

University of Connecticut Health Center

Summer 2009

Graduate School Course Offerings



Office of Records & Registration

LM035, MC1827

263 Farmington Avenue

Farmington CT 06030-1827

Ph: (860) 679-3125

Fax: (860) 679-1902

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NOTE: This booklet is an excerpt of the course offering booklet produced by the Office of Credit Programs and Continuing Studies on the Main UConn campus in Storrs. That booklet should be referred to for more detailed information on policies. You will find it on the web at <http://www.continuingstudies.uconn.edu>

Registration Schedule - Summer 2009

Individuals planning to take summer courses are strongly encouraged to register as early as possible. Space in some classes is limited and registrations are accepted on a first-come-first-registered basis up to the course's class capacity.

Materials may be returned unprocessed if registration forms are incomplete or payment amount is not correct. ***All faxed registrations must have required signatures.** Fax: (860) 679-1902

SUMMER SESSION DATES

*** Classes will not be held on Monday, May 25, 2009 & Friday, July 3, 2009**

Intensive 1: June 8 – June 26, 2009

Intensive 2: July 20 – August 7, 2009

Summer Session 1: June 1 – July 10, 2009

Summer Session 2: July 13- August 21, 2009

Summer Session 4: June 1 - August 21, 2009

Registration / Fee Payment Deadlines (by session)

Summer Session 1, Intensive Session 1, Session 4

May 18, 2009

Summer Session 2, Intensive Session 2

June 29, 2009

LATE REGISTRATION A non-refundable \$50 late fee per class up to a maximum of \$50 per session is charged for any mail, fax, online or in-person registration and fee payment after the specified dates. Late registrations will be accepted only if space exists in a class and any required permissions have been obtained. All registrations must be completed before the start of classes.

ADDING A COURSE: Before the first day of classes, simply register and pay for the course. Once a class begins, written consent of the course instructor is required. An “add/drop” card can be obtained from the Office of Records & Registration, LM035. Ordinarily, a student may not add a course after the first week or the fourth scheduled class meeting, whichever comes first.

DROPPING A COURSE: Once enrolled in a course, your enrollment can only be terminated by written notice submitted to the Office of Records & Registration. An “add/drop” card can be obtained from the Office of Records & Registration, LM035. For degree students, no permission is needed prior to the midpoint of the course. After that time, a written recommendation from the course instructor or the student's major advisor, AND permission of the Assoc. Dean for the Graduate School is necessary. For non-degree students, no permission is needed prior to the tenth scheduled meeting hour of the class. After that time, approval of the Continuing Education Counselor at Storrs or the appropriate regional campus is necessary. A notation of “W” ordinarily will appear on the student's transcript for any course dropped after the fifth scheduled meeting hour of the course.

EXCHANGING A COURSE: If you wish to exchange courses, you must follow the procedures for dropping and adding courses outlined above. Once courses begin, you may only exchange courses at the campus where the course is offered. If the course added is more credits than the course dropped, payment must be made at the time of the exchange.

AUDITING A COURSE: If you wish to audit a course, an official “Course Audit Card” can be obtained from the Office of Records & Registration, LM035. Permission of the instructor is required, and for degree

students, consent of the major advisor is also required. Auditors are required to pay regular per credit hour fees applicable to the course level unless they are senior citizens. Please contact our office if you have further questions with regard to auditing courses.

CREDIT LIMIT: Students are ordinarily permitted to register for up to eight credits in a six-week summer session due to the extremely concentrated and fast-paced nature of summer courses. Any exceptions to this regulation require the written permission of the student’s academic dean.

DISCONTINUED OR CANCELLED CLASSES: The University intends to offer all the courses listed in this catalog as scheduled. However, the University reserves the right to discontinue or cancel classes, or make any changes necessary as conditions warrant. If the University cancels a class, the course fee will be refunded without a service charge if the student does not want to enroll in another course.

STUDENT RESPONSIBILITY: The student assumes the responsibility for knowledge of and compliance with the regulations and procedures of the University set forth in the catalog published by the College of Continuing Studies and in the appropriate publications related to graduate study and non-degree study.

