



Graduate Non-degree Courses
College of Arts and Sciences
Summer 2009

Summer, 2009

Dear Prospective Student,

Thank you for your interest in enrolling as a non-degree graduate student in the College of Arts and Sciences at Simmons College. This registration packet contains all the materials you will need to enroll.

As a non-degree student, you may enroll in up to two graduate courses (eight credits) before applying to a degree program. The information in this packet will answer all of your questions about registration, tuition, billing, and more.

Please do not hesitate to contact the admissions staff at 617-521-2915 or email gsa@simmons.edu if you have further questions. You may also visit the non-degree website at www.simmons.edu/nondegree.

Thank you again for your interest in Simmons College.

Sincerely,

Kristen Haack
Director, Graduate Studies Admission



Non-degree Policy

Enrollment in certain non-degree courses may require the consent of the program director. Non-degree students may enroll in up to eight credits (typically two graduate courses) before being formally admitted to a degree program. If you take the courses in separate semesters, you must earn a grade of B (3.0) or better to enroll in the second course.

Semester Dates

The Summer semester runs between May 18 through August 21. Courses are offered in varied formats throughout the term. Please check the attached listing for specific course details including exact dates and times.

Registration Procedure

Choose your class from the attached schedule and return the attached form to the Office of Graduate Studies Admission. **Do NOT mail or fax your non-degree form directly to the Office of the Registrar, as this will delay your registration.**

Fax your form to: 617-521-3058 or Mail your form to: Office of Graduate Studies Admission
Simmons College
300 The Fenway
Boston, MA 02115-5898

Consult the schedule for specific dates and times of each course. All information in this booklet was accurate at the time of printing and may be subject to change. For the most up-to-date information, please visit <http://aarc.simmons.edu>.

Course Listings

Course descriptions can be found online at www.simmons.edu/gradstudies/forms or at <https://aarc.simmons.edu/schedule/summer/>.

Graduate Tuition for 2008-2009

All classes are 4 credits, unless otherwise noted in the schedule.

Special Education	\$740 per credit
General Education	\$740 per credit
Communications Management	\$875 per credit
Liberal Arts	\$875 per credit
<i>Children's Literature</i>	
<i>English</i>	
<i>Gender/Cultural Studies</i>	
<i>History</i>	
<i>Spanish</i>	
<i>Writing for Children</i>	

Applying to a Degree Program

Non-degree students may enroll in up to two graduate courses before being formally admitted to a degree program. If you are planning to apply to a degree program, verify with your program director that the course you choose will apply towards a degree. Non-degree students must earn a grade of B (3.0) or better in each course to be considered for admission to a degree program. However, successful completion of non-degree classes does not guarantee acceptance into a program.

Parking

Day part-time parking is available for daytime classes beginning before 5:30 pm. Evening parking is available during the fall and spring semester for classes beginning at 5:30 pm or after. Accessible parking for students with disabilities is also available. For more information on parking options, please visit the parking website at <http://my.simmons.edu/services/business/parking/>.

Building Codes

MCB	Main Campus Building	LIB	Beatley Library
E	MCB East Wing	S	Park Science Center
C	MCB Center	P	One Palace Road
W	MCB West Wing		

Academic Policy Information

Adding/Dropping Courses

Multi-Week Courses

Deadline for adding a course: End of the first class

Deadline for dropping a course: End of the second week of the class

Weekend Courses

Deadline for adding a course: Before the first class

Deadline for dropping a course: End of the first weekend of the class

One-Week Courses

Deadline for adding a course: Before the first class

Deadline for dropping a course: End of the first class

Tuition General Refund Policy

Tuition refunds will be granted only through the first four weeks of a semester. The refund amount is determined by the date that appears on the official add/drop form filed with the Registrar. (Non-attendance in a class does not constitute withdrawal from that class). If you should completely withdraw from all coursework after classes begin, you may still be accountable for a portion of tuition and other fees.

For the most up to date policy on course refunds, please refer to the Student Accounts site at: <http://my.simmons.edu/services/sfs/accounts/refunds.shtml>.

Tuition Payment

Once registered, you will receive a bill from Student Accounts. Acceptable forms of payment include personal checks, traveler's checks, bank checks, money orders, wire transfers and credit cards (American Express, Discover, and MasterCard). Simmons also provides the convenience of making a quick and easy online payment towards your student account. This is available to you through our Online Tuition Payment Center. All payments must be made in U.S currency. You will not be granted a student ID card until your bill is settled. For further information or to arrange for payment, contact the Office of Student Accounts at 617-521-2001 or <http://my.simmons.edu/services/sfs/accounts/index.shtml>.

