

Guide to Enrollment for Fall 2018 Schedule of Classes



University of Pittsburgh at Johnstown

**IMPORTANT FALL TERM 2018 (2191) REGISTRATION INFORMATION
ENROLLMENT APPOINTMENT PERIOD
MARCH 26 - APRIL 6, 2018**

ADVISING INFORMATION

All students will be required to meet with their academic advisor prior to enrolling for their Fall Term 2018 classes. You can find the name of your academic advisor on your Student Center page.

An **Advising Hold** has been assigned to all current students that will stop you from scheduling for fall classes until you meet with your academic advisor. **Schedule an advising appointment at least a few days before enrollment opens to discuss your fall class selections.**

GENERAL QUESTIONS ABOUT ADVISING AND SELF-ENROLLMENT

Please direct any questions to upjreg@pitt.edu or stop in the Registrar's Office located in 279 Blackington Hall. Drop in help is also available in the Registrar's Office for any student needing assistance with the Self-Enrollment process Monday through Friday from 8:30 am to 4:30 pm.

BEFORE YOUR ADVISING APPOINTMENT

- ✓ View/Print the Fall Term Schedule of Classes
- ✓ Print an enrollment worksheet (available at www.pitt-johnstown.pitt.edu/en/academics/registrar)
- ✓ Review major and general education requirements – This information is available in your division office, the Office of Adult Education, on the Academic Success Center webpage, and for most majors by accessing your Degree Progress report available through the self-service menu in the student (my.pitt.edu) system. The Academic Source Book 2015-2016 is available on the Registrar's Web Page.
- ✓ List your course selections on the enrollment worksheet
- ✓ Pay close attention to courses that have restrictions, pre and/or co-requisites, and those that require instructor or department permission.
- ✓ Make a list of any questions you may have for your advisor about your course selections.

AFTER YOUR ADVISING APPOINTMENT

- ✓ Contact the Registrar's Office (**prior to your enrollment appointment**) if any of your course selections required an override signature on your enrollment worksheet. The Registrar's Office staff will provide you with a class permission number that will allow you to self-enroll in the course requiring the override.
- ✓ Courses offered at the other four Pitt campuses may require a class permission number. Check with the Registrar's Office.
- ✓ Check course availability using the Class Search option available through the Self-Service menu on the student (my.pitt.edu) system.
- ✓ Check that you do not have any holds that will stop you from enrolling for fall classes.
- ✓ Submit your fall term course selections on-line when your enrollment appointment period opens.

Information and a video on self service enrollment is available at www.pitt-johnstown.edu/en/academics/registrar and in the University Services & Information portal community Student Center page to assist students with Self Service Enrollment. Students navigate to University Services & Information > Student Center.

Pitt – Johnstown Enrollment Worksheet

STUDENT NAME (Last, First)	STUDENT ID	MAJOR	TERM	YEAR
			FALL	2018

	CRN	SUBJECT	CATALOG NBR	CR	DAYS	TIME	INSTRUCTOR'S SIGNATURE <small>for Override</small>	REASON FOR OVERRIDE <small>(See Below)</small>
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								

ALTERNATIVE COURSES:

<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								
<input type="checkbox"/> ENROLL <input type="checkbox"/> DROP								

Days, Times, and Locations are subject to change; please check your schedule online at <https://my.pitt.edu>

STUDENT SIGNATURE	DATE	TOTAL CREDIT HOURS	Reasons for Override Signature <small>(Must accompany all Override Signatures)</small>
			Closed Class Program Waiver Time Conflict Instructor Consent Pre and/or Co Requisite
I, the student, by signing this form, agree and promise to pay the University all tuitions and fees resulting from this registration. I have reviewed my schedule and verified its accuracy; I understand that I am to register for only advisor-approved courses. I also understand that I am ultimately responsible for my course selections and their relevance to my program of study.			

