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2006

GUIDE TO REGISTRATION

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Many of UMW's departments and programs on both of its campuses are offering courses, and several of these are only available in the summer session. Take a look inside this booklet for details about registering for summer courses.

For the first time ever, continuing UMW students will be able to register for summer courses online!

Instructions for online registration are provided in this booklet.

To find the courses being offered this summer, go to www.umw.edu/registrar. Then, select the option for "courses and registration," then the option for "Schedule of Courses," and follow the instructions provided. Be sure to select Summer 2006 as the term, and then the appropriate College in order to see the courses being offered.

Students join our summer session for many reasons. Some attend to get ahead on their work toward a degree while others use the summer to catch up by taking a course they need and haven't been able to get. Some students take summer courses that they will transfer to another college or university. Qualified high school students use the summer session to experience the challenges of college-level work. Members of the local community find that taking a summer class is a great chance to learn more about a topic of interest.

To learn details about the objectives and requirements of any of the courses being offered, your best bet is to contact the course instructor for more information.

IMPORTANT TELEPHONE NUMBERS

FREDERICKSBURG CAMPUS OFFICES

Academic Services	654-1010
Disability Services	654-1266
Registrar	654-1063
Summer Session Information	654-1255
Bookstore	654-1017
Financial Aid Office	654-2468
General Information	654-1000
Simpson Library	654-1059
Police/Parking Office	654-1025
Student Accounts	654-1247

STAFFORD CAMPUS OFFICES

CGPS Admissions	286-8088
CGPS Advising Center	286-8030
CGPS Library	286-8025
CGPS Summer Session Info	286-8030
CGPS Security	286-8055
Student Accounts	654-1247
Financial Aid	654-2468
CGPS Course Registration	286-8030
Disability Services	654-1266

POLICY STATEMENT REGARDING CHANGES IN THE COURSE OFFERINGS

The classes listed in the "Schedule of Courses" on the Registrar's webpage will be offered except when unforeseen circumstances arise. In such cases, the University reserves the right to cancel, add, or modify any course(s) it deems necessary.

AAEEO POLICY STATEMENT

The University of Mary Washington subscribes to the principles of equal opportunity and affirmative action. The University does not discriminate on the basis of race, color, religion, disability, national origin, political affiliations, marital status, sexual orientation, sex, or age in recruiting, admitting, enrolling students or hiring and promoting faculty and staff members. The University will not recognize or condone student, faculty, or staff organizations that discriminate in selecting members. Complaints of discrimination should be directed to the AAEO officer of the University.

DISABILITY SERVICES

Students requesting ADA academic accommodations must contact the Director of Disability Services PRIOR to the Summer term by calling (540) 654-1266 or TTY (540) 654-1102. Current, acceptable, professional documentation of the disability must be submitted, along with an accommodation request form (available in GW Hall 203) as soon as possible in order to ensure timely arrangement of approved accommodations.

IMPORTANT DATES FOR SUMMER SESSION 2006

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(Students taking courses taught at special times must consult the individual course listing for class meeting dates and times.)

March 13 Online and Mail-in registration begins
April 10 Walk-in registration begins

MAY/JUNE TERM

May 21 Residence Halls open 2:00 p.m.
May 22 Classes begin
May 24 Last day to register or add classes for the May/June term
May 26 Last day to receive a 100% refund for dropped class
May 29 Memorial Day holiday; no class meetings
May 30 Last day to drop a course without grade of "W"; last day to change to/from pass/fail
May 31 Last day to receive a 50% refund for dropped classes
No refund after this date for dropped classes
June 2 Make up day for May 31 daytime classes; evening classes made up on first open evening
Deadline for ALL summer internships
June 6 Last day to withdraw from a course without an automatic F
June 20 Last day of classes for May/June term; last day to withdraw from May/June term
June 21 Reading day
June 22 Exams
June 23 Residence Halls close 10:00 a.m.

JUNE/JULY TERM

June 25 Residence Halls open 2:00 p.m.
June 26 Classes begin for the June/July term
June 28 Last day to register or add classes for the June/July term
June 30 Last day to receive a 100% refund for dropped classes
July 4 Independence Day Holiday; no class meetings
July 5 Last day to drop a course without a grade of "W"; last day to change to/from pass/fail
July 5 Last day to receive a 50% refund for dropped classes
No refund after this date for dropped classes
July 7 Make up day for July 5 daytime classes; evening classes made up on first open evening
July 12 Last day to withdraw from a course without an automatic F
July 25 Last day of classes for June/July term; last day to withdraw from June/July term
July 26 Reading Day
July 27 Exams
July 28 Residence Halls close 10:00 a.m.

COURSES OFFERED AT SPECIAL TIMES AND LOCATIONS: ADD, DROP, WITHDRAW, AND REFUND DATES

For Study Abroad Programs: No changes may be made in the student's enrollment status once the trip has begun.

Individual Studies, Internships, Readings, and Senior Research courses are subject to the same deadlines and refund policies as regularly scheduled ten-week courses.

