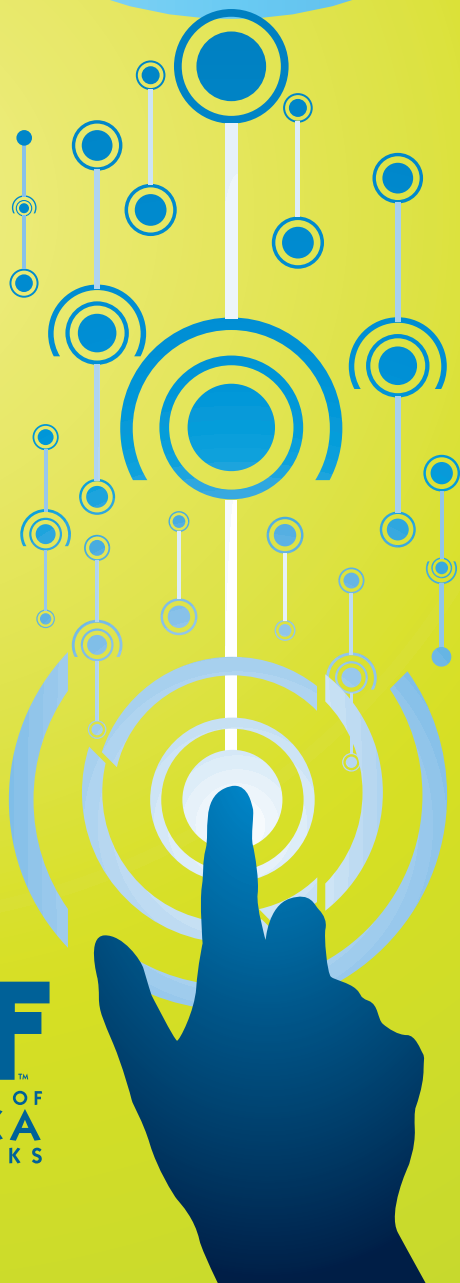
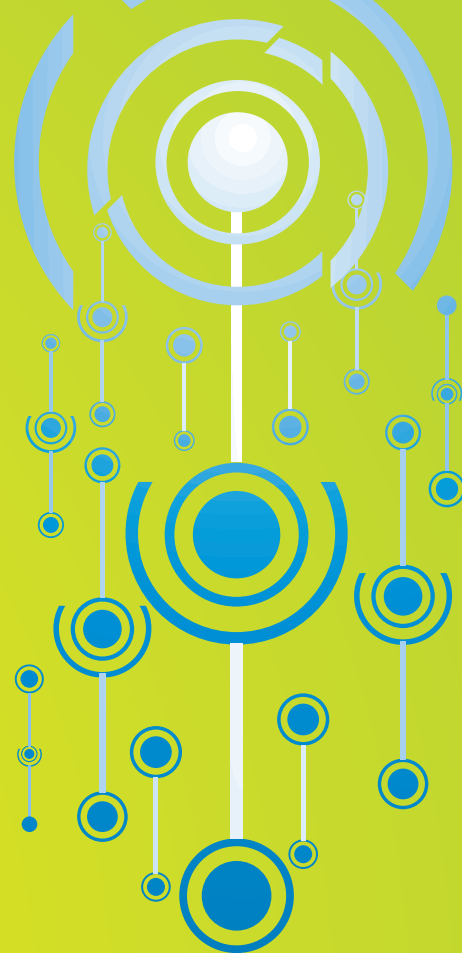




ONLINE and PRINT COURSES 2012-2013

elearning.uaf.edu
907.479.3444 or 800.277.8060

UAF eLearning and Distance Education

Mailing Address:

PO BOX 756700
University of Alaska Fairbanks
Fairbanks, AK 99775-6700

Location:

2175 University Ave. S. Ste. 200
(Corner of Davis Rd. and University Ave. S.)

Hours: Monday-Friday, 8am-5pm

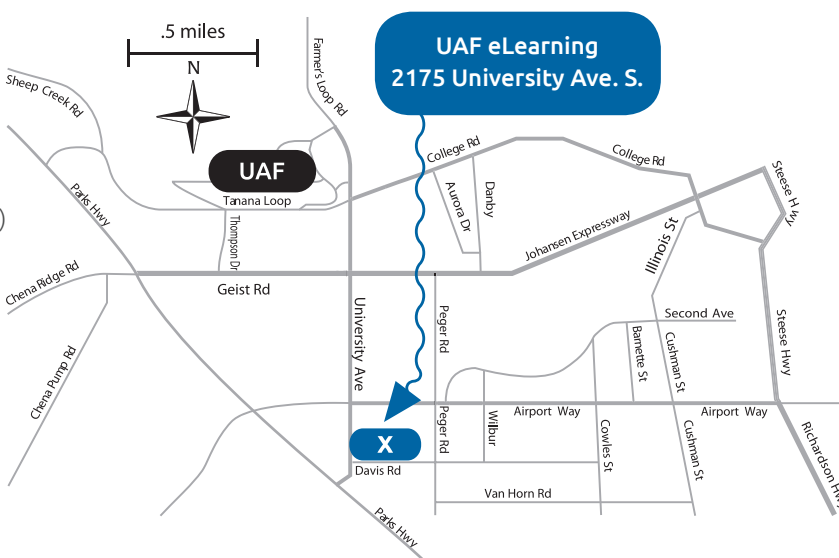
Phone: 907-479-3444

Toll free: 1-800-277-8060

Fax: 907-479-3443

Email: distance@uaf.edu

Web: elearning.uaf.edu



Connect With Us



Chat with student support services during regular hours: elearning.uaf.edu



Join us on Facebook:
[UAF eLearning](https://www.facebook.com/UAFeLearning)



Follow us on Twitter: [UAFeLearning](https://twitter.com/UAFeLearning)



Subscribe to our news and updates via
RSS feed: elearning.uaf.edu/feed



Did You Know?

- Our semester-based courses follow UAF schedule.
- Our courses are available for students at UAA, UAF, UAS, and their extended campuses through UAOnline registration (uaonline.alaska.edu).
- If you do not have access to UAOnline registration, call us.
- You may use financial aid to pay for courses.
- We offer In-State Tuition: FOR EVERYONE! (some rules apply)

UAF Accreditation

The University of Alaska Fairbanks is accredited as an institution of higher learning by the Commission on Colleges of the Northwest Association of Schools and Colleges. Detailed accreditation information is available through the UAF general catalog and at www.uaf.edu.



It is the policy of the University of Alaska Fairbanks to provide equal education and employment opportunities and to provide services and benefits to all students and employees without regard to race, creed, color, religion, national origin, sex, age, disability, status as a Vietnam era or disabled veteran, marital status, changes in marital status, pregnancy or parenthood, pursuant to applicable state and federal laws.

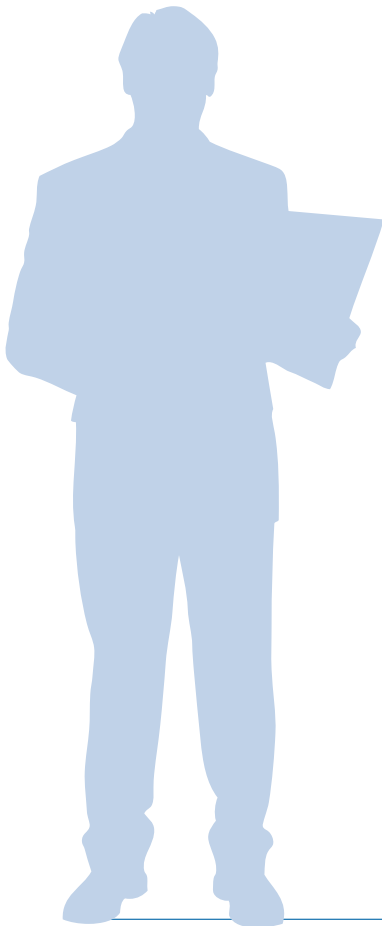
2012–2013

Course Bulletin

UAF eLearning and Distance Education

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Welcome to UAF eLearning and Distance Education!



Welcome to eLearning at the University of Alaska Fairbanks!

You may have noticed—we have a new name! For more than 25 years, we operated as the Center for Distance Education. We have a proud history of serving geographically distributed students throughout the state of Alaska and around the world. Our method of delivery has evolved over the years from print-based correspondence courses to robust online learning environments. As a reflection of that transformation, we have been re-established as UAF eLearning and Distance Education.

This is an exciting time! We're actively working with UAF academic departments to expand our course menu and to offer more degree programs completely online. You'll find several brand new online courses in this bulletin, including:

- ATM F101X—Weather and Climate of Alaska
- CHEM F100X—Chemistry in Complex Systems
- ENGL F272—Creative Writing: Poetry
- FLM F334W—Movies and Films
- JUST F251—Criminology
- SWK F320W—Rural Social Work



Carol Gering,
Interim Executive Director

We are also pleased to announce “Online Innovation and Design” (ONID) as the newest concentration of courses in the Master of Education degree program. This program is designed for classroom teachers, instructional designers, school administrators, IT professionals, and others who want to create and facilitate rich online learning experiences for students.

While we have a new name and a growing list of educational offerings, the same friendly personnel are available to serve you. An ever-increasing student demand confirms our belief that you, as a student, are looking for flexible options to fit the demands of your busy life. UAF eLearning is here to help you reach your academic goals, whether it be for immediate professional development, general interest, or more flexibility in completing your degree.



- Carol Gering

We're here to help you attain your eLearning goals whether you are seeking to fulfill requirements for a degree or just wanting to take a class. We hope you'll join us to embark on your next learning experience and we look forward to working with you. Please don't hesitate to contact us if you have questions.

We are online at <http://elearning.uaf.edu>

Main Office

2175 University Ave. S. Ste. 200
(Corner of Davis Rd. and University Ave. S.)

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PO BOX 756700
University of Alaska Fairbanks
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What is eLearning?

eLearning is...

eLearning is an opportunity for you to further your education without the constraint of classroom attendance or requiring you to be in a predetermined location. eLearning comprises all forms of electronically supported learning and teaching.

At UAF eLearning and Distance Education (UAF eLearning) courses are delivered through a variety of methods, from totally online via the Internet to traditional print-based correspondence. You will be guided through your course by University of Alaska Fairbanks faculty using course content developed by university-approved content experts and the UAF eLearning Instructional Design Team.

eLearning puts you in the driver's seat. To get the most out of an eLearning education you must be self-directed, and you must plan your time. Flexibility is a unique advantage, but eLearning is not a short-cut to receiving college credit. Remember that these are university-level credit courses paralleling on-campus courses that require fourteen weeks of classroom time in addition to homework study. For every hour in the class, students are often expected to study for 3 hours outside the class. Although you select the time and location for completing your work, it is not unusual to spend 3 – 8 hours per assignment for eLearning courses.

UAF eLearning

All courses offered through UAF eLearning have been approved by the appropriate academic departments of the University of Alaska Fairbanks (UAF) for course content and instructor qualifications. All courses carry university credit and are applicable to UAF degree, certificate and endorsement programs. If you are a degree-seeking student at another institution, it is your responsibility to make sure that credit from UAF will transfer properly into your program.

Registration in an eLearning course does not require, nor does it constitute, formal admission to the University of Alaska Fairbanks. Any person who has met the proper prerequisites for a specific course may be registered. UAF eLearning and Distance Education does not grant degrees. If you are interested in obtaining a degree, please contact UAF Admissions (contact information on the inside back cover).

How does it work?

After you register in a course you will receive instructions on how to start the course by mail and at your student email. You will be given log-on information if you are taking an online course. See page 11 for information about how to get your books and materials. The course will follow the same standards for instruction and grading applied in the classroom. Graded lessons, instructors' comments, and answers to students' specific questions will be returned to students for use in evaluating progress and in studying for examinations.

Is eLearning Right for Me?

How is eLearning Different?

There are compelling reasons for choosing distance delivered courses in your pursuit of higher education and UAF eLearning would love to have you as a student. However, before you register, you should consider:

- eLearning courses give you greater freedom to schedule your work, but they also require more self-discipline to keep on task.
- You are normally required to work from written directions, without face-to-face explanation by the instructor. You can, however, e-mail, write or in some cases, call the instructor for further clarification.
- You will find that you spend as much time (if not more) completing assignments in an eLearning course as you would if you were attending classes and completing assignments for a face-to-face course. Expect to spend at least 9-12 hours each week on each UAF eLearning course.

Unlike face-to-face courses, you will not see your classmates or instructor.

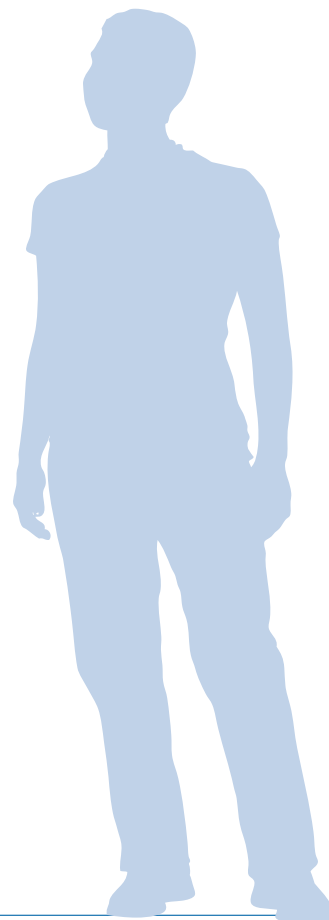
Online courses vary considerably in the amount of student-to-student interaction and communication. If you are taking a print-based course, you will rarely communicate with other students who are taking the course at the same time.

An eLearning course can be easily neglected and can often be put off for various reasons. Letting these interruptions occur jeopardizes your likelihood of successfully finishing the course. We are here to help you, but you are the one responsible for making the commitment.

Don't wait...

Students taking online courses should log on to the Blackboard course site the first day of instruction!

Log on at: <http://classes.uaf.edu>



Frequently Asked Questions

Q. Is this course in a classroom setting?

A. No, courses offered through UAF eLearning are designed to be taken either web-based (online using the Internet) or as print-based correspondence courses. You choose where you want to be when doing the work. There is no need to come to the campus. However, if your course requires proctored exams, you may need to find a location and proctor to fulfill this requirement (UAF eLearning can help).

Q. Do you proctor exams for other schools?

A. Yes, we do.

Q. Do you charge for proctoring exams?

A. No.

Q. I'm located in Fairbanks. Do I have to make an appointment to take a exam?

A. No, you do NOT need an appointment. We are open 8:00 A.M. – 5:00 P.M., Monday – Friday and until 7 P.M. on Wednesdays by appointment. You should plan on having your exam completed by 5:00 P.M. During finals week, we may have extended hours to accommodate more students.

Q. Can I switch from a semester course to a yearlong course?

A. Sorry, you cannot switch from a semester-based course to a yearlong course.

Q. How much do your courses cost?

A. It varies; see page 10 for general information on tuition and fees.

Q. How much does it cost for a non-resident?

A. All students, regardless of location, pay resident tuition rates.

Q. Can I get the instructor's email or phone number?

A. Contact UAF eLearning if you want the instructor's email or phone number. You can expect your instructor to communicate with you by email. Some instructors provide a phone number for students but not all; UAF eLearning can help you with this.

Q. I need a proctor out of area. Do you have a list of proctors?

A. We can help you find a proctor. Call UAF eLearning or email raexam@uaf.edu for assistance. Don't wait until the last minute!

Q. Do I have to pay for my class at the time of registering?

A. Yearlong – Yes, you must pay upon registration. Semester-based – No; but you must pay by the deadlines required by UAF. This is generally the first week of instruction; there are UAF monetary penalties if you are late.

Q. What are your hours?

A. Monday – Friday, 8:00 A.M.– 5:00 P.M. and until 7 P.M. Wednesdays by request. Extended hours are available during semester final examination periods; check UAF eLearning's website or call for exact dates and times.

Q. Do I need to be admitted to UAF to register?

A. No, you do not need to be admitted to UAF to take courses through UAF eLearning.

Information for Students

Dates & Deadlines

For current upcoming dates, deadlines and scheduled closures, please visit us online at <http://elearning.uaf.edu>.

Student Services

Off-Campus Library Services through the UAF Rasmuson Library can be arranged by calling 1-800-478-5348. This unit was set up to serve UAF students who do not have access to appropriate information resources in their town or village.

The UAF Writing Center offers free writing tutoring to any student in any subject. Tutoring can take place via telephone, fax or over the Internet. Students can call 907-474-5314 for more information. Tutoring services are free.

Contact UAF's toll-free Math Hotline for problem solving and math help. Call 866-823-6284.

