

The background of the entire page is a close-up photograph of a stone wall. The stones are irregular in shape and color, ranging from light grey to dark brown, with visible mortar joints.

**GUIDE TO
SCHEDULE OF CLASSES**

**SPRING
2017**

**University of Pittsburgh
at Johnstown**

Updated January 5, 2017

IMPORTANT SPRING TERM 2017 (2174) REGISTRATION INFORMATION
ENROLLMENT APPOINTMENT PERIOD
OCTOBER 31 - NOVEMBER 11, 2016

ADVISING INFORMATION

All students will be required to meet with their academic advisor prior to enrolling for their 2017 Spring Term 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 spring classes until you meet with your academic advisor. **IMPORTANT - Schedule an advising appointment several days before your enrollment appointment opens to discuss your spring class selections.**

Advising for freshmen and sophomore Pre-Business majors is done in group advising sessions. Pre-Business students will be notified by the Business Department of the dates, times, and locations of these group sessions.

SCHEDULE OF CLASSES AND ENROLLMENT WORKSHEET

The Spring Term 2017 Schedule of Classes and an enrollment worksheet will be available in PDF format beginning October 10 at www.upj.pitt.edu/en/academics/registrar. This schedule is updated frequently to reflect any changes.

ENROLLMENT APPOINTMENT INFORMATION

Enrollment Appointments are assigned on seniority status and are based on the number of earned credits (both Pitt and non-Pitt) posted to your academic record as of September 2016.

Your personal Enrollment Appointment information is available on your Student Center page and includes the date and time you may begin to enter your Spring Term course selections. Once your enrollment appointment opens you will be able to use self-service to register and make any adjustments to your schedule through January 18, 2017, the end of the spring add/drop period.

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.

BEFORE YOUR ADVISING APPOINTMENT

- ✓ View/Print the Spring Term Schedule of Classes (available at: <http://www.upj.pitt.edu/en/academics/registrar/>)
- ✓ Print an enrollment worksheet (available at: <http://www.upj.pitt.edu/en/academics/registrar/>)
- ✓ Review major and general education requirements – This information is available in your division office, the Office of Advanced 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 (mu.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.
- ✓ Check course availability using the Class Search option available through the Self-Service menu on the student system (my.pitt.edu).
- ✓ Check that you do not have any holds that will stop you from enrolling for spring classes. If you have any holds on your account, take care of the holds before your enrollment appointment date. Many hold prevent you from registering for classes. If you have a financial hold, please visit the Business Office, 125 Blackington Hall, to address this type of hold.
- ✓ Submit your spring term course selections on-line when your enrollment appointment begins.

Pitt – Johnstown Enrollment Worksheet

STUDENT NAME (Last, First)	STUDENT ID	MAJOR	TERM	YEAR
			SPRING	2017

	CRN	SUBJECT	CATALOG NBR	CR	DAYS	TIME	INSTRUCTOR'S SIGNATURE for Override	REASON FOR OVERRIDE (See Below)
<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 Spring 2017

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

Primary Writing Courses

Class Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
15836	ENGWRT	0050	INTRO TO CREATIVE WRITING	4010	Schwerer IV,Frederick Carl
20200	ENGWRT	0050	INTRO TO CREATIVE WRITING	4015	Schwerer IV,Frederick Carl
15888	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	4010	Cox, Michael W.
15866	ENGWRT	0053	INTRO TO PROFESSIONAL WRITING	4015	Schwerer IV,Frederick Carl
30440	ENGWRT	0500	CREATIVE NONFICTION WRITING	4010	Landrigan,Marissa Kathryn
30442	ENGWRT	0500	CREATIVE NONFICTION WRITING	4015	Landrigan,Marissa Kathryn
28261	ENGWRT	0511	WRITING FOR DIGITAL MEDIA	4010	Landrigan,Marissa Kathryn
30464	ENGWRT	1192	TECHNICAL WRITING	4005	Sheets,Scott Albert
24522	ENGWRT	1192	TECHNICAL WRITING	4010	Sheets,Scott Albert
28235	ENGWRT	1192	TECHNICAL WRITING	4015	Sheets,Scott Albert
15870	ENGWRT	1192	TECHNICAL WRITING	4020	Fine,William J
16374	ENGWRT	1192	TECHNICAL WRITING	4025	Fine,William J
15715	ENGWRT	1192	TECHNICAL WRITING	4030	Cox,Michael W
30454	ENGWRT	1192	TECHNICAL WRITING	4035	No Instructor Assigned
28236	ENGWRT	1192	TECHNICAL WRITING	4040	No Instructor Assigned
30405	GEOL	1108	RPT WRIT & COMP APPLIC IN GEOL	4010	Kerrigan,Ryan
30467	JOURNAL	1133	MAGAZINE WRITING	4010	Wood,Leland K