FOR TEN-WEEK AND SEVEN WEEK COURSES, SEE THE CALENDAR OF DATES ON PAGE 3

FALL 2006

August 28 Fall classes begin

IMPORTANT DATES FOR SUMMER SESSION 2006

3

March 13Registration begins

TEN-WEEK COURSES

May 21Residence Halls open 2:00 p.m.
May 22Classes begin
May 26Last day to receive a 100% refund for dropped class
May 26Last day to register for or add ten-week classes
May 29Memorial Day holiday; no class meetings
(contact course instructor for make up session information)
May 31Last day to receive a 50% refund for dropped classes
No refund after this date for dropped classes
June 2Last day to drop a course without grade of "W"; last day to change to/from pass/fail
June 2Deadline for ALL summer internships
June 30Last day to withdraw from a course without an automatic F
July 4Independence Day Holiday; no class meetings
(contact course instructor for make up session information)
July 25Last Day of Ten Week Classes for College of Arts and Sciences courses
July 26Reading day (applies to College of Arts and Sciences ONLY)
July 27Exams (applies to College of Arts and Sciences ONLY)
July 28Residence Halls close 10:00 a.m.
July 29LAST DAY OF CLASSES AND EXAMS (applies to College of Graduate and Professional Studies ONLY)

NOTE: CGPS Ten Week classes hold exams on the final day of the course.

SEVEN-WEEK COURSES

Seven-week courses are only offered at the College of Graduate and Professional Studies

May 22Classes begin
May 24Last day to register for or add seven-week courses
May 26Last day to receive a 100% refund for dropped class
May 29Memorial Day holiday
(contact course instructor for make up session information)
May 31Last day to receive a 50% refund for dropped classes
No refund after this date for dropped classes
June 2Last day to drop a course without grade of "W"; last day to change to/from pass/fail
June 2Deadline for ALL summer internships
June 16Last day to withdraw from a course without an automatic F
July 4Independence Day Holiday; no class meetings
(contact course instructor for make up session information)
July 15Last day of classes; exams

NOTE: Seven Week Classes hold exams on the final day of the course.

Fall 2006

August 28Fall classes begin

SUMMER TUITION AND FEES

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Application Fee (Not required for continuing UMW students): \$45

Undergraduate Tuition and Fees:

Virginia Resident \$199/credit hour
Non-Virginia Resident \$579/credit hour

Graduate Tuition and Fees:

Virginia Resident \$254/credit hour
Non-Virginia Resident \$583/credit hour

Housing Fees:

Double Occupancy Room \$490/term
Single Occupancy Room \$640/term

Meals: Meals for residential students \$250 min/term mandatory

PAYMENT OF TUITION AND FEES

UMW DEGREE-SEEKING STUDENTS will be billed for summer session expenses.

For **ALL NON-DEGREE STUDENTS**, full payment of tuition and fees is due along with registration materials. All checks should be made payable to the University of Mary Washington.

All students should take note of the refund schedules. Direct questions concerning payment to:

Office of Student Accounts
University of Mary Washington
George Washington Hall, Rm. 111
Fredericksburg, Virginia 22401
(540) 654-1289

TUITION REFUND SCHEDULE

The refund schedules outlined below are effective for Summer 2006. Please contact the Office of the Registrar immediately if you are not planning to attend. Non-attendance does not constitute an automatic cancellation.

Please note that on-line courses are subject to the same refund policy as regularly scheduled courses. Individual Studies, Internships, Readings, and Senior Research courses are also subject to the same refund policy as regularly scheduled courses. For policies regarding refunds for Study Abroad courses, contact the Office of International Academic Services (George Washington Hall 203, extension 1261).

May/June Term, Seven-Week and Ten-Week Courses:

Prior to May 22, 2006 100%
May 22, 2006 through May 26, 2006 100%
May 27, 2005 through May 31, 2006 50%
After May 31, 2006 0%

June/July Term:

Prior to June 26, 2006 100%
June 26, 2006 through June 30, 2006 100%
July 1, 2006 through July 5, 2006 50%
After July 5, 2006 0%

RESIDENTIAL AND MEAL PLAN REFUND SCHEDULE

Residential and Meal Plan charges will be assessed and refunded on a daily rate. Please refer to www.umw.edu/studentaccounts for the daily rate charges.

Online and mail-in registration begins March 13, 2006. Walk-in registration begins on April 10. All forms are available on the website for the Office of the Registrar at www.umw.edu/registrar/registrar_forms_to_download/forms_for_summer_session_s/default.php. Please read the section on Academic Policies (page 7) before completing your Summer Course Registration and Fees form.

Grades will be available online at the end of each of the summer terms for degree-seeking UMW students. Grades will be mailed to the home addresses of non-degree students.

CONTINUING STUDENTS

Continuing UMW degree-seeking students who attended during the fall, 2005 and/or spring, 2006, terms may register without completing a Summer Session Biographic and Demographic Information form and do not pay the \$45 application fee. Continuing UMW degree-seeking students will be billed for summer session tuition and fees. If you have filed an Application for Virginia In-State Tuition form either during the fall 2005, or spring 2006, terms, you need not file again for the summer session. An adviser's signature is not required for summer session enrollment; however, it is strongly recommended that you speak with your adviser to assure that the courses you have chosen will help you complete degree requirements. Non-degree students intending to apply for admission to a University of Mary Washington degree program must do so before completing 30 credits of graded work at Mary Washington.

Continuing UMW students may register by mail (see the addresses below), by walking in to the Registrar's Office or to the CGPS, or online via Banner. Online registration instructions are on page 10 of this booklet. When registering by mail or in person, the materials you'll need to complete and return are:

- Summer Session Course Registration and Fees form
- Summer Housing Application (if housing is requested)

NEW NON-DEGREE STUDENTS

Students who attend other institutions and new non-degree students who have not attended UMW during the 2005-2006 academic year are welcome to attend the Summer Session (high school students see section in next column). Admission for attendance during the UMW Summer Session is not an admission to a degree program at the University. Students wishing to apply for admission to a degree program should contact the Office of Admissions in Lee Hall or at the CGPS.

