

Simmons
UNIVERSITY



Graduate Studies
Non-Degree Courses

Summer 2020

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SUMMER 2020 GRADUATE STUDIES NON-DEGREE REGISTRATION

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 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

Graduate Studies Program Homepage:

[simmons.edu/
programs/gradstudies](http://simmons.edu/programs/gradstudies)

Contact Graduate Studies Admission at:

gsa@simmons.edu

SUMMER 2020 GRADUATE STUDIES NON-DEGREE REGISTRATION

Non-Degree Policies

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 16 to August 30; however, there are several start dates throughout the semester. **All Summer 2020 courses will be offered online.** 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 submit 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.

Course Listings

Please see attached list of available non-degree courses. Brief descriptions for most course offerings can be found online at courses.simmons.edu/summer.

Graduate Tuition for 2019-2020

Most classes are offered for four credits, unless otherwise noted in the schedule.

Special Education	\$980 per credit	Children's Literature, Gender/Cultural	
General Education	\$980 per credit	Studies, or History	\$1100 per credit
Behavior Analysis	\$1080 per credit	Public Policy	\$1100 per credit

Graduate Studies Program Homepage:

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programs/gradstudies](https://simmons.edu/programs/gradstudies)

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SUMMER 2020 GRADUATE STUDIES NON-DEGREE REGISTRATION

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. **To be eligible for a full tuition refund in Summer 2020, you must drop your class(es) on or before the first day of class.** For the most up-to-date policy on course refunds, please refer to the [Student Accounts website](#).

Tuition Payments

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. For further information or to arrange for payment, contact the Office of Student Accounts at sfs@simmons.edu or visit the [Student Accounts website](#).

Financial Aid

Non-degree students are not eligible for federal financial aid through Simmons, but may apply for external loans such as the following:

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](#).

NON-DEGREE COURSES

BEHAVIOR ANALYSIS

Dept	Crse	Sec	Course Title	Days	Times	Dates
BEHV	424	01	Introduction to Behavior Analysis (Online)	M	6:00 PM - 9:30 PM	5/18 - 8/17
BEHV	430	01	Legal and Ethical Issues (Online)	T	6:00 PM - 9:30 PM	5/19 - 8/18

GENERAL EDUCATION

Dept	Crse	Sec	Course Title	Days	Times	Dates
GEDUC	430	01OL	Inclusive Lesson Planning (Online) - 2 credits	N/A	N/A	5/16 - 7/3
GEDUC	445	01	Educational Psychology (Online)	T, Th	5:00 PM - 8:00 PM	7/7 - 8/20
GEDUC	464	01	Reading Methods (Online)	M, W	6:00 PM - 9:00 PM	7/6 - 8/19
GEDUC	467	01BL	Math Methods (Online)	M, W	6:00 PM - 9:00 PM	5/18 - 7/1
SPND	446	01BL	Learners with Special Needs (Online)	M, W	6:00 PM - 9:00 PM	7/6 - 8/19

HISTORY

Dept	Crse	Sec	Course Title	Days	Times	Dates
HIST	581	01	Radicalism in American Empire (Online)	M, W	3:00 - 6:15 PM	5/18 - 6/8
HIST	581	02	Women's Suffrage Movements Across Empire (Online)	M, W	3:00 - 6:15 PM	6/10 - 7/1

PUBLIC POLICY

Dept	Crse	Sec	Course Title	Days	Times	Dates
BUS	480	OL	Health Systems (Online) - 3 credits	N/A	N/A	5/16 - 7/3
LIS	475	OL	Organizational/Information Ethics (Online) - 3 credits	N/A	N/A	6/15 - 8/1
MSMG	402B	OL	Project Management (Online) - 3 credits	N/A	N/A	5/16 - 8/21
SW	409	01	Dynamics of Racism & Oppression (Online) - 3 credits	M	5:00 - 9:00 PM	5/18 - 7/20
SW	409	02	Dynamics of Racism & Oppression (Online) - 3 credits	Th	5:00 - 9:00 PM	5/21 - 7/16

SPECIAL EDUCATION - MODERATE DISABILITIES

Dept	Crse	Sec	Course Title	Days	Times	Dates
GEDUC	430	01OL	Inclusive Lesson Planning (Online) - 2 credits	N/A	N/A	5/16 - 7/3
GEDUC	445	01	Educational Psychology (Online)	T, Th	5:00 - 8:00 PM	7/7 - 8/20
GEDUC	464	01	Reading Methods (Online)	M, W	6:00 - 9:00 PM	7/16 - 8/19
GEDUC	467	01BL	Math Methods (Online)	M, W	6:00 - 9:00 PM	5/18 - 7/1
SPND	420	01BL	Introduction to Assistive Technology (Online) - 2 credits	T, Th	12:00 - 4:00 PM	7/14 - 8/18
SPND	444	01	Special Education Laws (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/7 - 7/28
SPND	444	02	Special Education Laws (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/7 - 7/28
SPND	445	01	Individualized Education Program (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/30 - 8/20
SPND	445	02	Individualized Education Program (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/30 - 8/18
SPND	446	01BL	Learners with Special Needs (Online)	M, W	6:00 - 9:00 PM	7/6 - 8/19

NON-DEGREE COURSES

SPECIAL EDUCATION - SEVERE DISABILITIES

Dept	Crse	Sec	Course Title	Days	Times	Dates
GEDUC	430	01OL	Inclusive Lesson Planning (Online) - 2 credits	N/A	N/A	5/16 - 7/3
GEDUC	467	01BL	Math Methods (Online)	M, W	6:00 - 9:00 PM	5/18 - 7/1
SPND	420	01BL	Introduction to Assistive Technology (Online) - 2 credits	T, Th	12:00 - 4:00 PM	7/14 - 8/18
SPND	444	01	Special Education Laws (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/7 - 7/28
SPND	444	02	Special Education Laws (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/7 - 7/28
SPND	445	01	Individualized Education Program (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/30 - 8/20
SPND	445	02	Individualized Education Program (Online) - 2 credits	T, Th	5:30 - 9:00 PM	7/30 - 8/18
SPND	446	01BL	Learners with Special Needs (Online)	M, W	6:00 - 9:00 PM	7/6 - 8/19
SPND	448	01	Foundations of Transition Education & Services (Online) - 2 credits	F	5:00 - 9:00 PM	7/10 - 7/25
				S	9:00 AM - 3:30 PM	7/10 - 7/25

*Consent may be needed for registration. The Office of Graduate Studies Admission will contact the program director for necessary consent or will direct you to the correct office. Please contact us with questions.

Graduate Non-Degree Registration Form

Email your completed registration form to gsa@simmons.edu.

Personal Information

Last Name First Name Middle Initial

Former Name Preferred First Name

Street Address/Apartment Number City or Town State Zip Code

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 Financial Services at sfs@simmons.edu for further information.

I understand my rights and responsibilities as a non-degree student and agree to abide by Simmons University 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 our Add/Drop and Tuition Refund Policies. Contact the Registrar's Office at registrar@simmons.edu with questions on course withdrawal, and Student Financial Services at sfs@simmons.edu with refund questions.