   (51178)   9040

EDTC 605 Digital Information Literacy for K–12 Educators (3)
Online
   OL1   (51179)   9040

EDTC 610 Web-Based Learning and Teaching: Design and Pedagogy (3)
Online
   OL1   (51180)   9040

EDTC 615 Using Technology for Instructional Improvement: Research, Data, and Best Practices (3)
Online
   OL1   (51181)   9040

EDTC 620 Technology in K–12 Education: Synchronous, Asynchronous, and Multimedia Technologies (3)
Online
   OL1   (51333)   9040

EDTC 625 Hardware and Software in Instructional Development (3)
Online
   OL1   (51241)   9040

EDTC 630 Administration of Technology Initiatives: Planning, Budgeting, and Evaluation (3)
Online
   OL1   (51230)   9040

EDTC 640 Technology Change Management in Schools (3)
Online
   OL1   (51334)   9040

EDTC 645 Integration of Technology: Global Perspectives (3)
Online
   OL1   (51846)   9040

EDTC 650 Special Topics in Instructional Technology (3)
Online
   OL1   (51847)   9040

EDTP

EDTP 600 Professional Fundamentals of Teaching and Learning (6)
Online
   OL1   (52115)   9040

EDTP 635 Adolescent Development and Learning Needs (6)
Online
   OL1   (51565)   9040

EMBA

EMBA 620 Strategy in the Global Environment (6) ✪
College Park- Online Hybrid ✷
   UX1   9021   Sa   8:30 a.m.–5 p.m.

EMBA 640 Strategic Global Marketing (6) ✪
College Park/Online Hybrid ✷
   UX1   9020   Sa   8:30 a.m.–5 p.m.

EMBA 660 Risk and Opportunity in Global Business Development (6) ✪
Online
   UX1   9019

ENER

ENER 603 Energy Infrastructure Management (3)
Online
   OL1   (51146)   9040

ENVM

ENVM 641 Environmental Auditing (3)
Online
   OL1   (51059)   9040

ENVM 643 Environmental Communications and Reporting (3)
Online
   OL1   (51060)   9040

ENVM 646 Environmental/Energy Law and Policy Development (3)
Online
   OL1   (51061)   9040

ENVM 647 Environmental Risk Assessment (3)
Online
   OL1   (51314)   9040

ENVM 648 Fundamentals of Environmental Systems (3)
Online
   OL1   (51340)   9040

ENVM 650 Land and Water Resource Management (3)
Online
   OL1   (51315)   9040

ENVM 651 Watershed Planning Management (3)
Online
   OL1   (51225)   9040

✪ *Students in Executive Programs must register through the Executive Program Office.*

✷ *Hybrid courses are offered with approximately every other session on-site and the remaining sessions online.*

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

COURSE SCHEDULE

ENVM 652 Principles of Air Quality Management (3)
Online
    OL1   (51342)   9040

ENVM 653 Land Use Management (3)
Online
    OL1   (51345)   9040

ENVM 670 Seminar in Environmental Management (3)
Online
    OL1   (51343)   9040

FIN

FIN 610 Financial Management in Organizations (3)
Online
    OL1   (51091)   9040

FIN 615 Financial Analysis and Modeling (3)
Online
    OL1   (51094)   9040

FIN 620 Capital Markets, Institutions, and Long-Term Financing (3)
Online
    OL1   (51095)   9040

FIN 630 Investment Valuation (3)
Online
    OL1   (51097)   9040

FIN 640 Multinational Financial Management (3)
Online
    OL1   (51099)   9040

FIN 645 Behavioral Finance (3)
Online
    OL1   (51216)   9040

FIN 660 Strategic Financial Management (3)
Online
    OL1   (51322)   9040

HAIN

HAIN 661 Health Administration Informatics (3)
Online
    OL1   (51844)   9040

HCAD

HCAD 600 Introduction to Health Care Administration (3)
Online
    OL1   (51062)   9040

HCAD 610 Information Technology for Health Care Administration (3)
Online
    OL1   (51105)   9040

HCAD 620 The U.S. Health Care System (3)
Online
    OL1   (51063)   9040
Shady Grove
    USS   (51405)   5121   Tu   7–10 p.m.