Materials to complete and return:

- Summer Session Biographic and Demographic Information form
- Application for Virginia In-State Tuition (if applicable, available at www.umw.edu/registrar/docs/vainstatetuitionap05.pdf)

- Summer Session Course Registration and Fees form
- Payment of Tuition and Fees
- Transcripts from other colleges you have attended (necessary only if the course in which you wish to enroll has a prerequisite(s) that you have had at another college.)

HIGH SCHOOL STUDENTS

Qualified high school students are welcome to attend the summer session. To do so, the high school student should submit the high school application form, a letter of recommendation from the guidance counselor or principal of the school, and an official high school transcript. The high school application form is available on our website at www.umw.edu/registrar/docs/highschoolsummerapp01.pdf.

Students will be notified of their acceptance and asked to send:

- Summer Course Registration and Fees form
- Application for Virginia In-State Tuition form
- Payment of tuition and fees

FOR REGISTRATION BY MAIL OR IN PERSON, RETURN REQUIRED MATERIALS TO:

FOR COURSES ON THE FREDERICKSBURG CAMPUS.

Office of the Registrar, Summer Session
University of Mary Washington
George Washington Hall, Room 215
1301 College Ave.
Fredericksburg, VA 22401

FOR COURSES ON THE STAFFORD CAMPUS.

College of Graduate and Professional Studies
Registration
121 University Blvd.
Fredericksburg, VA 22406

Summer session housing will be coordinated by the Office of Residence Life. Students wishing to reside on campus should complete and return the Housing Application which is a formal commitment for summer housing. Summer housing is located in an air-conditioned residence hall and most rooms will be double occupancy (please see the section on Tuition and Fees for room costs). Single rooms will be available only as space permits. If available, singles will be limited and early registration is encouraged. All residence life and housing policies are in effect during the summer session; these can be found in the Student Handbook. If a specific roommate is requested for the summer session, each student must request the other on the Housing Application form.

SUMMER CAMPUS SERVICES

(For more information regarding opportunities and services, please see the Student Handbook. See page 1 for important phone numbers.)

Computer Facilities: There are four computer labs in the basement of Trinkle Hall. Room B-12 is a PC lab (Windows and Linux), B-13 is a UNIX lab, B-8 is a Macintosh lab, and B-10 is a PC lab. Hours of operation and availability of student aide assistance for these labs will be posted.

Bookstore: The University Bookstore sells the textbooks required for courses taught on the Fredericksburg campus. CGPS students order textbooks online at www.umw.edu/cgps/students/default.php. A wide range of instructional supplies, office supplies, personal items, gifts, greeting cards, and other items can be purchased in the Bookstore.

Financial Assistance: UMW provides limited part-time employment opportunities to assist students in meeting summer session costs. For information and applications, contact the Office of Financial Aid at (540) 654-2468.

Grades: Grades will be available online at the end of each of the summer terms. To view grades online, select the "Final Grades" option from the student records menu in Banner self service. Grades will be mailed to the home addresses of non-degree students.

Health Center: The Health Center will operate during the summer session. All residential students wishing service, including emergencies, must have a Medical Information form on file in the Health Center. Continuing UMW students may use their Medical Information form that is already on file. Non-continuing summer residential students must complete the Health Form and submit it to the Health Center.

Identification Cards: Student identification cards are obtained through the EagleOne ID Card Center located on the ground floor of Woodard Campus Center, across from the Wash Room. ID cards are needed for meals, EagleOne, and Library checkout. They are also needed for admission to the gym, tennis courts, and University-sponsored events. The card is the property of the University and is not transferable and may not be loaned.

Internships: Internships for the summer may be arranged through the Office of Career Services, located in George Washington Hall, Rm. 305 and also at the CGPS. All internships for the summer must be registered by June 2, 2006.

Library: The Simpson Library's dynamic information portal "eaglei" (www.library.umw.edu) provides access to news, weather, guides to library services, subject specific research

guides, links to library resources and the library's on-line catalog. The library has an extensive collection of print format books, and periodicals in addition to a wide array of online resources ranging from full-text books, periodicals and indexes. Our reference desk is staffed with librarians who provide assistance in student's research needs. The Summer Session hours of operation at the main library are Monday through Thursday 8:00 a.m. to 7:00 p.m. and Friday 8:00 a.m. to Noon. The CGPS Library's Summer hours are Monday through Thursday, 3:00 p.m. to 9:00 p.m., and Saturday, 9:00 a.m. to 3:00 p.m.

Meals: Summer session residential students are required to purchase \$250 in Flex for summer meals. This money can be used for any meals throughout the 5 weeks. If not used, at the conclusion of the summer session, it reverts to the University. It is only refundable if a student withdraws under the rules of the University. If additional money is needed during the session, it may be added to the student's EagleOne account at the ID Card Center. This additional money is refundable under the rules of the EagleOne Card.

Motor Vehicle Registration: All motor vehicles operated by University of Mary Washington students must be registered with the Office of Campus Police within 24 hours of bringing the vehicle to campus in order to be allowed parking privileges on campus. Failure to register a motor vehicle will result in both a fine and a review of privileges to operate a motor vehicle on campus. In order to register a vehicle, a student should bring both a valid operator's license and vehicle registration to the Office of University Police in Lee Hall, Rm. 104B.

Parking: Students should not park vehicles in areas designated for faculty/staff parking or on the residential streets in the vicinity of the University. Illegally parked cars will be ticketed. For more information, see the Parking Regulation booklet.