UAF has a Disability Services office that provides academic accommodations to registered students who are identified as being eligible for these services. If you believe you are eligible, visit <http://www.uaf.edu/chc/disability.html> or contact Disability Services on the Fairbanks Campus at 907-474-5655, (TTY) 907-474-1827, fydso@uaf.edu.

Courses not offered here may be available from other University of Alaska campuses. See Distance Learning at UA <http://www.alaska.edu/distance>

The University of Alaska Fairbanks participates in the Defense Activity for Non-Traditional Education Support (DANTES) programs; information is available from base personnel or education officers. Veterans' educational benefits are also applicable for Independent Learning courses. DANTES students must complete UAF registration forms.

Courses not offered here may be available from other institutional members of the University Continuing Education Association which offer independent study courses listed in Peterson's Independent Study Catalog online at <http://www.petersons.com>.

UAF eLearning Academic Advising

The UAF eLearning Academic Advisor is here to help current and prospective students select courses, navigate UAF resources, and improve your eLearning experience.

Brighton Brooks earned her Psychology BA and Masters in Education right here at UAF!

Contact Brighton

Phone: 907.479.4706

Email: brighton.brooks@alaska.edu

Skype: [brighton.wood](#)

Facebook: Brighton Brooks

Chat with Brighton on the "Live Chat" button at <http://elearning.uaf.edu> (upper left)

Please call to schedule an appointment.



Advising appointments can be made for Monday - Thursday 9:30 A.M. – 5:30 P.M. and Fridays from 8:30 A.M. – 4:30 P.M. For quick questions please call, email or Live Chat.

Types of Enrollment

Semester-Based Enrollment

Any student may take a semester-based course. Registration must take place during the normal semester registration or preregistration period through the student's local University of Alaska campus or using UAOnline. Please note that each UA campus may have different registration periods, start dates and deadlines.

Other students should contact UAF eLearning for help registering in semester-based courses.

Students must complete a semester-based course by the stated deadlines; the final grade must be submitted at the same time as all other UAF on-campus semester course grades.

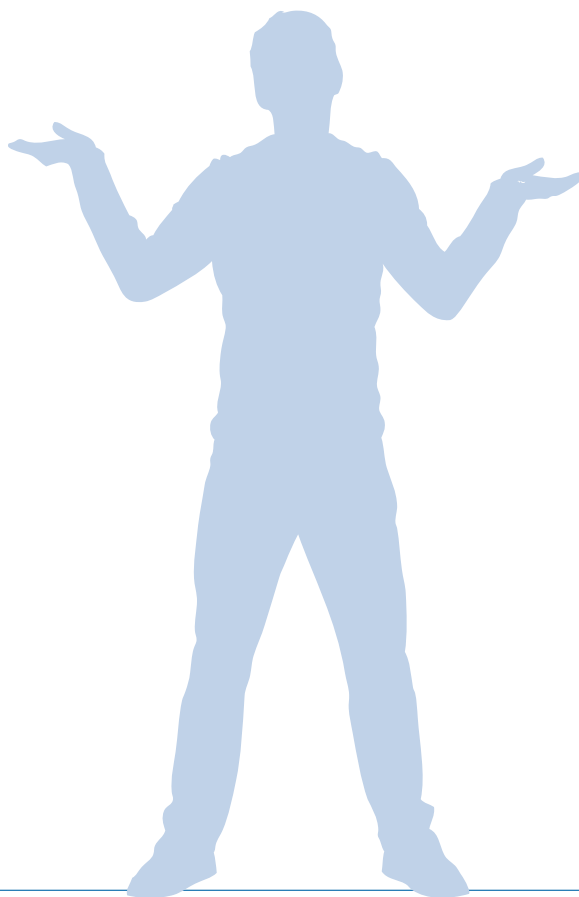
All policies and procedures that apply to regular, UAF on-campus semester courses will apply to semester-based eLearning courses. Grades for these courses will factor into both the semester and cumulative GPA.

If a student does not complete a semester-based course during the official semester time frame, financial aid for the next semester MAY be negatively impacted. Financial aid requirements should be considered before you decide not to complete a course. Failure to complete a semester-based course may also adversely affect grade point average, future enrollment, and may lead to academic probation. See page 11 for information if you run into potential completion issues.

Semester-based courses cannot be changed into yearlong courses.

Yearlong Enrollment

You may enroll in a yearlong course at any time. The maximum time for completion of a yearlong course is 12 months from the date of registration. Yearlong enrollments do not count toward a student's semester GPA or part-time or full-time status and therefore may not be eligible for payment by financial aid.



Semester vs Yearlong

Semester-Based Course	Yearlong Course
Registration is possible only during the formal registration period. There is no registration for semester-based eLearning courses beyond the last day to enroll for regular semester-length courses.	Registration is possible any time during the year.
Registration takes place at your local University of Alaska campus, or, if you are current UA student, you may also register at UAOnline at uaonline.alaska.edu or at http://elearning.uaf.edu .	Registration takes place online at http://elearning.uaf.edu or at the UAF eLearning and Distance Education office in Fairbanks.
A course is counted in the study load for the purposes of full-time classification for financial aid, housing, etc.	A course does not count in the current semester study load.
All rules applicable to regular semester course grading apply. Students are required to complete the eLearning course by the UAF eLearning semester deadline date (this date may be EARLIER than the end of the UAF semesters). If you do not, an Incomplete ("I") MAY be given at the discretion of the instructor. At the end of the agreed-upon time extension, the instructor MUST assign a letter grade (A - F). If the instructor does not assign a letter grade, the "I" will change to an "F" after one year.	Student has a full year to complete the course. Extensions and incompletes are not given in Yearlong courses
The course counts in both the semester and the cumulative grade point average.	The course counts only in the cumulative grade point average for purposes of graduation.
A semester-based eLearning course is counted as UAF residence credit.	The full-year eLearning course is counted as UAF residence credit.
Students must complete the course within established lesson-completion dates throughout the semester. The student may be able to finish the course in less than a semester upon instructor's approval.	Students may complete the course at their own pace within the year, although some courses have lesson completion goals. You may finish the course in less than a year.
There are no restrictions on the number of courses which may be used towards degree completion.	

Registration & Fee Payment

Registration

Semester-Based Courses: Current University of Alaska students may register in semester-based courses at UA Online <http://uaonline.alaska.edu> or at a local University of Alaska campus. Admitted students must speak to their program advisor each semester before registering. If you are not a current UA student, contact UAF eLearning for help registering in semester based courses (1-800-277-8060).

Yearlong Courses: For students wishing to register in a yearlong course, a registration form can be found at the back of this bulletin or you may also register on the UAF eLearning web site at <http://elearning.uaf.edu> or in person at our office. After the form is completed in full, it should be returned with the appropriate fees to UAF eLearning. Students may register anytime during the year for yearlong based courses.

High school students who wish to register must complete the Secondary Student Registration form, available at <http://elearning.uaf.edu>, and acquire instructor permission for each course. Contact UAF eLearning for more information.

Tuition and Fees

All tuition and fees are payable in advance for yearlong courses. Semester-based students may register for courses during the normal registration period and payment must be made within the first week of classes. Payment by credit card (Visa or Mastercard) is accepted.

Students residing outside the United States must submit payment in US Dollars.

UAF eLearning reserves the right to discontinue or revise courses, change instructors, and adjust fees without advance notice as needed. Special requests which incur additional costs for UAF eLearning will be charged back to the student.

UA Employees/Dependents: Tuition waivers for UA employees and their dependents are available for eLearning courses.

Alaska Senior Citizens: A Board of Regents policy waives regular tuition for Alaska residents at the age of full Social Security retirement benefits. You are eligible to use the Senior Citizen Tuition Waiver and enroll in UAF courses if:

- You are a permanent resident of Alaska;
- You are eligible to receive **FULL** Social Security retirement benefits;
- and there is space in the class or classes you want.

You must meet both age and residency requirements by one of the following dates to be eligible for the corresponding semester: Sept. 1 for fall; Jan. 1 for spring; May 1 for summer. Reimbursements will not be made to senior citizens who pay for a course and then request a waiver. For more information go to <http://www.uaf.edu/catalog/current/expenses/tuition.html>.

Veterans' benefits and other forms of financial aid are also often applicable to eLearning education, tuition and fees. Check with the local financial aid office about these policies. No registrations will be processed without tuition fee waiver or financial assistance form.

Fee Schedule

COURSE LEVEL	000-200	300-400	500-600
Tuition (per credit)	\$165	\$200	\$383
Distance Fee (per course)	\$40	\$75	\$100
UAF Network Fee (per credit)	\$3	\$4	\$8
UA Technology Fee	\$5 per credit up to a maximum of \$60 per semester		
Semester Fees	Some semester-based courses may have additional fees.		

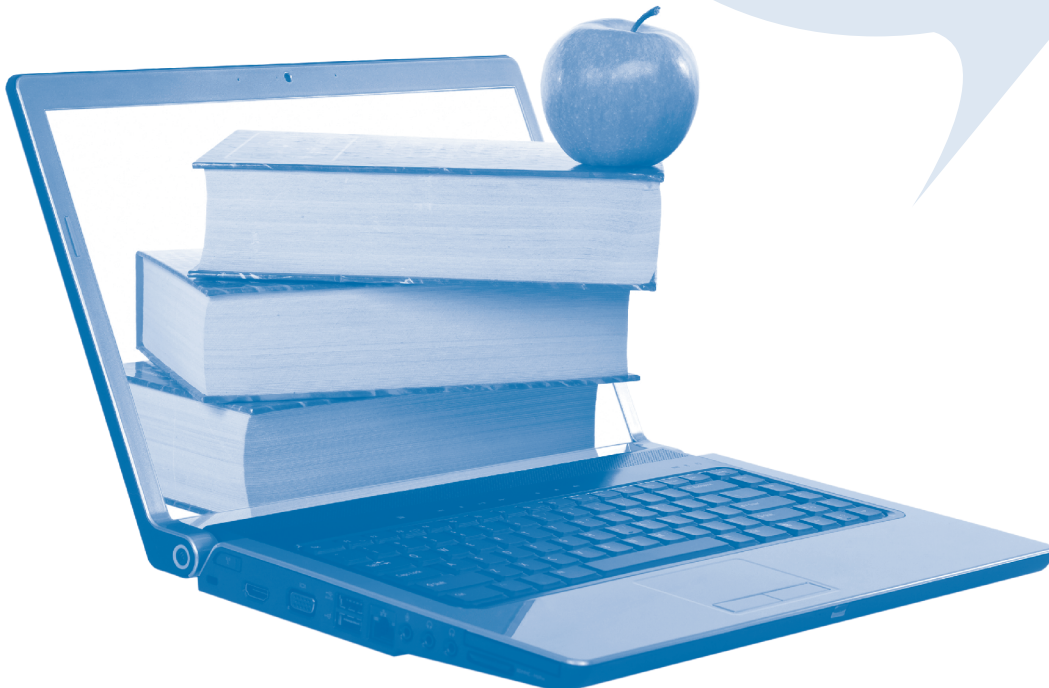
How do I get my materials?

For most courses books (and often other materials) are required. The basic things you should know before ordering are:

- Am I taking this course as a Semester-Based student or a Yearlong student?
- Am I taking a Web-Based (online) or a Print-Based course (correspondence)?
- Am I taking both?

If you have questions about how to get your books and materials, please contact us.

Please see the UAF eLearning website
<http://elearning.uaf.edu/bookstore>
for the latest information on where to
purchase your textbooks.



Examinations & Grades

Prerequisites

Some courses have prerequisites that must be met before students are eligible to register for the course. These requirements are used as a guideline so that the student is prepared for the intended course. It's up to the student to make sure that he or she has fulfilled these requirements. Prerequisites are listed in the individual course descriptions. Students may be dropped by the instructor from courses they do not meet the prerequisites for.

Mandatory Placement Exams

Many courses (DEVM, ENGL, MATH, and others) require placement exams, prior qualifying coursework, or other standardized test scores for ALL students intending to register in these courses. Some exceptions may be made by instructors on a case by case basis. For more information on which classes require placement exams please consult UAF policy or visit <http://www.uaf.edu/catalog/current/admissions>.

If you are a local student and need to take a placement exam, you may do so at UAF eLearning office Monday through Friday from 8AM to 5PM. If you are a UA student and reside in Alaska, you may take the placement exams at the main campuses, the extended campuses and UAF eLearning. Please call UAF eLearning's Student Services for further information at 907-479-3444.

Examinations

Some eLearning courses require that the student complete proctored examinations. Online courses may have online or paper exams. For print-based courses, Examination Request Forms are included in each course guide. Alternatively, you can find the forms online at <http://elearning.uaf.edu>. There are no charges for taking exams at our facility.

Fairbanks area students may take their exams at the UAF eLearning office; it is NOT necessary to make an appointment at UAF eLearning's testing center. A photo ID is required. It is important to indicate which exam is being requested as most courses have multiple sections.

If exams are to be taken at another location, two weeks should be allowed between the date of mailing the exam request or submitting the online exam request form and the requested examination date. You must select an appropriate proctor before requesting your exam. You can choose a proctor from the approved list on our website.

Examinations will not be sent unless it is evident that lessons are being submitted at a steady rate and an appropriate proctor is selected.

A local educational institution like a public school, university, community college, library, or a learning center is the best choice. Relatives, close friends, peer coworkers, or students cannot be proctors.

Requesting an Alternate Proctor

If you do not have access to any of the proctors on the approved list, you may request a new proctor by filling in the Request an Exam form. Once the exam request is received by UAF eLearning, a Proctor Eligibility Form will be emailed to your proctor. Your requested proctor must complete and return the Proctor Eligibility form before being screened for eligibility. This process can take 2-3 weeks so please start the process early in the semester!

Final Grades and Transcripts

Upon completion of a course, including the final examination, an unofficial final grade report may be sent to the student by UAF eLearning. You may also find an unofficial transcript using your UAOnline account. The final grade will also be recorded in the UAF Registrar's Office. Allow at least two weeks between completion of the final examination and the official recording of the course grade. If you have specific needs for an expedited final grade, please call UAF eLearning. Official transcripts must be requested (there is a fee) from the Registrar's Office (1-877-474-6046 or online at <http://www.uaf.edu/reg/transcripts>). No transcript will be provided if the student has any UA fees outstanding.

Making Changes

Can I transfer to another course?

Yearlong Courses - A student may transfer from one eLearning yearlong course to another eLearning yearlong course by completing a Drop/Add form (available from UAF eLearning or online at <http://elearning.uaf.edu>) **within 60 days of the original registration date**. The original registration date will apply for all policies regarding expiration, withdrawal, refund, thereafter. Only one transfer per course will be allowed. A course is not transferable from one student to another.

What if I need to drop or withdraw from a course?

Yearlong Courses - You may drop your yearlong course within three weeks of the original registration date; a 100% refund of tuition and fees will be given. After three weeks but within 60 days, the student can drop and will receive 50% of tuition only. No refunds will be processed after the 60 day time period. A course dropped within 60 days of registration will not appear on your transcript. You may withdraw from an eLearning yearlong course through the seventh month of the yearlong term by completing a Drop/Add form (available from UAF eLearning or online at <http://elearning.uaf.edu>). If you drop after 60 days and before 7 months, a grade of "W," withdrawal, will be given which will not affect the grade point average and is non-punitive.

A Notice of Impending Expiration will be sent within three months of the course expiration date (one year from the date of registration) to yearlong students who have not yet completed a course.

Just For Students!

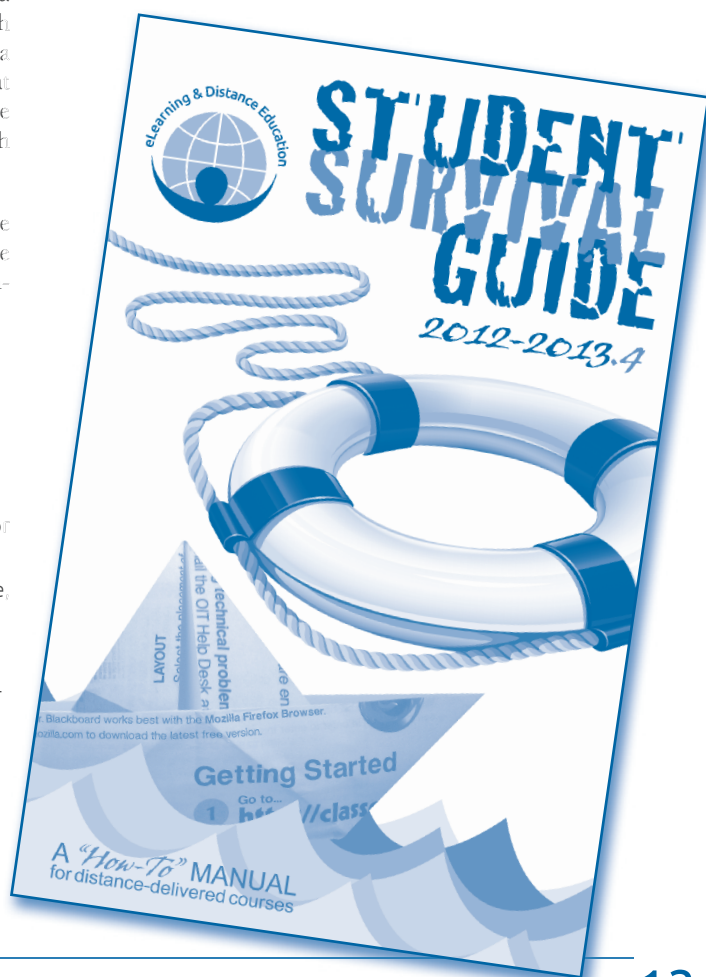
The 'Student Survival Guide' is full of helpful information for UAF eLearning courses. Here's how you can get one:

Pick one up at our office at 2175 University Avenue, Suite 200.