****If written consent is required for a course, please obtain and submit the consent form prior to or at the time of registration.**

FEES & PAYMENT All students pay the same course fees during Summer Sessions, regardless of state of legal residence. Further, some courses and labs have a material fee in addition to the course fee. The material fee ranges from \$10 - \$25. This fee is automatically added to the course fee and charged to your credit card payment at the time of registration.

Course fees for graduate courses are \$495 per credit.

- Some courses have an additional materials fee of \$15-\$35.
- For students enrolled in Summer Session 1 or Summer Session 2 at the main campus in Storrs, there is an additional \$16 activity fee per session.
- There is a \$50 late payment fee that is charged when full payment has not been received by the term or session registration due date. Matriculated students who register after the payment deadlines will have three days to submit their payment from the date they register before the \$50 late fee applies.
- The onetime summer enrollment fee of \$45 is non-refundable.

Credits	Graduate
1	\$495
2	\$990
3	\$1,485
4	\$1,980
5	\$2,475
6	\$2,970
7	\$3,465
8	\$3,960
9	\$4,455

PAYMENT OPTIONS



Personal Check or Money Order: Please attach a check or money order to the registration form. **Payment is due at the time of registration.** You may also drop off your payment or send it to, University of Connecticut Health Center, Attn: Charley Rowland, 263 Farmington Ave., Farmington, CT 06030-1827.

3rd Party Payment If fees are to be paid by a third party, a letter from the agency or organization providing the funds must accompany the registration.

NEW! On-Line Self Payment Procedures (credit card payments must be made on-line)

Credit Card or E-Check

Please follow the directions below to make payment on-line.

-  **Log onto PeopleSoft www.studentadmin.uconn.edu**
-  **Enter your user id and password**
-  **Click on Self Service**
-  **Click on Student Center**
-  **Click on Make a payment**

A \$25 charge is assessed for checks not honored by a bank for any reason. Individuals with any outstanding debt to the University will be expected to pay that debt before being allowed to register.

Late Fee: (Non-refundable) **\$50** per session for registrations and/or fee payments after the registration deadlines for each session.

Deposit Account: \$50 for non-degree students wanting a UCHC student ID card for the summer

SUMMER REFUNDS

Summer Sessions credit classes at the University of Connecticut are not supported by tax money appropriated from the State of Connecticut. Because of this, the University's refund policy on fees differs from that of the academic year in some programs. The following refund schedule applies during Summer Sessions:

Deadlines for Dropping a Class	Last day to drop:		
	w/o "W" on transcript	full refund	50% refund
Summer Session 1, begins June 1	June 4	June 4	June 9
Summer Session 4, begins June 1	June 10	June 10	June 18
Intensive Session 1, begins June 8	June 9	June 9	June 10
Summer Session 2, begins July 13	July 16	July 16	July 20
Intensive Session 2, begins July 20	July 21	July 21	July 22

Note:

- Once a Summer Session begins, classes may be dropped **only** at the campus where they are held.
- A class may not be dropped in person at another campus once the Summer Session begins.
- No refunds are given for classes dropped after the above deadlines.

Refunds will be determined by the transmission date and time of fax, online or email notifications, and by the postal cancellation date or verified sending date for mail or express delivery service notifications.

Processing a refund may take up to four weeks once it is approved.

All electronic transactions (i.e., fax, voicemail, online or email) will automatically identify the date and time of each transmission and this information will then be used to determine refunds.

For drops done by mail or express delivery service, the refund will be determined based on the postal cancellation date or verified sending date. To receive a full refund, the envelope must be postmarked the day prior to the third scheduled class. To receive a **50%** refund, it must be postmarked the day prior to the fourth class meeting.

Only official drop requests submitted within the deadlines are used to determine refunds. Failure to attend a class does not constitute grounds for a refund if the course is later dropped. Processing a refund may take up to four weeks once it is approved. The enrollment fee is not refundable.