HCAD 630 Public Health Administration (3)
Online
    OL1   (51231)   9040

HCAD 635 Long-Term Care Administration (3)
Online
    OL1   (51148)   9040

HCAD 640 Financial Management for Health Care Organizations (3)
Online
    OL1   (51064)   9040

HCAD 650 Legal Aspects of Health Care Administration (3)
Online
    OL1   (51087)   9040

HCAD 660 Health Care Institutional Organization and Management (3)
Online
    OL1   (51107)   9040

HCAD 670 Health Care Administration Capstone (3)
Online
    OL1   (51065)   9040

HRMD

HRMD 610 Issues and Practices in Human Resource Management (3)
Online
    OL1   (51116)   9040

HRMD 620 Employee Relations (3)
Online
    OL1   (51124)   9040

HRMD 630 Recruitment and Selection (3)
Online
    OL1   (51117)   9040

HRMD 650 Organizational Development and Change (3)
Online
    OL1   (51118)   9040

HSMN

HSMN 610 Concepts in Homeland Security (3)
Online
    OL1   (51211)   9040

HSMN 620 Physical Security (3)
Online
    OL1   (51212)   9040

HSMN 630 Business Continuity: Disaster Recovery, Planning, and Response (3)
Online
    OL1   (51213)   9040

HSMN 670 Seminar in Homeland Security (3)
Online
    OL1   (51214)   9040

IMAN

IMAN 601 Strategic Management in a Global Environment (3)
Online
    OL1   (51066)   9040

IMAN 615 Strategic Investment and Partnering (3)
Online
    OL1   (51783)   9040

IMAN 625 International Trade and Economic Policy (3)
Online
    OL1   (51114)   9040

IMAN 635 Managing Country Risk (3)
Online
    OL1   (51308)   9040

IMAT

IMAT 637 IT Acquisitions Management (3)
Online
    OL1   (51196)   9040

IMAT 639 Internet Multimedia Applications (3)
Online
    OL1   (51338)   9040

IMAT 670 Contemporary Topics in Informatics (3)
Online
    OL1   (51198)   9040

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

INFA

INFA 610 Computer Security, Software Assurance, Hardware Assurance, and Security Management (3)
Online
    OL1   (51199)   9040
College Park
    USS   (51408)   1141   Th   7–10 p.m.

INFA 620 Network and Internet Security (3)
Online
    OL1   (51203)   9040

INFA 630 Intrusion Detection and Intrusion Prevention (3)
Online
    OL1   (51204)   9040

INFA 640 Cryptology and Data Protection (3)
Online
    OL1   (51206)   9040

INFA 650 Computer Forensics (3)
Online
    OL1   (51221)   9040

INFA 660 Security Policy, Ethics, and the Legal Environment (3)
Online
    OL1   (51207)   9040

INFA 670 Information Assurance Capstone (3)
Online
    OL1   (51329)   9040

ISAS

ISAS 600 Information Systems for Managers (3)
Online
    OL1   (51208)   9040

ISAS 610 Information Systems Management and Integration (3)
Online
    OL1   (51209)   9040

ISAS 630 Systems Analysis and Design (3)
Online
    OL1   (51210)   9040

ITEC

ITEC 610 Information Technology Foundations (3)
Online
    OL1   (51188)   9040

ITEC 620 Information Technology Infrastructure (3)
Online
    OL1   (51192)   9040

ITEC 630 Information Systems Analysis, Modeling, and Design (3)
Online
    OL1   (51193)   9040

ITEC 640 Information Technology Project Management (3)
Online
    OL1   (51217)   9040

MGMT

MGMT 610 The Manager in a Technological Society (3)
Online
    OL1   (51119)   9040
College Park/Online Hybrid ✳
    USS   (51414)   1121   Tu   7–10 p.m.
    USS   (51415)   1141   Th   7–10 p.m.

MGMT 615 Intercultural Communication and Leadership (3)
Online
    OL1   (51186)   9040
College Park/Online Hybrid ✳
    USS   (51416)   1121   Tu   7–10 p.m.
Dorsey Station/Online Hybrid ✳
    USS   (51406)   7621   Tu   7–10 p.m.
Shady Grove/Online Hybrid ✳
    USS   (51418)   5131   W   7–10 p.m.