Writing Competency Courses Fall 2018

Note: Courses may have Pre-Requisites or be Restricted to Particular Majors

Primary Writing Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
28159	ENGWRT	0050	INTRO TO CREATIVE WRITING	4005	Schwerer IV, Frederick Carl
23981	ENGWRT	0050	INTRO TO CREATIVE WRITING	4010	Landrigan, Marissa Kathryn
16987	ENGWRT	0050	INTRO TO CREATIVE WRITING	4020	Landrigan, Marissa Kathryn
16152	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	4010	Cox, Michael W
16064	ENGWRT	1130	GRAMMAR, USAGE, AND STYLE REVIEW	4010	Cox, Catherine S
19179	ENGWRT	1192	TECHNICAL WRITING	4010	Sheets, Scott Albert
16158	ENGWRT	1192	TECHNICAL WRITING	4015	Sheets, Scott Albert
16159	ENGWRT	1192	TECHNICAL WRITING	4020	Cox, Michael W
25573	ENGWRT	1192	TECHNICAL WRITING	4025	Cox, Michael W
16181	ENGWRT	1192	TECHNICAL WRITING	4035	Fine, William J
16180	ENGWRT	1192	TECHNICAL WRITING	4040	Fine, William J
28006	ENGWRT	1192	TECHNICAL WRITING	4045	Baxter, Kristin L
28004	ENGWRT	1192	TECHNICAL WRITING	4050	Baxter, Kristin L
16176	JOURNAL	1132	REPORTING 1	4010	Wood, Leland K
16456	JOURNAL	1134	FEATURE WRITING	4010	Wood, Leland K

Writing Enhanced Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
30003	BIOL	1175	ORNITHOLOGY	4010	Dahlin-Schuster, Christine
15995	CET	1195	SENIOR PROJECT PROPOSAL	4010	ALL CET Faculty
16077	CET	1199	SENIOR PROJECT	4010	ALL CET Faculty
19364	CET	1199	SENIOR PROJECT	4015	ALL CET Faculty
28533	CET	1199	SENIOR PROJECT	4020	ALL CET Faculty
23885	COMMRC	1124	RHETORICAL CRITICISM	4010	Lucas, Paul A
27996	COMMRC	1124	RHETORICAL CRITICISM	4015	Lucas, Paul A
17410	ENGLIT	0598	BIBLE AS LITERATURE	4010	Cox, Catherine S
19705	ENGLIT	1553	HISTORY OF THE ENGLISH LANGUAGE	4010	Cox, Catherine S
28039	FDSED	0001	HIST/PHIL OF ED: AMER EMPHSS	4015	Previte, Mark A
16133	HIST	1002	WRITING SEMINAR FOR MAJORS	4010	Reist, Katherine K
29987	HIST	1400	COLONIAL AMERICA	4010	Newman, Paul Douglas
16105	HLTHCR	1050	HEALTH CARE EDUCATION	4010	Colbert, Bruce J
16005	MET	1195	SENIOR PROJECT PROPOSAL	4010	ALL MET Faculty
16036	MET	1199	SENIOR DESIGN PROJECT	4010	ALL MET Faculty
30059	MRKT	1690	MARKETING MANAGEMENT	4010	McGrath, John M
29989	PS	1207	AMERICAN CONSTITUTIONAL LAW	4010	Alexander Jr, James R
16076	PS	1700	POLITICAL SCIENCE RESEARCH	4010	Alexander Jr, James R
16055	PSY	1031	RESEARCH METHODS	4010	Stern, Steven E
25273	SOC	1700	SENIOR SEMINAR IN SOCIOLOGY	4010	Coldsmith, Jeremiah L

Speaking Competency Courses Fall 2018

Note: Courses may have Pre-Requisites or be Restricted to Particular Majors

Primary Speaking Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
27993	COMMRC	0052	PUBLIC SPEAKING	4010	Johansson, Catherine S
16100	COMMRC	0052	PUBLIC SPEAKING	4015	Barkley, Christopher O
16079	COMMRC	0052	PUBLIC SPEAKING	4020	Barkley, Christopher O
23974	COMMRC	0052	PUBLIC SPEAKING	4025	Lucas, Paul A
26391	COMMRC	0052	PUBLIC SPEAKING	4030	Barkley, Christopher O
16160	COMMRC	0052	PUBLIC SPEAKING	4035	McGinley, Maryl R
16124	COMMRC	0052	PUBLIC SPEAKING	4040	McGinley, Maryl R
25813	COMMRC	0052	PUBLIC SPEAKING	4045	McGinley, Maryl R
27995	COMMRC	0052	PUBLIC SPEAKING	4050	Flanders, Kimberly J
23973	COMMRC	0052	PUBLIC SPEAKING	4055	Flanders, Kimberly J
27992	COMMRC	0052	PUBLIC SPEAKING	4060	Flanders, Kimberly J
16108	COMMRC	0052	PUBLIC SPEAKING	4065	Nicodemus, Diane M
23972	COMMRC	0052	PUBLIC SPEAKING	4070	Nicodemus, Diane M
16171	COMMRC	0052	PUBLIC SPEAKING	4075	Wieczorek, Susan Marie
23043	COMMRC	0052	PUBLIC SPEAKING	4080	Wieczorek, Susan Marie
16136	COMMRC	0052	PUBLIC SPEAKING	4085	Wieczorek, Susan Marie
16109	COMMRC	0052	PUBLIC SPEAKING	4090	Bukoski, Richard J
22816	COMMRC	0052	PUBLIC SPEAKING	4095	Bukoski, Richard J
16099	COMMRC	0052	PUBLIC SPEAKING	4100	Bukoski, Richard J
19002	THEA	0053	ORAL INTERPRTTN OF LITERATURE	4010	Hartland, Frederick J.
24006	THEA	1502	ACTING 1	4010	Hartland, Frederick J.

