SIMMONS COLLEGE

Graduate Studies
Non-degree Courses
Summer 2018

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Dear Prospective Student:

Thank you for your interest in enrolling as a non-degree graduate student at Simmons. 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 (six to eight credits) before applying to a degree program. The information in this packet should answer any questions you may have about registration, tuition, billing, and more.

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

Thank you again for your interest in Simmons.

Sincerely,

Patricia Flaherty
Director, Graduate Studies Admission
Summer 2018 Graduate Studies Non-Degree

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 official Summer semester runs from May 19 to August 30; however, there are several start dates throughout the semester. In addition, courses are offered in varied formats throughout the term. Certain disciplines and courses may begin before the formal start of the semester and end after the formal end date. For specific course details including course titles and up-to-date meeting times, check the attached listing or courses.simmons.edu/summer for full course descriptions.

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 your intended 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.

Registration Procedure
Choose your class from the attached non-degree courses schedule and return the attached registration 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.

Return your completed form by email to gsa@simmons.edu, by fax to 617-521-3058, or by mail to:

Office of Graduate Studies Admission
Simmons College
300 The Fenway
Boston, MA 02115-5898

Course Listings
Please see attached list of available non-degree courses. Descriptions for all course offerings can be found online at courses.simmons.edu/summer.

Graduate Tuition for 2017-2018
All classes are four credits, unless otherwise noted in the schedule.

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Tuition per Credit</th>
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<tbody>
<tr>
<td>Special Education</td>
<td>$920 per credit</td>
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<tr>
<td>General Education</td>
<td>$920 per credit</td>
</tr>
<tr>
<td>Behavior Analysis</td>
<td>$1025 per credit</td>
</tr>
<tr>
<td>History</td>
<td>$1052 per credit</td>
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<tr>
<td>Public Policy</td>
<td>$1052 per credit</td>
</tr>
<tr>
<td>Gender/Cultural Studies</td>
<td>$1052 per credit</td>
</tr>
</tbody>
</table>
Tuition General Refund Policy
Refunds are 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 website simmons.edu/admission-and-financial-aid/student-financial-services/student-accounts/course-refunds.

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, Visa, and MasterCard). Simmons also provides the convenience of making quick and easy online payments towards your student account. This option is available to you through our online Student Account 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 simmons.edu/admission-and-financial-aid/student-financial-services/student-accounts.

Financial Aid
Non-degree students are not eligible for federal financial aid through Simmons, but can apply for external loans:

Sallie Mae Career Training Loan
877-279-7172
salliemae.com/student-loans/career-training-smart-option-student-loan

Parking
To be eligible to park on campus, students must be registered for classes during the current academic semester and have a Simmons ID card. Accessible parking for students with disabilities is available. For information on parking options, please visit the parking website at simmons.edu/parking.
Contact Information

BEHAVIOR ANALYSIS
Behavior Analysis  Russell Maguire  617-521-2550  russell.maguire@simmons.edu

GENERAL EDUCATION
MAT - Elementary  Ellen Davidson  617-521-2549  ellenmay.davidson@simmons.edu
Professional Licensure  Helen Guttentag  617-521-2553  helen.guttentag@simmons.edu
MAT/Moderate Dual Licensure  Helen Guttentag  617-521-2553  helen.guttentag@simmons.edu

LIBERAL ARTS
Gender/Cultural Studies  Jo Trigilio  617-521-2247  trigilio@simmons.edu
History  Stephen Ortega  617-521-2251  stephen.ortega@simmons.edu

PUBLIC POLICY
Public Policy  Leanne Doherty Mason  617-521-2581  leanne.doherty@simmons.edu

SPECIAL EDUCATION
Moderate Licensure  Judah Axe  617-521-2144  judah.axe@simmons.edu
Severe Licensure  Judah Axe  617-521-2144  judah.axe@simmons.edu
Moderate Licensure Certificate  Judah Axe  617-521-2144  judah.axe@simmons.edu
MAT/Moderate Dual Licensure  Helen Guttentag  617-521-2553  helen.guttentag@simmons.edu

PH.D. PROGRAMS
Behavior Analysis  Russell Maguire  617-521-2550  russell.maguire@simmons.edu

ADMINISTRATIVE OFFICES
Graduate Admission  617-521-2915  E. gsa@simmons.edu  W102
Financial Aid  617-521-2001  E. sfs@simmons.edu  W103
Registrar  617-521-2111  W. www.simmons.edu/Registrar  C116
Student Accounts  617-521-2001  E. sfs@simmons.edu  W207
College Bookstore  617-521-2054  W. http://simmons.bncollege.com  MCB Basement
Residence Life  617-521-1096  E. reslife@simmons.edu  Health Center
Student Life  617-521-2124  W. www.simmons.edu/student-life  C211
Writing Center  617-521-2495  E. chris.cormierhayes@simmons.edu  L121
Beatley Library Circulation Desk  617-521-2780  W. www2.simmons.edu/library/  L101
Technology Help Desk  617-521-2222  W. http://servicedesk.simmons.edu  L331
Holmes Sports Center  617-521-1080  W. http://simmons.prestosports.com/facilities/index  Sports Center
Disability Services  617-521-2474  E. caa@simmons.edu  E108
Career Education Center  617-521-2488  E. careers@simmons.edu  M103
Public Safety (non-emergency)  617-521-1112  W. www.simmons.edu/publicsafety  P106
Public Safety (emergency)  617-521-1111  P107
Campus Card Office  617-521-2273  E. fenwaycard@simmons.edu  P107