MGMT 630 Organizational Theory and Behavior (6)
Online
    OL1   (51237)   9040
College Park/Online Hybrid ✳
    USS   (51417)   1131   W   7–10 p.m.

MGMT 640 Financial Decision Making for Managers (3)
Online
    OL1   (51120)   9040
College Park
    USS   (51419)   1112   M   7–10 p.m.
College Park/Online Hybrid ✳
    USS   (51412)   1111   M   7–10 p.m.
    USS   (51409)   1121   Tu   7–10 p.m.
    USS   (51421)   1122   Tu   7–10 p.m.

MGMT 645 Legal Aspects of Management (3)
Online
    OL1   (51121)   9040

MGMT 650 Statistics for Managerial Decision Making (3)
Online
    OL1   (51122)   9040
College Park
    USS   (51410)   1121   Tu   7–10 p.m.
College Park/Online Hybrid ✳
    USS   (51413)   1141   Th   7–10 p.m.
    USS   (51422)   1142   Th   7–10 p.m.
Shady Grove/Online Hybrid ✳
    USS   (52096)   5131   W   7–8 p.m.

MGMT 670 Strategic Management Capstone (3)
Online
    OL1   (51123)   9040
College Park
    USS   (51411)   1131   W   7–10 p.m.
College Park/Online Hybrid ✳
    USS   (51420)   1121   Tu   7–10 p.m.

MRKT

MRKT 600 Marketing Management (3)
Online
    OL1   (51129)   9040

MRKT 601 Legal and Ethical Issues in Global Communications (3)
Online
    OL1   (51130)   9040

MRKT 602 Consumer Behavior (3)
Online
    OL1   (51100)   9040

MRKT 605 International Marketing Management (3)
Online
    OL1   (51327)   9040

MRKT 620 Marketing Principles, Regulation, and Ethical Issues (6)
Online
    OL1   (51101)   9040

MSAF

MSAF 670 Accounting and Financial Management Capstone (3)
Online
    OL1   (51102)   9040

✳ *Hybrid courses are offered with approximately every other session on-site and the remaining sessions online.*

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

COURSE SCHEDULE

MSAT

MSAT 670 Accounting and Information Technology Capstone (3)
Online
   OL1   (51321)   9040

MSFS

MSFS 670 Financial Management and Information Systems Capstone (3)
Online
   OL1   (51323)   9040

NPMN

NPMN 600 Nonprofit and Association Organizations and Issues (3)
Online
   OL1   (51317)   9040

NPMN 610 Nonprofit and Association Law and Governance (3)
Online
   OL1   (51318)   9040

NPMN 655 Process and Outcome Evaluation for Nonprofit Organizations (3)
Online
   OL1   (51784)   9040

NPMN 660 Strategic Management in Nonprofit Organizations and Associations (3)
Online
   OL1   (51319)   9040

OMDE

OMDE 601 Foundations of Distance Education (3)
Online
   OL1   (51067)   9040

OMDE 603 Technology in Distance Education (3)
Online
   OL1   (51305)   9040

OMDE 670 Portfolio and Project in Distance Education (3)
Online
   OL1   (51218)   9040

PCMS

PCMS 626 Purchasing and Materials Management (3)
Online
   OL1   (51326)   9040

PCMS 627 Legal Aspects of Contracting (3)
Online
   OL1   (51147)   9040

PCMS 628 Contract Pricing and Negotiations (3)
Online
   OL1   (51240)   9040

PCMS 629 Strategic Purchasing and Logistics (3)
Online
   OL1   (51149)   9040

PCMS 630 Commercial Transactions in a Technological Environment: Law, Management, and Technology (3)
Online
   OL1   (51103)   9040

PCMS 631 Integrative Supply Chain Management (3)
Online
   OL1   (51104)   9040

PCMS 632 Contemporary Logistics (3)
Online
   OL1   (52173)   9040

PMAN

PMAN 600 Project Management: Foundations and Advanced Methods (6)
Online
   OL1   (51306)   9040