Speaking Enhanced Courses

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
28114	ACCT	1120	INTERMEDIATE ACCOUNTING 1	4010	Zakrzewski, Deborah Smiach
28116	ACCT	1140	AUDITING	4010	Zakrzewski, Deborah Smiach
28118	ACCT	1190	ACCOUNTING INFORMATION SYSTEMS	4010	Zakrzewski, Deborah Smiach
28160	ACCT	1325	FINANCIAL STATEMENT ANALYSIS	4010	DeDiana, Cristina Marie
15995	CET	1195	SENIOR PROJECT PROPOSAL	4010	Houston, Brian L
16077	CET	1199	SENIOR PROJECT	4010	Rose, Andrew T
19364	CET	1199	SENIOR PROJECT	4015	Isovitsh, Shannon L
28533	CET	1199	SENIOR PROJECT	4020	Mash, Jason A
30070	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4010	Wharton, Patty J
16096	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4020	Wharton, Patty J
23101	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4030	Wharton, Patty J
26328	COMMRC	0320	MASS COMMUNICATION PROCESS	4010	Nicodemus, Diane M
27997	COMMRC	1131	ORGANIZATIONAL COMMUNICATION	4010	Majocha, Kristen Lynn
22865	COMMRC	1135	MEDICAL COMMUNICATION	4015	Wieczorek, Susan Marie
27990	ENGWRT	0541	PLAYWRITING	4010	Schwerer IV, Frederick Carl
19179	ENGWRT	1192	TECHNICAL WRITING	4010	Sheets, Scott Albert
16158	ENGWRT	1192	TECHNICAL WRITING	4015	Sheets, Scott Albert
16159	ENGWRT	1192	TECHNICAL WRITING	4020	Cox, Michael W
25573	ENGWRT	1192	TECHNICAL WRITING	4025	Cox, Michael W
16181	ENGWRT	1192	TECHNICAL WRITING	4035	Fine, William J
16180	ENGWRT	1192	TECHNICAL WRITING	4040	Fine, William J
28039	FSED	0001	HIST/PHIL OF ED: AMER EMPHSS	4015	Previte, Mark A
29982	HIST	1602	RELIGIONS OF THE WORLD	4010	Matson, Robert W
16039	MATH	1117	HISTORY OF MATHEMATICS	4010	Thompson, John W
16005	MET	1195	SENIOR PROJECT PROPOSAL	4010	Miller, Amy L
16036	MET	1199	SENIOR DESIGN PROJECT	4010	Moyer, Brian E
28066	MRKT	1610	MARKETING RESEARCH	4015	Glenn, George S
28149	MRKT	1690	MARKETING MANAGEMENT	4010	McGrath, John M
18538	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4010	Katrancha, Elizabeth Dawn
25854	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4015	Katrancha, Elizabeth Dawn
24497	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4020	Katrancha, Elizabeth Dawn
25855	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4025	Katrancha, Elizabeth Dawn
24498	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4030	Katrancha, Elizabeth Dawn
24499	NUR	0080	FOUNDATIONS OF NURSING PRACT 1	4035	Katrancha, Elizabeth Dawn
29989	PS	1207	AMERICAN CONSTITUTIONAL LAW	4010	Alexander Jr, James R
29991	RELGST	1602	RELIGONS OF THE WORLD	4010	Matson, Robert W
16015	RESCA	1034	CLINICAL PRACTICUM 2	4010	Price, Terri D
16057	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4010	Girard, Nina
16068	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4015	Previte, Mark A
16016	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4020	No Instructor Assigned
16151	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4025	No Instructor Assigned
27991	THEA	1765	PLAYWRITING	4010	Schwerer IV, Frederick Carl