Download a pdf online at <http://elearning.uaf.edu>.

Registered students receive a Student Survival Guide automatically via regular mail and we will mail you one upon request.

Semester-Based Courses - Students who have registered in a semester-based eLearning course will have to abide by UAF semester policies and procedures regarding drops (generally about two weeks after the first day of instruction) and refunds. If done within the "drop" period, it may be possible for you to switch into a different UAF eLearning course; please call UAF eLearning for assistance. You may withdraw from a course (generally up until about eight weeks after the first day of instruction). You will receive "W" on your transcript, which will not affect your GPA, but could affect your financial aid. A refund of tuition and fees is not possible after the official drop period. UA students should withdraw at their local campus. Please call UAF eLearning if you need assistance withdrawing from a course. See the UAF Catalog at <http://www.uaf.edu/catalog> and the current UAF schedule for exact dates as they change each semester.



Highlights

Applied Business Courses

Check out ABUS Classes at UAF eLearning and make progress towards a UAF Associate's degree in Applied Business. Courses include:

ABUS 101 - Principles of Accounting I
ABUS 141 - Payroll Accounting
ABUS 142 - Office Accounting
ABUS 154 - Human Relations
ABUS 155 - Business Math
ABUS 170 - Business English
ABUS 175 - Customer Service
ABUS 178 - Professionalism
ABUS 179 - Fundamentals of Supervision
ABUS 201 - Principles of Accounting II
ABUS 203 - Accounting Capstone
ABUS 210 - Income Tax
ABUS 233 - Financial Management
ABUS 241 - Applied Business Law I
ABUS 260 - Marketing Practices
ABUS 263 - Public Relations
ABUS 271 - Business Communications
ABUS 272 - Small Business Planning
ABUS 274 - eCommerce

For more information contact Andy Anger (aanger@alaska.edu or 907-455-2862) at the Community Technical College.

Training for Healthcare Careers

The Rural Allied Health department of UAF's College of Rural and Community Development offers a wide variety of education and training for careers in the fast-growing health care industry. Some programs can be completed in one semester, allowing students to gain employment in entry level positions. Other programs will take more time and will provide the student with higher paying careers in health care. Many programs include a practicum in a medical office, dental office laboratory or hospital. The faculty in Rural Allied Health works closely with students to match their career goals to education pathways.

Choose among these opportunities, ALL ONLINE!!

- Health Care Reimbursement, Certification
- Medical Billing, Occupational Endorsement
- Medical Coding, Occupational Endorsement
- Medical/Dental Reception, Certification
- Medical Office Reception, Occupational Endorsement

Visit <http://www.uaf.edu/rural> for more information about these programs.

Courses for Teacher Certification and Recertification

The following eLearning courses are recognized for certification and recertification by the State of Alaska Department of Education and Early Development; see the course titles and descriptions at the back of this bulletin.

For Alaskan Studies: ANS F242, ANTH F242, GEOG F302, HIST F115, and HIST F461.

For Multicultural Education: CCS F610, ED F610, ED F616, ED F631, and ED F660.

HSEM Courses

The School of Management's Homeland Security and Emergency Management courses needed for the degree are offered through UAF eLearning:

HSEM 301 - Princ Emerg Mgmt & Home Sec
HSEM 412 - Emerg Planning & Preparedness
HSEM 423 - Disaster Response and Recovery
HSEM 434 - All Hazards Risk Analysis
HSEM 445 - Business Continuity
HSEM 456 - Leadership and Influence

See <http://www.uaf.edu/som/programs/bem> for more information.

Online Innovation and Design M. Ed. Degree



Online Innovation and Design is the newest concentration of courses in the Master of Education degree program at UAF. Demand for eLearning continues to expand rapidly—both in the state of Alaska and around the world. Teachers and business leaders who are asked to develop educationally sound learning experiences for the web often find it a daunting challenge, requiring a unique combination of skills and knowledge. The Master of Education in Online Innovation and Design will equip graduates to create and facilitate rich learning experiences for the evolving environment of the Internet.

Courses: ED 431, 432, 601, 603, 650, 653, 654, 655, 676, 677

See <http://sites.google.com/a/alaska.edu/soe-graduate/degree-progra/online-innovation-and-design> for more information.

Quick List of Available Courses 2012-2013

 (online)  (print) **SEMESTER** (semester-based) **YEAR** (yearlong)

DEPT	NUM	TITLE	CR	 SEMESTER	 YEAR
ABUS	F101	Principles of Accounting I	3	•	
ABUS	F141	Payroll Accounting	3	•	
ABUS	F142	Office Accounting I	3	•	
ABUS	F154	Human Relations	3	•	
ABUS	F155	Business Math	3	•	
ABUS	F161	Personal and Business Finance	3	•	
ABUS	F170	Business English	3	•	
ABUS	F175	Customer Service	3	•	
ABUS	F178	Professionalism	3	•	
ABUS	F179	Fundamentals of Supervision	3	•	
ABUS	F201	Principles of Accounting II	3	•	
ABUS	F202	Principles of Accounting III	3	•	
ABUS	F203	Accounting Capstone	3	•	
ABUS	F210	Income Tax	3	•	
ABUS	F220	Microcomputer Accounting: Quickbooks	3	•	
ABUS	F232	Contemporary Management Issues	3	•	
ABUS	F233	Financial Management	3	•	
ABUS	F235	Fund Accounting for Non-Profit	3	•	
ABUS	F241	Applied Business Law I	3	•	
ABUS	F242	Employment Law	3	•	
ABUS	F260	Marketing Practices	3	•	
ABUS	F263	Public Relations	3	•	
ABUS	F271	Business Communications	3	•	
ABUS	F272	Small Business Planning	3	•	
ABUS	F274	eCommerce	3	•	
ACCT	F261	Accounting Concepts and Uses I	3	•	
ACCT	F262	Accounting Concepts and Uses II	3	•	
AIS	F101	Effective Pers Computer Use	3	•	
ANS	F111	History of Alaska Natives	3	•	
ANS	F242	Native Cultures of Alaska	3	•	•
ANTH	F100X	"Individual, Society, & Culture"	3	•	•
ANTH	F101	Introduction to Anthropology	3	•	•
ANTH	F242	Native Cultures of Alaska	3	•	•
ANTH	F403X	Political Anthropology	3	•	
ART	F200X	Interrelation Art/Drama/Music	3	•	
ATM	F101	Weather and Climate of Alaska	4	•	
AVTY	F100	Private Pilot Ground School	4	•	
BA	F151	Introduction to Business	3	•	
BA	F281	Sports Management	3	•	

Quick List of Available Courses 2012-2013

 (online)  (print) **SEMESTER** (semester-based) **YEAR** (yearlong)

DEPT	NUM	TITLE	CR	 SEMESTER	 YEAR	
BA	F307	Introductory Human Rsrce Mngmt	3		•	
BA	F323X	Business Ethics	3		•	
BA	F325	Financial Management	3		•	
BA	F330	Legal Environment of Business	4		•	
BA	F343	Principles of Marketing	3		•	
BA	F360	Operations Management	3		•	
BA	F390	Organizational Theory and Behavior	3		•	
BA	F457	Training & Management Developmt	3		•	
BA	F607	Human Resource Management	3		•	
BIOL	F150	Introduction to Marine Biology	3	•		•
CCS	F610	Education & Cultural Processes	3	•	•	•
CCS	F616	Ed & Socioeconomic Change	3	•	•	•
CCS	F631	"Culture, Community & Currcilm"	3	•	•	•
CHEM	F100X	Chemistry in Complex Systems	4		•	
CIOS	F128	Using/Config PC OS:WINDOWS 7	3		•	
CIOS	F135	Microcomputer Spreadsheets	3		•	
CIOS	F233	Desktop Publishing-Indesign	3		•	
CIOS	F240	Mrcrmpr Databases:Access 2010	3		•	
CIOS	F255	Microcomputer Graphics	3		•	
CITS	F220	Implmtng Internet Tools/Tchnlg	3		•	
CITS	F222	Internet Authoring & Design	3		•	
COMM	F300X	Communicating Ethics	3		•	
CS	F101	Computers and Society	3		•	
CS	F102	Intro to Computer Science	3		•	
CS	F103	Intro to Computer Programming	3		•	
CS	F670	CS for Software Engineers	3		•	
DEVM	F050	Pre-Algebra	3		•	•
DEVM	F060	Elementary Algebra	3		•	•
DEVM	F105	Intermediate Algebra	3		•	•
ECE	F104	Child Development I: Prenatal, Infants and Toddlers	3		•	
ECE	F107	Child Development II: The Preschool and Primary Years	3		•	
ECE	F130	Culture, Learning and the Young Child	2		•	
ECE	F132	Young Child and the Family	1		•	
ECE	F170	Practicum I	1-3		•	
ECE	F210	Child Guidance	3		•	
ECE	F245	Child Development	3		•	
ECE	F340	Financial Management of Early Childhood Programs	3		•	
ECE	F341	Personnel Management of Early Childhood Programs	3		•	
ECE	F420W	Developing Literacy in the Early Years	3		•	

Quick List of Available Courses 2012-2013

 (online)  (print) **SEMESTER** (semester-based) **YEAR** (yearlong)

DEPT	NUM	TITLE	CR	 SEMESTER	 YEAR
ECON	F100X	Political Economy	3	•	
ECON	F201	Prin of Econ I: Microeconomics	3	•	
ECON	F202	Prin of Econ II: Macroeconomics	3	•	
ECON	F350	Money and Banking	3	•	
ED	F431	WEB 2.0 Fund: Part/Prod/Publ	3	•	
ED	F432	Fund of Media Design	3	•	
ED	F486	Media Literacy	3	•	
ED	F593P	Mentoring for Erly Career Teac	3		
ED	F601	Intro Applied Soc Sci Research	3	•	
ED	F603	Field Study Research Methods	3	•	
ED	F610	Education & Cultural Processes	3	•	•
ED	F616	Ed & Socioeconomic Change	3	•	•
ED	F631	"Culture, Community & Currcm"	3	•	•
ED	F650	Current Issues in Technology	3	•	
ED	F653	Instructional Design	3	•	
ED	F654	Digital Citizenship	3	•	
ED	F655	Online Pedagogy	3	•	
ED	F660	Ed Admin in Cultural Perspctve	3	•	•
ED	F676	Supporting Learning in Diverse Environments	3	•	
ED	F677	Digital Storytelling	3	•	
ED	F693	Quantitative Methods	3	•	
ED	F694	Dynamic Earth Processes	3	•	
EDSE	F422	Curriculum and Strategies II: Higher Incidence	3	•	
EDSE	F482	Inclusive Classrooms for All Students	3	•	
EDSE	F493	Fetal Alcohol Syndrome Disorder Special Topics	3	•	
EDSE	F622	Curriculum and Strategies II: Higher Incidence	3	•	
EDSE	F693	Fetal Alcohol Syndrome Disorder Special Topics	3	•	
ENGL	F111X	Intro to Academic Writing	3	•	
ENGL	F200X	World Literature	3	•	
ENGL	F211X	Academic Writing About Lit	3	•	•
ENGL	F212	Business/Grant/Report Writing	3	•	
ENGL	F213X	Acad Writng Social/Natural Sci	3	•	
ENGL	F271	Intro to Creative Writing: Fiction	3	•	
ENGL	F272	Intro to Creative Writing: Poetry	3	•	
ENGL	F314	Technical Writing	3	•	
ENGL	F350	Lit of AK and Yukon Territory	3	•	
ESK	F111	Elementary Inupiaq Eskimo	5	•	
FISH	F101	Introduction to Fisheries	4	•	
FLM	F105	History of the Cinema	3	•	

Quick List of Available Courses 2012-2013

 (online)  (print) **SEMESTER** (semester-based) **YEAR** (yearlong)

DEPT	NUM	TITLE	CR	 SEMESTER	 YEAR	
FLM	F308	Film Criticism	3		•	
FLM	F334W	Movies and Films: Watching and Analyzing	3		•	
GEOG	F101	Expdtn Earth:Intro to Geogrpby	3	•		•
GEOG	F111	Elements of Physical Geography	3	•		•
GEOG	F302	Geography of Alaska	3	•		•
HIST	F100X	Modern World History	3		•	
HIST	F101	Western Civilization	3	•		•
HIST	F110	History of Alaska Natives	3		•	
HIST	F115	"Alaska, Land and Its People"	3	•	•	•
HIST	F131	History of the U.S.	3		•	•
HIST	F132	History of the U.S.	3		•	•
HIST	F461	History of Alaska	3	•		•
HLTH	F100	Medical Terminology	3		•	
HLTH	F106	Human Behavior in Health Care	3		•	
HLTH	F110	Professional Skills/Workplace	2		•	
HLTH	F111	Personal Care Attendant Training	4		•	
HLTH	F116	Mathematics in Health Care	3		•	
HLTH	F118	Medical Law and Ethics	3		•	
HLTH	F130	Medical Office Technology	3		•	
HLTH	F132	Administration Procedures I	2		•	
HLTH	F203	Science of Nutrition	3		•	•
HLTH	F208	Human Diseases	3		•	
HLTH	F234	Administrative Procedures II	4		•	
HLTH	F235	Medical Coding	4		•	
HLTH	F236	Outpatient Healthcare Reimburs	3		•	
HLTH	F237	Inpatient Health Care Reimbursement	3		•	
HSEM	F301	Princ Emerg Mgmt & Home Sec	3		•	
HSEM	F412	Emerg Planning & Preparedness	3		•	
HSEM	F423	Disaster Response and Recovery	3		•	
HSEM	F434	All Hazards Risk Analysis	3		•	
HSEM	F445	Business Continuity	3		•	
HSEM	F456	Leadership and Influence	3		•	
HUMS	F125	Intro to Addictive Processes	3		•	
JRN	F101	Intro to Mass Communications	3		•	
JRN	F105	History of the Cinema	3		•	
JRN	F308	Film Criticism	3		•	
JRN	F413	Mass Media Law and Regulation	3		•	
JUST	F110	Introduction to Justice	3		•	
JUST	F125	Intro to Addictive Processes	3		•	

Quick List of Available Courses 2012-2013

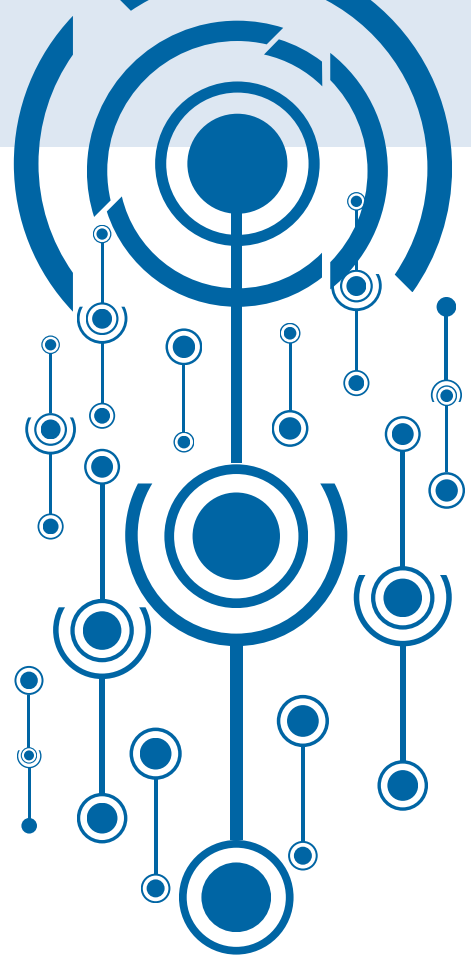
 (online)  (print) **SEMESTER** (semester-based) **YEAR** (yearlong)