****NO refunds are given for courses dropped after the deadlines above or for independent studies or practicums. The processing of a refund may take up to four weeks once approved.**

FINANCIAL AID: Students who have officially applied for financial aid should make plans to pay for summer fees on or before the due dates or to request a deferment of summer fees through the Fiscal Services Office at the Health Center at (860) 679-1632.



University of Connecticut

Master of Public Health Program

The Exchange, Suite 260 ph: (860)679-1510

2009 SUMMER COURSE OFFERINGS

This schedule is subject to change; all arrangements should be confirmed with the course instructor.

Session I: June 1 - July 10

Session II: July 13 - August 21

Session IV: June 1 - August 21

Session IV

PUBH 5407-F40 (2093)	Practicum in Public Health (3 cr.) Staff by arrangement Dates and times by arrangement (Must register in person)
PUBH 5495	Independent Study in Public Health (1-9 cr.) Staff by arrangement Dates and times by arrangement (Must register in person)
PUBH 5497-F40 (2096)	Field Experience in Public Health Systems (3 cr.), Wolfe/Sullivan Dates and times by arrangement Hartford, CT Department of Public Health, 410 Capitol Avenue, Hartford
PUBH 5499-F40	Capstone Project in Public Health (3-6 cr.) Gregorio/Segal Dates and times by arrangement (Must register in person)
GRAD 5950	Master's Thesis Research (1-9 cr.) Staff by arrangement Dates and times by arrangement

**COURSE OFFERINGS:
SUMMER SESSIONS I, II & IV
JUNE 1, 2009 – AUGUST 21, 2009**

David Gregorio, Director (860) 679-5480
Joan Segal, Associate Director (860) 679-1509
Wendy Walsh, Program Coordinator (860) 679-5472
Barbara Case, Administrative Assistant (860) 679-1503
Lauri McCarthy, Administrative Assistant (679-1510)

**Summer Session IV
June 1, 2009 – August 21, 2009**

PUBH 5407-F40 Practicum in Public Health (3 cr.)

Under faculty guidance, students undertake an organized set of activities that responds to an identified need of a public health agency or health-related organization. The activities may involve the policy development, planning, implementation, administration or evaluation of public health services, or a combination of such activities. Students should be appropriately advanced before initiating the practicum. **Must register in person.**
Staff by Arrangement.

PUBH 5495 Independent Study in Public Health (1-9 cr.)

An individual course for those wishing to pursue special topics in the public health sciences under faculty supervision. **Must register in person. Staff by Arrangement.**

**PUBH 5497-F40 Field Experience in Public Health Systems (3 cr.)
(2096)**

Under direction by CT Department of Public Health preceptors, students will participate in an intensive service-learning experience wherein they will examine a timely public health issue pertaining to health indicators/disease surveillance, public health policy development or health promotion program implementation. Students will also participate in occasional seminars intended to address the meaning and purpose of essential public health functions and operational issues of a large, complex public health agency. It is expected that students will spend 50 hours per credit, of which some portion must be completed onsite (consistent with the hours, schedule, etc. of DPH). The project will culminate in a presentation to other interns and DPH staff. **Permission required from MPH program.**

PUBH 5499-F40 Capstone Project in Public Health (3-6 cr.)

Under faculty guidance, students pursue independent projects on special topics in the public health sciences. This is the course intended for students working on a final essay or pursuing a final project. **Must register in person.**

Instructor: **David Gregorio** **860-679-5480** gregorio@nso.uhc.edu
 Joan Segal **860-679-1509** segal@nso.uhc.edu

GRAD 5950 Master's Thesis Research (1-9 cr.)

This course is associated with the research efforts of students pursuing a Plan A master's degree, and may be used to meet the nine-credit Master's research requirement.

Students taking this course will be assigned a final grade of S (satisfactory) or U (unsatisfactory).

Staff by Arrangement. Permission required from MPH program.