Multicultural Center: Multicultural Student Affairs (and the James Farmer Multicultural Center) strives to facilitate students' learning and personal development, including that of under-represented groups, by increasing students' awareness and knowledge of diversity issues that frame both the individual and the community. The Center is located in Lee Hall, Rm. 211.

Transcript Services: Students requiring an official transcript to be sent to another institution or agency at the end of the summer session must complete a transcript request in the Office of the Registrar, George Washington Hall, Rm. 215, and pay the \$5.00 fee required for each official copy. Transcripts displaying summer grades will be mailed within two weeks of the completion of the summer session.

Services for Students with Disabilities: The Office of Disability Services coordinates reasonable and appropriate accommodations for qualified students with disabilities. These accommodations may include, but are not limited to, extended time on tests, note-taking assistance, sign language interpreters, enlarged print materials, permission to tape record lectures, and distraction-reduced testing sites.

In order to receive services, students must provide appropriate professional documentation of a substantially limiting disability and discuss appropriate accommodations with the Director of Disability Services. Documentation guidelines for specific disabilities may be found on the Disability Services web site at www.umw.edu/disability or by requesting it from the Office at 540-654-1266. The Director verifies the disability, assists in arranging reasonable accommodations, and acts as a liaison between students, faculty, and administration on issues relating to services or accommodations.

ACADEMIC POLICIES

All academic regulations are in effect during the summer session. Students taking courses at the College of Graduate and Professional Studies (Stafford campus) should consult the academic policies for that campus found at www.umw.edu/publications/catalogue_gp/academic_rules_regulations/default.php.

Students taking courses at the College of Arts and Sciences (Fredericksburg campus) should review them in the Dictionary of Academic Regulations available from the Office of Academic Services, George Washington Hall, Rm. 203 or online at www.umw.edu/publications/dictionary_ar_fb/bug/default.php.

Below are specific policies, procedures, and regulations that apply generally to both campuses.

Auditing: Auditing (sitting in on a course for no credit) is allowed by written permission of the instructor in courses in which space is available. The fee to audit is \$30 per credit hour.

Course Cancellations: Classes shown in the Schedule of Courses will be taught except for unforeseeable circumstances. In the unlikely event a course is cancelled, the student will be given the option of enrolling in another course or receiving a full refund.

Course Load Maximums: During the summer session, students may take a maximum of 14 academic credits, plus two credits of physical education. The maximum allowable course load in one 5-week session is 8 credits.

Dropping or Withdrawing from a Course: Discontinuing attendance in a course does not constitute dropping the course. A course is not officially dropped unless the student has dropped the course online or completed the appropriate form in the Office of the Registrar, George Washington Hall, Rm. 215, or at the CGPS. Consult the calendars published in this document for deadlines.

Incomplete Grades: An incomplete grade is ONLY granted when the course work cannot be completed due to extensive illness or serious emergency in the final days of the term. Students taking courses on the Fredericksburg campus must contact the Associate Dean for Academic Services to make arrangements for an incomplete. Students taking courses on the Stafford campus should contact the Office of Advising and Student Services. These offices, in conjunction with the instructor, will approve or

disapprove the request for the incomplete. If approved, the course work for the incomplete must be finished and the grade change submitted to the Office of the Registrar by the instructor no later than the "Last Day to Withdraw from a Course" during the fall term.

Instructor-Initiated Drops: An instructor may drop a student from a class roster if the student fails to come to the first meeting of any class. Students who will miss the first class meeting for legitimate reasons should contact the instructor in advance and make the necessary arrangements for keeping up with material that will be missed.

Pass/Fail: Students may take only one course during the entire summer session on a pass/fail basis. A grade of PA (pass) does not have an effect on the grade point average; however, a grade of FA (fail) counts the same as an F in a graded course and will lower the grade-point average. Pass/fail grades are not the same as S/U grades (satisfactory, unsatisfactory) that are used to evaluate physical education courses. Courses taken pass/fail do not fulfill major or general education requirements.

Refunds: Refunds for courses that are dropped are granted according to the refund schedule published in this document.

Repeating a Course: Students who have received a grade of "C-" or lower may repeat that course if they have not already received credit for a higher-level course for which the repeated course is a prerequisite. Repeated courses must be taken for graded credit. No more than two courses may be repeated during the entire summer session.

For Use By B.A./B.S. Students Who Matriculated Fall 1997 or Later

Each student must complete the required number of credits in all of the eight GOAL areas and the five ACROSS-THE-CURRICULUM areas. These requirements may be completed by UMW coursework, by approved equivalent transfer coursework, or by equivalent AP or IB credit as defined by the University's AP-IB Policy. No General Education coursework may be completed on a Pass/Fail basis.

GOALS 1-8 REQUIREMENTS:

GOAL 1: The ability to write logically, clearly, and precisely; the ability to acquire, organize, present, and document ideas and information. (3 credits)

ENGL 101

OR Competence in English composition as demonstrated by a score of 670 on both the SAT I verbal and SAT II subject test in Writing

GOAL 2: An understanding of mathematical thoughts and the ability to conceptualize and apply mathematical logic to problem-solving. (6 credits, 3 of which must be a MATH course)

MATH 110, 115, 121, 122, 125 (CPSC 125), 200

PHIL 151

CPSC 110, 220, 230

MUTH 181

GOAL 3: An appreciation of major contributions of science to an understanding of the natural world and to the possible solution to contemporary problems; the application of laboratory science methods to the acquisition of knowledge through a two-semester vertically-building sequence of laboratory courses in the same discipline. (8 credits)