DEPT	NUM	TITLE	CR			
				SEMESTER	YEAR	
JUST	F222	Research Methods	3		•	
JUST	F251	Criminology	3		•	
JUST	F300X	Ethics and Justice	3		•	
JUST	F310	Principles of Corrections	3		•	
JUST	F340	Rural Justice in Ak	3		•	
JUST	F345W	Police Problems	3		•	
LAS	F493	Land, Environment and Northern People	3		•	
LAT	F101	Beginning Latin I	3		•	
LAT	F102	Beginning Latin II	3		•	
LS	F101X	Library Information & Research	1		•	
MATH	F103X	Concepts & Contemp Aps of Math	3		•	
MATH	F107X	Functions for Calculus	4		•	
MATH	F108	Trigonometry	3		•	
MATH	F161X	Algebra for Business & Econ	3		•	
MATH	F200X	Calculus I	4		•	
MATH	F201X	Calculus II	4		•	
MATH	F202X	Calculus III	4		•	
MATH	F205	Math for Elem School Tchrs I	3		•	
MATH	F206	Math for Elem School Tchrs II	3		•	
MATH	F262X	Calculus for Business & Econ	4		•	
MSL	F111X	The Oceans	4		•	
MUS	F103	Music Fundamentals	3		•	
MUS	F125	Enjoying Jazz	2	•	•	•
MUS	F200X	Interrelation Art/Drama/Music	3		•	
NORS	F293	Intro to the Circumpolar North	3		•	
NORS	F601	Research Methods and Sources in the North	3		•	
NRM	F101	Nat Resources Consrve & Policy	3		•	
PHIL	F102	Introduction to Philosophy	3		•	
PHIL	F322X	Ethics	3		•	
PS	F100X	Political Economy	3	•		•
PS	F101	Intro to Amer Govt & Politics	3		•	
PS	F300X	Ethics and Society	3		•	
PSY	F101	Introduction to Psychology	3		•	
PSY	F250	Intro Stats for Behavioral Sci	3		•	
PSY	F304	Personality	3		•	
PSY	F320	History & Systems-Psychology	3		•	
PSY	F330	Social Psychology	3		•	
PSY	F333	Human Sexualities Across Cltre	3		•	
PSY	F345	Abnormal Psychology	3		•	

Quick List of Available Courses 2012-2013

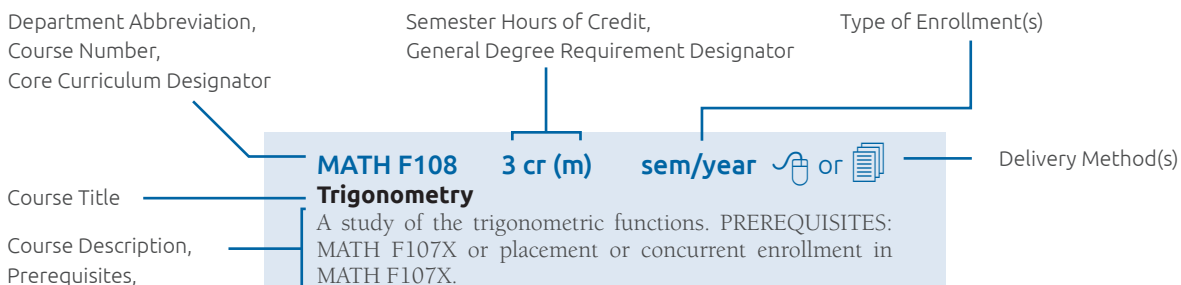
 (online)  (print) **SEMESTER** (semester-based) **YEAR** (yearlong)

DEPT	NUM	TITLE	CR	 SEMESTER	 YEAR
PSY	F370	Drugs and Drug Dependence	3	•	
PSY	F469	Health Psychology	3	•	
PSY	F493	Fetal Alcohol Syndrome Disorder Special Topics	3	•	
PSY	F693	Fetal Alcohol Syndrome Disorder Special Topics	3	•	
SOC	F100X	"Individual, Society & Culture"	3	•	
SOC	F250	Intro Stats for Behavioral Sci	3	•	
SOC	F330	Social Psychology	3	•	
SOC	F333	Human Sexualities Across Cltre	3	•	
SPAN	F311	Advanced Spanish Composition	3	•	
SPAN	F317	Advanced Spanish Grammar	3	•	
STAT	F200X	Elem Probability & Statistics	3	•	•
SWE	F670	CS for Software Engineers	3	•	
SWK	F103	Intro to Social Work	3	•	
SWK	F320W	Rural Social Work	3	•	
SWK	F440	Soc Work Prac w/ Military Fami	3	•	
THR	F200X	Interrelation Art/Drama/Music	3	•	
WGS	F332	Human Sexualities Across Cltre	3	•	



ONLINE and PRINT COURSES 2012-2013

How To Read This Schedule



MATH F108 3 cr (m) sem/year  or  **Trigonometry**

A study of the trigonometric functions. PREREQUISITES: MATH F107X or placement or concurrent enrollment in MATH F107X.

Note: You can find current instructor's name listed on the UAF eLearning website (click on Courses), UAF Coursefinder, or by calling UAF eLearning.

General Degree Requirement Designator

The course name or course number may be followed by letters in parentheses which indicate what requirements these courses meet:

- (X) baccalaureate core
- (W) written communication
- (O) oral communication
- (h) humanities
- (n) natural science
- (m) math
- (s) social science

Course Numbers

050-099 — Developmental courses - Developmental courses are preparatory courses that do not apply to associate, baccalaureate or graduate degree requirements.

100-299 — Lower-division courses

300-499 — Upper-division courses - Freshman and sophomore students may be required to obtain special permission to take 300- and 400-level courses unless the courses are required in the first two years of their curriculum as printed in the catalog.

500-599 — Post-baccalaureate professional courses

600-699 — Graduate Courses - A few well-qualified undergraduates may be admitted to graduate courses with approval of the instructor. Students may not apply such a course to requirements for both a baccalaureate and a graduate degree.

Delivery Methods

 Web-Based courses are delivered through online instruction using Blackboard™. Coursework is submitted through Blackboard™. Students may be asked to download and upload files, complete web research, create audio files or other types of presentations all depending on the course. Log on the first day of instruction or before!

 or  Both Web-Based and Print-Based courses are available. Computer with CD/DVD, Internet, Email, and Blackboard are required for all Web-Based courses.

 Print-Based courses are delivered by printed course guide and course materials. Coursework is submitted via mail, fax or email; check the course guide for options.

 Please contact UAF eLearning for course availability at 907.479-34444, toll-free at 800.277.8060, by email at distance@uaf.edu, or see an updated course list on our website at <http://elearning.uaf.edu>

APPLIED BUSINESS

ABUS F101 3cr semester

Principles of Accounting I

Accounting concepts and procedures for service businesses and for merchandising businesses owned by a single proprietor. A preparer's approach is used emphasizing the use of debits and credits to account for the details of business transactions.

ABUS F141 3cr semester

Payroll Accounting

Payroll records and laws. Methods to compile and calculate payroll information, earnings, deductions and net wages. City, state and federal tax report forms. For payroll personnel.

ABUS F142 3cr semester

Office Accounting I

Basic accounting procedures in retail, service and trade businesses. The complete accounting cycle, including record keeping, posting and preparation of financial statements, bank reconciliation, payroll computations and closing books. Accounts receivable, accounts payable, purchasing, credit and other accounting requirements. Recommended: ABUS F101; ABUS F141; concurrent enrollment or completion of ABUS F201; ABUS F220.

ABUS F154 3cr semester

Human Relations

Attitudes, self-concepts, personal communication styles, motivation, interactions, positive reinforcements, team building and leadership development.

ABUS F155 3cr semester

Business Math

Review of basic math computation skills applied to various business areas. Emphasis on applications.

ABUS F161 3cr semester

Personal and Business Finance

Explores the management of personal and family finances, including financial planning, budgeting, time value of money, consumer buying, personal credit, savings and investment, home ownership and mortgages, insurance, estate planning, retirement, consumer fraud, and laws.

ABUS F170 3cr semester

Business English

Comprehensive review of grammar, punctuation, capitalization and spelling, with emphasis on business and office occupations. RECOMMENDED: DEVE F070; DEVS F104; placement into ENGL F111X; or departmental/instructor permission.

ABUS F175 3cr semester

Customer Service

Presents customer service as integral to business success. Preparation for effective interaction with customers. Includes trends, interpretation of trends and development of fundamental skills necessary to achieve excellence.. Recommended: BA F151; ABUS F154.

ABUS F178 3cr semester

Professionalism

Organizing a message, document design, visual presentations, analyzing audiences, communicating the message and presenting financial information.

ABUS F179 3cr semester

Fundamentals of Supervision

Effective supervisory concepts including planning, organizing and staffing functions. Communicating and delegating effectively, morale, productivity, decision making, positive position discipline and performance goals development.

ABUS F201 3cr semester

Principles of Accounting II

Introduction to accounting concepts and procedures for a business. Emphasis is on the accounting cycle and the recording, summarizing and interpretation of accounting data. Recommended: Math placement at the 100 level or above.

ABUS F202 3cr semester

Principles of Accounting III

Continuation of elementary accounting concepts and procedures with the introduction of cost accounting principles for manufacturing and service operations. Job order costing, process costing, cost-volume profit, budgeting and variances are introduced. RECOMMENDED: Math placement at F100-level or above.

ABUS F203 3cr semester

Accounting Capstone

Accounting procedures in retail, service and trade businesses. The complete accounting cycle, including record keeping, posting and preparation of financial statements, bank reconciliation, payroll computations and closing books. Accounts receivable, accounts payable, purchasing, credit and other accounting requirements. Recommended: ABUS F101; ABUS F141; concurrent enrollment or completion of ABUS F201; ABUS F220.

ABUS F210 3cr semester

Income Tax

Income tax fundamentals. Includes how to complete basic income tax forms/schedules for individuals and small business owners. Covers taxable income, deductions, credits, exemptions, computation, record keeping methods, new tax laws and strategies to reduce taxes.



Courses

ABUS F220 3cr semester 
Microcomputer Accounting: QuickBooks
 Basic microcomputer principles. Includes entering transactions, analyzing results, correcting errors and organizing business finances. Quickbooks is a widely used accounting software application. PREREQUISITES: ABUS F101 or permission of instructor.

ABUS F232 3cr semester 
Contemporary Management Issues
 Management functions, including planning, organizing, staffing, directing and controlling, human aspects of management, and decision making. PREREQUISITES: BA F151 or permission of instructor.

ABUS F233 3cr semester 
Financial Management
 Internal financial controls, fraud, and internal audit. RECOMMENDED: Completion of BA F151; ABUS F101 or ACCT F261.

ABUS F235 3cr semester 
Fund Accounting for Non-Profit
 Accounting for nonprofit organizations, governmental units, health care providers, voluntary health and welfare organizations, public schools, colleges, universities and other organizations using fund accounting. PREREQUISITES: ABUS F101.

ABUS F241 3cr semester 
Applied Business Law I
 Legal aspects of business problems. Principles, institutions and administration of law in contracts, agency, employment, personal sales and property ownership. PREREQUISITES: BA F151.

ABUS F242 3cr semester 
Employment Law
 Labor and employment law with emphasis on case analysis. RECOMMENDED: BA F151.

ABUS F260 3cr semester 
Marketing Practices I
 Designed to give students a real-world view of basic marketing principles and practices. Emphasizes planning strategy and application of marketing concepts in analysis of case studies. Examines nature of marketing and its environment, selecting target markets and developing a market mix: product, price, promotion and distribution.

ABUS F263 3cr semester 
Public Relations
 Public relations is image making, repairing and promoting. PR involves promotion, selling, advertising and creating public, corporate, government, church and other institutional images. Public relations professionals need skills in psychology, writing, mass media theory, image construction, persuasion and audience analysis. Introduces public relations and the role it plays in our world and society. RECOMMENDED: BA F151

ABUS F271 3cr semester 
Business Communications
 Composition and evaluation of various kinds of common communications between a business person and associates, customers and dealers. Included are interoffice memos, letters, reports and oral communications. PREREQUISITES: ABUS F170 or permission of instructor.

ABUS F272 3cr semester 
Small Business Planning
 Elements of small business planning processes including the components of a written business plan.

ABUS F274 3cr semester 
eCommerce
 This course is about marketing on the Internet and how businesses employ electronic commerce. It will provide students with an understanding of how the Internet can be used to create a brand presence, complete commercial transactions, and other important aspects of having an online business. In addition to traditional Web 1.0 media, Web 2.0 media will be discussed, including Facebook and Twitter.

ACCOUNTING

ACCT F261 3cr (s) semester 
Accounting Concepts and Uses I
 An understanding of basic financial statements from a user perspective (investors, managers and creditors) is strongly emphasized. Topical coverage of financial and managerial issues is integrated throughout the semester. Material is presented in a fashion that promotes development of communication skills. The conceptual approach used in this course will sensitize the student to the implications of accounting decisions related to business transactions, while avoiding the detailed procedures that only accountants need to know. PREREQUISITES: Sophomore standing or higher; placement, concurrent enrollment, or completion of MATH at the F100-level or above.

ACCT F262 3cr semester 
Accounting Concepts and Uses II
 Continuation of ACCT F261 with introduction of advanced topics. PREREQUISITES: ACCT F261.

ACCOUNTING AND INFORMATION SYSTEMS

AIS F101 **3cr** **semester** 
Effective Personal Computer Use
 Using and understanding advanced computing software applications. Course develops conceptual and practical knowledge of advanced presentation/communications software, database programs and operating systems.

ALASKA NATIVE STUDIES

ANS F111 **3cr (s)** **semester** 
History of Alaska Natives
 The history of Alaska Natives from contact to the signing of the Land Claims Settlement Act.

ANS F242 **3cr (s)** **sem/year**  or 
Native Cultures of Alaska
 The traditional Aleut, Eskimo and Indian (Athabascan and Tlingit) cultures of Alaska. Eskimo and Indian cultures in Canada. Linguistic and cultural groupings, population changes, subsistence patterns, social organization and religion in terms of local ecology. Pre-contact interaction between groups. (Cross listed with ANTH F242)

ANTHROPOLOGY

ANTH F100X **3cr (s)** **sem/year**  or 
Individual, Society, and Culture
 An examination of the complex social arrangements guiding individual behavior and common human concerns in contrasting cultural contexts. PREREQUISITES: Placement in ENGL F111X or higher or permission of instructor.

ANTH F101 **3cr (s)** **sem/year** 
Introduction to Anthropology
 Human societies and cultures based on the findings of the four subfields of the discipline: archaeological, biological, cultural and linguistic.

ANTH F242 **3cr (s)** **sem/year**  or 
Native Cultures of Alaska
 The traditional Aleut, Eskimo and Indian (Athabascan and Tlingit) cultures of Alaska. Eskimo and Indian cultures in Canada. Linguistic and cultural groupings, population changes, subsistence patterns, social organization and religion in terms of local ecology. Pre-contact interaction between groups. (Cross listed with ANS F242)

ANTH F403X **3cr (W, O, s)** **semester** 
Political Anthropology
 Political systems and the law. Case studies from nonindustrial societies, developing nations and parapolitical systems or encapsulated societies, such as Native peoples in the U.S. Political structures and institutions; social conflict, dispute settlement, social control and the law, political competition over critical resources; and ethnicity. PREREQUISITES: ANTH F215; COMM F131X or COMM F141X; ENGL F111X; ENGL F211X or ENGL F213X; or permission of instructor.

ART

ART F200X **3cr (h)** **semester** 
Aesthetic Appreciation: Interrelation of Art/Drama/Music
 Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends. PREREQUISITES: placement in ENGL F111X or higher; sophomore standing; or permission of instructor.

ATMOSPHERIC SCIENCE

ATM F101X **4cr** **semester** 
Weather and Climate of Alaska
 Focus on the Alaska atmosphere as an important part of our environment. Includes fundamental laws of physics and chemistry, the behavior of atmospheres on rotating planets, clouds, precipitation and weather systems. Includes societal impacts of weather worldwide and investigations into global climate change. PREREQUISITES: Placement in ENGL F111X or higher; placement in DEVM F105 or higher; or permission of instructor.

AVIATION TECHNOLOGY

AVTY F100 **4cr** **semester** 
Private Pilot Ground School
 Study of aircraft and engine operation and limitations, aircraft flight instruments, navigation, computers, national weather information and dissemination service. Federal aviation regulations, flight information publications, radio communications and navigation. Prepares student for FAA private pilot airplane written exam.

Courses

BUSINESS ADMINISTRATION

BA F151 **3cr (s)** **semester** 
Introduction to Business
 Business organization, nature of major business functions such as management, finance, accounting, marketing, personnel administration. Opportunities and requirements for professional business careers.

BA F281 **3cr** **semester** 
Sports Management
 Provides a basic understanding of managing amateur and professional sports organizations and the legal issues involved. Topics such as stadium financing, risk management contracts and human resource management, public versus private sector labor laws, collective bargaining and drug testing will be examined. PREREQUISITES: Sophomore standing.