University of Connecticut, College of Continuing Studies
Registration Application – Graduate Courses
Fax (860) 679-1902

Please Print

Section 1 Biographical Information

Social Security Number _____ Semester and Year **Summer 2009**

Name: _____
Last First

Street: _____

City: _____ State: _____ Zip: _____

Phone: Daytime: _____ Evening: _____

Fax: _____ **e-mail:** _____

Birthday: _____ Sex: _____ Country of
Citizenship: _____

Section 2 Student Status

Check one and complete as necessary:

_____ Non-Degree / Non-Matriculating Student

Is this your first registration as a non-degree student at UCONN? _____ Yes _____ No

Where you ever dismissed or prohibited from taking courses at UCONN? _____ Yes _____ No

If yes, indicate: year _____ semester _____ campus _____
and reason _____

At that time were you (check one)

Undergraduate Degree Student _____ Graduate Degree Student _____ Non-Degree Student _____

Please complete the following non-degree student information by filling in the appropriate code from below:

Marital Status:	_____	Select from : U (unmarried) or M (Married)
Veteran Status:	_____	Select from: N (Non-Veteran) or V (Veteran)
State of Legal Residence:	_____	Indicate official two-letter state abbreviation
Ethnic Code:	_____	Select from, see below (if you prefer not to specify, please select # 6):

1: Asian _____ **2:** Native American _____ **3:** Black _____ **4:** Hispanic _____ **5:** Caucasian _____ **6:** Refuse to indicate _____
7: Non-Resident, Alien _____ **8:** Other (please identify) _____ **9:** Puerto Rican _____

_____ Graduate Degree Student at UCONN

_____ Sixth-Year-in-Education Student at UCONN

Section 3 Course Selections

Campus. Abbr.	Dept. Abbr. (Ex: PUBH or DENT)	Course Number	Section #	# credits	Instructor's Consent	Office Use

Section 4 ID Card

Check one:

No ID desired _____ Request ID _____ Have ID, request validation _____ Replace lost ID _____

Section 5 Fee Calculation

Non-Degree students do not pay: Storrs Transit Fee, Grad Matric. Fee, Co-op Fee or the Student Activity Fee

Course(s) Fees	\$
Infrastructure Fee	\$
Late Fee (\$50 per course) if applicable	
Deposit Account	
Enrollment Fee	
TOTAL FEES	\$

Non-Degree students pay the deposit account fee only if they request a student I.D.

Section 6 Form of Payment (If paying by check or money order, skip to Section 7)

FIRST: FILL OUT REGISTRATION FORM IN IT'S ENTIRETY, PLEASE MAKE SURE E-MAIL ADDRESS IS PRINTED LEGIBLY. Fax registration form to (860) 679-1902 or mail to:

University of Connecticut, Office of the Registrar
263 Farmington Ave.
Farmington, CT 06030-1827

SECOND: IF YOU DO NOT HAVE A USER ID AND PASSWORD, PLEASE E-MAIL Das@nso.uconn.edu (Passwords cannot be given over the phone) AND A USER ID AND PASSWORD WILL BE FORWARDED TO YOU





THIRD:

BEFORE YOU MAKE YOUR CREDIT CARD PAYMENT ONLINE, PLEASE ALLOW 24-48 HOURS AFTER YOU HAVE FAXED YOUR REGISTRATION FORM TO RECEIVE CONFIRMATION AND AT THAT POINT YOU MAY BEGIN MAKING YOUR PAYMENT ONLINE. **REGISTRATION MUST BE KEYED INTO THE SYSTEM BEFORE YOUR PAYMENT WILL BE ACCEPTED**

FOURTH:

AFTER YOU HAVE RECEIVED CONFIRMATION OF REGISTRATION VIA E-MAIL, LOG ONTO www.studentadmin.uconn.edu

Enter User ID and Password

-  **Click on SA Self Service**
-  **Learner Services**
-  **Finances**
-  **Make a payment**

Section 7 Student Signature

By enrolling for courses and paying fees, the student accepts responsibility for knowledge of and compliance with all the definitions, rules, regulations and procedures of the University of Connecticut pertaining to the student's status as an undergraduate degree student, a graduate degree student, or a non-degree student as well as compliance with any special regulations and policies set forth in university catalogs covering courses and refund policies.

Signature of Student: _____ Date: _____