Directions
For directions and a map of the Simmons campus, visit our website at www.simmons.edu/about-simmons/contact-us
• C - Center corridor of the Main College Building (MCB)
• E - East wing of the Main College Building (MCB)
• H - Park Science Center
• L - Library
• M - School of Management Building
• P - Palace Road Building
• W - West wing of the Main College Building (MCB)
<table>
<thead>
<tr>
<th>Dept.</th>
<th>Cse#</th>
<th>Sec</th>
<th>Course Title</th>
<th>Days</th>
<th>Times</th>
<th>Dates</th>
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<td>BEHV</td>
<td>415</td>
<td>01</td>
<td>Introduction to Single Subject Research Designs</td>
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<td>6:00 PM - 9:30 PM</td>
<td>5/22 - 8/28</td>
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<td>424</td>
<td>01</td>
<td>Introduction to Behavior Analysis</td>
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<td>6:00 PM - 9:15 PM</td>
<td>5/21 - 8/27</td>
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<td>445</td>
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<td>Educational Psychology</td>
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<td>9:00 AM - 5:00 PM</td>
<td>8/13 - 8/20</td>
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<td>9:00 AM - 5:00 PM</td>
<td>8/14 - 8/21</td>
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<td>9:00 AM - 5:00 PM</td>
<td>8/15 - 8/15</td>
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<td>468</td>
<td>01</td>
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<td>7/9 - 8/24</td>
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<td>5/21 - 7/4</td>
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<td>5:00 PM - 8:30 PM</td>
<td>5/21 - 7/4</td>
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<td>5/22 - 7/5</td>
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<td>5/22 - 7/5</td>
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<td>Film &amp; Historical Representation</td>
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<td>3:00 PM - 6:15 PM</td>
<td>5/21 - 7/4</td>
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<td>5/21 - 7/4</td>
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<td>406</td>
<td>01</td>
<td>The Structure of Language for Teachers</td>
<td>T</td>
<td>5:00 PM - 9:00 PM</td>
<td>5/24 - 6/21</td>
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<td>6:00 PM - 10:00 PM</td>
<td>8/8 - 8/8</td>
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<td>5/18 - 5/18</td>
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<td>5:00 PM - 9:00 PM</td>
<td>7/26 - 8/9</td>
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<td>Implementation</td>
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<td>5:00 PM - 9:00 PM</td>
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<tr>
<td>SPND</td>
<td>446</td>
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<td>Learners with Special Needs</td>
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<td>9:00 AM - 5:00 PM</td>
<td>7/9 - 7/16</td>
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<td>5:00 PM - 10:00 PM</td>
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<td>8:30 AM - 4:30 PM</td>
<td>8/11 - 8/11</td>
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</tbody>
</table>
Graduate Non-Degree Registration Form

Email your completed registration form to gsa@simmons.edu, fax it to 617-521-3058, or mail it to:
Graduate Studies Admission, Simmons College, 300 The Fenway, Boston, MA 02115-5898

Personal Information

Last Name      First Name      Middle Initial

Former Name     Preferred Name

Street Address/Apartment Number  City or Town   State   Zip Code

Social Security Number                                             Date of Birth

Email                                                                                                                                              Preferred Phone                        Alt. Phone (if applicable)

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 bachelor’s degree?  □ Yes  □ No

College or University   Degree and Date Awarded  Major   GPA

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 on back.
Optional Information

Sex Assigned at Birth (as indicated on your original birth certificate):  □ Female  □ Male

Gender Identity ________________________________________________________________

Country of Present Citizenship __________________________________________________

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

Are you Hispanic or Latino (including Spain)?  □ Yes  □ No

Regardless of your answer to the prior question, please select one or more of the following groups in which you consider yourself to be a member:

□ American Indian or Alaskan Native (including all original people of the Americas)
□ Asian (including Indian subcontinent and Philippines)
□ Black or African American (including Africa and Caribbean)
□ Native Hawaiian or Other Pacific Islander (Original Peoples)
□ White (including Middle Eastern)
□ Other ____________________________________________________________

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. To enroll in an additional course, or to be considered for admission to a degree program, non-degree students must earn a grade of B (3.0) or better in each course. 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 the appropriate program director prior to registering.

You will be registered in the course(s) indicated below on a space-available basis and will be notified when your form has been processed. Please check the Simmons website for tuition information or contact the Office of Student Accounts at 617-521-2001 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_____  □ 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 website for withdrawal and refund policy information or contact the Office of the Registrar at 617-521-2111.