Quantitative Reasoning Courses Fall 2018

Note: Courses may have Pre-Requisites or seats restricted to particular majors

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
16072	CS	0015	INTRO TO COMPUTER PROGRAMMING	4010	
15974	CS	0015	INTRO TO COMPUTER PROGRAMMING	4015	
30176	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	4010	
16110	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	4015	
15978	MATH	0002	COLLEGE ALGEBRA	4015	No Instructor Assigned
16070	MATH	0002	COLLEGE ALGEBRA	4035	Hoffman,Elizabeth M
15977	MATH	0002	COLLEGE ALGEBRA	4040	Hoffman,Elizabeth M
16183	MATH	0002	COLLEGE ALGEBRA	4045	
16097	MATH	0002	COLLEGE ALGEBRA	4050	Girard,Nina
16095	MATH	0071	STRUCTR OF THE REAL NUMBR SYS	4010	Baird, Jacqueline R
19650	MATH	0080	FUNDAMENTALS OF MODERN MATH	4010	Baird, Jacqueline R
15962	MATH	0401	DISCRET MATHEMATIC STRUCTURES	4010	Marchegiani,Sandro Raniero
16052	MATH	0401	DISCRET MATHEMATIC STRUCTURES	4025	Marchegiani,Sandro Raniero
30215	MATH	0401	DISCRET MATHEMATIC STRUCTURES	4030	Marchegiani,Sandro Raniero
30101	PHIL	1501	SYMBOLIC LOGIC	4010	Rice, Martin A

Literature in Translation Courses Fall 2018

Note: Courses may have Pre-Requisites or seats restricted to particular majors

Catalog Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
17410	ENGLIT	0598	BIBLE AS LITERATURE	4010	Cox,Catherine S
30080	FR	0630	MEDIEVAL EPIC POETRY	4010	Petrosky,David
30172	SPAN	1841	DIB QUIXOTE AND THE NOVEL	4010	Bernal-Reyes,Alvaro Antonio

Fall 2018

Courses with Course Related Fees

BIOL	0111	GENERAL BIOLOGY LABORATORY 1	PEDC	0010	WATER AEROBICS
BIOL	0121	GENERAL BIOLOGY LABORATORY 2	PEDC	0018	DIRECTED STUDY
BIOL	0361	CELL BIOLOGY LABORATORY	PEDC	0022	AEROBIC DANCE
BIOL	0951	ANATOMY AND PHYSIOLOGY LAB 1	PEDC	0026	AQUATIC CONDITIONING
BIOL	1120	VERTEBRATE ANATOMY	PEDC	0029	WEIGHT TRAINING - MEN
CHEM	0113	GENERAL CHEMISTRY LABORATORY 1	PEDC	0030	WEIGHT TRAINING - WOMEN
CHEM	0114	GENERAL CHEMISTRY LABORATORY 2	PEDC	0060	BASKETBALL 1 - CO-EDUCATIONAL
CHEM	0192	CHEM FOR HLTH PROFESSIONS LAB	PEDC	0065	VOLLEYBALL
CHEM	0233	ORGANIC CHEMISTRY LABORATORY 1	PEDC	0087	PERSONAL DEFENSE
CHEM	0234	ORGANIC CHEMISTRY LABORATORY 2	PEDC	0099	BASIC ROCK CLIMBING
CHEM	0325	ANALYTICAL CHEMISTRY	PEDC	0103	AEROBIC EXERCISE 1
CHEM	1323	BIOCHEMISTRY LABORATORY	PEDC	0123	FIRST AID AND CPR
GEOL	0015	PHYSICAL GEOLOGY	PEDC	0161	INDIVIDUAL FITNESS
NUR	0080	FOUNDATIONS OF NURSING PRACT 1	PEDC	0162	DANCE BASICS
NUR	1050	NUR CRE MTHRS, NEWBRNS & FMLYS	PEDC	0184	SCUBA 1
NUR	1052	NUR CARE CHILD & THEIR FMLYS	PEDC	0200	WATER SAFETY INSTRUCTOR
NUR	1060	NUR CLIENTS WITH PMH PROBS	PHYS	0141	INTRODUCTION TO PHYSICS 1 LAB
NUR	1120	ADV NUR MGT ACU/CPLX HLTH PROB	PHYS	0151	PHYSICS LABORATORY 1
NUR	1121	ADVNC D CLINICAL PROBLEM SOLVING	PHYS	0153	PHYSICS LABORATORY 2
NUR	1134	TRANSTN INTO PROF NUR PRACT	PSY	0270	INTRODUCTORY STATISTICS
			PSY	1031	RESEARCH METHODS

Academic Policies and Procedures

Course Repetitions

Required courses in a student's major must be repeated if the grade of F is received. If the grade of D is earned in a sequence course such as mathematics or language and the student intends to continue in that discipline, the course should be repeated. Other courses in which a C-/D/F is earned may be repeated at the discretion of the student. Course repetitions are subject to the following limitations:

1. No sequence course completed with a grade of C-/D/F may be repeated for credit after a higher-numbered course in that sequence has been passed with a C or higher grade.
2. Courses for which a C-/D/F has been earned cannot be repeated using the S/U grade option.
3. The grade earned by repeating a course replaces the grade originally earned. The originally earned grade will not be counted in the computation of the GPA; it does not increase the number of credits unless an F grade is replaced by a passing grade.
4. No course may be repeated at any institution other than the University of Pittsburgh or its regional campuses.
5. Except as noted in the course descriptions, a particular course may be taken for credit only once.
6. Courses passed with a grade of C or higher may be repeated only after consultation with a student's advisor.
7. A student may not take any course more than three times.

Physical Education

A student may take no more than 2 credits of physical education per term, for a career total of 8 credits. Only the first 4 credits of physical education are considered as arts and sciences credits.

Termination of Registration/Resignation (Dropping all Classes)

Students may resign any time after the end of the add/drop period but no later than the close of business on the 60th calendar day of the term or the 30th calendar day of the session by notifying the Office of the Registrar of their intention to terminate their registration for all classes by mail, phone, or in person. Registration and term tuition charges will be adjusted in accordance with the official University Title IV Refund Policy. Students must do this even if they are only registered for one course or credit. If they have housing and/or food service charges, they must notify the appropriate offices immediately.

After the 60th calendar day of the term or the 30th calendar day of the session, students can only terminate their registration by withdrawing through the Office of the Registrar.

Students who wish to drop all of their courses before the official end of add/drop period should do so by contacting the Office of the Registrar, 279 Blackington Hall. If students drop all of their courses, they will not be liable for their term tuition and fees, and their registration will become void.

If students resign after the last day of the add/drop period, they are liable for a percentage of their charges and will be issued R grades, denoting resignation on transcripts. R grades do not count toward a degree, grade point average, or academic progress for the purposes of financial aid eligibility.

Failing to attend the classes for which a student is registered or failing to notify the appropriate academic and administrative offices of nonattendance is not considered an official resignation. Students who fail to follow proper procedures for termination of their registration are responsible for all tuition and fees assessed for the term or session.

The effective date of resignation is determined by: (1) the date of in-person contact with the Office of the Registrar; (2) the date of the postmark on the letter of intent to resign (or the date of receipt if no postmark exists); (3) the date of notification by telephone; and (4) the date of last attendance.

R grades are assigned for all courses for which registration is terminated after the add/drop period but prior to the resignation deadline for the term or session.

W grades are assigned for all courses for which registration is terminated after the 60th calendar day of the term or the 30th calendar day of the summer session.

Fall 2018 (2191) FINAL EXAM SCHEDULE
University of Pittsburgh at Johnstown

EXAM DATE	Saturday Dec 8	EXAM DATE	Monday Dec 10	Tuesday Dec 11	Wednesday Dec 12	Thursday Dec 13	Friday Dec 14
------------------	---------------------------	------------------	--------------------------	---------------------------	-----------------------------	----------------------------	--------------------------

EXAM TIME		EXAM TIME	REGULAR CLASS MEETING TIMES				
		8:00AM - 10:00AM	MWF 10:00 - 10:50	T-TH 9:30 - 10:50	MWF 8:00 - 8:50	T-TH 8:00 - 9:20	MWF 9:00 - 9:50
		10:30AM - 12:30PM	MWF 1:00 - 1:50	T-TH 12:30 - 1:50	MWF 11:00 - 11:50	T-TH 11:00 - 12:20	MWF 12:00 - 12:50
1:30PM - 3:30PM	Nat Sci Common Exam Time #1	1:30PM - 3:30PM	MWF 4:00 - 4:50	T-TH 3:30 - 4:50	MWF 2:00 - 2:50	T-TH 2:00 - 3:20	MWF 3:00 - 3:50
4:00PM - 6:00PM	Soc Sci/ B & E Common Exam Time #1	4:00PM - 6:00PM	Nat Sci Common Exam Time #2	ENGR/ET Common Exam Time #1	Nat Sci Common Exam Time #3	ENGR/ET Common Exam Time #2	Soc Sci/B & E Common Exam Time #2
		7:00PM - 9:00PM	Mondays 6PM-8:40PM	Tuesdays 6PM-8:40PM	Wednesdays 6PM-8:40PM	Thursdays 6PM-8:40PM	

NOTE: Final Exams during the Common Exam Time periods will be scheduled at the discretion of the Division Offices.