BA F307 **3cr** **semester** 
Introductory Human Resource Management
 Introduction to management principles and personnel practice in industry, analysis of labor-management problems, methods and administration of recruiting, selecting, training and compensating employees, and labor laws and their applications.

BA F323X **3cr (h)** **semester** 
Business Ethics
 A grounding in ethical theories and basic issues of moral thought, with examples which highlight the pitfalls in practical ethics which future managers are likely to face, and the need to design organizations so as to promote ethical behavior.

BA F325 **3cr** **semester** 
Financial Management
 Time value of money, bond and stock valuation, capital budgeting, risk-return trade-offs and option pricing. PREREQUISITES: ACCT F261; ECON F200; MATH F262X; STAT F200X.

BA F330 **4cr** **semester** 
The Legal Environment of Business
 The judicial system, legal processes, administrative procedures, law of torts, contract and agency government regulation of business, business ethics, corporate social responsibility and the uniform commercial code.

BA F343 **3cr** **semester** 
Principles of Marketing
 Management of a firm's marketing effort focusing on products, distribution, pricing and promotion to targeted consumers. Practices appropriate to domestic or international, small or large, goods or services, and for-profit or nonprofit organizations included.

BA F360 **3cr** **semester** 
Operations Management
 Operations management with an emphasis on systematic planning, design and operation of the processes that produce goods and deliver services that customers recognize to be of superior quality. Topics include operations strategy, process design, quality control, statistical process control, project scheduling, material requirements planning and just-in-time systems. PREREQUISITES: AIS F101; STAT F200X.

BA F390 **3cr** **semester** 
Organizational Theory and Behavior
 Understanding how and why organizations behave as they do, assessing whether the behavior is functional or dysfunctional, and learning to understand and change motivation, leadership, communications, group dynamics, conflict management, layout, technology, structure and policies to create high-functioning organizations.

BA F457 **3cr** **semester** 
Training and Management Development
 Theory and practice of employee training programs, needs assessments, learning theories, instructional design, training techniques and evaluation, management development and career development techniques and practices. PREREQUISITES: BA F307.

BA F607 **3cr** **semester** 
Human Resources Management
 The study of the effective management of human resources in organizations to include employee planning and recruiting, selection and orientation, training and career development, performance evaluation, compensation, EEO, occupational safety and health, and labor relations. PREREQUISITES: Graduate standing or permission of M.B.A. director.

BIOLOGY

BIOL F150 **3cr** **sem/year** 
Introduction to Marine Biology
 Survey of marine organisms, evolution of marine life, habitats and communities of ocean zones, productivity, and marine resources. For non-science majors. May not be used as biology elective credit for a major in biological science.

CROSS-CULTURAL COMMUNICATIONS

CCS F610 **3cr** **sem/year**  or 
Education and Cultural Processes
 Advanced study of the function of education as a cultural process and its relation to other aspects of a cultural system. Students will be required to prepare a study in which they in some aspect of education in a particular cultural context. Approved by DOE for Multicultural Studies recency credit.

CCS F616 **3cr** **sem/year** or

Education and Socioeconomic Change

Offered As Demand Warrants. An examination of social change processes, particularly in relation to the deliberate development of new institutions and resulting forms of new consciousness. Emphasis is placed on the role of education and schooling in this development dynamic. Cross-listed with: ED F616

CCS F631 **3cr** **sem/year** or

Culture, Community and the Curriculum

Offered Fall. Salient issues involved with the development of effective programs of instruction in small schools, including foundational design, conceptual models, organizational strategies, technical skills, current issues and trends, and their implications and application to the environment of rural Alaska. Also available via Independent Learning. Cross-listed with: ED F631

CHEMISTRY

CHEM F100X **4cr (n)** **semester**

Chemistry in Complex Systems

Fundamentals of chemistry with an emphasis on the role of chemistry in environmental and life systems. The role of feedback systems on chemical behavior is illustrated in atmospheric, aquatic, nuclear and nutritional systems. Special fees apply. PREREQUISITES: Placement in ENGL F111X or higher; placement in DEVM F105 or higher; or permission of instructor.

COMPUTER INFORMATION & OFFICE SYSTEMS

CIOS F128 **3cr** **semester**

Using and Configuring PC Operating System

How to use, set up, and configure a current PC operating system including basic troubleshooting and maintenance. Recommended: CIOS F150 or equivalent computer literacy including saving or retrieving files, use of office applications, Internet and e-mail. This is a beginners-level course using the Windows XP operating system.

CIOS F135 **3cr** **semester**

Microcomputer Spreadsheets: Excel 2007

Comprehensive exploration of topics related to using microcomputer spreadsheets. Includes creating, formatting and revising spreadsheets; creating formulas, graphics and charts; and using spreadsheets to organize, analyze and query information. RECOMMENDED: CIOS F150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.

CIOS F233 **3cr** **semester**

Desktop Publishing

Publication design and layout using desktop publishing software. Includes integrating text and graphics, page layout design, scanning and basic image editing. This course is a comprehensive survey of desktop publishing using Adobe In Design CS5, the most advanced page layout program available, to create sophisticated original layouts for a variety of uses, including brochures, newsletters, books, business cards, signs, and many others, for print and digital output and distribution. RECOMMENDED: CIOS 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.

CIOS F240 **3cr** **semester**

Microcomputer Databases: Access

Comprehensive introduction to microcomputer databases. Includes basic database concepts; how to maintain and update databases; how to build and use queries and forms; and how to build reports. Introduction to database design. RECOMMENDED: CIOS F150; and CIOS F130 or F135 or equivalent skills.

CIOS F255 **3cr** **semester**

Microcomputer Graphics: Photoshop

Comprehensive survey of microcomputer graphics using a graphics application. Includes use of professional-level graphics programs to create sophisticated graphics for a variety of uses. This course is a comprehensive survey of microcomputer graphics using Adobe Photoshop CS5, the leading image editing application, to create sophisticated graphics for a variety of uses, including personal photo editing, sharing and archiving to the preparation of web and print graphics and the composing of images into artistic montages. RECOMMENDED: CIOS 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.

COMPUTER INFORMATION & TECHNOLOGY SYSTEMS

CITS F220 **3cr** **semester**

Implementing Internet Tools and Technologies

Offered as demand warrants. Exploration of advanced Internet topics. Building a presence on the Internet -- evaluate web hosting services, domain names and registration services. How to implement and understand web communication tools and develop and understand the impact of participating in social networks and the changing nature of these networks. RECOMMENDED: CIOS F146 or equivalent skills.

Courses

CITS F222 **3cr** **semester** 
Internet Authoring and Design
Comprehensive survey of a professional authoring tool to create documents for effective distribution through the Internet. Includes design and preparation of documents for electronic distribution. RECOMMENDED: CIOS 146 and 150 or equivalent computer literacy including saving/retrieving files, use of office applications, Internet and e-mail.

COMMUNICATIONS

COMM F300X **3cr (h)** **semester** 
Communicating Ethics
An examination of ethical choices which are communicated in everyday encounters. Examines human moral development from a variety of perspectives, including feminist interpretations. Creation and communication of human values explored through the discussion of a series of contemporary dilemmas. PREREQUISITES: Junior standing; placement in ENGL 111X or higher; or permission or instructor.

COMPUTER SCIENCE

CS F101 **3cr (m)** **semester** 
Computers and Society
Computer literacy for everyone. Overview of computing machines and automatic data processing. Interaction between social institutions and automated decision making. Introduction to business applications software and electronic mail. Some programming for understanding, not for skill development. PREREQUISITES: Two years of high school mathematics, including at least one year of algebra.

CS F102 **3cr (m)** **semester** 
Introduction to Computer Science
Introduction to computer science including a discussion of binary numbers, data representation, hardware, software, programming layers, operating systems, applications and networks. PREREQUISITES: Two years of high school mathematics, including at least one year of algebra.

CS F103 **3cr (m)** **semester** 
Introduction to Computer Programming
Programming for non-majors and for those computer science students without the background for CS F201. Concepts of object-oriented programming and algorithm design within the syntax of the JAVA programming language. PREREQUISITES: MATH F107X or MATH F103X or MATH F161X.

CS F670 **3cr** **semester** 
Computer Science for Software Engineers
An overview and survey of the theoretical underpinnings of computer science. Topics are taken from the areas of algorithms and data structures; computer architecture; computer networks, communications, and operating systems; computability and formal languages; languages and compilation. PREREQUISITES: Admission to the Master of Software Engineering degree program. Not required for students with a BS in Computer Science.

DEVELOPMENTAL MATH

DEVM F050 **3cr** **sem/year**  or 
Prealgebra
Operations with whole numbers, fractions, decimals, percents and ratios, signed numbers, evaluation of algebraic expressions and evaluation of simple formula. Metric measurement system and geometric figures. PREREQUISITES: Appropriate placement test scores.

 Please contact UAF eLearning for availability.

DEVM F060 **3cr** **sem/year**  or 
Elementary Algebra
First year high school algebra. Evaluating and simplifying algebraic expressions, solving first degree equations and inequalities, integer exponents, polynomials, factoring, rational expressions, equations and graphs of lines. PREREQUISITES: DEVM F050, ABUS 155 or appropriate placement test scores. Prerequisite courses and/or placement exams must be taken within one calendar year prior to commencement of the course.

DEVM F105 **3cr** **sem/year**  or 
Intermediate Algebra
Second year high school algebra. Operations with rational expressions, radicals, rational exponents, logarithms, inequalities, quadratic equations, linear systems, functions, Cartesian coordinate system and graphing. To matriculate to MATH 107X from DEVM 105 a grade of B or higher is required. PREREQUISITES: DEVM F060; DEVM 062; or appropriate placement test scores. Prerequisite courses and/or placement exams must be taken within one calendar year prior to commencement of the course.

 Please contact UAF eLearning for availability.

EARLY CHILDHOOD EDUCATION

ECE F104 **3cr(s)** **semester**

Child Development I: Prenatal, Infants and Toddlers

Foundation in child development prenatal to age 3. Includes anticipating the emerging development during the rapid growth of these critical years. Focuses on domains, theories, cultural perspectives and multiple influences on development, with an emphasis on prenatal development, healthy childbirth, the importance of relationships, and meaningful environments. Includes observation, reflection, early intervention and labs.

ECE F107 **3cr(s)** **semester**

Child Development II: The Preschool and Primary Years

Foundation in development for the study of children ages 3-8, including developmental domains, theories, milestones and cultural influences, including indigenous and traditional practices. The emphasis is on helping students use their knowledge of child development to predict and promote optimal growth in children. Practical experiences, such as observations and laboratory participation, will be included. RECOMMENDED: ECE F104.

ECE F130 **2cr** **semester**

Culture, Learning and the Young Child

Ways each child within a culture comes to know, accept and take pride in himself or herself. Maintaining a culturally appropriate, open, friendly and cooperative caring relationship with each child's family.

ECE F132 **1cr** **semester**

Young Child and the Family

Introduction to the importance of a positive and productive relationship between families and the child development centers. Emphasis on using this relationship to coordinate child rearing efforts of both the family and the educator.

ECE F170 **1-3cr** **semester**

Practicum I

A guided student teaching experience in working with a group of 0-8 year old children. Students apply skill in providing quality early care and education based on the knowledge of early childhood theories and approved practices. Assumes increasing responsibility for planning and lead teaching. PREREQUISITES: ECE F101, ECE F110, ECE F120, ECE F140, ECE F245.

ECE F210 **3cr** **semester**

Child Development Guidance

Guidance and discipline approaches for young children, based on an understanding of child development and of developmentally appropriate education practices. Such an understanding assists teachers and parents in addressing the cause of a behavior problem rather than the symptoms. PREREQUISITES: Qualified for ENGL 111X or permission of instructor.

ECE F245 **3cr (s)** **semester**

Child Development

Examination of human relationships with and among children from a multicultural perspective. Includes physical, intellectual, emotional and social development beginning before birth through middle childhood. Requires child observations. PREREQUISITES: Qualified for ENGL 111X or permission of instructor.

ECE F340 **3cr** **semester**

Financial Management of Early Childhood Programs

The financial aspects of managing a day care center or preschool program. Includes budgeting, program resource management, marketing, purchasing, pay and compensation, and fee collection issues important to maintaining quality programs for young children. PREREQUISITES: ECE F245 or permission of instructor.

ECE F341 **3cr** **semester**

Personnel Management of Early Childhood Programs

Management of personnel of child care programs, including recruitment, hiring, in-service training, staff meetings and communication, supervision, evaluation, motivation, burnout prevention and termination of employees. Focus on maintaining quality programs for young children. PREREQUISITES: ECE F245 or permission of instructor.

ECE F420W **3cr** **semester**

Developing Literacy in the Early Years

Principles and practices in understanding and supporting young children's emerging literacy. Links the importance of oral language and early exploration with later reading and writing skills. Strategies for assisting emergent readers and writers are included, as well as how to use play and children's interests to assist in developing their literacy. PREREQUISITES: ECE F310; ECE F360; ENGL F111X; ENGL F211X or ENGL F213X or permission of instructor; upper-division standing.



Courses

ECONOMICS

ECON F100X 3cr (s)

semester



Political Economy

Survey of the evolution and operation of the American domestic political economy with consideration of market failures and government responses. Review of major issues in political economy such as inflation, poverty and budget deficits. Exploration of linkages between American and global systems.

ECON F201 3cr (s)

semester



Principles of Economics I: Microeconomics

Price and market theory, income distribution, public policy, labor markets, market structure, and externalities.

ECON F202 3cr (s)

semester



Principles of Economics II: Macroeconomics

Analysis and theory of national income, money and banking, stabilization policy, and international trade and finance.

ECON F350 3cr (s)

semester



Money and Banking

The liquid wealth system in the United States, including the commercial banking system, the Federal Reserve System and non-bank financial institutions; the regulation of money and credit and its impact on macroeconomic policy objectives. PREREQUISITES: ECON 200.

EDUCATION

ED F431

3cr

semester



Web 2.0 Fundamentals: Part/Prod/Publ

Examine the impact of Web 2.0, cloud computing and mobile technologies on K-12 education and other social institutions. Establish and publish to frameworks — web-based e-portfolio, personal learning network, blog, podcasts — that will form the core elements of the M.Ed. Online Innovation and Design (ONID). This course is a prerequisite for subsequent work toward the ONID and should be taken before or concurrently with ED F432, Fundamentals of Media Design. PREREQUISITES: Admission to the Master of Education program or permission of instructor.

ED F432

3cr

semester



Fundamentals of Media Design

Create and publish materials with proper media design for use in teaching and learning. Topics include photo and graphics formatting, videoproduction, video podcast production, SMART technologies, static screen capture and motion screen capture. These productions will be included on students' ONID e-portfolios. This course is a prerequisite for subsequent ONID courses and should be taken after or concurrently with ED F431 Web 2.0 Fundamentals: Participate, Produce, Publish. PREREQUISITES: Admission to the Master of Education program or permission of instructor.

ED F486

3cr (h,O/2)semester



Media Literacy

Promotes critical thinking skills that empower people to make independent judgments and informed decisions in response to information conveyed through the channels of mass communications. Emphasis on developing students and others into critical viewers, listeners and readers of media. PREREQUISITES: COMM 131X or 141X; Junior standing, laptop computer.

Please contact UAF eLearning for availability.

ED F593P

3cr

yearlong



Mentoring for Early Career Teachers

This course is only for students in the Alaska Statewide Mentor Project. Contact Joe Jordan at joe.jordan@alaska.edu for questions. This course will run from September through May.

ED F601

3cr

semester



Introduction to Applied Social Science Research

Review of the most common educational research paradigms, data gathering techniques and analytical tools used in the study of human behavior and educational institutions. Attention will be given to collaborative research models, with a focus on the translation of research results into practical application.

ED F603

3cr

semester



Field Study Research Methods

Focus on techniques for conducting both quantitative and qualitative field research. Particular emphasis on considerations for conducting field research in cross-cultural settings. PREREQUISITES: ED F601. Cross-listed with CCS F603.

ED F610

3cr

sem/year



Education and Cultural Processes

Advanced study of the function of education as a cultural process and its relation to other aspects of a cultural system. Students will be required to prepare a study in which they examine some aspect of education in a particular cultural context. Approved by DOE for Multicultural Studies recency credit.

ED F616

3cr

sem/year



Education and Socioeconomic Change

An examination of social change processes, particularly related to the deliberate development of new institutions and resulting forms of new consciousness. Emphasis on role of education and schooling in this development dynamic. Approved by DOE for Multicultural Studies recency credit.