BIOL 121-122 GEOL 111-112

CHEM 105-106 PHYS 101-102

CHEM 111-112 PHYS 105-106

GEOG 210-211

GOAL 4: An understanding of human culture as expressed in artistic achievements and as revealed in literature. (6 credits with one course in arts and one in literature)

Arts: ARTS 101, 102 Literature: CLAS 110

ARTH 114, 115

ENGL 205, 206

CLAS 110

MDFL 201

(World Literature in Cultural Context)

ENGL 245

THEA 211, 212

IDIS 204

MUHL 151, 152

THEA 111

GOAL 5: An understanding of the intellectual foundations and development of western civilization. (6 credits)

CLAS 101, MATH 207

GEOG 205 PHIL 102, 201, 202

HISP 101 RELG 103, 205, 206

HIST 121, 122, 131, 132

GOAL 6: An understanding of the forces shaping human behavior, social structures, institutions, and spatial relationships. (6 credits)

ANTH 101, 102 LING 101 RELG 102

BUAD 105 PHIL 100 SOCG 100, 200

ECON 201, 202 PSCI 101, 102

GEOG 201 PSYC 100

GOAL 7: Intermediate-level competence in a foreign language. NOTE: Students may begin at any level of language for which they are prepared, but must then successfully complete the remaining sequence of courses through the 202 (intermediate) level. Any skipping of courses in the sequence, or substitution of a course at the 300 level or above in place of 202, requires permission of the instructor and also of the chair of the UMW department which offers the course in question.

ARAB 101, 102, 201, 202 (201, 202 not to be offered until 2006-07 academic year)

FREN 101, 102, 201, 202,

LATN 101, 102, 201, 202

FREN 101, 102, 205

SPAN 105, 205

GERM 101, 102, 201, 202

SPAN 105, 201, 202

GREK 101, 102, 201, 202

SPAN 101, 102, 205

ITAL 101, 102, 201, 202

SPAN 101, 102, 201, 202

GOAL 7 Exemptions:

- a) a score of 620 or higher on any foreign language SAT II subject test, or
- b) completing successfully an advanced-level (300-400 level) foreign language course, or
- c) submitting pertinent documents which verify that English is not the student's native language, demonstrating intermediate college-level (202) competency, and by successfully completing Writing Workshop (ENGL 101), or obtaining an exemption therefrom.

GOAL 8: Physical fitness through physical activity (2 courses, 2 credit minimum)

Satisfied by 2 courses of currently offered UMW PHYD and DANC coursework (not DANC 225, 226).

ACROSS-THE-CURRICULUM REQUIREMENTS: These may be met by general education courses, electives, or courses in the major.

- **WRITING INTENSIVE (WI):** 4 courses beyond the GOAL 1 requirement. (Exception: Students exempted from ENGL 101 through SAT scores must complete five writing intensive courses.)
- **GLOBAL AWARENESS (GA):** 2 courses promoting an understanding of other places, cultures, and societies
- **SPEAKING INTENSIVE (SI):** 2 courses in which oral assignments are a significant portion of the student's graded work
- **RACE AND GENDER INTENSIVE (RA):** 1 course examining issues of race and/or gender
- **ENVIRONMENTAL AWARENESS (EA):** 1 course examining human activity and the biosphere

To count for General Education purposes (Goals 1-8 and Across-the-Curriculum), a course MUST be designated as a General Education course in the official Schedule of Courses for the semester it is taken.

Online course lists and registration instructions

1. Online registration for summer session will be available beginning March 13, 2006 for continuing UMW degree-seeking students. Detailed instructions for using the online registration system are available at www.umd.edu/registrar/courses_registration/online_registration_in_ban/default.php

2. Advisors will not assign Registration Permission Numbers for summer session registration, although you are strongly encouraged to consult with your advisor about courses you plan to take in the summer. Please note: **M.Ed. students at CGPS must register with their faculty advisor.**

3. Registration appointment times are not assigned for summer session registration. You may go online to register at any time starting on March 13 until registration closes.

4. THE SCHEDULE OF SUMMER SESSION COURSES is available at www.umd.edu/registrar/courses_registration/default.php

This schedule is dynamic, and is updated as soon as any course changes occur.

Select the option for "Schedule of Courses," term Summer 2006, and then the College where you wish to take classes to see a listing of all courses. Select the option for "Open Courses" (with the same term and college) to see a list of courses in which spaces are available. Select the option for "Searchable Course Descriptions" to read the Catalog description of the course, to view prerequisite and corequisite requirements, or to learn other details about a particular course.

5. Registration for courses requiring special permission of any kind (to take an overload, to take a course out of sequence, etc.) must be done in person at the Registrar's Office or the Office of Advising and Student Services at CGPS. Necessary forms, signed by all required parties, must be presented at the time of registration.

6. Registration for the fall 2006 semester overlaps part of the summer session registration period. You will be able to register for fall 2006 during your assigned appointment time only and a Registration Permission Number (assigned by your advisor) will be required.

7. Prior to registering, be sure to check to see that there are no **holds** on your record. You may see if there are any holds by selecting the "View Holds" option from the student menu in Banner. Holds will prevent you from registering online for the summer session, just as they do during online registration for the fall and spring semesters. Contact the appropriate office about the hold to resolve the problem and have the hold released. Once the hold is released, you will be able to register.

8. When registering online, or making schedule changes, BE SURE TO PRINT A COPY OF YOUR SCHEDULE.

UNIVERSITY BOOKSTORE SUMMER HOURS

SUMMER RUSH HOURS

Monday, May 22 8 a.m. - 6 p.m.
Monday, June 26..... 8 a.m. - 6 p.m.