Financial Aid

Non-degree students are not eligible for financial aid. For more information on financial aid options for admitted degree students, stop by the Office of Student Financial Services in W207, visit their website at <http://my.simmons.edu/services/sfs/>, or call 617-521-2001.

Directions

For directions and a map of the Simmons campus, visit our website at <http://www.simmons.edu/visit/directions.shtml>

SIMMONS

Contact Information

BEHAVIOR ANALYSIS

Behavior Analysis	Michael Cameron	617-521-2569	michael.cameron@simmons.edu	W303
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COMMUNICATIONS MANAGEMENT

Communications Management	Joan Abrams	617-521-2846	mcm@simmons.edu	L302B
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GENERAL EDUCATION

Master of Arts in Teaching	Gary Oakes	617-521-2203	gary.oakes@simmons.edu	W304
Master of Arts in Teaching ESL	Paul Abraham	617-521-2579	paul.abraham@simmons.edu	C313
Educational Leadership	Roberta Kelly	617-521-2241	roberta.kelly@simmons.edu	W304
Urban Education	Daren Graves	617-521-2519	daren.graves@simmons.edu	W304

LIBERAL ARTS

Children's Literature	Cathryn Mercier	617-521-2540	cathryn.mercier@simmons.edu	C209
English	Pamela Bromberg	617-521-2214	pamela.bromberg@simmons.edu	C310
Gender/Cultural Studies	Sarah Leonard	617-521-2254	sarah.leonard@simmons.edu	C319
History	Laura Prieto	617-521-2253	laura.prieto@simmons.edu	C319
Spanish	Raquel Halty	617-521-2182	raquel.halty@simmons.edu	L334C
Writing for Children	Cathryn Mercier	617-521-2540	cathryn.mercier@simmons.edu	C209

SPECIAL EDUCATION

Moderate Licensure	Jane Hardin	617-521-2556	jane.hardin@simmons.edu	W303
Severe Licensure	Allan Blume	617-521-2547	allan.blume@simmons.edu	W303
Assistive Technology	Madalaine Pugliese	617-521-2521	madalaine.pugliese@simmons.edu	W303
Language and Literacy	Abby Machamer	617-521-2118	abby.machamer@simmons.edu	W303
Administrator	Allan Blume	617-521-2547	allan.blume@simmons.edu	W303

PH.D. PROGRAMS

Applied Behavior Analysis	Michael Cameron	617-521-2569	michael.cameron@simmons.edu	W303
Health Professions Education	Arlene Lowenstein	617-521-2141	arlene.lowenstein@simmons.edu	S332

ADMINISTRATIVE OFFICES

ADMINISTRATIVE OFFICES	PHONE	EMAIL/WEBSITE	LOCATION
Graduate Admission	617-521-2915	gsa@simmons.edu	W101
Financial Aid	617-521-2001	sfs@simmons.edu	W207
Registrar	617-521-2111	my.simmons.edu/services/registrar	C210
Student Accounts	617-521-2001	sfs@simmons.edu	W207
College Bookstore	617-521-2054	simmons.bkstore.com/	Basement
Residence Life	617-521-1096	reslife@simmons.edu	Health Center
Public Safety	617-521-2289	my.simmons.edu/services/public-safety	E007
Student Life	617-521-2124	—	C211
Student Activities	617-521-2423	—	W002
Beatley Library Circulation Desk	617-521-2780	www.simmons.edu/libraries/	L101
Computer Lab/Help Desk	617-521-2222	my.simmons.edu/services/technology/	—
Holmes Sports Center	617-521-1030	my.simmons.edu/campus-life/athletics/	Sports Center
Academic Support Center	617-521-2474	asc@simmons.edu	304A Palace Rd
Career Education Center	617-521-2488	careers@simmons.edu	304 Palace Rd

• All offices are located in the Main College Building (MCB) at 300 The Fenway, unless otherwise indicated. The designation "W" refers to West, "E" to East, "C" to Center, and "L" for Library. Numbers beginning with 0 are located in the basement.