ED F631 **3cr** **sem/year** or
Culture, Community, and Curriculum

Salient issues involved with the development of effective programs of instruction in small schools including foundational design, conceptual models, organizational strategies, technical skills, current issues and trends, and their implications and application to the environment of rural Alaska. Approved by DOE for Multicultural Studies recency credit.

ED F650 **3cr** **semester**
Current Issues in Technology

The primary objective for the course is to develop a higher level of awareness and responsibility regarding student's digital presence in an ever-evolving technological landscape. Students will study a series of social, professional, personal and research technology based topics while developing connections between these current events, issues and emerging technologies. Students will then evaluate their social, personal and professional presence in these technologies while seeking to extrapolate the possible ramifications of these current issues on their digital footprints. PREREQUISITES: Admission to the Master of Education program or permission of the instructor.

ED F653 **3cr** **semester**
Instructional Design

learning theory to maximize the effectiveness of education. This course explores instructional design from a practical perspective. Students will acquire hands-on practice with a variety of computer-based tools while exploring instructional methods and principles of design. PREREQUISITE: Admission to the Master of Education program or permission of instructor.

ED F654 **3cr** **semester**
Digital Citezenship

An examination of critical elements of digital citizenship, a survey of contemporary legal issues, and an exploration of copyright, fair use, and intellectual property relevant to educators and instructional designers. Also available through e-Learning and Distance Education. PREREQUISITES: Admission to the Master of Education program or permission of the instructor.

ED F655 **3cr** **semester**
Online Pedagogy

A study of theory, tools and methods for teaching online courses. Topics include prominent learning theories, affordance of new technologies, strategies for assessment and techniques for classroom management in an online environment. Students will develop and articulate a personal philosophy of teaching and learning appropriate for the 21st Century. PREREQUISITE: Admission to the Master of Education program or permission of instructor.

ED F660 **3cr** **sem/year** or
Educational Administration in Cultural Perspective

Issues related to the social organization and sociopolitical context of schools, administrative and institutional change processes and the changing role of administrators in education, using a cross-cultural framework for analysis. Approved by DOE for Multicultural Studies recency credit.

ED F676 **3cr** **semester**
Supporting Learning in Diverse Environments

Provides students with the skills necessary to support student learning in a variety of managed and unmanaged computing environments. Students will explore methods of local and remote support, perform tasks to ensure an optimal managed learning environment for students and teachers, and create documentation for student and teacher use. Finally, students will step through the entire process of taking an idea for improving their learning environment by evaluating, implementing and instructing use of a solution of their choice. PREREQUISITES: Admission to the Master of Education program or permission of the instructor.

ED F677 **3cr** **semester**
Digital Storytelling

This course examines the principles of storytelling in general and digital storytelling in particular, paying close attention to the use of digital storytelling to inform, persuade and entertain across a variety of social and cultural institutions. Elements of digital storytelling will be investigated and used to create original digital stories in a variety of media. PREREQUISITES: Admission to the Master of Education program or permission of the instructor.

ED F693 **3cr** **semester**
Quantitive Methods

Please see <http://elearning.uaf.edu/courses> for description.

ED F694 **3cr** **semester**
Dynamic Earth Process: A Science Course for Teachers

Online course for educators addresses Earth science content standards and science teaching methodology. The content areas are based on National Science Teacher Association (NSTA) standards and include the rock cycle, land features and land forms, plate tectonics, volcanoes, earthquakes, tsunamis, the water cycle and energy transfer in Earth's atmosphere.

Courses

SPECIAL EDUCATION

EDSE F422X 3cr semester

Curriculum and Strategies II: High Incidence

Methods of instruction and strategies for addressing the needs of students with mild learning and behavior problems. A theoretical basis for selecting approaches is presented along with practical strategies that can be used in the classroom. Field experience required. PREREQUISITES: ED F201; EDSE F482. Stacked with EDSE F622.

EDSE F482 3cr semester

Inclusive Classrooms for All Children

An in-depth understanding of concepts, strategies and issues that surround supporting the needs of students who experience disabilities in the general education classroom. Field experience required. PREREQUISITES: ED F201. Note: Elementary Education students are required to submit Praxis I scores to School of Education prior to enrolling in EDSE F482.

EDSE F493 3cr semester

Fetal Alcohol Syndrom Disorder Special Topics

Please see <http://elearning.uaf.edu/courses> for description.

EDSE F622 3cr semester

Curriculum and Strategies II: High Incidence

Development, implementation support and evaluation of Individual Education Program (IEP) plans for students with high incidence disabilities such as attention/deficit hyperactivity disorder, specific learning disabilities, emotional and behavioral disorders, and communication disorders. Provides in-depth understanding of best practice strategies for supporting students with high incidence disabilities. Field experience required. Stacked with EDSE F422.

EDSE F693 3cr semester

Fetal Alcohol Syndrom Disorder Special Topics

Please see <http://elearning.uaf.edu/courses> for description.

ENGLISH

ENGL F111X 3cr semester

Introduction to Academic Writing

Instruction and practice in written inquiry and critical reading. Introduction to writing as a way of developing, exploring and testing ideas. Concentration on research methods and techniques. PREREQUISITES: Placement examination or DEVE F070.

ENGL F200X 3cr (h) semester

World Literature

Introduction to the reading and appreciation of a wide variety of literary texts from different cultures. Includes exposure to a variety of approaches to myth, poetry, storytelling and drama. Students will gain an understanding of cultural differences and universals in texts from American, minority, Western European, and non-Western courses. Course may be repeated for credit when content varies. PREREQUISITES: ENGL F111X; or placement In ENGL 211X/ENGL 213X; sophomore standing or permission of instructor.

ENGL F211X 3cr sem/year **or**

Academic Writing about Literature

Instruction in writing through close analysis of literature. Research paper required. Strongly recommended for English and other humanities majors. PREREQUISITES: ENGL F111X or its equivalent; sophomore standing recommended.

ENGL F212 3cr semester

Business, Grant, and Report Writing

Forms and techniques of business, grant, and report writing. Does not fulfill the second half of the baccalaureate requirements in written communication. Emphasis will be placed on Grant Proposal Writing. PREREQUISITE: ENGL F111X.

ENGL F213X 3cr semester

Academic Writing about the Social and Natural Sciences

Instruction in critical reading and argumentative writing by reading and responding to essays from the social and natural sciences. Concentration on the research methods and techniques necessary to create an extended written argument. PREREQUISITES: ENGL F111X or its equivalent; sophomore standing recommended.

ENGL F271 3cr(h) semester

Introduction to Creative Writing: Fiction

Forms and techniques of fiction for beginning students; discussion of students' work in class and in individual conferences. PREREQUISITES: ENGL F111X or permission of instructor.

ENGL F272 3cr(h) semester

Introduction to Creative Writing: Poetry

Forms and techniques of poetry for beginning students; discussion of students' work in class and in individual conferences. PREREQUISITES: ENGL F111X or permission of instructor.

ENGL F314 3cr (h,q,0/2) semester or

Technical Writing

Writing business letters (letters of inquiry, complaints, evaluation, and job application with resume), preparing tables, graphs, process descriptions, technical instructions, abstracts, grant proposals, and technical reports (progress, laboratory, survey, incident, inspection, feasibility, and research). Course does not fulfill the second half of the requirement in written communication. PREREQUISITES: COMM F131X, or F141x; ENGL F111x; ENGL F211X or F213X; Junior standing or permission of instructor.

ENGL F350 3cr (h) semester

Literature of Alaska and Yukon Territory

Representative fiction, verse and nonfiction dealing with Alaska and the Yukon Territory. Also available via Independent Learning. PREREQUISITES: ENGL F111X or permission of instructor.

ESKIMO

ESK F111 5cr(h) semester

Elementary Inupiaq Eskimo

Introduction to Inupiaq, the language of Unalakleet, Seward Peninsula, Kotzebue Sound and the North Slope. Open to both speakers and non-speakers. For speakers the course provides literacy and grammatical analysis. For others it provides a framework for learning to speak, read, and write the language. Consideration given to dialect differences.

FISHERIES

FISH F101 3cr semester

Introduction to Fisheries

A survey of the values, habitats, biology, ecology and management of fishes with particular reference to Alaska fisheries and issues.

FILM STUDIES

FLM F105 3cr (h) semester

History of the Cinema

History and development of the medium of film in the United States and abroad during the last 100 years.

FLM F308 3cr (h) semester

Film Criticism

Theoretical approaches to viewing, analyzing, and evaluating film and television program content.

FLM F334W 3cr (h) semester

Movies and Films: Watching and Analyzing

Thematic topics in the study of the art of classic cinema (films) and popular mass media (movies). Comparative analysis of classics and recent motion pictures is used to present elements of film language, analysis and criticism in this writing intensive course. PREREQUISITES: ENGL F111X; ENGL F211X or ENGL F213X or permission of instructor. Cross-listed with THR F334.

GEOGRAPHY

GEOG F101 3cr (s) sem/year

Local Places/Global Regions: Introduction to Geography

Introduction to essential concepts and approaches of geographic study. Explores physical, political, economic and cultural geography of major world culture regions. Examines each region in relation to others, and in context of global economic, political and environmental change.

GEOG F111 3cr sem/year

Earth Systems: Elements of Physical Geography

Interdisciplinary analysis of the processes that form Earth's physical environment, and how those processes condition the human environment. Includes system interactions among weather, climate, landforms, soils, water resources and vegetation, including world and regional patterns. NOTE: THIS CLASS IS ONLY 3 CREDITS AND DOES NOT INCLUDE A LAB.

GEOG F302 3cr (s) sem/year

Geography of Alaska

Regional, physical and economic geography of Alaska. Special consideration of the state's renewable and nonrenewable resources, and of plans for their wise use. Frequent study of representative maps and visual materials. Approved by DOE for Alaska Studies recency credit.

HISTORY

HIST F100X 3cr (s) semester

Modern World History

Significant aspects of modern world history, using either a chronological or an issues approach. The chronological approach will examine major global developments in the twentieth century, while the issues approach will deal with such aspects of the modern world as revolutionary change, the interaction of peoples, ideology, and the historical background of significant contemporary events. PREREQUISITES: Placement in ENGL 111X or higher; or permission of instructor.

Courses

HIST F101 3cr (s) sem/year 
Western Civilization
 Origins and major political, economic, social, and intellectual developments of western civilization to 1500.

HIST F110 3cr (s) semester 
History of Alaska Natives
 The history of Alaska Natives from contact to the signing of the Land Claims Settlement Act.

HIST F115 3cr (s) sem/year  or 
Alaska, Land and Its People
 A survey of Alaska from earliest days to present, its peoples, problems and prospects. Satisfies the Alaskan Studies requirement for teacher certification and re-certification.

HIST F131 3cr (s) sem/year  or 
History of the US
 Discovery of America to 1865. Colonial period, revolution, formation of constitution, western expansion, Civil War.

HIST F132 3cr (s) sem/year  or 
History of the US
 History of the U.S. from reconstruction to the present.

HIST F461 3cr (s,w) sem/year 
History of Alaska
 Alaska from prehistoric times to the present, including major themes such as Native Alaska, colonial Alaska, military Alaska, statehood, Alaska Native Claims Settlement Act of 1971, and the Alaska National Interest Lands Act of 1980. PREREQUISITES: ENGL F111X; ENGL F211X or F213X; HIST F275 or permission of instructor. Approved by DOE for Alaska Studies recency credit.

HEALTH

HLTH F100 3cr semester 
Medical Terminology
 Study of medical terminology including analysis and origin of word roots, prefixes and suffixes. Understanding the word components, students will be able to build, spell and define medical words. Content will be presented by body systems focusing on terms for anatomy, diagnostic, laboratory and medical specialties. Includes use of medical dictionary, word pronunciation and abbreviations. Designed for health care professionals.

HLTH F106 3cr (s) semester 
Human Behavior in Health Care
 Discussion of general concepts in human behavior and the specialized psychological issues when dealing with patients and loved ones in health care settings. Students perform self-evaluation and survey other cultures to allow examination of perceptions, individual biases, beliefs and their impacts on behavior.

HLTH F110 2cr semester 
Professional Skills/Workplace
 Presents skills to ensure success for the professional secretary, receptionist, medical worker and others. Includes interview skills, business manners, customer service and dressing for success.

HLTH F111 4cr semester 
Personal Care Attendant Training
 Designed to train personal care attendants in basic care necessary to assist nurses and to be efficient health care team members. It qualifies students for state certificate of completion as personal care attendants. Eighty-eight (88) hours of class, lab and clinical practice is included.
 Requires criminal background check.

PREREQUISITES: Proof of immunity to chicken pox, MMR and Hepatitis B; negative PPD within the last year; high school graduation or GED or 10th grade reading level by exam. Students must be in good physical condition.

CO-REQUISITES: Health care provider CPR and First Aid card.

HLTH F116 3cr semester 
Mathematics in Health Care
 Practical application of mathematics in health care, including arithmetic review, percentages, interest, ratio, proportion, dimensional analysis, metric system, medication calculation, graphs, charts and measurement instruments. PREREQUISITES: DEVM F050 or placement in DEVM F060 or higher.

HLTH F118 3cr semester 
Medical Law and Ethics
 In-depth coverage of legal and ethical issues encountered in health care settings. Students will gain a practical knowledge of legal and ethical principles and application of these principles in health care settings.

HLTH F130 3cr semester 
Medical Office Terminology
 Introduces current and potential health care workers to computers in the medical office. Will study medical office management software and electronic health record systems. Includes discussion of computer hardware and software, working with operating systems, keyboarding, word processing, spreadsheets, presentation creation and formatting, and database concepts.

HLTH F132 **3cr** **semester**

Administrative Procedures I

Administrative responsibilities performed by medical/dental assistants and other health care providers in outpatient facilities. Includes duties of the office assistant, receptionist or secretary. Focus on reception, telephone procedures, public relations and professionalism. PREREQUISITES: High school graduation or GED or permission of instructor.

HLTH F203 **3cr** **sem/year** or

Science of Nutrition

Introduction to the principles of nutrition and their relationship to the life cycle. Focus on the importance nutrition plays in personal health and how to objectively evaluate nutritional intake using scientifically sound resources.

HLTH F208 **3cr** **semester**

Human Diseases

Introduction to the study of human diseases. Pathogenesis, etiology and predisposing factors will be examined. The most common diseases and disorders of each body system are presented along with a review of the pertinent anatomy and physiology. Includes the effects of aging on the system and the relationship of aging to disease. PREREQUISITES: HLTH F100 or permission of instructor.

HLTH F234 **3cr** **semester**

Administrative Procedures II

Office management and financial procedures used in medical offices. Includes medical financial recordkeeping systems and computerized office management systems. Includes ICD-9, CPT coding system, patient insurance billing/reimbursement procedures, the demonstration of computational skills in accounts payable/accounts receivable, and office management in the health care setting. PREREQUISITES: CLOS F150; HLTH F100; HLTH F132; test scores sufficient for placement in ENGL F111X; or permission of instructor.

HLTH F235 **4cr** **semester**

Medical Coding

The current procedural terminology (CPT) and the international classification of diseases (ICD) systems used in the medical setting. Examines the medical and legal uses of the CPT and ICD code systems in inpatient and outpatient medical settings, urgent care settings, billing departments and ancillary medical professions. Prepares students to take national certification exams. RECOMMENDED: HLTH F100; HLTH F132; HLTH F208; HLTH F234.

HLTH F236 **3cr** **semester**

Outpatient Health

Outpatient reimbursement issues including documentation, insurance carriers, schedules and payment profiles. Collection strategies and legal issues, and the importance of educating the patient to the financial policies of the practice. PREREQUISITES: HLTH F132; concurrent HLTH F234; or permission of instructor.

HLTH F237 **3cr** **semester**

Inpatient Health Care Reimbursement

Rules and regulations governing the reimbursement of inpatient and hospital coding. Includes HIPPA regulations, Medicare, Medicaid, third party billing, and the legal and ethical guidelines of inpatient billing. PREREQUISITES: HLTH F132; HLTH F135; HLTH F234; or permission of instructor.

HOMELAND SECURITY & EMERGENCY MANAGEMENT

HSEM 301 **3cr** **semester**

Principles of Emergency Management and Homeland Security

The course provides a foundational perspective as to how our present federal emergency management and homeland security structure emerged with emphasis placed on the characteristics, functions, and resources of its integrated systems. This course additionally focuses on the principles and practices of homeland security and emergency management at the local, state and federal levels. PREREQUISITES: Math F107X or Math F161X

HSEM 412 **3cr** **semester**

Emergency Planning and Preparedness

This course will examine the concepts of developing and writing an emergency operations plan and the elements necessary for inclusion in the plan (all-hazards risk analysis). Students will transition through the process of identifying hazards, creating plans and developing a program which specifically addresses planning and preparedness objectives. PREREQUISITES: HSEM F301; or permission of instructor.