Writing Enhanced Courses

Class Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
15741	BIOL	1110	BIODIVERSITY CONSERVATION	4010	Robart,Bruce Wendel
30392	BIOL	1171	WILDLIFE MANAGEMENT	4010	Dahlin-Schuster,Christine R
15713	BUS	1560	MARKETING MANAGEMENT	4010	McGrath,John M
15675	CET	1195	SENIOR PROJECT PROPOSAL	4010	Houston,Brian L
15892	CET	1199	SENIOR PROJECT	4010	Rose,Andrew T
15677	CET	1199	SENIOR PROJECT	4015	Isovitsch, Shannon L
24911	CET	1199	SENIOR PROJECT	4020	Murad,Maher M
30525	CET	1199	SENIOR PROJECT	4025	Youchak, Richard A
30526	CET	1199	SENIOR PROJECT	4030	Kafaeikivi, Mehdei
15632	CHEM	1131	INORGANIC CHEMISTRY	4010	Bell-Loncella,Elisabeth Turner
20197	COMMRC	0600	THEORIES OF INTERPERSONAL COM	4010	Inuzuka,Ako
26672	COMMRC	0600	THEORIES OF INTERPERSONAL COM	4015	Inuzuka,Ako
15685	EET	1195	SENIOR PROJECT PROPOSAL	4010	Karunaratne,Maddumage
15890	EET	1199	SENIOR PROJECT	4010	Pisarski,Stanley J
23280	EET	1199	SENIOR PROJECT	4015	Jayasooriya,Chandana Kumara Kusumsiri
24641	EET	1199	SENIOR PROJECT	4020	Weiserman, William
28230	ENGLIT	1116	CHAUCER	4010	Cox,Catherine S
30455	FA	351	BAROQUE ART	4010	Grash,Valerie S
15688	FDESED	0001	HIST/PHIL OF ED: AMER EMPHSS	4010	Previte,Mark A
23350	HIST	1002	WRITING SEMINAR FOR MAJORS	4010	Matson,Robert W
28245	ITAL	1181	DANTE'S DIVINE COMEDY	4010	Cox,Catherine S
15851	MATH	1012	INTRO THEORETICAL MATHEMATICS	4010	Thompson,John W
15720	MATH	1291	TOPICS IN GEOMETRY	4010	Thompson,John W
15657	MET	1195	SENIOR PROJECT PROPOSAL	4010	Miller,Amy L
19697	MET	1199	SENIOR DESIGN PROJECT	4010	Miller,Amy L
23282	MET	1199	SENIOR DESIGN PROJECT	4015	DeVries,Roelof
23282	MET	1199	SENIOR DESIGN PROJECT	4020	DeVries,Roelof
30368	PS	1207	AMERICAN CONSTITUTIONAL LAW	4010	Alexander Jr,James R
15730	PSY	1031	RESEARCH METHODS	4010	Mullennix,John W
15806	SCED	1161	SEC SOCIAL STUDIES METHODS 2	4010	Previte,Mark A
30374	SOC	440	URBAN SOCIOLOGY	4010	Santoro,Daniel J