Dept.	Crse#	Sec	Course Title	Dates	Days	Times
Behavior Analysis						
BEHV	415	01	Applied Research I	6/26	6/26	F 5:00 PM 10:00 PM
				6/27	6/27	S 8:30 AM 4:30 PM
				7/24	7/24	F 5:00 PM 10:00 PM
				7/25	7/25	S 8:30 AM 4:30 PM
				8/7	8/7	F 5:00 PM 10:00 PM
				8/8	8/8	S 8:30 AM 4:30 PM
BEHV	424	01	Introduction to Applied Behavior Analysis	6/12	6/12	F 5:00 PM 10:00 PM
				6/13	6/13	S 8:30 AM 4:30 PM
				7/17	7/17	F 5:00 PM 10:00 PM
				7/18	7/18	S 8:30 AM 4:30 PM
				8/7	8/7	F 5:00 PM 10:00 PM
				8/8	8/8	S 8:30 AM 4:30 PM
Children's Literature						
CHL	502	01	Crimes and Misdemeanors	6/30	7/23	T TH 3:30 PM 6:16 PM
				7/24	7/26	F S SU 8:00 AM 8:00 PM
Communications Management						
MCM	422	01	Writing for Communications Professionals	5/18	7/13	M 6:00 PM 10:00 PM
MCM	442	01	Emerging Communication Technologies	5/18	7/13	T 6:00 PM 10:00 PM
			<i>at Stonehill College; Easton, MA</i>			
MCM	453	01	Strategic Marketing Communication	5/28	7/23	TH 6:00 PM 10:00 PM
MCM	487	OL	Internal Corporate Communication	5/18	7/13	W 6:00 PM 10:00 PM
			<i>Online Hybrid Class</i>			
English						
ENGL	521	01	Studies in Shakespeare	5/18	6/30	M W 11:45 AM 3:00 PM
ENGL	523	01	Special Topics: Literature of the American Countercultures	7/1	8/21	M W 11:45 AM 3:00 PM
Gender/Cultural Studies						
GCS	412	01	Masculinity in American Culture	7/1	8/21	M W 3:00 PM 6:00 PM
ENGL	523	01	Special Topics: Literature of the American Countercultures	7/1	8/21	M W 11:45 AM 3:00 PM
HIST	577	01	Weimar Germany	5/18	6/30	M W 3:00 PM 6:15 PM
General Education						
GEDUC	417	01	English Language Learners in the General Education Classroom	8/10	8/10	M 8:30 AM 4:30 PM
				8/12	8/12	W 8:30 AM 4:30 PM
				8/14	8/14	F 8:30 AM 4:30 PM
				8/17	8/17	M 8:30 AM 4:30 PM
				8/19	8/19	W 8:30 AM 4:30 PM
GEDUC	420	01	Reading and Writing Across the Curriculum in the Secondary School	5/19	6/30	T TH 4:00 PM 7:15 PM
GEDUC	420	02	Reading and Writing Across the Curriculum in the Secondary School	7/2	8/7	T TH 4:00 PM 7:15 PM
GEDUC	423	01	Facing History and Ourselves	8/10	8/14	M T W TH F 8:30 AM 4:30 PM
GEDUC	424	01	Integrating Educational Technology in the Classroom	5/19	6/30	T TH 5:00 PM 8:15 PM
GEDUC	424	02	Integrating Educational Technology in the Classroom	8/10	8/14	M T W TH F 8:30 AM 4:30 PM
GEDUC	426	01	Integrating Arts Mid/Secondary	5/18	6/29	M W 4:00 PM 7:15 PM
GEDUC	445	01	Educational Psychology	5/19	6/30	T TH 10:00 AM 1:15 PM
GEDUC	445	02	Educational Psychology	5/18	6/29	M W 4:00 PM 7:15 PM
GEDUC	445	03	Educational Psychology	7/2	8/7	T TH 10:00 AM 1:15 PM
GEDUC	446	01	Differentiated Writing Instruction to Close the Achievement Gap	7/7	8/7	T W 9:00 AM 4:00 PM
GEDUC	446L	01	Differentiated Writing Instruction to Close the Achievement Gap Lab	7/13	7/24	M T W TH F 7:45 AM 4:30 PM