HSEM 423 **3cr** **semester**

Disaster Response Operations and Management

Offered As Demand Warrants. The purpose of this course is to develop an understanding of the principles that promote effective disaster response and recovery operations after disasters. To achieve this goal, the course will examine the nature of disasters as well as the roles and responsibilities of various actors involved in emergency management and homeland security. Various problems associated with response and recovery operations will be identified and discussed with special emphasis on the role of technology and communications coordination. PREREQUISITES: HSEM F301 or permission of instructor.

HSEM 434 **3cr** **semester**

All Hazards Risk Analysis

Offered Fall. This course covers risk analysis and assessment from an All-Hazards emergency management and homeland security perspective. Students will explore vulnerability and risk assessment methodologies for natural, man-made as well as technological disasters/events and develop an understanding of the processes used in identifying and quantifying vulnerabilities in a system (e.g., a physical facility such as a chemical plant, or an infrastructure component such as a power plant). PREREQUISITES: HSEM F301 or permission of instructor.

Courses

HSEM 445 3cr semester 

Business Continuity

The course serves as introduction to crisis management and organizational continuity from a private sector business crisis and continuity management partnership perspective. The topics include comprehensive emergency management, public and private roles and partnerships for emergency and crisis management, the risk management process, strategic crisis management, contingency planning, training and exercises, emergency response, business continuity and recovery, the role of the crisis management team, and crisis communication. PREREQUISITES: HSEM F301 or permission of instructor

HSEM 456 3cr semester 

Leadership and Influence During Crisis

Offered As Demand Warrants. This course focuses on the challenges faced by those who serve as leaders during crisis and emergency circumstances. During emergency circumstances, leading others, being able to influence and motivate them during crisis is critical. Topics including leadership and followership, crisis decision making, fear and emotion and the unique circumstances of an emergency manager/homeland security professional are examined. Cross listed with LEAD F456. PREREQUISITES: HSEM F301 or permission of instructor.

HUMAN SERVICES

HUMS F125 3cr semester 

Introduction to Addictive Processes

Focus on gaining knowledge of the psycho-social aspects of addiction. Historic and behavioral approaches, disease concept and current trends relating to addiction presented. Twelve step and self-help approaches explored.

JRN F101 3cr (h) semester 

Introduction to Mass Communication

History and principles of mass communications and the role of information media in American society. Introduction to professional aspects of mass communications, including print and broadcast.

JRN F105 3cr (h) semester 

History of the Cinema

History and development of the medium of film in the United States and abroad during the last 100 years.

JRN F308 3cr (h) semester 

Film Criticism

Theoretical approaches to viewing, analyzing, and evaluating film and television program content.

JRN F413 3cr (s) semester 

Mass Media Law and Regulation

Common law, statutory law, and administrative law that affects the mass media, including libel, copyright, access to the media, constitutional problems, privacy, shield laws, and broadcast regulations. PREREQUISITES: JRN 202 or permission of instructor.

JUSTICE

JUST F110 3cr (s) semester 

Introduction to Justice

Survey of the structure and process of the agencies of criminal justice. Includes introduction to criminology, criminal law, policy, courts and corrections. NOTE: This class is only offered in certain semesters; call UAF eLearning for availability.

JUST F125 3cr semester 

Introduction to Addictive Processes

Focus on gaining knowledge of the psycho-social aspects of addiction. Historic and behavioral approaches, disease concept and current trends relating to addiction presented. Twelve step and self-help approaches explored. Cross-listed with HUMS F125.

JUST F222 3cr (s) semester 

Research Methods

Application of social science research methods to solving scientific and nonscientific questions arising in justice or political science. Basic methods include statistical analysis, survey research and Internet applications. PREREQUISITES: JUST 110. NOTE: This class is only offered in certain semesters; call UAF eLearning for availability.

JUST F251 3cr (s) semester 

Criminology

The study of the major areas of deviant behavior and its relationship to society, law and law enforcement, including the theories of crime causation. PREREQUISITES: JUST F110.

JUST F300X 3cr (h) semester 

Ethics and Justice

An examination of ethical and moral concepts and their relationship to criminal justice issues. Applies ethics theories to the criminal justice institutions of police, courts and corrections. Examines ethical and moral dilemmas which confront crime control policy makers. PREREQUISITES: Junior standing.

JUST F310 3cr (s) semester 

Principles of Corrections

An introduction to adult institutions, community-based programs and theories of incarceration. Correctional programs are examined. PREREQUISITE: JUST 110 and junior standing.

JUST F340 3cr (s) semester

Rural Justice in Alaska

Application of the western justice system to remote northern Native villages including issues arising from cultural conflicts, difficulties associated with a centralized justice system serving distant roadless communities, the federal/Indian relationship and a description of crime occurring in the villages. PREREQUISITES: JUST 110 and junior standing.

JUST F345W 3cr semester

Police Problems

Analysis of the nature of coercive power and the special problems faced by people who assume the responsibility of coercing others; how coercive power affects personality and how personality affects the way different types of people respond to the challenge and responsibilities of using coercive means; conditions that discourage excessive use of coercive means and encourage police officers to develop in morally and politically mature ways. PREREQUISITES: ENGL F111X; ENGL F211X or ENGL F213X or permission of instructor; JUST F110; junior standing.

LIBERAL ARTS AND SCIENCE

LAS F493 3cr semester

Land, Environment and Northern People

This course is about the North, its environment, and its people. It will provide students with a greater understanding of the complexity of important concepts and issues related to the land and environment of the North. The course deals with the impacts of natural and physical change on the peoples and conditions of the Circumpolar North. The course concentrates on three major fields of scientific study: (1) climate change, (2) natural resources, and (3) health and environment. Emphasis is given to the challenges of sustainability in the North, and to the need for proper long-term stewardship.

LATIN

LAT F101 3cr (h) semester

Beginning Latin I

Introduction to ancient Latin language and Roman culture, development of competence through reading original authors with emphasis on vocabulary, recognition and correct use of grammar. DOES NOT SATISFY CORE CURRICULUM REQUIREMENT.

LAT F102 3cr (h) semester

Beginning Latin II

Continuation of the introduction to ancient Latin language and Roman culture, development of competence through reading original authors with emphasis on vocabulary, recognition and correct use of grammar. Does not satisfy core curriculum requirement. Note: Offered via Independent Learning only. PREREQUISITES: LAT F101.

LIBRARY SCIENCE

LS F101X 1cr semester

Library Information and Research

Introduction to effective library research methods and principles of information organization and retrieval. Emphasis on applied experience with finding and evaluating information, especially through use of library catalogs, journal indexes and Internet resources.

MATHEMATICS

MATH F103X 3cr (m) semester

Concepts and Contemporary Applications of Mathematics

Applications of mathematics in modern society. Topics include voting systems, probability and statistics and applications of graph theory in management sciences; uses of probability and statistics in industry, government and science; and applications of geometry to engineering and astronomy. Problem solving emphasized. PREREQUISITES: DEVM 105 or 106 or placement; or high school geometry and algebra II.

MATH F107X 4cr (m) semester

Functions for Calculus

A study of algebraic, logarithmic and exponential functions, sequences and series, conic sections, and, as time allows, systems of equations, matrices and counting methods. A brief review of basic algebra. In the first week prepares students for the rigor expected. The primary purpose of this course, in conjunction with MATH 108, is to prepare students for calculus. NOTE: Credit may be earned for taking MATH 107X or MATH 161X, but not both. PREREQUISITES: A grade of B or higher in DEVM 105 or DEVM 106; or two years of high school algebra and MATH 107X placement or higher.

MATH F108 3cr (m) semester

Trigonometry

A study of the trigonometric functions. PREREQUISITES: MATH F107X or placement or concurrent enrollment in MATH F107X.

MATH F161X 3cr (m) semester

Algebra for Business and Economics

Functions of one and several variables with attention to linear, polynomial, rational, logarithmic and exponential relationships. Geometric progressions as applied to compound interest and present value. Linear systems of equations and inequalities. Note: Credit may be earned for taking MATH 107X or MATH 161X, but not for both. PREREQUISITES: DEVM 105 or 106; or two years of high school algebra and MATH 161X placement or higher.



Courses

MATH F200X 4cr (m) semester

Calculus I

Limits, including those with indeterminate form, continuity, tangents, derivatives of polynomial, exponential, logarithmic and trigonometric functions including product, quotient and chain rules, and the mean value theorem. Applications of derivatives including graphing functions and rates of change. Antiderivatives, Newton's method, definite and indefinite integrals, methods for substitution in integrals and the Fundamental Theorem of Calculus. Applications of integrals include areas, distances, and volumes. Note: No credit may be earned for more than one of MATH 200X, 262X or 272X. PREREQUISITES: MATH 107X and 108 or placement for MATH 200X.

MATH F201X 4cr (m) semester

Calculus II

Techniques and applications of integration. Integration of trigonometric functions, volumes including those using slicing, arc-length, integration by parts, trigonometric substitutions, partial fractions, hyperbolic functions and improper integrals. Numeric integration including Simpson's rule, first order differential equations with applications to population dynamics and rates of decay, sequences, series, tests for convergence including comparison and alternating series tests, conditional convergence, power series, Taylor series, polar coordinates including tangent lines and areas, and conic sections. PREREQUISITES: MATH F200X or placement in MATH 201X.

MATH F202X 4cr (m) semester

Calculus III

Partial derivatives and multiple integration (double and triple). Vectors, parametric curves, motion in three dimensions, limits, continuity, chain rule, tangent planes, directional derivatives, optimization, Lagrange multipliers, integrals in polar coordinates, parametric surfaces, Jacobians, line integrals, Green's Theorem, surface integrals and Stokes' Theorem. PREREQUISITES: MATH 201X.

MATH F205 3cr (m) semester

Mathematics for Elementary School Teachers I

Elementary set theory, numeration systems, and algorithms of arithmetic, divisors, multiples, integers, introduction to rational numbers. Emphasis on classroom methods. PREREQUISITES: MATH 107X ; MATH 161X or placement. Restricted to B.A.S. and B.A Elementary Education Degree students. Other students by permission of instructor.

MATH F206 3cr (m) semester

Mathematics for Elementary School Teachers II

A continuation of MATH F205. Real number systems and subsystems, logic, informal geometry, metric system, probability, and statistics. Emphasis on classroom methods. PREREQUISITES: MATH F205.

MATH F262X 4cr (m) semester

Calculus for Business and Economics

Ordinary and partial derivatives. Maxima and minima problems, including the use of Lagrange multipliers. Introduction to the integral of a function of one variable. Applications include marginal cost, productivity, revenue, point elasticity of demand, competitive/complementary products, consumer's surplus, etc. Note: No credit may be earned for more than one of MATH 200X, 262X or 272X. PREREQUISITES: MATH 161X or placement.

MARINE SCIENCE AND LIMNOLOGY

MSL F111X 4cr (n) semester

The Oceans

Study of the oceans from the broad perspective offered by combining insights from biology, physics, chemistry and geology. Topics include the evolution of the oceans and marine life, forces acting on water and the resulting currents and waves, and relationships between the physics and chemistry of water bodies and their biological productivity. Societal questions related to fisheries management, global climate change and pollution will be discussed. PREREQUISITES: Placement in ENGL 111X or higher; placement in DEVM 105 or higher; or permission of Instructor.

MUSIC

MUS F103 3cr (h) semester

Music Fundamentals

An introductory study of the language of music. Includes basic notation, melodic and rhythmic writing, scales, bass and treble clefs, and basic harmony.

MUS F125 2cr (h) sem/year

Enjoying Jazz

An overview of the jazz idiom. Learning about the performers, styles and the music by using CDs. A listening intensive course that should provide students with a better understanding of this art form and the significant styles and artists in it.

MUS F200X 3cr (h) semester

Aesthetic Appreciation: Interrelation of Art/Drama/Music

Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends. PREREQUISITES: Sophomore standing; placement in ENGL 111X or higher; or permission of the instructor.

NORTHERN STUDIES

NORS F293 3cr semester 
Introduction to Circumpolar North
 Please see <http://elearning.uaf.edu/courses> for description.

NORS F601 3cr semester 
Research Methods and Sources in the North
 Development of students' research skills so they can engage in their own research on northern issues. Includes techniques of interviewing, conducting surveys, and sampling; qualitative and quantitative methods of research design; and familiarity with library sources and archival records. Each student will develop a research project. Course is also available online.

NATURAL RESOURCES MANAGEMENT

NRM F101 3cr semester 
Natural Resources Conservation and Policy
 Conservation of natural resources including history, ecological and social foundations. Examines principles of sustained yield, carrying capacity, supply and demand, and world population growth as applied to agriculture, range, forest, wildlife, fisheries, recreation, minerals and energy management. A wide range of perspectives is presented to help students develop a personal philosophy toward natural resources. Prepare a multiple resource observation plan for undeveloped area on campus. PREREQUISITES: Placement in ENGL 111X or higher.

PHILOSOPHY

PHIL F102 3cr (h) semester 
Introduction to Philosophy
 Survey of philosophers and problems in the Western tradition beginning with the ancient Greeks (Plato, Aristotle) and continuing with medieval (Anselm, Augustine, Aquinas) and modern European thinkers (Descartes, Hume, Kant, Nietzsche). Themes and topics may vary.

PHIL F322X 3cr (h) semester 
Ethics
 "Ethic,"--from the Greek "ethos" meaning character, custom, usage--is the study of value distinctions. Examination of the nature of value judgments--their historical origins and philosophical assumptions--and exploration of the application of value distinctions to contemporary social, religious and scientific/technical issues. Also available via Independent Learning. Recommended but not required: Two courses in the Perspectives on the Human Condition baccalaureate core.

POLITICAL SCIENCE

PS F100X 3cr (s) sem/year 
Political Economy
 Evolution and operation of the American domestic political economy with consideration of market failures and government responses. Review of major issues in political economy such as inflation, poverty and budget deficits. Exploration of linkages between American and global systems. PREREQUISITES: Placement in ENGL 111X or higher or permission of instructor.

PS F101 3cr (s) semester 
Introduction to American Government and Politics
 Principles, institutions, and practices of American national government; the Constitution, federalism, interest groups, parties, public opinion, and elections.

PS F300X 3cr (h) semester 
Ethics and Society
 What is the right thing to do? A presentation of important theories of values, morality, and ethics. Application of theories to dilemmas of choice in the public world such as euthanasia, abortion, animal rights, sexual morality, and environmental ethics. PREREQUISITES: Placement in ENGL 111X or higher; Junior Standing; or permission of instructor. Recommended: Two lower-division courses in Perspectives on the Human Condition baccalaureate core.

PSYCHOLOGY

PSY F101 3cr (s) semester 
Introduction to Psychology
 Principles of general psychology emphasizing natural science and social science orientation. Cultural, environment, heredity, and psychological basis for integrated behavior; visual, audition and the other senses; motivation and emotion; basic processes in learning, problem solving, and thinking; personality; psychological disorders, prevention and treatment, and therapeutic strategies.

PSY F250 3cr semester 
Introductory Statistics for Behavioral Sciences
 Statistics applied to social scientific topics. Includes descriptive statistics, frequency distributions, sampling distributions, elementary probability, estimation of population parameters, hypothesis testing (one-and-two-sample problems), correlation, simple linear regression and one-way analysis of variance. PREREQUISITES: MATH 103X or F107X or F200X.



Courses

PSY F304 3cr (s) semester 
Personality
 Psychological and social/cultural determinants of personality formation including appropriate theories in both areas. PREREQUISITES: PSY 101.

PSY F320 3cr (s) semester 
History and Systems of Psychology
 The history of present psychology from associationism to humanism with attention to both the philosophical and physiological foundations of psychology, the most important theorists and movements, and paradigmatic shifts in the evolution of contemporary psychological systems. PREREQUISITES: PSY 101.

PSY F330 3cr (s) semester 
Social Psychology
 Analysis of intergroup relationships in terms of process and value orientation, their influences on the personality, and aspects of collective behavior on group and person. Aspects of social interaction that have cultural and intercultural variation. PREREQUISITES: SOC 100X or PSY 101.

PSY F333 3cr (s) semester 
Human Sexuality across Cultures
 Exploration of how people in a variety of cultures, both contemporary and historical, construct the meaning and experience of sexuality, and express themselves as sexual beings. Interdisciplinary study includes psychology, sociology, anthropology, gender studies and related fields, with the particular focus determined by which department is offering the course. PREREQUISITES: SOC 100X; or SOC 201 or PSY 101 or WMS 201; or permission of instructor.

PSY F345 3cr (s) semester 
Abnormal Psychology
 A study of abnormal behavior, its causes, treatment and social impact. The major classifications of disorders are presented. PLEASE NOTE: Because this class is distance, it DOES NOT meet the departmental community service requirement for psychology majors. PREREQUISITE: PSY F101.