Speaking Competency Courses Spring 2017

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

Primary Speaking Courses

Class Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
30435	COMMRC	0052	PUBLIC SPEAKING	4010	No Instructor Assigned
15752	COMMRC	0052	PUBLIC SPEAKING	4015	Barkley,Christopher O
15807	COMMRC	0052	PUBLIC SPEAKING	4020	Barkley,Christopher O
24527	COMMRC	0052	PUBLIC SPEAKING	4025	Barkley,Christopher O
23325	COMMRC	0052	PUBLIC SPEAKING	4030	Wieczorek,Susan Marie
24525	COMMRC	0052	PUBLIC SPEAKING	4035	Wieczorek,Susan Marie
26048	COMMRC	0052	PUBLIC SPEAKING	4040	Inuzuka,Ako
28223	COMMRC	0052	PUBLIC SPEAKING	4045	Wieczorek,Susan Marie
15886	COMMRC	0052	PUBLIC SPEAKING	4046	Lucas,Paul A
15805	COMMRC	0052	PUBLIC SPEAKING	4050	Lucas,Paul A
15831	COMMRC	0052	PUBLIC SPEAKING	4055	Majocha,Kristen Lynn
15885	COMMRC	0052	PUBLIC SPEAKING	4060	Nicodemus,Diane M
19545	COMMRC	0052	PUBLIC SPEAKING	4065	Nicodemus,Diane M
26050	COMMRC	0052	PUBLIC SPEAKING	4070	McGinley,Maryl R
15869	COMMRC	0052	PUBLIC SPEAKING	4075	Nicodemus,Diane M
26089	COMMRC	0052	PUBLIC SPEAKING (ESL)	4080	McGinley,Maryl R
24524	COMMRC	0052	PUBLIC SPEAKING	4085	Wharton,Patty J
30436	COMMRC	0052	PUBLIC SPEAKING	4090	Nicodemus,Diane M
23326	COMMRC	0052	PUBLIC SPEAKING	4090	Bukoski,Richard J
23327	COMMRC	0052	PUBLIC SPEAKING	4090	Bukoski,Richard J
28253	THEA	0053	ORAL INTERPRTTN OF LITERATURE	4010	Hartland,Frederick J.
30461	THEA	1500	VOICE AND MOVEMENT 1	4010	No Instructor Assigned
28254	THEA	1502	ACTING 1	4010	Hartland,Frederick J.
30462	THEA	1503	ACTING 2	4010	No Instructor Assigned

Speaking Enhanced Courses

Class Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
23296	BUS	1140	AUDITING	4010	Zakrzewski,Deborah Smiach
30488	BUS	1155	GOVT AND NONPROFIT ACCOUNTING	4010	Zakrzewski,Deborah Smiach
23298	BUS	1190	ACCOUNTING INFORMATION SYSTEMS	4010	Zakrzewski,Deborah Smiach
23308	BUS	1535	MARKETING RESEARCH	4010	McGrath,John M
15713	BUS	1560	MARKETING MANAGEMENT	4010	McGrath,John M
15675	CET	1195	SENIOR PROJECT PROPOSAL	4010	Houston,Brian L
15892	CET	1199	SENIOR PROJECT	4010	Rose,Andrew T
15677	CET	1199	SENIOR PROJECT	4015	Isovitsh,Shannon L
24911	CET	1199	SENIOR PROJECT	4020	Murad, Maher M
30525	CET	1199	SENIOR PROJECT	4025	Youchak,Richard A
30526	CET	1199	SENIOR PROJECT	4030	Kafaeikivi,Mehdei
17160	CHEM	1133	SYNTHESIS & CHARCTRZTN LAB	4010	Bell-Loncella,Elisabeth Turner
24526	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4010	Wharton,Patty J
15867	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4015	Wharton,Patty J
15868	COMMRC	0030	INTRODUCTION TO COMMUNICATION	4020	Wharton,Patty J
18300	COMMRC	0320	MASS COMMUNICATION PROCESS	4010	Nicodemus,Diane M
24516	COMMRC	1131	ORGANIZATIONAL COMMUNICATION	4010	Majocha,Kristen Lynn
23329	COMMRC	1136	NONVERBAL COMMUNICATION	4010	Wieczorek,Susan Marie
15685	EET	1195	SENIOR PROJECT PROPOSAL	4010	Pisarski,Stanley J
15890	EET	1199	SENIOR PROJECT	4010	Pisarski,Stanley J
23280	EET	1199	SENIOR PROJECT	4015	Jayasooriya,Chandana Kumara Kusumsiri
24641	EET	1199	SENIOR PROJECT	4020	Wieserman,William R
NOTE: "ENGCOMP 0004 Communication 2" is restricted to Engineering Majors only.					
Students who have completed Engcmp 0005 and Engcmp 0006 are not permitted to enroll in Engcmp 0004.					
30207	ENGWRT	0531	POETRY WRITING	4010	Schwerer IV,Frederick Carl
30464	ENGWRT	1192	TECHNICAL WRITING	4005	Sheets,Scott Albert
24522	ENGWRT	1192	TECHNICAL WRITING	4010	Sheets,Scott Albert
28235	ENGWRT	1192	TECHNICAL WRITING	4015	Sheets,Scott Albert
15870	ENGWRT	1192	TECHNICAL WRITING	4020	Fine,William J
16374	ENGWRT	1192	TECHNICAL WRITING	4025	Fine,William J
15715	ENGWRT	1192	TECHNICAL WRITING	4030	Cox,Michael W
15688	FSED	0001	HIST/PHIL OF ED: AMER EMPHSS	4010	Previte,Mark A
30358	GEOG	1600	JOHNSTOWN AREA STUDY	4010	Kory,William B
30405	GEOL	1108	RPT WRIT & COMP APPLIC IN GEOL	4010	Kerrigan,Ryan
30364	HIST	1602	RELIGIONS OF THE WORLD	4010	Matson,Robert W
15657	MET	1195	SENIOR PROJECT PROPOSAL	4010	Miller,Amy L
19697	MET	1199	SENIOR DESIGN PROJECT	4010	Miller,Amy L
23282	MET	1199	SENIOR DESIGN PROJECT	4015	DeVries,Roelof
30554	MET	1199	SENIOR DESIGN PROJECT	4020	Kelley,Randy D
19568	NUR	0082	NUR MGT ACUT/CHRC HLTH PROBS	4010	Katrancha,Elizabeth Dawn
30368	PS	1206	AMERICAN CONSTITUTIONAL LAW	4010	Alexander Jr,James R
30371	RELGST	1602	RELIGIONS OF THE WORLD	4010	Matson,Robert W
15638	RESCA	1038	CLINICAL PRACTICUM 3	4010	Price,Terri D
15740	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4010	Girard,Nina
15775	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4015	Lindberg,Stephen Robert
15695	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4020	No Instructor Assigned
15692	SCED	1191	STDNT TEACHING IN THE SEC SCHL	4025	Previte,Mark A