Dept.	Crse#	Sec	Course Title	Dates		Days	Times	
GEDUC	446L	02	Differentiated Writing Instruction to Close the Achievement Gap Lab	7/27	8/7	M T W T H F	7:45 AM	4:30 PM
GEDUC	455	01	Issues in Teaching and Learning for Middle and High School Teachers	5/18	6/29	M W	3:00 PM	6:15 PM
GEDUC	455	02	Issues in Teaching and Learning for Middle and High School Teachers	7/1	8/7	M W	3:00 PM	6:15 PM
GEDUC	457	01	Cultural Foundations of Education	5/18	6/29	M W	10:00 AM	1:15 PM
GEDUC	457	02	Cultural Foundations of Education	7/2	8/7	T TH	10:00 AM	1:15 PM
GEDUC	460	01	Teaching Strategies for the Inclusive Classroom	5/18	6/29	M W	10:00 AM	1:15 PM
GEDUC	460	02	Teaching Strategies for the Inclusive Classroom	7/2	8/7	T TH	10:00 AM	1:15 PM
GEDUC	461	01	Social Studies, Science, and the Arts in the Elementary Classroom	5/19	6/30	T TH	4:00 PM	7:15 PM
GEDUC	461	02	Social Studies, Science, and the Arts in the Elementary Classroom	7/2	8/7	T TH	4:00 PM	7:15 PM
GEDUC	464	01	Reading and Language Arts for the Early Childhood and Elementary Classroom	7/1	7/22	W	8:30 AM	4:30 PM
GEDUC	467	01	Math for the Early Childhood and Elementary Classroom	5/19	6/30	T TH	4:00 PM	7:15 PM
GEDUC	467	02	Math for the Early Childhood and Elementary Classroom	8/17	8/21	M T W T H F	8:00 AM	3:30 PM
GEDUC	467	11	Math for the Early Childhood and Elementary Classroom	8/8	8/9	S SU	8:30 AM	4:30 PM
			<i>at the ACCEPT Education Collaborative, Dedham, MA</i>	8/7	8/7	F	5:00 PM	10:00 PM
				8/1	8/2	S SU	8:30 AM	4:30 PM
				7/31	7/31	F	5:00 PM	10:00 PM
Educational Leadership								
GEDUC	500	10	Leadership Development*	8/3	8/7	M T W T H F	8:30 AM	4:30 PM
GEDUC	505	10	Curriculum Methods and Development*	7/9	7/15	M T W T H F	8:30 AM	4:30 PM
GEDUC	507	10	Technology and the Administrator*	5/19	6/16	T	8:30 AM	4:30 PM
Urban Education								
GEDUC	417	20	English Language Learners in the General Education Classroom	8/10	8/14	M T W T H F	8:30 AM	4:30 PM
GEDUC	493	20A	Topics in Urban Education I	8/12	8/14	W T H F	8:30 AM	4:30 PM
History								
HIST	577	01	Weimar Germany	5/18	6/30	M W	3:00 PM	6:15 PM
Spanish								
SPAN	595	01	Special Topics in Spanish: Latin American Cities in Contemporary Literature*	6/15	7/23	T TH	4:00 PM	7:00 PM
Special Education								
RDG	406	01	The Structure of Language for Teachers	6/28	6/28	SU	8:30 AM	4:30 PM
				7/8	7/11	W T H F S	8:30 AM	4:30 PM
RDG	410	01	Multisensory Structured Language Strategies for Reading	5/19	5/19	T	4:00 PM	9:00 PM
				5/21	5/21	TH	4:00 PM	9:00 PM
				5/27	5/27	W	4:00 PM	9:00 PM
				5/28	5/28	TH	4:00 PM	9:00 PM
				6/2	6/2	T	4:00 PM	9:00 PM
				6/4	6/4	TH	4:00 PM	9:00 PM
				6/9	6/9	T	4:00 PM	9:00 PM
				6/11	6/11	TH	4:00 PM	9:00 PM
SPND	422	01	Differentiating Instructional Strategies Using Technology Across the Curriculum*	5/29	5/29	F	5:00 PM	10:00 PM
			<i>requires 20 hours of online coursework</i>	5/30	5/30	S	8:30 AM	4:30 PM
				6/19	6/19	F	5:00 PM	10:00 PM
				6/20	6/20	S	8:30 AM	4:30 PM
SPND	441	01	Classroom Management for Learners with Special Needs in Inclusive Settings	7/13	7/17	M T W T H F	8:30 AM	4:30 PM