PMAN 634 Foundations of Project Management (3)
Online
   OL1   (51068)   9040

PMAN 637 Project Risk Management (3)
Online
   OL1   (51071)   9040

PMAN 638 Project Communications Management (3)
Online
   OL1   (51072)   9040

PMAN 639 Project Quality Management (3)
Online
   OL1   (51228)   9040

PMAN 641 Project Procurement Management (3)
Online
   OL1   (51307)   9040

PMAN 650 Financial Management of Projects (3)
Online
   OL1   (51229)   9040

PMAN 670 Advanced Project Methods (3)
Online
   OL1   (51070)   9040

PRPA

PRPA 601 Public Relations Theory and Practice (3)
Online
   OL1   (51073)   9040

PRPA 610 Crisis Communication Management (3)
Online
   OL1   (51074)   9040

SWEN

SWEN 603 Systems Engineering (3)
Online
   OL1   (51222)   9040

SWEN 640 Software Project Management (3)
Online
   OL1   (51223)   9040

SWEN 645 System and Software Standards and Requirements (3)
Online
   OL1   (51194)   9040

SWEN 646 Software Design and Implementation (3)
Online
   OL1   (51195)   9040

SWEN 647 Software Verification and Validation (3)
Online
   OL1   (51197)   9040

SWEN 648 Software Maintenance (3)
Online
   OL1   (51330)   9040

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

TLMN

TLMN 602 Telecommunications Industry: Structure and Environment (3)
Online
   OL1   (51075)   9040

TLMN 623 Telecommunications Networks (3)
Online
   OL1   (51185)   9040

TLMN 630 Satellite Communication Systems (3)
Online
   OL1   (52147)   9040

TLMN 641 Network Management and Design (3)
Online
   OL1   (51224)   9040

TLMN 645 Wireless Telecommunications Systems (3)
Online
   OL1   (51076)   9040

TLMN 670 Capstone Course in Telecommunications (3)
Online
   OL1   (51359)   9040

TMAN

TMAN 600 Foundations of Management and Technology (6)
Online
   OL1   (51154)   9040

TMAN 611 Principles of Technology Management (3)
Online
   OL1   (51077)   9040

TMAN 614 Strategic Management of Technology and Innovation (3)
Online
   OL1   (51078)   9040

TMAN 625 Economics and Financial Analysis for Technology Managers (3)
Online
   OL1   (51183)   9040

TMAN 632 Organizational Performance Management (3)
Online
   OL1   (51080)   9040

TMAN 633 Managing People in Technology-Based Organizations (3)
Online
   OL1   (51082)   9040

TMAN 636 Knowledge Management (3)
Online
   OL1   (51088)   9040

UCSP

UCSP 611 Introduction to Graduate Library Research Skills (0)
Online
   UN1   (52053)   9001
   Class meets June 1–July 5.
   UN1   (52071)   9030
   Class meets June 14–July 18.
   UN1   (52079)   9050
   Class meets July 5–August 8.
   UN2   (52085)   9070
   Class meets July 18–August 21.

UCSP 611D Introduction to Graduate Library Research Skills (0)
Online
   UN1   (52093)   9040
   Class meets May 15–June 18.

UCSP 620 Financial Accounting (0)
Online
   UN1   (51861)   9040
   Class meets June 21–July 26.

UCSP 621 Economics (0)
Online
   UN1   (51863)   9040
   Class meets June 21–July 26.

UCSP 630 Introduction to Research Methods (0)
Online
   UN1   (51864)   9040
   Class meets June 21–July 26.

UCSP 650 Praxis I Preparation (0)
Online
   UN1   (51865)   9040
   Class meets June 21–July 26.

Course descriptions are available on the Web at www.umuc.edu/grad/courses.

CONTACT INFORMATION

Looking for answers or assistance? UMUC personnel can help you keep your studies on track—whether you need to find the right course for your program or you want to use academic or student services. The people and offices you need to reach are listed below.

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  and Technology
3501 University Boulevard East
Adelphi, MD 20783

800-888-UMUC (8682) or 240-684-2400

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GRADUATE LIBRARY AND WRITING COURSES

ACADEMIC DIRECTOR, COMM 600 ACADEMIC WRITING FOR GRADUATE STUDENTS

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240-684-2890

COURSE MANAGER, UCSP 611 INTRODUCTION TO GRADUATE LIBRARY RESEARCH SKILLS

Julie Lietzau, MLS
jarnold@umuc.edu
240-684-2023

Graduate School General Contact Information

Need assistance or other information? Call **800-888-UMUC** for all your student needs. Call to speak with a graduate academic advisor who will help you make decisions about your courses and your degree or certificate program. You may also call the Adelphi, Dorsey Station, Largo, or Shady Grove locations to schedule in-person academic advising.