Quantitative Reasoning Courses Spring 2017

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

Class Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
15803	CS	0015	INTRO TO COMPUTER PROGRAMMING	4010	Sarma-Weierman, Stephen
15874	CS	0015	INTRO TO COMPUTER PROGRAMMING	4015	Im,Seung Hyun
15812	EDPSY	1121	EDUC ASSESS FOR INCLSN CLSSR	4010	Van Blerkom,Malcolm L
15879	GEOG	1440	GEOGRAPHIC INFORMATION SYSTEMS	4010	Massasati,Ahmad S
15645	MATH	0002	COLLEGE ALGEBRA	4010	Hoffman, Elizabeth M
15644	MATH	0002	COLLEGE ALGEBRA	4015	Hoffman, Elizabeth M
15793	MATH	0002	COLLEGE ALGEBRA	4020	Mantini, Linda
15646	MATH	0002	COLLEGE ALGEBRA	4025	Mantini, Linda
15763	MATH	0002	COLLEGE ALGEBRA	4030	Thompson,Anita Sell
26083	MATH	0002	COLLEGE ALGEBRA	4035	Thompson,Anita Sell
15796	MATH	0071	STRUCTR OF THE REAL NUMBR SYS	4010	Baird, Jacqueline R
15795	MATH	0080	FUNDAMENTALS OF MODERN MATH	4010	Shustrick,Theresa M
30408	MATH	0080	FUNDAMENTALS OF MODERN MATH	4015	Shustrick,Theresa M
28274	STAT	1020	SOCIAL STATISTICS	4010	Coldsmith,Jeremiah L
28275	STAT	1020	SOCIAL STATISTICS	4015	Coldsmith,Jeremiah L

Literature in Translation Courses Spring 2017

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

Class Number	Subject Description	Catalog Number	Class Title	Class Section Number	Instructor Name
30459	FR	640	MEDIEVAL FRENCH COURTLY ROMANCE	4010	Petrosky,David
28245	ITAL	1181	DANTE'S DIVINE COMEDY	4010	Cox,Catherine S
30476	SPAN	1844	CONTEMPORARY LATIN AMERICAN LITERATURE	4010	Bernal-Reyes, Alvaro Antonio