PSY F370 3cr (s) semester 
Drugs and Drug Dependence
 A multidisciplinary approach emphasizing acute and chronic alcoholism, commonly abused drugs, law enforcement and legal aspects of drug abuse, medical uses of drugs, physiological, psychological and sociological aspects of drug abuse, recommended drug education alternatives and plans, and treatments and rehabilitation of acute and chronic drug users. NOTE: Only one lesson may be submitted at a time and a second lesson may not be submitted until the first is

graded and returned. PREREQUISITES: PSY F101 or permission of instructor. NOTE: This paper based class is available both yearlong and semester based. Web version is only offered semester based.

PSY F469 3cr semester 
Health Psychology
 The scientific study of behaviors that relate to health enhancement, disease and injury prevention, safety, and rehabilitation. While mental health is included, the emphasis is on physical health. PREREQUISITES: PSY F101, PSY F275 and junior standing. NOTE: This paper based class is available both yearlong and semester based. Web version is only offered semester based.

PSY F493 3cr semester 
Fetal Alcohol Syndrome Disorder Special Topics
 Please see <http://elearning.uaf.edu/courses> for description.

PSY F693 3cr semester 
Fetal Alcohol Syndrome Disorder Special Topics
 Please see <http://elearning.uaf.edu/courses> for description.

SOCIOLOGY

SOC F100X 3cr (s) semester 
Individual, Society and Culture
 An examination of the complex social arrangements guiding individual behavior and common human concerns in contrasting cultural contexts. PREREQUISITES: Placement in ENGL 111X or higher; or permission of instructor.

SOC F250 3cr semester 
Introductory Statistics for Behavioral Sciences
 Statistics applied to social scientific topics. Includes descriptive statistics, frequency distributions, sampling distributions, elementary probability, and estimation of population parameters, hypothesis testing (one and two sample problems), correlation, simple linear regression and one-way analysis of variance. PREREQUISITES: MATH F103X or MATH F107X or MATH F200X. UAF eLearning for online availability.

SOC F330 3cr (s) semester 
Social Psychology
 Analysis of intergroup relationships in terms of process and value orientation, their influences on the personality, and aspects of collective behavior on group and person. Aspects of social interaction that have cultural and intercultural variation. PREREQUISITES: SOC 100X or PSY 101.

SOC F333 3cr (s) semester 
Human Sexuality across Cultures
 Exploration of how people in a variety of cultures, both contemporary and historical, construct the meaning and experience of sexuality, and express themselves as sexual beings. Interdisciplinary study includes psychology, sociology, anthropology, gender studies and related fields, with the particular focus determined by which department is offering the course. PREREQUISITES: SOC 100X; or SOC 201 or PSY 101 or WMS 201; or permission of instructor.

SPANISH

SPAN F311 3cr (h) semester 
Advanced Spanish Composition
 Practice of formal and informal writing styles in Spanish. Focus on vocabulary and stylistic issues. Course offered via distance learning. Recommended: ENGL F111.

SPAN F317 3cr (h) semester 
Advanced Spanish Grammar
 Grammatical concepts in Spanish. Focus on more difficult grammatical structures. PREREQUISITES: SPAN 202 or equivalent or permission of Instructor.

STATISTICS

STAT F200X 3cr (m) sem/year  or 
Elementary Probability and Statistics
 Descriptive statistics, frequency distributions, sampling distributions, elementary probability, estimation of population parameters, hypothesis testing (one and two sample problems), correlation, simple linear regression, and one-way analysis of variance. Parametric and non parametric methods. PREREQUISITES: MATH F107X or F161X or placement; or permission of instructor.

SOFTWARE ENGINEERING

SWE F670 3cr sem/year 
Computer Science for Software Engineers
 An overview and survey of the theoretical underpinnings of computer science. Topics are taken from the areas of algorithms and data structures; computer architecture; computer networks, communications, and operating systems; computability and formal languages; languages and compilation. PREREQUISITES: Admission to the Master of Software Engineering Degree program. Not required for students with a BS in Computer Science.

SOCIAL WORK

SWK F103 3cr(s) semester 
Introduction to Social Work
 Introduction to the profession of social work and the human services delivery system. Examines historical development of social work focusing on the knowledge, values and skills that characterize the social worker. Orientation to the context for social work, including the diversity of human needs, human services, social policy and legislation. Services, programs, and career opportunities within rural and urban Alaska, as well as nationally, are discussed.

SWK F320W 3cr semester 
Rural Social Work
 Preparation for practice in rural areas characterized by the need for multiple delivery systems, unique local customs and inadequate resources. Emphasis on preparation for practice nationally with unique features of Alaska incorporated at key points. PREREQUISITES: ENGL F111X; ENGL F211X or ENGL F213X or permission of instructor; SWK F103.

SWK F440 3cr semester 
Social Work Practice with Military Families
 Social Work as it is practiced in the US Army, Air Force, Navy, Marines, Reserves and National Guard is examined. The history and role transitions of social work and ethical concerns that emerge with military families are explored. Military social workers' roles in mental health programs, medical settings, military operations, substance abuse programs, family advocacy, program administration, and policy-making are examined. Student compares and contrasts civilian social work practice and military social work practice. PREREQUISITES: SWK F103 or permission of instructor.

THEATER

THR F200X 3cr (h) semester 
Aesthetic Appreciation: Interrelation of Art/Drama/Music
 Understanding and appreciation of art, drama, and music through an exploration of their relationships. Topics include the creative process, structure, cultural application and diversity, the role of the artist in society, and popular movements and trends. PREREQUISITES: Sophomore standing; placement in ENGL 111X or higher; or permission of the instructor.

WOMEN'S GENDER STUDIES

WGS F332 3cr (s)

semester



Human Sexuality across Cultures

Exploration of how people in a variety of cultures, both contemporary and historical, construct the meaning and experience of sexuality, and express themselves as sexual beings. Interdisciplinary study includes psychology, sociology, anthropology, gender studies and related fields, with the particular focus determined by which department is offering the course. PREREQUISITES: SOC 100X; or SOC 201 or PSY 101 or WMS 201; or permission of instructor.

This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

This image shows a full page of blank, lined paper. It features approximately 20 horizontal blue lines spaced evenly across the page, typical of notebook paper. The lines are thin and light blue, set against a plain white background. There are no margins, text, or other markings on the page.

(Please print carefully)

Name (last, first, middle): _____

JAF Student Identification Number: _____ OR _____ Social Security Number: _____

Date of Birth (month/day/year): _____

Mailing Address:

Evening Phone:

Day Phone:

E-Mail address:

(City) (State) (Zip)

RESIDENCY: In what state do you claim official residency: _____
If you claim Alaska residency, how long have you been physically in Alaska?

Complete Information Requested Below (statistical and record identification only)

Sex**: ☐ M ☐ F		Ethnicity Code**:		Veteran/Military Code**:	
U.S. Citizen? ☐ Yes ☐ No		If no, what country?		Visa type:	
Did you graduate from High School? ☐ Yes ☐ No		Date (month/year):			
If not, did you complete the GED? ☐ Yes ☐ No		Date (month/year):			
Name of High School attended: _____ High School location (city & state): _____					
If attended UAF before 1983, state where and dates of attendance: _____					
If attended under another name, state name used: _____					

Are you currently enrolled in a UAF Independent Learning course? ☐ Yes ☐ No
where did you hear about our program: (please be specific):

Fill Out Course Information (please print carefully)

Term/CRN office use only	Dept.	Number	print	web	Course Title	Credits
Total Credits						

I understand I am responsible for all applicable UAF academic regulations, tuition, and fees whether or not I successfully complete the course or courses in which I am enrolling. Access to the computing facilities is granted to members of the University Community to conduct University business and instruction with the understanding that such access is a privilege and carries with it certain responsibilities. Use of any of the facilities to interfere with the privacy and security of other users, for political purposes, or for personal financial gain is prohibited. Please note that your data is yours to care for; the University cannot be responsible for restoring data lost through your mismanagement. For further information on policies and procedures governing computer access and system resource allocation, please contact the Division of Computing and Communications at 907-450-8300, or the computer support personnel on your campus.

Your signature

Date

JAF is an AA/EO employer and educational institution.

Revised May 2012

UAF eLearning and Distance Education

P.O. Box 756700
Fairbanks, AK 99775-6700
Phone: (907) 479-3444
800-277-8060
Fax: (907) 479-3443
distance@uaf.edu
elearning.uaf.edu

CALCULATE FEES HERE

Tuition	\$ _____
Technology Fee	\$ _____
UA Network Charge	\$ _____
Materials	\$ _____
Distance Fee*	\$ _____
Other _____ (describe)	\$ _____
Subtotal tuition & fees	\$ _____
Less Credits (describe)	
** _____	(-\$ _____)
Amount Due	\$ _____

(**Attach Credit or Waiver forms)

CHOOSE METHOD OF PAYMENT

Cash \$ _____

Check/Money Order \$ _____

Authorization \$ _____

Visa or Mastercard

Card # _____

Expiration Date _____

Signature _____

Received by _____ Date _____

**** SEX/ETHNICITY / MILITARY STATUS:**

This information is requested in order to monitor our affirmative action program and to ensure equal educational opportunity. The information you provide will be kept confidential and will in no way adversely affect your enrollment. Your cooperation in providing this data is appreciated as this information is to be used for statistical purposes.

**** ETHNICITY**

<u>Code</u>	<u>Description</u>
AA	Alaska Aleut
AT	Alaska Indian - Athabaskan
AH	Alaska Indian - Haida
AK	Alaska Indian - Tlingit
AM	Alaska Indian - Tsimpsian
AS	Alaska Indian - Southeast Alaska
AI	Alaska Indian - Other/Unspecified
AQ	Alaska Eskimo - Inupiak
AY	Alaska Eskimo - Yupik
AE	Alaska Eskimo - Other/Unspecified
AN	Alaska Native - Other/Unspecified Other
BL	Black, non-Hispanic
HI	Hispanic
IN	American Indian (not Alaska Native)
SI	Asian or Pacific Islander
WH	White, non-Hispanic

**** VETERAN/MILITARY STATUS**

<u>Code</u>	<u>Description</u>
Blank	Non-veteran
AA	Active Duty - Army
AC	Active Duty - Coast Guard
AF	Active Duty - Air Force
AN	Active Duty - Navy/Marines
AO	Active Duty - Other
DC	Dependent Child
DS	Dependent Spouse
VR	Veteran - Discharged/Retired (Eligible Widow/Widower)

Information Release and FERPA

Access to Records—Under the Family Educational Rights and Privacy Act of 1974 (FERPA), you are entitled, as a UAF student, to review your records. Except for directory information, no personally identifiable information is disclosed to agencies outside UAF without the written permission of the student. Records are made available for legitimate UAF professional use on a need-to-know basis.

Directory Information—UAF may release certain directory information to the public on a routine basis unless a student requests, in writing, that the University not release it. Forms to request that directory information not be released are available in the Office of the Registrar. No directory information will be released until the last day of late registration. Any request to withhold directory information will continue until a student provides permission, in writing, for the University to release such. After that, information will be released when appropriate.

The following is considered directory information:

1. Name
2. Address, telephone number, e-mail address
3. Home address (permanent)
4. Weight and height of students on athletic teams
5. Date and place of birth
6. Dates of attendance and current class standing
7. Major field(s) of study
8. Degrees, honors and awards received, including dates
9. Participation in officially recognized activities
10. Chancellor's list and Dean's list recognition each semester.

Honors—Names of students receiving awards or appearing on the UAF Dean's list and Chancellor's list are released to the media unless a written request not to do so has been received by the Office of University Relations by five working days after the end of the semester in which the honors have been earned.

Scholarships—Names of scholarship recipients are released to the media unless a written request not to do so has been received by the Office of University Relations.

No other information from a student's educational record will be disclosed to anyone outside the institution without the written consent of the student. The only exceptions are

to personnel within the institution on a need to know basis, officials of other institutions in which a student seeks to enroll, in compliance with a judicial order, to persons in an emergency in order to protect the health or safety of the student or other persons, or as otherwise permitted under FERPA.



Student Code of Conduct

UAF students are subject to the Student Code of Conduct. In accordance with board of regents' policy 09.02.01, UAF will maintain an academic environment in which freedom to teach, conduct research, learn and administer the University is protected. Students will benefit from this environment by accepting responsibility for their role in the academic community. The principles of the student code are designed to encourage communication, foster academic integrity and defend freedoms of inquiry, discussion and expression across the University community.

UAF requires students to conduct themselves honestly and responsibly, and to respect the rights of others. Conduct that unreasonably interferes with the learning environment or violates the rights of others is prohibited. Students and student organizations are responsible for ensuring that they and their guests comply with the code while on property owned or controlled by the University or at activities authorized by the University.

The University may initiate disciplinary action and impose disciplinary sanctions against any student or student organization found responsible for committing, attempting to commit or intentionally assisting in the commission of any of the following prohibited forms of conduct:

- cheating, plagiarism or other forms of academic dishonesty

- forgery, falsification, alteration or misuse of documents, funds or property
- damage or destruction of property
- theft of property or services
- harassment
- endangerment, assault or infliction of physical harm
- disruptive or obstructive actions
- misuse of firearms, explosives, weapons, dangerous devices or dangerous chemicals
- failure to comply with University directives
- misuse of alcohol or other intoxicants or drugs
- violation of published University policies, regulations, rules or procedures
- any other actions that result in unreasonable interference with the learning environment or the rights of others.

This list is not intended to define prohibited conduct in exhaustive terms, but rather offers examples as guidelines for acceptable and unacceptable behavior.

Honesty is a primary responsibility of you and every other UAF student. The following are common guidelines regarding academic integrity:

1. Students will not collaborate on any quizzes, in-class exams, or take-home exams that contribute to their grade in a course, unless the course instructor grants permission. Only those materials permitted by the instructor may be used to assist in quizzes and examinations.
2. Students will not represent the work of others as their own. A student will attribute the source of information not original with himself or herself (direct quotes or paraphrases) in compositions, theses, and other reports.
3. No work submitted for one course may be submitted for credit in another course without the explicit approval of both instructors.

Alleged violations of the Code of Conduct will be reviewed in accordance with procedures specified in regents' policy,

University regulations and UAF rules and procedures. For additional information and details about the Student Code of Conduct, contact the Dean of Student Affairs, visit <http://www.alaska.edu/bor> or refer to the student handbook that is printed in the back of the class schedule for each semester. Students are encouraged to review the entire code.

Student Behavioral Standards

Education at the University is conceived as training for citizenship as well as for personal self-improvement and development. Generally, UAF behavioral regulations are designed to help you work efficiently in courses and live responsibly in the campus environment. They are not designed to ignore your individuality but rather to encourage you to exercise self-discipline and accept your social responsibility. These regulations, in most instances, were developed jointly by staff and students. You should become familiar with campus policies and regulations as published in the student handbook.



General UAF Contacts

Academic Advising Center
907-474-6396 or 888-823-8780
www.uaf.edu/advising
advising@uaf.edu

Admissions & Registration
907-474-7500 or 800-478-1823
www.uaf.edu/admissions or www.uaf.edu/reg
admissions@uaf.edu or registrar@uaf.edu

Blackboard & Blackboard Support
907-450-8300 or 800-478-8226
classes.uaf.edu
support@classes.uaf.edu

College of Rural and Community
Development (CRCD)
866-478-2721
www.uaf.edu/rural

Financial Aid
907-474-7256 or 888-474-7256
www.uaf.edu/finaid
financialaid@uaf.edu

Graduation Services
907-474-7523 or 877-474-6046
www.uaf.edu/reg/grad
fygrads@uaf.edu

Math Hotline
800-UAF-MATH

Office of Information Technology
907-450-8300 or 800-478-8226
www.alaska.edu/oit
helpdesk@alaska.edu

Rasmuson Library Off-campus Services
800-478-5348
www.library.uaf.edu/offcampus
fyddl@uaf.edu

Writing Center
907-474-5314
www.alaska.edu/english/writing-center

CRCD Campus Contacts

Bristol Bay Campus (Dillingham)
800-478-5109

Chukchi Campus (Kotzebue)
800-478-3402

Interior-Aleutians Campus (Fairbanks)
888-474-5207

Kuskokwim Campus (Bethel)
800-478-5822

Northwest Campus (Nome)
800-478-2202

UAF Community & Technical College
907-455-2800

Useful Web sites

UA Online
uaonline.alaska.edu

University of Alaska Fairbanks
www.uaf.edu

UAF Catalog
www.uaf.edu/catalog

UAF Email
www.alaska.edu/google/

Grades & Unofficial Transcripts
uaonline.alaska.edu

Transcripts
www.uaf.edu/reg/transcripts

Distance throughout the U.S.
www.petersons.com

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