See p. 3 for additional contact information and Web addresses to help you find the resources and support you need throughout your program.

Note: Although some direct phone numbers have changed as offices moved, the university's main number remains the same. Calls will automatically transfer to new numbers for some time.

Other UMUC Departments

Bookstores	
MBS Direct	800-325-3252
University Book Center/	
Barnes & Noble	800-434-6621
Bursar's Office	
(Student Accounts)	301-985-7404
Career Services	301-985-6785
Disabled and Veteran	
Student Affairs	
Main Number	240-684-2280
TTY	240-684-2277
Financial Aid	301-985-7510
Finance Office	301-985-5500
Grades, Records,	240-684-2222
Transcripts	
Graduate Advising	240-684-2100
Information and	
Library Services	240-684-2020
International Student	
Admissions	240-684-2100
Literature Requests	
(e.g., catalogs, schedules	
of classes, financial	
aid brochure)	800-888-UMUC
Military Advising	240-684-2105
National Leadership Institute (NLI)	
Local Number	240-684-2320
Toll-Free Number	877-999-7105
Registrar	240-684-2222
UMUC 360 Support	
(for MyUMUC and	
WebTycho)	888-360-UMUC
Veterans Advising Team	800-939-8682/
	240-684-2106

UMUC Graduate Course Locations

Adelphi/College Park (UMUC Headquarters and UMCP Campus)
3501 University Boulevard East
Adelphi, MD 20783

800-888-UMUC

Dorsey Station
6865 Deerpath Road
Elkridge, MD 21075

443-459-3500

Shady Grove
9636 Gudelsky Drive
Rockville, MD 20850

301-738-6090

Waldorf Center for Higher Education
3261 Old Washington Road
Waldorf, MD 20602

301-632-2900

For a complete listing of UMUC course and service locations in the United States, as well as site phone numbers, see inside back cover. For hours and directions, visit *www.umuc.edu/locate.*

REGISTRATION INSTRUCTIONS

Registering at UMUC is easy, no matter which option you choose. You may register for your courses online or by phone or fill out the registration form on the following page and follow the instructions below to register by mail or fax.

Detailed information on the various ways to register—online via MyUMUC, by mail or fax, or on-site—can be found online at *www.umuc.edu/register.*

A form is provided on the following page for those who prefer to mail or fax in their registration. (*Please note:* Online registrations are processed and confirmed immediately; mail and fax registrations require manual processing.)

You may register by fax or mail if

- You have already been admitted to UMUC as a graduate student.
- You are a new student who meets the UMUC admission criteria and has submitted an Application for Admission (available at *https://my.umuc.edu*) with the $50 application fee.
- All of your financial aid awards are enclosed or have already been confirmed.

You may not register by fax or mail if you are a financial aid applicant without an award letter or a GSL disclosure state-

Other Forms

The following forms can be completed and submitted online through MyUMUC *(https://my.umuc.edu).* If you are not yet enrolled at UMUC, click on the Prospective Student tab at the top of the page.

- Application for Admission
- Financial Aid: FAFSA
- Registration
- Application for Diploma

ment—unless your own payment accompanies the registration form.

Instructions

1. Complete the registration form, using black ink and printing legibly.

2. Compute the amount due for tuition and fees. (Refer to p. 6 of this schedule or see *www.umuc.edu/tuition.*)

3. Be sure to meet the deadlines listed under Important Dates on p. 2 in this schedule.

4. Either fax your registration to 240-684-2005 or mail it to the Registrar's Office—Registration, University of Maryland University College, 3501 University Boulevard East, Adelphi, MD 20783-8075 USA. Fax registrations require that you already be admitted and that you pay by credit card.

UMUC will mail you a statement of your account.