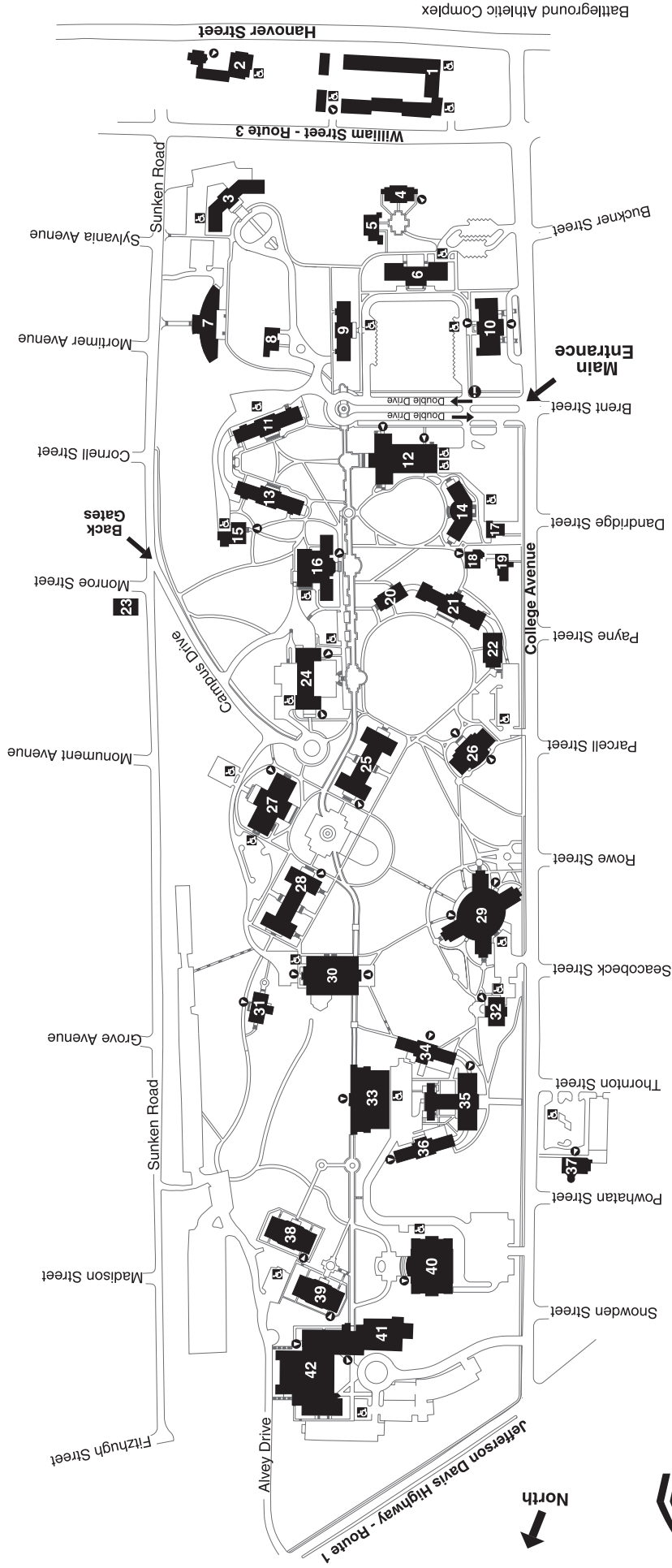
SUMMER BOOKSTORE HOURS

Main Store: Monday – Friday, 9 a.m. - 3 p.m.

Little Store: Monday – Thursday, 9 a.m. - 5 p.m., Friday, 9 a.m. - 3 p.m.

Bookstore Offices: Monday – Friday, 8 a.m. – 5 p.m.

CGPS students order books online at www.umd.edu/cgps/students/default.php.