Dept.	Crse#	Sec	Course Title	Dates		Days	Times	
SPND	441	11	Classroom Management for Learners with Special Needs in Inclusive Settings	TBA	TBA	TBA	TBA	TBA
			<i>at the ACCEPT Education Collaborative, Dedham, MA</i>					
SPND	446	01	Learners with Special Needs	6/29	7/1	M T W	8:30 AM	4:30 PM
				7/6	7/7	M T	8:30 AM	4:30 PM
Assistive Technology								
SPND	422	01	Differentiating Instructional Strategies Using Technology Across the Curriculum*	5/29	5/29	F	5:00 PM	10:00 PM
			<i>requires 20 hours of online coursework</i>	5/30	5/30	S	8:30 AM	4:30 PM
				6/19	6/19	F	5:00 PM	10:00 PM
				6/20	6/20	S	8:30 AM	4:30 PM
Language and Literacy								
RDG	406	01	The Structure of Language for Teachers	6/28	6/28	SU	8:30 AM	4:30 PM
				7/8	7/11	W T H F S	8:30 AM	4:30 PM
RDG	410	01	Multisensory Structured Language Strategies for Reading	5/19	5/19	T	4:00 PM	9:00 PM
				5/21	5/21	TH	4:00 PM	9:00 PM
				5/27	5/27	W	4:00 PM	9:00 PM
				5/28	5/28	TH	4:00 PM	9:00 PM
				6/2	6/2	T	4:00 PM	9:00 PM
				6/4	6/4	TH	4:00 PM	9:00 PM
				6/9	6/9	T	4:00 PM	9:00 PM
				6/11	6/11	TH	4:00 PM	9:00 PM
RDG	429	01	Language Development and Disorders	6/30	7/2	T W TH	8:30 AM	4:30 PM
				7/6	7/7	M T	8:30 AM	4:30 PM
RDG	461	01	Reading Research	7/15	7/17	W T H F	8:30 AM	4:30 PM
				7/20	7/21	M T	8:30 AM	4:30 PM
Teaching English as a Second Language								
ML	408	01	Second Language Acquisition	5/19	6/26	T TH	04:00 PM	7:15 PM
TESL	454	01	Teaching Pronunciation in English as a Second Language	7/6	7/29	M W	3:00 PM	8:00 PM
GEDUC	460	01	Teaching Strategies for the Inclusive Classroom	5/18	6/29	M W	10:00 AM	1:15 PM
GEDUC	460	02	Teaching Strategies for the Inclusive Classroom	7/1	8/7	M W	10:00 AM	1:15 PM

SIMMONS

Graduate Non-Degree Registration Form

Fax your completed registration form to 617.521.3058, or mail it to the Office of Graduate Enrollment Management and Admission, Simmons College, 300 The Fenway, Boston, MA 02115-5898.

Personal Information

Last Name	First Name	Middle Initial	Former Name
Street Address/Apartment Number	City or Town	State	Zip Code
Social Security Number	Date of Birth		
Phone (Day)	Phone (Night)	Fax	Email

Billing Information

Will you use a voucher to pay for your course(s)? Yes No
Do **not** include the voucher with this registration form.

Employment Information

Name of Employer			
Street Address/Suite Number	City or Town	State	Zip Code

Educational Information

Have you completed a bachelors degree? Yes No

College or University	Degree and Date Awarded	Major	GPA
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Additional Information

Have you registered at Simmons before? Yes No

If yes, when? _____ Number of Simmons credits completed _____

Do you plan to apply to a degree program? Yes No Undecided

If yes, which program? _____

Continued

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Optional Information

Gender Female Male

Country of Present Citizenship _____

If not a U.S. Citizen, are you a Permanent Resident of the United States? Yes No

Ethnic background, if a U.S. Citizen/Permanent Resident:

Asian American (01) Black or African American (02) Native American (03)

Hispanic/Latino (04) Caucasian/White (05) Other (07) _____

Registration Information

Your registration will not be processed without a signature, date, and relevant course information below.

At Simmons, you may enroll in up to two graduate courses as a non-degree student before being formally admitted to a degree program. Non-degree students must earn a grade of B (3.0), or better, in each course in order to enroll in an additional course, or to be considered for admission to a degree program. Satisfactory performance as a non-degree student is a prerequisite to admission, but does not guarantee it. Courses successfully taken by students may later be counted towards the degree, if admitted. We strongly recommend that students who may be applying courses toward a degree program talk with a Program Director prior to registering.

You will be registered in the course(s) indicated below on a space-available basis. You will be notified when your form has been processed. Please check the Simmons Web site for tuition information or contact the Office of Student Accounts at 617.521.2009 for further information.

I understand my rights and responsibilities as a non-degree student and agree to abide by Simmons College policy with regard to registration, payment, and enrollment in additional graduate courses.

Applicant Signature

Date

Please register me in the following course(s) for:

Summer 20____, Session I Summer 20____, Session II Fall 20____ Spring 20____

Course Number and Section Number Course Title Credits

Course Number and Section Number Course Title Credits

Withdrawal/Refund Information

Consult the Simmons Web site for withdrawal and refund policy information or contact the Office of the Registrar at 617.521.2111.

Do not write below this line. Office use only.

Date Received _____ Date Processed _____

Processed By _____ Student ID Number _____

Date Sent to Registrar _____ GPD Approval (as necessary) _____