Schedule Adjustment

After your registration has been processed, you may make changes online. To do so, access MyUMUC at *https://my.umuc.edu.*

The Waiting List

If a course is already full at the time of registration, you have the option of placing your name on a waiting list for that class. For information on how the wait list works, visit *www.umuc.edu/register.* To check on course availability and see if new sections have been added, visit the MyUMUC student portal at *https://my.umuc.edu.*

Army Students

To make use of military tuition assistance, Army students must register online via *www.GoArmyEd.com.* For more information, contact your advisor.

Withdrawals or Dropped Courses

Official withdrawal from a class must occur no later than 14 days before the final class. For information on how to withdraw from a class, visit *www.umuc.edu/register.*

Please note: UMUC can honor only withdrawal requests actually received. Failure to withdraw in the required manner may result in the forfeiture of any refund and may result in a failing grade.

Stopping payment on checks for registration fees or not paying at registration does not constitute an official withdrawal or relieve you of your financial obligation to UMUC. Never attending or ceasing to attend classes does not constitute a withdrawal.

MAIL OR FAX REGISTRATION FORM

University of Maryland University College

Graduate School of Management & Technology

Personal Information

[ ] Mr. [ ] Ms. [ ] Check if this is a new address

Student identification number (EMPLID)

Last name

First name

Middle initial

Present address

City

State

Zip code

Current e-mail address

Any other names under which your educational records may be held

Today's date ___ Month ___ Day ___ Year

[ ] I have previously registered for the summer 2010 session. [ ] I am a new student; my admission application is also enclosed.

Course Selection

You are responsible for checking to make sure you have the necessary prerequisites for a course and that the course does not duplicate any other course you have taken. **You must list ALL information requested below.** Refer to the Key to Course Listing for guidance. Example:

SUBJECT	COURSE NO.	CLASS NO.	SECTION NO.	CREDITS	GRADING OPTION*
A C C T	6 0 8	2 2 2 0 1	9 0 4 0	0 3	

ALTERNATE COURSE CHOICE

* Leave blank if you want standard A, B, C, F grading options; otherwise, indicate audit (AU). Courses required for degree-seeking students may not be taken as an audit.

FOR OFFICE USE ONLY

PREFIX	COLLEGE	CODE	ID	VS	BC	DATE	INITIALS
	[ ]	[ ]	[ ]	[ ]	[ ]	___	___

TOTAL CREDITS ___

Census Information

Census information will be kept confidential and will be used only for statistical purposes.

1. **Maryland county of residence**
   Note: If not a resident of Maryland, write **NA**, if Baltimore City write **Balt. City**

2. Daytime phone ___ Evening phone ___ Hours ___ to ___

3. Employer ___ Employer's zip code ___

4. Dates and locations of your first and last registrations at any branch of the University System of Maryland.

   First ___ Date ___

   Last ___ Date ___

Form of Payment

Note: To compute your cost, refer to p. 6 of this schedule or go to *www.umuc.edu/tuition* on the Web.

Please check all that apply.

[ ] Financial aid

[ ] Interest-free, monthly tuition-payment plan
(See p. 7 of the Schedule for information.)

[ ] Tuition assistance or remission of fees
(Be sure to enclose your tuition assistance or remission-of-fees form.)

[ ] VA Vocational Rehabilitation (Chapter 31) Assistance

[ ] Check or money order
(Be sure to write your student identification number on the check. Make the check payable to University of Maryland University College.)

[ ] Credit card
(Please provide information below.)
[ ] American Express [ ] Discover
[ ] MasterCard [ ] Visa

Account number

Expiration date

Signature

Name (please print)

I understand that I am responsible for and agree to pay all charges I incur at UMUC and that if I withdraw, I must do so in accordance with the policies and procedures for the term in which I am enrolling. I understand that if my account becomes delinquent, I will be liable for collection costs.

I also understand and agree that if I enroll in classes offered at military sites, my name, Social Security number, and other information may be released for security purposes.

Signature ___ Date ___

Enclose this form with payment by mail or fax to 240-684-2005 by registration deadline.

SU 10

UMUC ACROSS THE U.S.

Maryland UMUC sites shown in bold offer on-site graduate courses and services; all other locations listed provide one or multiple services for UMUC students, such as academic advising, library resources, and computer labs. Visit *www.umuc.edu/locate* for office hours and directions.