Fredericksburg Campus

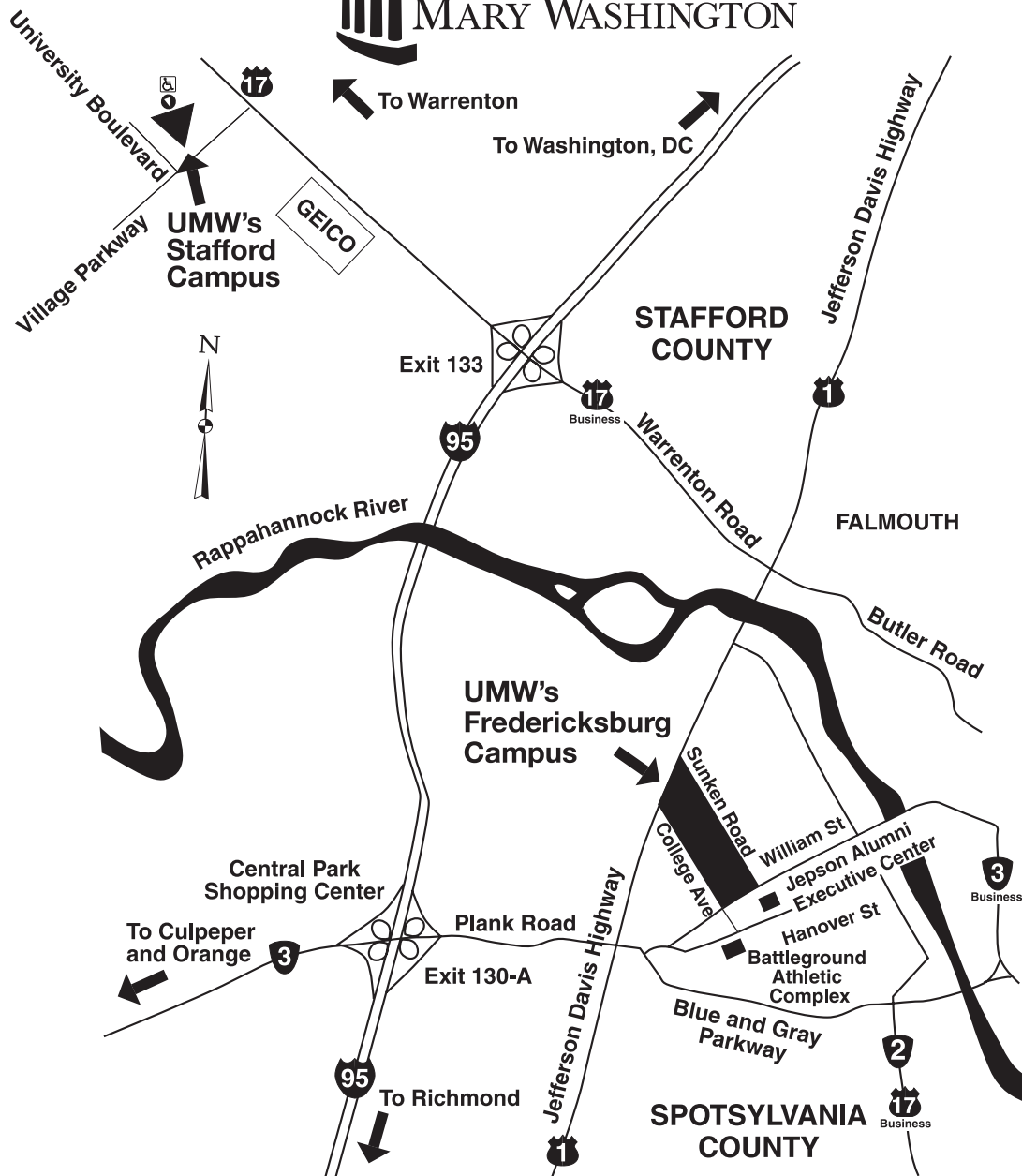
Alvey Hall (39)	Residence
Arrington Hall (38)	Residence
Bail Hall (21)	Residence
Ballroom (24)	Lee Hall
Brent House (8)	Administration
Bushnell Hall (9)	Residence
Chandler Hall (26)	Academic
Combs Hall (10)	Academic
Cornell House (23)	Residence
Custis Hall (22)	Residence
Dodd Auditorium (12)	George Washington Hall
duPont Hall (35)	Academic
Fairfax House (19)	Administration
Fitness Center (41)	
Framar House (5)	Residence
George Washington Hall (12)	Administration

Great Hall (30)	Woodard Campus Center
Goolrick Hall (42)	Gymnasium
Hamlet House (17)	Administration
Heating Plant (37)	
Jefferson Hall (6)	Residence
Jepson Alumni Executive Center (2)	Administration
Jepson Science Center (40)	Academic
Klein Theatre (35)	duPont Hall
Lee Hall (24)	Admissions, Bookstore, Police, Underground
Madison Hall (20)	Residence
Marshall Hall (3)	Residence
Marye House (15)	Student Life
Mason Hall (13)	Residence
Melchers Hall (34)	Academic
Mercer Hall (31)	Residence
Monroe Hall (27)	Academic

Pollard Hall (36)	Academic
Randolph Hall (11)	Residence
Ridderhof Martin Gallery (32)	Art Gallery
Russell Hall (7)	Residence
Seacobeck Hall (29)	Student Activities, Dining
Simpson Library (33)	Academic
South Hall (4)	Residence
Trinkle Hall (16)	Academic
Tyler House (18)	Administration
University of Mary Washington Apartments (1)	Residence
Virginia Hall (25)	Residence
Westmoreland Hall (14)	Residence
Willard Hall (28)	Residence
Woodard Campus Center (30)	Student Center



UNIVERSITY OF
MARY WASHINGTON



Directions to University of Mary Washington, Fredericksburg Campus

- Exit 130-A off I-95 Rt. 3 East to 6th traffic light
- Turn left onto Rt. 3 Bus./William Street, keep left
- Turn left onto College Avenue at 1st light
- Turn right at University entrance at 1st light
- Visitor Parking is available along College Avenue and Double Drive inbound

University of Mary Washington

Phone: (540) 654-2000

Web site: www.umw.edu

Directions to University of Mary Washington – College of Graduate and Professional Studies

From Interstate 95:

- Exit 133, Rt. 17 North
- Travel about 3 miles north on Rt. 17
- Turn left onto Village Parkway at traffic light
- Turn right onto University Boulevard

From Warrenton:

- From Rt. 29, travel about 30 miles on Rt. 17 South
- Turn right at traffic light onto Village Parkway
- Turn right onto University Boulevard