Updated 01/05/2017

Spring 2017

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	0971	ANATOMY AND PHYSIOLOGY LAB 2	PEDC	0029	WEIGHT TRAINING - MEN
BIOL	0981	MEDICAL MICROBIOLGY LABORATORY	PEDC	0030	WEIGHT TRAINING - WOMEN
BIOL	1135	DEVELOPMENTAL BIOLOGY	PEDC	0063	BASKETBALL 2 - CO-EDUCATIONAL
BIOL	1225	ANIMAL PHYSIOLOGY LABORATORY	PEDC	0065	VOLLEYBALL
BIOL	1271	WILDLIFE MANAGEMENT LABORATORY	PEDC	0087	PERSONAL DEFENSE
CHEM	0113	GENERAL CHEMISTRY LABORATORY 1	PEDC	0099	BASIC ROCK CLIMBING
CHEM	0114	GENERAL CHEMISTRY LABORATORY 2	PEDC	0100	LIFE GUARDING
CHEM	0192	CHEM FOR HLTH PROFESSIONS LAB	PEDC	0103	AEROBIC EXERCISE 1
CHEM	0233	ORGANIC CHEMISTRY LABORATORY 1	PEDC	0123	FIRST AID AND CPR
CHEM	0234	ORGANIC CHEMISTRY LABORATORY 2	PEDC	0162	DANCE BASICS
CHEM	1133	SYNTHESIS & CHARCTRZTN LAB	PEDC	0184	SCUBA 1
CHEM	1327	INSTRUMENTAL ANALYSIS	PEDC	0199	LIFEGUARD INSTRUCTOR
CHEM	1343	PHYSICAL CHEMISTRY LABORATORY	PHYS	0143	INTRODUCTION TO PHYSICS 2 LAB
EER	1004	IGNEOS & METM PETR & PETGRPHY	PHYS	0151	PHYSICS LABORATORY 1
GEOL	0015	PHYSICAL GEOLOGY	PHYS	0153	PHYSICS LABORATORY 2
GEOL	0061	HISTORICAL GEOLOGY	PSY	0270	INTRODUCTORY STATISTICS
GEOL	1061	GEOMORPHOLOGY	PSY	1031	RESEARCH METHODS
GEOL	1106	HYDROGEOLOGY	PSY	1065	COGNITIVE PSYCHOLOGY
GEOL	1108	RPT WRIT & COMP APPLIC IN GEOL			
NUR	0051	INTRO PROFESSIONAL NURSING			
NUR	0081	FOUNDATIONS OF NURSING PRACT 2			
NUR	0087	PHARMACOLOGY AND THERAPEUTICS			
NUR	1050	NUR CRE MTHRS, NEWBRNS & FMLYS			
NUR	1052	NUR CARE CHILD & THEIR FMLYS			
NUR	1060	NUR CLIENTS WITH PMH PROBS			
NUR	1120	ADV NUR MGT ACU/CPLX HLTH PROB			
NUR	1121	ADVNC D CLINICAL PROBLEM SOLVING			
NUR	1128	COMMUNITY HEALTH NURSING			
NUR	1134	TRANSTN INTO PROF NUR PRACT			

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 in consultation with his/her advisor. 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. No course passed with a grade of C or higher may be repeated.
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 Vice President for Academic Affairs 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 Vice President for Academic Affairs.

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.

Spring 2017 (2174) FINAL EXAM SCHEDULE
University of Pittsburgh at Johnstown

EXAM DATE	Saturday April 22	EXAM DATE	Monday April 24	Tuesday April 25	Wednesday April 26	Thursday April 27	Friday April 28
EXAM TIME		EXAM TIME	REGULAR CLASS MEETING TIMES				
		8:00AM - 10:00AM	MWF 8:00 - 8:50	T-TH 9:30 - 10:50	MWF 9:00 - 9:50	T-TH 8:00 - 9:20	MWF 10:00 - 10:50
		10:30AM - 12:30PM	MWF 11:00 - 11:50	T-TH 12:30 - 1:50	MWF 12:00 - 12:50	T-TH 11:00 - 12:20	MWF 1:00 - 1:50
1:30PM - 3:30PM	Nat Sci Common Exam Time #1	1:30PM - 3:30PM	MWF 2:00 - 2:50	T-TH 3:30 - 4:50	MWF 3:00 - 3:50	T-TH 2:00 - 3:20	MWF 4:00 - 4:50
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.

Updated 01/05/2017