CALIFORNIA

Coronado Naval Base*	619-995-4127
Point Loma Naval Base*	619-995-4127
San Diego Naval Base*	619-995-4127
Travis Air Force Base*	707-344-6891

DISTRICT OF COLUMBIA

Bolling/Anacostia*	202-563-3611
Walter Reed Army Medical Center*	202-782-3023

FLORIDA

Eglin Air Force Base*	850-502-7779
Hurlburt Field*	850-502-7779
Jacksonville Naval Air Station*	904-610-4361
Mayport Naval Station*	904-610-4361
Pensacola Naval Air Station*	850-502-7779

GEORGIA

Fort Gordon*	706-207-1407
Fort Stewart*	706-207-1407
Kings Bay Naval Submarine Base*	904-610-4361

HAWAII

Camp Smith*	808-223-3741
Honolulu (Coast Guard Integrated Support Command)*	808-223-3741
Kaneohe Bay Marine Corps Base*	808-223-3741
Pearl Harbor Naval Station*	808-223-3741
Schofield Barracks*	808-223-3741
Tripler Army Medical Center*	808-223-3741

MARYLAND

Aberdeen Proving Ground*	410-272-8269
Adelphi (UMUC headquarters)	**800-888-UMUC**
Allegany College of Maryland†	240-527-2711
Andrews Air Force Base*	301-981-3123
Anne Arundel Community College†	443-459-3500
Arundel Mills (AACC)†	410-777-1882
Baltimore City Community College†	443-459-3500
Bethesda*	301-654-1377
Carroll Community College†	443-459-3500
Cecil Community College†	443-459-3500
Chesapeake College†	443-459-3500
College of Southern Maryland†	301-632-2900
College Park (UMCP) (see Adelphi)	**800-888-UMUC**
Community College of Baltimore County†	443-459-3500
Dorsey Station	**443-459-3500**
Eastern Shore Higher Education Center	410-827-5761
Fort Detrick*	301-619-2857
Fort Meade*	301-621-9882
Frederick Community College†	301-738-6090
Garrett College†	240-527-2711
Hagerstown (USM)	240-527-2711
Hagerstown Community College†	240-527-2711
Harford Community College†	443-459-3500
Howard Community College†	443-459-3500
Largo	**800-888-UMUC**
Laurel College Center†	410-772-4162
Montgomery College†	301-738-6090
Patuxent River Naval Air Station*	301-737-3228

Prince George's Community College†	301-632-2900
Shady Grove	**301-738-6090**
Southern Maryland Higher Education Center	301-737-2500 x215
Waldorf Center	**301-632-2900**
Wor-Wic Community College†	443-459-3500

SOUTH CAROLINA

Fort Jackson*	706-207-1407

TEXAS

Fort Hood*	254-532-9890
Fort Sam Houston*	210-247-7430
Lackland Air Force Base*	210-247-7430

VIRGINIA

Fort Belvoir*	703-781-0059
Fort Myer*	703-696-3070
Henderson Hall, Navy Annex*	703-614-9104
Langley Air Force Base*	757-646-1530
Little Creek Naval Air Base*	757-646-1530
Norfolk Naval Station*	757-646-1530
Oceana Naval Air Station*	757-646-1530
Portsmouth Naval Medical Center*	757-646-1530
Quantico (Marine Corps Base)*	703-630-1543

WASHINGTON

Bremerton Naval Station*	360-626-3593
Everett Naval Station*	360-626-3593
Fort Lewis*	360-626-3593
Kitsap at Bangor Naval Base*	360-626-3593
McChord Air Force Base*	360-626-3593
Whidbey Island Naval Air Station*	360-626-3593

* Site located on a military installation. Open to the general public; call site for access information.
† UMUC representatives visit Maryland community college campuses regularly, but for limited hours.

Academic Calendar

Using this combination of papers saves the following:

3 TREES
2,000,000 BTUs: TOTAL ENERGY
362 LBS CO_2: GREENHOUSE GASES
1,185 GALS. WATER: WASTEWATER
196 LBS: SOLID WASTE

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Questions? Contact an advisor at 800-888-UMUC (8682) or *gradinfo@umuc.edu.*