

# Southwest Baptist University – Salem Campus

## SUMMER 2009 SCHEDULE

June 1 through July 23, 2009

501 South Grand - Salem, Missouri 65560

Phone: (573) 729-7071

www.sbuniv.edu/salem

Fax: (573) 729-6949

**Schedule Subject to Change!**

Day/Time	Course #	Title	Credit Hours	Instructor
<b>Session 1: June 1 thru June 30 (9 sessions)</b>				
M&W 12:30-3:45	SOC 2012-AITV	Human Diversity	2	J. Kitchens
T&Th 9:30-12:45	HPE 3092-A1	Standard First Aid (fee \$37)	2	C.Welch
<b>Session 2: June 1 thru July 23</b>				
M 5:00-9:45	POL 1113-A1	American Government	3	Staff
M 5:00-9:45	EDU 2823-A1	Technology for Educators*(\$20 fee)	3	E. Campbell
M&W 5:00-7:50	PSY 4363-AITV	Marriage & Family Counseling	3	Staff
M&W 4:00-6:50	MGT 4063 AITV	Entrepreneurship/Small Business*(2x weekly)	3	M.Steele
M&W 7:00-9:45	MGT 3013 AITV	Principles of Management (2x weekly)	3	M.Steele
T 5:00-9:45	BIB 1023-A1	Intro to New Testament History	3	J. Baumann
T 5:00-9:45	CIS 1103-A1	Intro to Computing w/lab (\$12 fee)	3	E. Campbell
T 5:00-9:45	PSY 2063-AITV	Systems of Psychology	3	E. Brown
W 5:00-9:45	COM 1103-A1	Fundamentals of Speech Communication	3	D. Reardon
Th 5:00-9:45	GEO 1103-AITV	Geography	3	G. Tyrrell
Th 5:00-9:45	PSY 3063-A1	Human Growth & Development	3	J. Harris
TBA	SOC 2982-A1	Community Project*	2	C. Saladino
TBA	SOC 4964-A1	Field Placement*	4	C. Saladino
TBA	PSY 4983-6 A1	Psychology Internship*	3-6	C. Saladino
<b>Online June 1 thru July 23</b>				
	MGT 4033-AOL	Admin Communication/H.R. Management	3	M.Steele
	MKT 3023-AOL	Principles of Marketing	3	R.Minatra

Revised 4-9-09

**All students must meet with an advisor prior to enrolling.**

\* Indicates a prerequisite, please check SBU catalog.

Students are responsible for making sure they have the correct prerequisites before enrolling in certain classes.



# Southwest Baptist University-Salem Campus Summer 2009

**NOTE: Students are responsible for reading and being familiar with all General Information and SBU-Salem Campus policies and procedures.**

## ADMISSION POLICY

You must submit:

- ✓ Application Data Form
- ✓ \$30 application fee
- ✓ Official high school transcript/copy of GED
- ✓ Official academic transcript from all previously attended colleges
- ✓ ACT/SAT scores

It is the student's responsibility to get the required transcripts and admission scores to the school. **Applicants considered for conditional admittance will be required to furnish additional documentation - please see Advisor for details.**

## REGISTRATION

Enrollment is in progress and will continue through May 29, 2009. If you need help with course selection, call the office at 573-729-7071 for assistance. Students may enroll the first week of class for an additional \$25.00 late fee.

## CONFIRMATION OF CLASSES

Students are considered enrolled in class at the time of registration. Students will be notified if there is a course cancellation. The University reserves the right to cancel any course if enrollment is insufficient. All tuition/fees will be refunded if the class is canceled.

## TUITION/FEES

Tuition and lab fees are due BEFORE the first day of the semester unless other financial arrangements have been made in advance.

Tuition (per credit hour)	\$ 142.00
Enrollment Late Fee	\$ 25.00
Technology Fee	\$ 30.00
Drop/Add Fee - Per Class	\$ 20.00

LAB AND COURSE FEES MAY APPLY. CHECK CATALOG.

## TEXTBOOKS

Textbooks will be available for purchase through the SBU Bookstore.  
**Textbooks must be paid for at time picked up!**

## FINANCIAL PLANNING

Financial assistance is available to students who qualify. Contact the office for application forms or other financial planning assistance. All necessary paperwork **MUST** be submitted before the beginning of the semester to avoid finance charges. Tuition balance equal to the amount of financial aid will be carried IF paperwork is submitted on time. The remaining balance should be paid at time of registration, or arrangements made for payment plan.

**A finance charge will be applied to all balances past 30 days. This charge will be 9% per year (approximately \$.75 per \$100.00 balance).**

**IMPORTANT NOTICE:** Financial aid takes several weeks to receive payment! Students **MUST** be in class when funds are received, actively attending class through the first 60% of the semester. Students must meet these guidelines, or federal student aid will be returned to the government and the student will be held responsible for ALL charges.

## WITHDRAWAL POLICY

To drop a class, a student **MUST** fill out an Official Withdrawal Slip through the office. Non-attendance of class does **NOT** constitute an official withdrawal and will result in students being charged for the course and receiving a grade of "F". A course cannot be dropped during the last two weeks of a semester. **NOTE: Dropping a class may affect your financial aid or may result in an academic penalty - please consult your advisor.**

## REFUND POLICY

The following refund policy relates to Summer 2009 semester:

Prior to first day class	100% refund
During first week of class	75% refund
During second week of class	50% refund
After the second week of class	0% refund

## IMPORTANT DATES

May 29	Last Day to Register
June 1	Classes Begin
July 2	*Last Day of 5-week session
July 2	Last day to withdraw from 8-week session without academic penalty
July 23	*Last Day of 8-week session

\*Last day of class varies depending on class