College of Graduate and Professional Studies

Phone: (540) 286-8000

Web site: <http://cgps.umw.edu>



Handicapped Parking

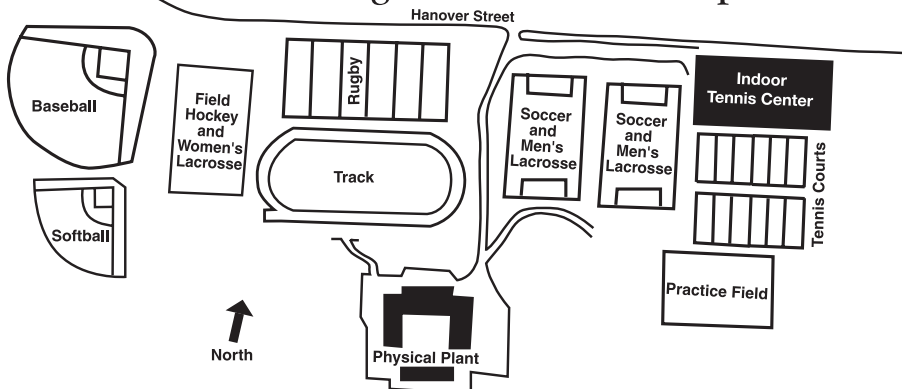


Handicapped Entrance

Battleground Athletic Complex

Directions to University of Mary Washington Battleground Athletic Complex

- Follow the above directions to the Fredericksburg Campus except turn right onto College Avenue at 1st light on Rt. 3 Bus./William St.
- Turn right onto Hanover Street after one block
- The Battleground Athletic Complex entrance is on the left





SECTION I: COURSE REGISTRATION INFORMATION

A maximum of 14 credits, plus two credits in physical education may be taken during the Summer Session. Further, only one course may be taken on a pass/fail basis over the entire summer.

Overload Authorization:

Academic Services

No more than 2 courses can be repeated in a single semester.

Office Use Only

Attended _____

GPA _____

VA/NVA _____

Hold _____

Tally _____

Receipt # _____

TOTAL CREDITS

Use the costs listed below to calculate tuition and fee charges for summer, 2006. Write amounts in the column to the right.

SECTION III: METHOD OF PAYMENT

Signature:

Date



BIOGRAPHIC & DEMOGRAPHIC INFORMATION

SUMMER SESSION YEAR _____

NAME _____ Last _____ First _____ Middle _____ SSN _____

ADDRESS INFORMATION:

CURRENT MAILING ADDRESS: _____

BILLING ADDRESS:

NOTE: This is the person to whom additional charges should be billed _____

SUMMER MAILING ADDRESS: _____

DAYTIME PHONE _____ EVENING PHONE _____

DATE OF BIRTH _____ (mo/day/yr) PLACE OF BIRTH _____ SEX ☐ M ☐ F

DEMOGRAPHIC INFORMATION:

NOTE: This information in the demographic section is optional. Answers to these questions will not be used in a discriminatory manner. Your cooperation is appreciated.

_____ American Indian or Alaskan Native _____ Black/African-American _____ White (non-Hispanic)
_____ Asian or Pacific Islander _____ Hispanic _____ Multi-racial

DOMICILE: Do you wish to claim tuition rates based on Virginia Domicile? ☐ Yes ☐ No
If yes, in which Virginia county or city are you a resident? _____
You must complete the *Virginia In-state Tuition Form* and submit it with this form.

RESIDENCE HALL: Do you intend to live in a UMW Residence Hall this summer? ☐ Yes ☐ No
If yes, please complete the *Housing Application* and submit it with this form.

ACADEMIC INFORMATION:

Have you attended the University of Mary Washington before? ☐ Yes ☐ No
If yes, please list dates of attendance: _____

Have you been accepted as a degree-seeking student at Mary Washington for the fall semester? ☐ Yes ☐ No

Have you attended another institution during the past calendar year? ☐ Yes ☐ No

If yes, do you attest that you have earned at least a 2.0 grade point average and that you are/were in good academic standing? ☐ Yes ☐ No

Name of Institution & Dates of Attendance _____

Please read and sign the Honor Pledge, Arrangements Agreement, and Citizenship Statement on the right side of this form. Also, you will need to complete a transcript request in the Office of the Registrar, George Washington Hall, Rm. 215, to have your transcript sent to your home institution at the conclusion of the summer session.

HONOR PLEDGE:

Your registration as a student at the University of Mary Washington is not complete without your signature affixed to the Honor Pledge below. The Honor Pledge applies to every student enrolled at the University. Every student is required to sign the Honor Pledge as part of the application process.

I, as a student at the University of Mary Washington, do hereby accept the Honor System. I have read the Honor Constitution, understand it, and agree to abide by its provisions. Accordingly, I resolve to refrain from giving or receiving academic material in a manner not authorized by the instructor, from illegally appropriating the property of others, and from deliberately falsifying facts. I acknowledge that, in support of the Honor System, it is my responsibility to report any violations of the Honor Code of which I am aware, and that it is my duty to participate as an honor trial juror if called upon to serve, unless officially excused. I realize that, in the event of a violation of the Honor Code, a plea of ignorance will not be acceptable, and that such a violation could result in my permanent dismissal from the University. I further pledge that I shall endeavor at all times to create a spirit of honor, both by upholding the Honor System myself and helping others to do so.

Student Signature _____

Academic and Financial

Arrangements Agreement:

I understand that this registration is subject to all terms and conditions, financial and otherwise, set forth in the current Academic Catalog and other official documents. Further, I accept all terms and conditions, financial and otherwise, which are in effect during the entire period of my enrollment at the University. I agree that, in the event of default of payment in any form, I am responsible for penalties as published by the university and for all reasonable administrative costs, collection fees, or attorney's fees incurred in the collection of whatever funds are due.

Student (or Parent/Guardian Signature if student is under 18 at the time of registration) _____

Citizenship: Country of Citizenship _____

If not a United States Citizen, please indicate

☐ Permanent Resident; ☐ VISA holder;

If VISA holder, indicate type _____



UNIVERSITY OF
MARY WASHINGTON

Office of the Registrar
1301 College Avenue
Fredericksburg, Virginia 22401-5300

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